YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	HINDI VIDYA PRACHAR SAMITI'S RAMNIRANJAN JHUNJHUNWALA COLLEGE
• Name of the Head of the institution	Dr. Himanshu Dawda
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02225152731
• Alternate phone No.	02225151763
• Mobile No. (Principal)	9920727088
• Registered e-mail ID (Principal)	himanshud@rjcollege.edu.in
• Address	Opposite Ghatkopar Railway Station, Ghatkopar West
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400086
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	28/05/2018
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the IQAC Co-ordinator/Director	Dr Seema Ratnaparkhi
• Phone No.	02225151763
• Mobile No:	9869633054
• IQAC e-mail ID	iqac@rjcollege.edu.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.rjcollege.edu.in/wp-content/uploads/2021/03/AQAR-2019-20.pdf
4.Was the Academic Calendar prepared for that year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.rjcollege.edu.in/wp-content/uploads/2021/04/Academic-Calender-2020-21-17042021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	Four Star	0	2001	05/11/2001	04/11/2008
Cycle 2	A	3.33	2009	29/01/2009	28/01/2014
Cycle 3	A	3.50	2014	05/05/2014	04/05/2019
Cycle 3	A	3.50	2018	04/12/2018	31/12/2023

6.Date of Establishment of IQAC	12/12/2003

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Departments of Biotechnology, Maths &Statistics, Computer Science &Information Technology	DBT Star College Scheme	DBT	06/05/2019	6300000
Departments of Botany, Zoology, Chemistry, and Physics	DBT Star Status	DBT	19/09/2019	12600000

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI

View File

9.No. of IQAC meetings held during the year	12
- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes
- If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?	No
- If yes, mention the amount	

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

Organising Lecture series by eminent speakers to create awareness about trends in technology, life skills, engage students, staff and other stake holders during Pandemic open to public.

Counselling of students and helpline for students to tide over the difficult times	
Capacity building of support staff to deal with the new normal handling student queries, counselling	
Capacity building of teachers for online teaching, learning and evaluation, implementation of quality mandate as per UGC norms	
Continuing of education, co curricular, extra curricular, extension activities as per government norms released from time to time.	

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To plan for teaching, and evaluation to deal with uncertain times during Pandemic	All teachers trained in online teaching, preparing e content, creating google classrooms, Edmondo, Canvas
Survey of students to find out how they would like to be engaged during lockdown	Survey revealed that students were interested in doing some additional courses. With proactive efforts of college Coursera offered more than4500 courses free of charge. Students took advantage and enrolled for the same the statistics of the same is available on college website. College also initiated the process of forming a local chapter for NPTEL courses students enrolled and have qualified
Student counselling for mental well being	Videos were prepared by our teacher for counselling of students to be mentally fit in view of the sudden lockdown resulting in loss of jobs
Remedial teaching for final year students in view of delayed examinations an outfall of Pandemic	Uncertain situation resulted in postponement of examinations, no clarity on mode of examination so students had a long gap and were under stress. To overcome

	the anxiety sessions were taken by teacher mentors
Online admission and student help line to address issues	Since many students left the city and lockdown was announced online admissions was introduced for all classes videos were made o explain the entire procedure helpline numbers were provided on the website. Easy instalments were provided and sufficient time almost entire year was provided in view of the abnormal situation
To conduct student induction program for the second and third year	Student Induction program (SIP) also named as Deeksharambh as per UGC Quality Mandate.
Student induction of first year students	Deeksharambh, SIP as per UGC quality mandate
Evaluation reforms, use of technology	Continuous evaluation , capacity building of teachers in various modes of assessment, question bank preparation, use of technology in evaluation, redressal of grievances, online mode during Pandemic resolving issues of network, teacher mentors for easy communication with students.
Helping non accredited institutions in preparing for accreditation Paramarsh scheme	Our College has been identified as a mentor college under which 5 colleges are mentored so that they prepare for NAAC accreditation (UGC quality Mandate)
Curriculum for life skills (Jeevan Kaushal)	Designing of value added courses subject related, life skills includes communication skills, leadership and management skills, human values offered to student and many successfully completed

Learning outcomes based curriculum framework for undergraduate and postgraduate education	All Board of studies have designed learning outcome based curriculum and the same has been mapped with reference to skills/employability and entrepreneurship development and has been uploaded on Institutional website.
Promotion of Internship for students	The Postgraduate programs have one semester dedicated to internship. Students are encouraged to take up internship at undergraduate level. Internshala is another opportunity through which students have got internships
Preparation of AQAR and yearly SSR for NAAC re accreditation	With monthly IQAC meeting documentation for NAAC SSR is done and we have been submitting AQAR every year and implementing the suggestions given by NAAC as review
Promotion of good Academic research practices	The research advisory committee organised programs to promote good research practices by organising workshop in research methodology, ethics in research, encouragement of research among students by organising Anusandhan on National science day, student participation in research festival Avishkar, DBT star college scheme sponsored mini projects and major projects. Encouraging teachers to take up research projects by providing seed money.
To plan for co curricular and extra curricular activities for students	To provide students with campus experience all departments organised various activities and participation of students has been encouraging even though both students and teachers

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	missed the physical interaction
Fostering Social responsibility and community engagement in college	The NSS, NCC, DLLE and Rotaract club of our college are very active and even during Pandemic they carried out wide range of activities to provide support to the people in terms of being COVID warriors, counselling for solace to affected people. In August 2020 our college registered itself as a recognised social entrepreneurship Swachhta and rural engagement cell (SES-REC)
Ecofriendly campus	College ensures all practices are eco friendly, reduction in use of paper, eco friendly ganesha, maintenance of flora and flora even though campus is small, composting unit, solar panels, ring well for recharging ground water, environment audit, green and energy audit
To sign MoU with academic institutions for sharing of faculty expertise	A MoU was signed with Konganadu college Coimbatore an A grade CPE Institution with the aim to exchange faculty and students for learning, research, internships. However with Lockdown travel was not possible so our faculty took four online sessions on selected topics for students and tow students of that college also attended a value added course conducted by us.
Capacity building of teaching staff	Pandemic brought in new challenges in terms of a total shift in the teaching, learning and evaluation process. Capacity building of teachers involved training in use of various online platforms, preparation of

	teaching material, e books, problem solving online, various online techniques for evaluation, counselling of students to prepare them for new normal. Teacher as a mentor, capacity building of teachers to work from home which has its own challenges in city like Mumbai were houses are small and all family members are working from home. Capacity building of female teachers for work life balance.
Establishment of Human value cell	As per AQAR review to inculcate human values and professional ethics among staff and students
Capacity building of supporting staff	Counselling of supporting staff for the changed scenario. Office staff trained in online admission process
Academic and administrative audit	For the last ten years we have been having annual Academic and Administrative audit by external peer committee. All suggestions given by the team are discussed, deliberated and appropriate action is taken. Last Audit was done online on 21/11/2020 from 9.00 am to 6.00pm . Presentation by Principal, All departments and IQAC team. Suggestions of the peer team discussed and prioritise the implementation
IQAC seminar on NAAC Accreditation first step excellence	IQAC seminar on NAAC Accreditation first step excellence

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Academic Council (21/09/2020 and 26/03/2021) Finance Committee (25/09/2020 and 27/03/2021) Governing Body (31/12/2020 and 06/04/2021) College Development Committee (10/10/2020; 09/01/2021 and 20/03/2021)	06/04/2021
14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
01/05/2021	16/02/2022

Extended Profile

1.Programme

1.1   48

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   6544

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   2103

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

2.3   **6295**

Number of students who appeared for the examinations conducted
by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

3.Academic

3.1   **1193**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

3.2   **124**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1	**48**
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1	**6544**
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2	**2103**
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3	**6295**
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1	**1193**
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**124**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**136**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**0**
4.2 Total number of Classrooms and Seminar halls	**38**
4.3 Total number of computers on campus for academic purposes	**501**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**198.47681**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Curricula adopted for the various programs are in keeping with the local needs but would contribute to the development of the Nation and would make the students globally competitive. The graduate programs provide the knowledge skills and attributes a student should have. All programs are geared to provide the students with the ability to apply knowledge. Science students are trained to design, conduct experiments as well as analyze and

interpret data. Commerce students are trained to contribute in areas of business. Arts students are trained in writing skills, critical analysis, social change makers, philosophical thinkers. Specific course outcomes are communicated to the students and displayed on website. Programs aim at training students for progression, employability, and ability to function as a team person. Student outcomes include ability to communicate effectively. Understanding of professional and ethical responsibility, contribute meaningfully to the society. Course specific outcomes provides the requisite knowledge skills, problem solving acumen and decision making skills. Every board of studies has departmental faculty members experts from parent and outside parent university, illustrious alumni, industry experts, their invaluable inputs have been considered in curriculum development. Value education, environment studies, service to self and society leads to holistic development of students.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	**Nil**

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

7

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

1190

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

72

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

48

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

With increasing use of technology and connectivity we live in a

global village and our concerns are safe and secure, green and clean, honesty and integrity in all spheres. Educational institutions play a major role and this we have done through teaching through the core courses, add on courses and electives. Foundation course is an interdisciplinary course which integrates environmental science, gender, climate change and human rights. It is offered to all students at the first and second year of undergraduate programs. Concern for environment and saving the planet by reducing, reusing and recycling has been taught by including topics on green chemistry, waste management, environmental impact analysis. The curriculum in Arts and commerce faculties have inbuilt component on gender sensitization, human values. All teachings bear components to inculcate ethical values in the students so that they become responsible citizen. These values are also nurtured by inviting eminent speakers, organizing workshops and exhibitions. In addition the co curricular activities organized by all departments integrates and addresses issues of ethics, gender, human values, environment and sustainability.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

33

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1860

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

492

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://naac.rjcollege.edu.in/feedback2020-21/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://naac.rjcollege.edu.in/feedback2020-21/
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2526

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

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

266

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

All teachers in the college believe in inclusive education. College adopts techniques to assess the learning levels of students. A multiple choice questions to understand their basic level of understanding in their subject as screening test. It is also observed that slow learner have other skills in which they can get proficiency. The learning levels of students with reference to their domain knowledge, understanding, application and innovation are identified mainly by teacher mentors by their interactions with students and tasks assigned to them. Bridge course and orientation sessions after admission are organsied. Continuous evaluation has enabled us to track the academic progress of the students. Teachers also engage students who require more attention to understand a concept by remedial teaching and revision session. Peer teaching has helped slow learners to come at par with their classmates. All students are provided with equal opportunities to participate in various

competitions it has been observed that some students who may not score well in a written subjective evaluation had better expression by way of other techniques like presentation, posters etc. Advanced learners take the opportunity provided by training for competitive exams, online courses like COURSERA, NPTEL, Certifications etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/06/2021	6544	124

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

In the era of mobiles and internet explosion academically engaging students is a great challenge. During the Pandemic this proved to be an advantage initially since students were excited about learning online and the strict lockdown imposed online delivery of content was the only method. It soon opened a new chapter of learning wherein challenges of connectivity, availability of mobile, computers which soon replaced the conventional chalk and board for teachers and notebooks and pens for students. Online sessions were made interactive by videos, quiz, chat box. Field trips were replaced by virtual tours. Virtual practicals', home labs uploading videos ensured active participation of students. Case studies, project based learning, quiz, seminars, poster presentation, teaching through cartoons has ensured that students are connected even though it was remotely. Pre pandemic all departments ensured experiential learning viz. hands on training to students during practical session. Learner centric methods such as group work, role play, case studies, debates, seminars,

presentations by students makes teaching learning more effective. Every department has a club/association which organizes student centric programmes. The participating students are from the same or other departments which promotes interdepartmental collaborative activities, promoting participatory learning.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://naac.rjcollege.edu.in/2-3-1_2020-21/

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

All teachers have been trained in ICT teaching learning and evaluation. All class rooms have been provided with LCD, laptops or PC, mike system so that teachers can use various technological tools to make teaching more effective and interesting. The Pandemic situation in 2020-21 has made a paradigm shift in making teaching and learning more effective using online mode. All teachers have used technology for teaching. To reach out to every student lectures are recorded and uploaded so that students can view and learn at their pace. Popular lectures and course material are also made available on college website under RJC Opencourseware it is on public domain which can be accessed by anybody. Teachers have made videos of their lectures and uploaded in dedicated google classrooms. Teachers using LMS like moodle, Edmondo, Canvas in addition to google classroom. Practical sessions since were conducted online teachers prepared online videos by actually performing the experiments, virtual practicals' to enable students to understand the concept, do practicals in electronics, physics by simulations, IT and Computer Science students were trained to do practicals by using android phone is they did not have access to computer. Teachers used kits like raspberry pie to perform experiments.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://naac.rjcollege.edu.in/2-3-2_2020-21/
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

124

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Describe the preparation of and adherence to the Academic Calendar and Teaching Plans by the institution. Preparation and adherence to Academic calendar and Teaching plans. Principals address to all staff members, departmental meetings, teaching plan. The academic calendar is displayed on the website in accordance to the declaration of the terms by the University of Mumbai. The academic calendar also gives information on government holidays and major events to be held in the college which enables the departments to plan their teaching and also the co curricular activities. The staff meeting on the first day of reopening helps in taking cognizance of the teaching plan and also if any teacher needs any inputs in terms of learning resources and training for effective delivery of the curriculum. Each teacher maintains a teachers diary, Practical's are planned by in charges. Schedule also includes departmental science fest, project work. In autonomy with the continuous evaluation both for theory and practical's a detailed academic calendar has been prepared and displayed on institutional website. Students also are well informed so they can plan their vacations. E resources have been made available to the learner. During Pandemic all activities were properly planned and conducted online.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

124

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

44

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

14

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

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

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	[View File](#)

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

1

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	[View File](#)
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Continuous evaluation has been implemented across the faculty and examination processes are ITenabled. During this period of PANDEMIC online teaching and online evaluation have played a major role. Students were also assessed on basis of presentations, case studies, project work, viva, quiz to maintain dialogue with them. Conducting and evaluation of Practical's posed new challenges. The postgraduate students could come to the premises in limited number and perform practical's following all COVID protocols. For UG students virtual practicals were designed and in areas of Information technology, computer science and Physics,simulations were used. Special softwares also enabled students to perform practical's. For undergraduate classes practical evaluation were also conducted online and assessment was done by employing different techniques like data analysis, data interpretation, project oriented inquiry based learning and evaluation, video making etc. Teacher mentees helped students in the event of network issues. Continuous evaluation has two components of internal examination of 40% and end semester examination of 60%.

Examination results are declared on an average within thirty days of completion of examinations. Enterprise resource planning (ERP),marksheets with robust internal security features so as to ensure there is no falsification. Printing of mark sheets and grade cards are done in house.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://naac.rjcollege.edu.in/2-5-3_2020-21/

2.6 - Student Performance and Learning Outcomes

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

Every department has formulated programme specific outcomes (PSO) and course outcomes (CO) for their respective disciplines. The same has been incorporated in the departmental syllabi and displayed on the website. This gives an opportunity for the leaner what to expect from the program. The Cos clearly describe the content of the subject and the competencies a learner would achieve after completions of the course. The learner outcomes are also described. All department have a print version of the syllabi. The course outcomes are discussed in the Board of studies whenever there is revision of syllabus and the same is also circulated among the members of the academic council and governing body. Teachers also discuss with the students the expected program outcomes, course outcomes.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Board of studies in respective subjects has designed the curriculum taking all the program outcomes into consideration. The program specific outcomes and course specific outcomes are

appropriately framed in consonance with the expected program outcomes.Students are informed about the evaluation pattern adopted by each department . Each department after discussion decides to have a mcq , quiz, presentation, seminar, video making, case studies depending on the requirement of the course there is a rubric to assess the attainment. The semester end examination is of 60 marks which is a subjective however in this academic year exams were online and objective. For a student to pass 40% marks are required. The course teachers set the question paper in such a way that the course attainment can be measured. Project, quiz, field projects reports, seminar, lab work have a structured framework for evaluation considering all the quality parameters. Students are given additional credits for the value added course which they enrol and complete. Students are encouraged to take part in co and extracurricular and extension activities for while they get additional credits. The departments analyse the results and make efforts to ensure further improvement. The practice of continous improvement is practiced. The feed back from various stake holders on the curriculum which is analysed and action is taken to improve the curriculum in view of the changing societal needs. Course attainment for all programs are calculated by direct method as per UGC norms

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://naac.rjcollege.edu.in/2-6-2_2020-21/

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2010

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://naac.rjcollege.edu.in/2-7-1_2020-21/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Institution has a research advisory committee which meets regularly and designs programs to promote research culture among staff and students. The research centres of the institution are well equipped with all facilities for the staff and students. These facilities are upgraded regularly in terms of learning resources, modern equipments, regular maintenance of instruments. The purchase committee responds to the recurring needs of students. There is a well defined policy for promotion of research which is uploaded on the institutional website. These policies are placed in front of the Governing body if they have any suggestions they are incorporated before the policy is uploaded on the website. The research centres are supervised by the guiding teachers and any requirement is communicated to the authorities. The research advisory committee also facilitates in the process of selection of candidates for Ph.D in various subjects, timely completion of course work, submission of dissertation to name a few. The research students and supervisors send their requirements for instruments, consumables, learning resources and the same is made available by following due procedures.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<u>View File</u>
Provide URL of policy document on promotion of research uploaded on the website	https://www.rjcollege.edu.in/wp-content/uploads/2020/06/Policy_for_Promotion_of_Research_RJC.pdf
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.93

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<u>View File</u>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<u>View File</u>
List of teachers receiving grant and details of grant received	<u>View File</u>
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

6

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

13

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

4

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	**Nil**
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The college has established nine research centres in all three faculties. The research advisory committee has initiated a program named as "Anusandhan" to encourage student and faculty research. Students are mentored for minor research project under the DBT star college scheme. Students also present their research project in University research festival "Avishkar" and this year college was awarded zonal championship in the category of Pure Science. There are workshops organised to encourage writing skills for manuscripts, research proposals. The college has established an exclusive incubation and entrepreneurship cell. The cell organised regularly seminars/ workshops/training programmes regularly to promote entrepreneurship. Students are encouraged to participate in business quiz, competition to promote business ideas. Every year a special event known as Invotex is organized by the Incubation and entrepreneurship Cell. Our alumni who are entrepreneurs are invited to share their experience and guide our students to become entrepreneurs.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

07-04-2022 11:54:11

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

28

File Description	Documents
URL to the research page on HEI website	https://www.rjcollege.edu.in/research/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

40

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.rjcollege.edu.in/3-4-4_2020-21/

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0.95256

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	[View File](#)
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

Nil

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	[View File](#)
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Extension activities are carried out by the students through NSS, NCC, RJ Rotaract club and DLLE. NSS orients students on social issues and provides opportunities for sensitising students to social issues. NSS activities are conducted under categories of health issue (awareness on COVID 19, Thalessemia, infectious diseases, blood donation, mental health), NSS students besides raising awareness on social issues like drug abuse, organ donation, AIDS , patriotism, women empowerment, The students participated in beach cleaning following all COVID protocols, under Swatch Bharath Abyan. NSS organised sessions on cyber security. They helped the BMC in their pulse polio program for eradicating polio. One of our student is a founder of Gully classes to educate street children NSS volunteers participate in it. Student volunteers of DLLE created videos for health and hygiene. They also created videos to promote COVID protocols. NCC cadets as COVID warriors All volunteers collected multi laminated plastics and deposited in the SAFAI Bank to promote recycling of MLPS. The RJ Rotaract club has signature activities for school children known as COLORS and TALAASH which they conducted involving the children in their own societies. In lockdown students continued their extension activities in online mode and using innovative methods.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://naac.rjcollege.edu.in/3-6-1_2020-21/

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

14

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

162

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

340

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

10

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

14

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Students are provided with the best infrastructure to support teaching and learning in the campus. There are separate spacious laboratories for all science faculties with 400 computers for use of students and another 162 computers for office, staff room etc. There are 33 well ventilated class rooms with LCD projectors, screens and mike systems. Campus is wi fi enabled and the connectivity is provided to all the class rooms and laboratories. Laboratories are also equipped with audio visual aids. Laboratories are well equipped designed to ensure safety with multiple sets of equipments. A well equipped media lab with world class recording facilities. The Botany and Zoology departments have 7 museums. The research centres are equipped with the required facilities. There is a central instrumentation centre with sophisticated instruments. There is a plant tissue culture laboratory and a terrace garden. Our college office is designed to ensure quick student service. There are separate boys and girls common rooms, conference room, placement cell, reprographic facilities, stationery store. A air conditioned seminar hall with lecture capturing unit. Our Institution firmly believes in providing access to education for all. Lifts, ramps are provided for Divyangan.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://naac.rjcollege.edu.in/4-1-1_2020-21/

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

Our college is a vibrant college with every department having an association/club each one of them conduct atleast four functions at intra or intercollegiate level. Two shared auditoriums of capacity of 175 seats the MPSS hall (1791.23sq ft) and Baijnath Saboo hall 600 seats (4771.26 sq ft) for seminars and college activities. There is a seminar hall with a capacity to seat 100 students (742 sq ft) with audio visual facility. There is a booking facility available so that the teacher/student in charge book the auditorium for their program.. The Gymkhana is on the ground floor which has facilities for indoor games like chess, carom, and table tennis. The quadrangle between school and college is utilized for outdoor sports like Badminton, Volley ball, Taekwondo, boxing and fencing. The college encourages sports and sportsperson for team games and has players at national level in Basketball, Kabaddi, and Cricket. Grounds are hired for training students and coaches provide the required coaching in field games. All accessories required for indoor and outdoor games are provided by college like cricket kit, fencing kit, ball (volley ball), mats of international standard, badminton rackets etc. Students are trained in yoga by trainers from Kaivalyadhama. The air conditioned Gymnasium is equipped with equipments for physical fitness.

File Description	Documents
Geotagged pictures	[View File]()
Upload any additional information	No File Uploaded
Paste link for additional information	https://naac.rjcollege.edu.in/4-1-2_2020-21/

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

38

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

62.12531

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The Central Library is fully automated and is well stocked. In addition to the central library all departments have departmental library for easy access to books and journals to the students. In addition reading room facility is made available to girls and boys and to outside our college students 365 days. Internet and Wi fi facility is provided for users. OPAC provides details about books, journals and articles of subscribed journals.

The digital library gives access to major e resources such UGC , N List, DELNET, JSTOR (Books and Journals) All books are bar coded.

The following tools are deployed to provide maximum access

Software: SOUL software for library automation

Electronic resource Management package for e journals: D space and open source software is used to manage e resources INFLEBNET's N List is used to provide federated searching articles in multiple data bases.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://naac.rjcollege.edu.in/4-2-1_2020-21/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources | **A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

4.6439

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

5

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has established its computer centre in 2004 with a dedicated staff to take care of installation, maintenance of It facilities. All purchases are done through the purchase committee which invites quotations from vendors and meetings are done with the vendors before a final decision is arrived at. The institution has It policy which is available on college website. The campus is wi fi enabled. All classrooms, laboratories, library and auditoriums are It enabled. There is licensed micro soft office. The college is certified ISO27001:2013 Information security Management system. Fire wall is available for security. Licensed software are used wherever necessary. The computers are upgraded frequently to meet the requirement of the curriculum. Lease line of 50MBPs is available for uninterrupted service. Plans are underway to upgrade the same to 100MBPs. There is budget allocated for upgrading facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://naac.rjcollege.edu.in/4-3-1_2020-21/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
6544	**501**

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	A. All four of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://naac.rjcollege.edu.in/4-3-4_2020-21/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

136.3515

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The college has well established system systems and procedures for marinating and utilizing the physical, academic and support facilities. The Secretary of the trust is the overall in charge of

all the facilities. He coordinates with the Head of the
Institution who in turn coordinates with the Vice Principals, Head
of the Departments, Lab Assistants, Office and lab attendants,
Librarian and Library assistants, peons.

There are security personnel on duty round the clock in the campus
who ensure safety and security in the premises. There are floor
peons and CCTV are installed for surveillance. The infrastructure
is maintained by a team of skilled personnel which includes
carpenters, electrician, mason, construction workers, plumbers and
painters who are available on the premises. The IQAC has initiated
a system for maintaining a register for problems related to
lights/fans/AC/projectors/computers etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.rjcollege.edu.in/4-4-2_2020-21/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

288

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

23

File Description	Documents
Upload any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://naac.rjcollege.edu.in/5-1-3_2020-21/
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

4069

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)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students'

A. All of the above

grievances Timely redressal of grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

63

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

243

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

4

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student council of the college is duly formed as per the guidelines of University of Mumbai. It has a representative from each class (class topper if he or she denies next in order of merit) , a representative from NSS, NCC, Sports (Gymkhana). They nominate/elect the general secretary and a joint secretary. There are two staff members who are chairpersons and co chairpersons in addition to Principal and Vice Principal. Every committee has representation of students. There is student representation in the college development committee which has regular meetings. There are students in IQAC meeting and they take active part in the quality enhancement and quality sustenance programs of the college. All college committees have student representation and the association and club activities are planned and managed by the students. The annual cultural fest and departmental fest are all managed by students. The student council organises various student related activities like saree day, traditional day, friendship day, teachers day to name a few. In this PANDEMIC all activities were planned online. Students are integral part of anti ragging committee, WDC, grievance and redressal cell, Gymkhana committee, Library advisory committee, research advisory committee.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

63

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Annual alumni meets are organised for interaction with the alumni. All departments organise career talks and counselling by inviting their alumni from different fields. This provides a healthy platform for the current students to interact with their alumni and share their experiences. The enthusiastic alumni from NCC join us on 15th August Dasherra pooja and 26 th January Republic day celebrations. Every year on the occasion of academic prize distribution program 5- 6 alumni are felicitated and they share their experiences with the current students. Our Alumni contribute to the endowment fund to the trust which is given as a merit prize to the topper. Alumni also help needy students by way of paying their tution fees. Whenever job opportunities are available alumni inform us and also help in placements. Alumni contribute significantly by sharing their experience by delivering special lectures in emerging areas.

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

5.4.2 - Alumni's financial contribution during the year	D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The objectives of the higher education policies of the Nation is reflected clearly in our mission of providing education to all, by ensuring equity and access to education. Inculcating value system by ensuring academic excellence leading to character development. The Vision and Mission statements are prominently displayed. The empowered team of Principal, Vice Principal's, IQAC members, teachers and supporting staff and students help in design and implementation of quality policy. Effective governance is ensured due to excellent communication and harmonious working relationship. Feed back tools like meetings of the staff, Head's of the departments, Association, student council, examination committee, IQAC and various activities which are organized by the college. Regular meetings of college development committee, college committee and managing committee ensures free flow of information at all levels. The management encourages staff and students to give suggestions for improving the quality of all activities of the Institution. These are implemented on a priority basis. There is a sense of belonging among the staff and students due to the positive approach of the management. Statutory bodies like Governing body, finance committee, Academic council, subject Board of studies, Examination committee. have faculty members representation as per UGC regulation for autonomous colleges.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://naac.rjcollege.edu.in/6-1-1_2020-21/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization

and participative management

The smooth functioning of the college from morning 6.30am to evening 9.00Pm is ensured by decentralization and participatory management. There are team of Vice Principals who are ably supported by Head's of the departments, teaching and supporting staff. They are also empowered to take decisions as per rule. Staff members are chairpersons/conveners of Associations have representatives from students. There are statutory committees which are as per the guidelines. A vibrant IQAC steers the Institution in proper direction. In addition whenever there are seminars, workshops, fest the staff and students plan and delegate work by making empowered committees. In short the entire working of the institution is driven by the bench strength and leadership training imparted at every level.

A case study of decentralization and participative management is the process involved in purchases in science departments. Information provided by department for their requirements of recurring and non recurring items is used for planning of purchases for the year. The Purchase committee with representatives ensures transparency and participation at all level with proper check.

Even though Physical functioning of the college was disrupted due to Pandemic smooth transition to new normal was possible due to participatory management.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	No File Uploaded
Paste link for additional Information	https://naac.rjcollege.edu.in/6-1-2_2020-21/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Institutional has a visionary plan for its stride towards holistic development of student by empowering human resources. It starts with the Institutional vision and mission. This has been well planned by the Internal quality assurance cell which has

members from top management, teachers, non teaching staff , senior administrators and students. A SWOC is an important component of the planning process. With the world becoming a global village and information available through technology the role of teacher has also changed. It involves a change from monologue to an interactive session. Knowledge based coupled with skill based. Capacity building of teaching and non teaching staff to learn and implement new technologies. This year PANDEMIC has reinforced these changes to progress rapidly in the direction of a Digi Campus and continuous training of man power to fulfil the emerging requirements of the students.

The highlights of the plan are as follows:

New Programs with greater demand in terms of employability of students

Skill

Holistic development of youth by

One process successfully implemented based on the institutions strategic plan is automation of processes in the college like admission, examination, administration, verification of documents, transcripts.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://naac.rjcollege.edu.in/6-1-2_2020-21/
Upload any additional information	No File Uploaded

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

The organogram is uploaded on the institutional website which depicts the organizational details of the institution allowing free flow of information and helping in smooth administration of the institution. Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala college is a linguistic minority Institution.. The recruitment process and service rules are as per the guidelines of UGC, University of Mumbai, State Government.

The Principal is responsible for the academic, administrative matters and disciplinary matters of the college. The Principal along with the team of Vice Principals informs the Heads of the Departments for the smooth functioning of the college. The Principal along with team of Vice Principal distribute the work to the class 3 and 4 staff. The Laboratory in charges are Lab Assistants who effective manage the Lab set up with the help of Lab attendants and peons. The Library Incharge is the Librarian who is assisted by Assistant Librarian, Library clerks, library attendants and peons. The following statutory bodies have been duly constituted as per UGC guidelines under autonomous status. These are Governing body, Finance committee, Academic Council, Examination committee, Board of studies.

The college has all statutory committees as per UGC guidelines and committees for various co and extracurricular activities.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.rjcollege.edu.in/organogram/
Upload any additional information	No File Uploaded
Paste link for additional Information	http://www.rjcollege.edu.in/wp-content/uploads/2018/06/Code-of-Conduct-TEACHERS-STATUTE-.pdf

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

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

avenues for their career development/ progression

Our Institution has effective welfare measures for teaching and non teaching staff and provides avenues for their career development and progression. Some of these are Payment of advance through management support to non teaching staff since salary grants are delayed. Festival advance for members of supporting staff payable in easy instalments before financial year ends. Annual celebration of Ganesh festival and Satyanarayan pooja . Annual picnic for teaching and non teaching staff . The class Iv employees are given free uniform the colour and quality of the cloth is left to their choice. Encourage staff to participate in seminars, workshops, sports etc organised by other colleges and they are paid registration fees, travel allowance by the college, duty leave. The non teaching staff of chemistry department are provided with free milk . Free medical check . Staff welfare fund for teaching and non teaching staff. Deserving wards of retired/deceased non teaching staff are given preference in employment in the college. Admission to wards of staff. Financial assistance to wards of non teaching staff who are pursuing higher education. Timely notification and processing of papers for funding opportunities for financial assistance Workshops on CAS so teachers know their career path.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://naac.rjcollege.edu.in/6-3-1_2020-21/

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

18

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

6.3.3 - Number of professional development / administrative training programmes organized

by the Institution for its teaching and non-teaching staff during the year

14

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	[View File](#)
Upload any additional information	[View File](#)

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

63

File Description	Documents
Summary of the IQAC report	[View File](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View File](#)
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

There is a robust mechanism of conducting internal and external financial audits. The monthly statement of accounts are placed before the college development committee (CDC) which is a statutory body and the managing committee these committees meet atleast four times in a year. The audited statement of accounts and the budget is also passed by these committee. The college being autonomous also presents its audited statement of accounts and budget by the finance committee and the governing Body. Our College has a statutory auditor who audits all accounts yearly and also gives a audit report which is duly complied by the college. The audited statement of the accounts is submitted to the Joint Directors Office (State Government) and Accountant Generals Office (central Government). The State and the Central Government audit all accounts once in three years. All efforts are made to comply with audit reports.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

1.1322

File Description	Documents
Annual statements of accounts	[View File]()
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	[View File]()
Any additional information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

We have a strategic plan in place and the institution prepares yearly budget for allocation of funds for optimal utilization of resources. The major sources of the institutional receipts are the salary grants from the state Government, the fees collected from students under various heads as prescribed by University of Mumbai, the fees received from self financing courses. In addition to this the college gets support from funding agencies like UGC Autonomy grants, DBT star status and star college, major and minor research projects. All funds are properly utilised and utilization certificates are submitted in time to the funding agencies.

The budget is prepared by the finance committee after considering the requirements of the various departments, up gradation of facilities, learning resources, research centres and administrative office. The budget is presented to the Governing body for its approval. All purchases are made as per following due procedure and as per the suggestions of the purchase committee. Fund utilisation is properly monitored.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://naac.rjcollege.edu.in/6-4-3_2020-21/

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The following are the major functions of the IQAC to institutionalise initiatives that will

1. Annual Academic and Administrative Audit by external peer

2. Monthly meeting of IQAC to plan the activities and review the teaching learning processes

3. Documentation of various programmes and activities of the college all supported by IQAC members who help in planning, implementation, report writing required for various processes.

4. Planning for optimal utilisation of resources.

4. Feed back forms to elicit response, analysis of feedback for continuous improvement.

4. Promotion of quality culture by organising seminars, workshops, FDPs, capacity building of teaching and supporting staff. This helped in the transition from regular mode of teaching in campus to a remote online process of teaching, learning and evaluation. The trained supporting staff could also adopt to the new normal way of working and provide desired services to all the stakeholders.

5. Timely compliance of peer team suggestions (3rd cycle) all have been complied, AQAR review, academic and adminstrative audit reports

6. Discussion and plan to implement quality initiatives in all

services of the institution

7. Initiate best practice and institutionalise it.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rjcollege.edu.in/wp-content/uploads/2021/09/MOM-IQAC-2020-21.pdf

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC of the college is like an extended arm coordinating with everyone with the sole objective of quality in every functioning of the institution. Regular meetings of IQAC ensures discussions on the teaching learning processes and continuous improvement. Two way communication with all stakeholders ensures high performance. IQAC collects student feed back on teaching , learning process, teaching staff, curriculum feedback from stake holders these are analysed and an action plan is suggested for improvement. The new staff members have an orientation to appraise them of the Institutional culture and student centric approach in all activities. The IQAC ensures that the infrastructure is aligned with the requirements of the teaching pedagogy. Capacity building trainings are organised by IQAC to train staff in new technologies. Departmental meetings have discussions on the feedback analysis. Annual academic and administrative audit provides an opportunity for every department to present their innovative ideas of teaching and the outcomes and student satisfaction obtained . Monthly IQAC meetings reviews the teaching learning process and inputs are provided to the authorities for implementation

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used	A. Any 4 or all of the above

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for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.rjcollege.edu.in/wp-content/uploads/2022/03/IQAC_Annual_Report_2020-21.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Security persons at the gate which includes a lady security during day time. Electronic surveillance through CCTV cameras in premises and all floors, laboratories. The college has Anti ragging committee, vigilance squad, Internal complaint committee which has student representation. Student Induction programme provides awareness about various committees .Floor supporting staff are present at strategic location and the supervisory rounds by Principal, Vice Principals ensures safety and security. Emergency contact numbers are prominently displayed. Girl students have separate girls common room and washrooms with lady attendants. It is located in the first floor which is near the college office. Counseling is done through teacher mentors, authorities and professional counselor. Our college has taken special efforts to encourage girl students coming from marginalized and highly conservative sections of the society. The college women development cell conducts several activities to create awareness about social issues and how they can be tackled. These forums provide information to students and encourages them to identify self and develop their own personality.

The lockdown imposed in view of the Pandemic changed the dynamics of communication which became remote through online mode but Institution continued to address the issues related to gender and promotion of gender equity.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://naac.rjcollege.edu.in/7-1-1_2020-21/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
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 a maximum of 200 words)

Solid Waste: As a higher educational Institution, paper resources is widely used (for administrative, examination, library purposes). For the last thirty years, all answer books preserved for three years are sent to factory for recycling and certificate is issued for the same. Similarly, old newspapers are also sent for recycling. Plastics usage has been minimised by discontinuing the use of plastic cups, containers and no plastic bags. Online system of examinations, whatsapp group for students, RFID based identity card tagged to phone numbers of stakeholders for sending notices via sms are steps towards becoming paperless. The biodegradable waste is composted. SAFAI Bank for recycling of multi laminated plastics.

Liquid Waste: The main focus is on reducing and disposing the amount of hazardous chemicals by adopting green chemistry. Similarly costly chemicals are recycled or reused. All taps are checked regularly for leakages

E-waste is collected and sent for recycling.

In 2020-2021 the college was closed as per directives of the Govt. Covid 19 Pandemic so students were not coming to the premises all processes were online. Similarly due to closure of laboratories no liquid waste has been generated.

Reduce, recycle and reuse is practiced will be practiced when normalcy returns.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
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 undertaken by the institution

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

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,	**A. Any 4 or all of the above**

reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

The college is microscopic reflection of India believing and nurturing the values of diversity, tolerance and inclusiveness. Cultural diversity is reflected at the curricular and institutional policies. Subjects like History, Sociology, Political Science along with Marathi, Hindi and English literature have well designed curriculum that multiple diversities of India. The college every year celebrate Marathi bhasha divas and Hindi divas. The various associations organise seminars, workshops and talks that aim at promoting communal harmony in the society. The Political Science department celebrate Gandhiji's anniversary to promote the values of tolerance and peace. The History department organises thematic activities related to food, attire, traditions so as to reflect regional diversity of India. The annual activities conducted by NSS and NSS aims at catering to the lower socio economic sections of the society.

- **Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)**

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

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations:

values, rights, duties and responsibilities of citizens:

One of the institutional goals of our college is to create enlightened citizens that will contribute to the overall development of India. To achieve the above goals it is essential to imbibe the constitutional ethos in the minds and hearts of the employees and students. Our college has well designed policy, institutional mechanisms, academic curriculum and ethical practices to sensitize the students and staff t regarding constitutional obligations.

As part of institutional mechanism the college has NCC, NSS, Human value cell, College Women Development Committee, anti ragging committee, collegiate grievance redressal committee for students, committee for SC/ST, minority Cell and OBC Cell who objective is to protect and foster human rights. Foundation Course as an interdisciplinary subject teaches fundamental rights and duties to students across all streams. Similarly environmental studies sensitize students towards environmental issues. Curriculum of subjects like sociology, philosophy, political science and history disseminates knowledge and values enshrined in the constitution like secularism, democracy, gender rights, respect for cultural, linguistic and religious minorities etc. As part of fundamental duty the college celebrates national events like Independence Day and Republic Day every year to instill the spirit of patriotism. Departments and associations organize seminars, workshops, guest lectures and competitions to commemorate the legacies of national leaders like Mahatma Gandhi, Savitribai Phule, Dr Babasaheb Ambedkar, Lokmanya Tilak, Smt Indira Gandhi, Bhagat Singh etc. The NSS and NCC units of our college are always at the forefront to the serve the nation in the challenging times. Our students actively participated in the vaccination and blood donations drive during pandemic

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this | A. All of the above |

regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

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

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

Our College celebrates national festivals and remembers the contribution of our national leaders by celebrating important days to commemorate their birth and or death. The new year begins 3rd January birth anniversary of Smt Savitribai Phule special program is held by felicitating a women social worker. On 12th January the birth anniversary of Shri Vivekananda is celebrated by organizing an exhibition. On 28th February National Science Day is celebrated as a tribute to Indian Scientist Shri C. V Raman.26th January theRepublic day of our Countryis celebrated with flag hoisting and parade by our NCC cadets. 14th April the birth anniversary of Shri Babasaheb Ambedkar is celebrated by a book exhibition.Independence day is celebrated on 15th August by flag hoisting, parade by NCC cadets.Ganesh festival which is organized by the supporting staff is in remembranceof Shri Lokmanya Tilak .

The birth anniversaries of great leaders like Mahatma Gandhi has pledge, cleanliness drive, In students and staff take part in the swatchta pledge to make our country clean. Teachers day is celebrated by students to celebrate the birth anniversary of Former President Shri Sarvapalli Radhakrishna. Readers day dedicated to our former President Shri Abdul Kalam.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1.Project Based Learning

2. Wide range of extension activities to develop self and society

File Description	Documents
Best practices in the Institutional website	https://www.rjcollege.edu.in/bestpractices/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Our Institution is known as an Institution with a heart, resilience is our way of life. This Pandemic was catastrophic for many of the families of our students. Since the students belong to families earning their livelihood by working in unorganised sector which was most affected by the lockdown. Large scale migration, loss of job, surge in COVID cases and closing down of educational institution lead to a worry that our students would drop out of education or may loos a year. The visionary management, principal team of teachers and supporting staff ensured that students would continue their education in the new normal. Our resilient students bounced back communicated with their teacher mentors and help was provided by way of food, money, connectivity. Students even though were in difficulty reached out to the society as COVID warriors helped as volunteers in relief camps, vaccination drives etc.

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Lockdown did not deter our students from serving the society through NSS/NCC/ROTARACT/ DLLE. Students were allowed to use the reading room with all COVID protocols in place teachers maintained continuous dialogue with the students. During examination time every student was in contact with the teacher to counsel them.

File Description	Documents
Appropriate link in the institutional website	https://naac.rjcollege.edu.in/7-3-1_2020-21/
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. In view of the AQAR review received from NAAC the process of offering more number of electives was planned and each department have designed coursework for these electives and would be offered at the second year level and student would also be given a choice to choose electives across the faculty
2. Pandemic has reinforced the concept of DIGI Campus.
3. To involve more students in community services or community related projects to hone their emotional quotient
4. To prepare the stakeholders to come back to normalcy
5. Internship opportunities are notified to the students and efforts to be made to ensure that every student gets work experience
6. To encourage teachers to develop robust e content in various subjects so that in blended teaching students get an opportunity to learn at their pace specially in view of the Pandemic situation and lockdown many families have been severely affected
7. Effort to be made to ensure more active participation of students in online/blended learning program.
8. Training of faculty and students for developing writing skills leading to quality publication