



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	PRAHLADRAI DALMIA LIONS COLLEGE OF COMMERCE AND ECONOMICS
Name of the head of the Institution	Dr. N. N. Pandey
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	912228725792
Mobile no.	9820518042
Registered Email	dalmialionscollege@gmail.com
Alternate Email	pandey.nn@gmail.com
Address	Sunder Nagar, Off S.V. Road, Malad (West)
City/Town	Mumbai
State/UT	Maharashtra
Pincode	400064

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Emelia Noronha
Phone no/Alternate Phone no.	09819202132
Mobile no.	9326208927
Registered Email	iqac@dalmialionscollege.ac.in
Alternate Email	emelian@dalmialionscollege.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.dalmialionscollege.ac.in/wp-content/uploads/2018/10/AOAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.dalmialionscollege.ac.in/wp-content/uploads/Academic-Calendar-PDLC-2019-20.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	72.05	2004	16-Feb-2004	15-Feb-2009
2	B	2.56	2014	21-Feb-2014	20-Feb-2019

6. Date of Establishment of IQAC	27-Feb-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
External Audit 1 by Intertek	10-Sep-2018 01	4648
External Audit 2 by Intertek	17-Dec-2018 02	4648
ISO 9000:2015 CERTIFICATION	13-Mar-2019 01	4648
Research enhancing initiative Conference by student researchers on	23-Feb-2019 01	74
Dalmia Lions Adminotsav	18-Jan-2019 01	228
Workshop on Paperless Office Administrative staff	12-Jul-2018 01	57
FDP - An Insight into Career Advancement Scheme & its Recent Amendments	29-Aug-2018 01	27
Administrative audit	18-May-2018 01	4648
Internal Audits as per ISO 9001: 2015	09-Oct-2018 02	4648
Faculty Development Programme - Gender and Sexuality	09-Mar-2019 01	27
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	nil	2019 00	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

- ISO 9001:2015 Certification
- Conference by student researchers on 'Youth and Relational Values' was organized by Department of Business Communication and Student Research Cell
- Faculty development programmes Training programme for teaching and Administrative staff
- 360 Degree Feedback System
- MOUs signed

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

Plan of Action	Achivements/Outcomes
Orientation programme for students and parents	Orientation done for all First Year Students and their parents
Bridge Course	Bridge Courses conducted by departments of Commerce, Business Communication, Maths & Stats. And Cost Accounting
Linkage / collaboration with Industry MOUs to be signed	MOUs signed with IQAC Cluster, Praja Foundation , Stree Mukti Sanghatana, Kinging Youths, Technoserve and Qknit
SET / NET/ CA/ Training programmes	Trainings carried forth by Dept. of MCom
Academic External Audit	Two audits conducted by Intertek, an ISO Certification Body
Administrative Audit	Admin Audit by an audit committee comprising of Shri Mohan J. Shinde Ex Registrar Patkar College, Goregaon West and Shri Chandrakant and Mr. Amin, Ex-Registrar, N.K. College, Malad (West), on 18th May 2018 and also Intertek
Administrative Efficiency Programmme	Conducted workshop on Paperless Office for Administrative Staff
Workshop / seminar by Alumni Association	Alumni conducted a workshop for admin staff and sponsored the Trophy of Student Research Conference
Welfare schemes for the Non-teaching staff	Welfare Schemes are in place; as and when non-teaching staff apply they can avail of the welfare schemes
Research Centre	Research Centre in Commerce - Accountancy has been started

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Name of Statutory Body</th> <th style="width: 50%; text-align: center;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">College Development Committee</td> <td style="text-align: center;">23-Oct-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	23-Oct-2019
Name of Statutory Body	Meeting Date				
College Development Committee	23-Oct-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	17-Dec-2018				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	07-Jan-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management Information System of Prahladrai Dalmia Lions College 1. MKCL Maharashtra Knowledge Corporation Limited (MKCL) promoted by the Department of Higher and Technical Education, Government of Maharashtra is an Integrated Digital portal that provides University Management Solutions to University of Mumbai. The college being affiliated to the University of Mumbai uses this digital system for the following purposes:</p> <ul style="list-style-type: none"> • Online Admission services • Online applications. • Single application for multiple courses • Online payments of application and program fees • Online submission of documents verification • Merit List generations seat allocation • Online Exam services <p>The Exams conducted by the University of Mumbai and the result process is facilitated through MKCL. MKCL maintains students' data, and their profile, which is retained and can be retrieved using PRN No. (student unique number) as necessary. Students can get any updates from the University Portal if required using PRN No. The other services that one can avail through MKCL are:</p> <ul style="list-style-type: none"> • Transfer Certificate • Online 				

examination forms for Regular ATKT students. • Bonafide Certificates and GR Print. 2. Integrated Campus ERP by MasterSoft by Thakar Software Pvt. Ltd. , New Nanadanvan , Nagpur 440 009 Integrated Campus ERP by MasterSoft provided Integrated solutions to our institute with the following modules: • Academic Module Admission Fees, Students Administration, Scholarship Fees concession • College Examination System • Accounts (Financial Accounting) • CCMS Integration with Tally (Only Fees Collection) • LIBMANLibrary Management System (RFID Enabled) • Website (Full Dynamic Content Management System) TALLY We also use Tally 9 ERP an accounting program that lets us track and manage all our accounts and everything else related to it. EduQfix EduQfix application, a comprehensive ecommunication/Mobile based communication administration, parents and students, used by our institution for digital payments. This is an online fee collection platform integrated with multiple payment gateways, banks and digital wallets which helps in easy digital payments for students' fee during admission or fees for examination purposes. Up gradation of Website: Our institution upgraded the website in October 2018 from service provided by CCMS to Future tech Solutions, an Interactive website that now boasts of following features: It is Designed and Developed with latest technology standards that has Mobile, Tablet and Desktop view compatibility. It also has the following features: 1 Year SSD Web Hosting, Development website support, Website Security and Stability.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

At the institution level we prepare the following documents every year: Academic calendar Teaching plan Time-table List of Non working days and holidays At the Departmental level the following documents record curriculum delivery: Departmental Plan Charts the following: Objectives to be achieved Results / Learning outcome of the students studying the subject last year SWOC

analysis of the department Steps to be taken to decrease the weaknesses and meet the challenges Steps taken to improve the quality of teaching-learning process : Plans the following activities : Guest lectures, Visits, Role Play, Group Discussions, Live Projects, Book Reviews, Moot Court, Court visit Plan of Best Practices by Departmental members elaborating upon the Best Practice and the teachers handling the best practice. Planning for Teachers Lecture Observation Regular Departmental Meetings in which the following is undertaken Workload distribution Planning of tutorials and practicals Review of departmental activities Result analysis Planning for departmental activities Exam department Plan Methods used for teaching learning process - documented in Log book Review by HOD Periodical Lecture Observation by HOD - Review given by HOD Monthly Monitoring of the Teaching Plan reviewed by HOD Feedback from students on the teaching learning process upon the following parameters: which is then analysed and handed over to the teachers concerned On the basis of Result Analysis and Feedback of students Remedial and Bridge courses are planned and executed - the current year saw departments of MATHS AND STATS, Business Communication and EVS conducted Bridge Courses. Peer assessment: Feedback on the evaluation process (examination answer sheets and question papers by teachers) is given by Peers from the teaching fraternity who come as moderators. Self Appraisal Reports Teachers fill their Self Appraisal Reports which are then scrutinised by HOD, vice principal and principal. Selection of the Teachers is done after Teaching Demonstration and the Evaluation Report is duly submitted to the Principal for consideration and selection. Individual level: The Teaching plan is submitted to the HOD for Review and Approval The Daily Teaching Report consists of the following details : Day & Date Class & Division Taught Topic / Sub topic taught Content Teaching Methodology & Teaching Learning Aids Reference books Remarks & Signature of HOD A proper Record is maintained of the non- Engaged Lectures, Extra Lectures Engaged, Invigilation-Theory and practicals, Question Paper Setting, Evaluation of Answer sheets by teachers, Remedial Lectures, Excursions/Study Tour etc. & Appointment on Committees and engagement in Extra Curricular Activities A proper note is maintained regarding the Development of E-Learning Content & Delivery under the following heads : Date of upload of content , Title of module, Class, Subject and Chapter No., E-resources and techniques used, ICT tools used, url / link to the module; the note is duly reviewed and signed by the HOD. Summary of Students' Feedback is also part of the Teacher's diary On the website samples of the Teacher's Diary need to be put up Teacher's Diary contents: 1. Personal Information 2. Term Information 3. List of Public Holidays 4. Working

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	01/06/2018	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Information Technology	01/06/2018
BMS	Management Studies	01/06/2018
BCom	Accounting and Finance	01/06/2018
BCom	Investment Management	01/06/2018
BCom	Banking and Insurance	01/06/2018

BCom	Financial Markets	01/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	BCom	01/06/2018
BSc	Information Technology	01/06/2018
BCom	Banking and Insurance	01/06/2018
BCom	Investment Management	01/06/2018
BCom	Financial Markets	01/06/2018
BCom	Accounting and Finance	01/06/2018
BMS	Management Studies	01/06/2018
BA	Bachelor of Mass Media	01/06/2018
MCom	Accountancy	01/06/2018
MCom	Management	01/06/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education	05/02/2019	18
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Financial Markets	47
BCom	Accounting and Finance	128
BMS	Management Studies	173
BA	Bachelor of Mass Media	1803
MCom	Accountancy	178
MCom	Management	61
BCom	Bcom	442
BSc	Information Technology	50
BCom	Banking and Insurance	63
BCom	Investment Management	22
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Overall feedback of teaching learning, curriculum and college administration aspects for all course was recorded from all stakeholders. All feedback was analysed using MS Excel. Feedback on curriculum was based on following parameters: Difficulty Level of the course Balance between Practical and Theory Usefulness in imparting transferable and life skills Contribution towards inculcating ethics, values and moral sense Employability enhancing content Stimulating extra learning and self-learning Usefulness for internal assessment This feedback was recorded in hardcopy, was collated, analysed and published on the college website. Students came up with valuable contribution regarding current curriculum and its role in their overall development. These contributions were discussed for enhancing the teaching-learning process. Similar process was followed for the feedback from parents and alumni of the college. Student Satisfaction Survey was taken from the students on following parameters: Teaching - Learning Environment Infrastructure Teaching Faculty Placement Overall personality development This feedback was recorded in both with Google forms and hardcopy, collated and analysed. Student Satisfaction Index was calculated to understand the satisfaction level of the students. Students also gave feedback about individual teachers on following parameters: Teachers Subject Knowledge Motivation Provided Communication Skill Teachers Regularity Punctuality Interest generated by the teachers in the subject Use of innovation Teaching Methods (OHP/BB/PPT'S) Accessibility of the Teachers in out of the class Discipline in Class Syllabus Coverage Refers to latest developments in the field This feedback was recorded in hardcopy format. Afterward it was collated and analysed. The feedback given from students was submitted to head of the institution and was conveyed to the respective teachers. Parents feedback is also taken on two criteria, admission process and college infrastructure. For the feedback about the admission process following parameters was examined: Availability of Information at campus Availability of Information on College Website Usefulness of help desk Verification process Staff at the Office Counter Feedback on online payment method Overall Rating of the Admission Process This feedback was recorded in hardcopy format during admission process, was collated and analysed. Parents came up with valuable suggestions on the admission process which was discussed with the admission committee and college administration for better admission experience. Parents' feedback on the college infrastructure was also taken on the following parameters: Environment Infrastructure Faculty Fee structure Quality of support material Training Placement This feedback was recorded in hardcopy format during parent-teachers' meeting and analysed. The parents' feedback was discussed with college authorities. Two types of feedback were taken from teachers on curriculum and workplace environment. For workplace environment following parameters were examined: Workplace culture Acceptance level at work place Challenge level of the syllabus with reference to Students Challenge level of the syllabus with reference to teaching Completion of syllabus on time The adequacy of study material available for reference in library Infrastructure of Institution This feedback was recorded in hardcopy format, collated and analysed. The given feedback was discussed with college authorities. Feedback from Employers was taken by the Placement Cell and

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Accountancy & Management	400	296	296
BA	Bachelor in Mass Media	390	458	340
BCom	Banking and Insurance	324	321	288
BCom	Accounting and Finance	510	778	478
BCom	Financial Markets	204	187	153
BSc	Information Technology	204	231	157
BCom	Investment Management	192	97	97
BMS	Management Studies	576	984	543
BCom	BCom	2232	2734	2052

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	4243	296	53	0	7

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
53	30	16	23	0	16

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

- Student mentoring is available in the institution.
- Each mentor has students under them for personal

mentoring. Every class is assigned a Class Mentor • The teacher helps the students in academics and other issues which the students face. • A Teacher-Mentor form is filled by the students along with the photograph of the student for student specially mentored. The student mentions the difficulties/ challenges they face. The mentors also talk with the student to get in-depth knowledge of the exact requirement the student is in need of. Mentors provide guidance and counseling required for the students. The mentors ensure that students under their personal mentoring are able to tackle the issues they face . • Mentoring is done by the teachers at their personal level in matters relating to curriculum or personal issues by counseling them or referring them to professional counselors on campus. • Students' record is kept through a form called the Teacher Mentor Report. • Remedial lectures for slow learners and weak students are conducted wherein the main focus is on how to study and face exam pressure and inputs are given on the methods and techniques used for learning. • Advanced learners are motivated by teachers and tasks that cater to their curiosity and abilities are allotted to them proper guidance is provided for them whenever required. They are motivated to take part in intercollegiate competitions. • Following is the list of Teacher mentors for each class in the year 2018-19 Kirti Sigtia TYBCom - A Nikshit Chauhan TYBCom - B Dr. Kiran Mane TYBCom - C Sharada Gaitonde TYBCom - D Rajesh Ruke TYBCom - E Dr. Shiva Padme SYBCom - A Madhavi Nighoskar SYBCom - B Seema Shukla SYBCom- C Dr. Mahendra Pachadkar SYBCom- D Sachin Bansode SYBCom- E Dr. Sunita Tidke SYBCom- F Emelia Noronha FYBCom- A Dr. J. P.Yadav FYBCom- B Sandeep Gupta FYBCom- C Shweta Ranade FYBCom- D Rajesh Bombe FYBCom- E Bharti Tiwari-Shukla FYBCom- F Subhashini Naikar FYBCom- G Mohini Nadkarni FYBMS A B Prachi Chaturvedi FYBMS C Manisha Jadav SYBMS A B Sarita Jha SYBMS C Kinjal Sanghavi TYBMS A Saraswathy TYBMS B C Nirav Tawadia FYBAF A C Advitya Srivastav FYBAF B Sneha Hathi SYBAF A C Prachi Chaturvedi SYBAF B Sailee Shringarpure TYBAF A, B C Bhavana Singh FYBMM A B Minu Paul SYBMM A B Dr. Sudipta Roy Chowdhury TYBMM A J Priyanka Radhakrishnan FYBBI A B Rahul Pandya SYBBI A B Durgesh Kenkre TYBBI A TYBFM Aditi Save FYBSC IT Rupali Mishra SYBSC IT Sanjana Khemka TYBSC IT Namrata Murugesan FYBFM Rahul Yadav SYBFM Aarti Singh FYBIM Ashish Shukla SY TY BIM Aarti Singh MCOM PART 1 ACC MNGMNT Pankaj Jain MCOM PART 2 ACC MNGMNT

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4539	53	1:86

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	15	9	0	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Pankaj Laxmilal Jain	Assistant Professor	Best REsearch paper Award at International Multidisciplinary Conference on World Road to Cashless Economy
2018	Dr. Sunit Tidke	Assistant Professor	Best Researcher Award from Indian Academic Researchers Association
2018	Dr. Sunita Tidke	Assistant Professor	Aadarsh Shikshak Rajya Puraskar

2019	Priyanka Radhakrishnan	Assistant Professor	Best Research paper Award at National Conference on Digital Literacy-Ease in Lifestyle
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	2C00531	1	04/01/2019	12/04/2019
MCom	2C00532	2	03/06/2019	01/08/2019
MCom	2C00533	3	11/01/2019	15/04/2019
MCom	2C00534	4	10/06/2019	13/08/2019
BCom	2C00141	1	07/12/2018	08/02/2019
BCom	2C00142	2	09/05/2019	07/06/2019
BCom	2C00143	3	02/11/2018	10/01/2019
BCom	2C00144	4	03/05/2019	07/06/2019
BCom	2C00145	5	03/11/2018	29/01/2019
BCom	2C00146	6	11/04/2019	27/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our institute being affiliated to the University of Mumbai we adhere to the rules and regulations put forth by the University. According to the norms some courses fall under an evaluation system that has a mandatory marking scale for internal and external Evaluation. Thus Continuous Internal Evaluation (CIE) system for this course is followed as per the norms wherein continuous assessment is done on the basis of class tests, projects, viva-voce, presentations, internships, industrial visits, etc. The other courses that do not have mandatory internal assessment system the institute follows its own practices of Continuous Internal Evaluation in the following manner:

- Feedback from Result analysis: After every test and semester end result declaration HOD's and coordinators plan strategies for improving the results and giving additional support to the weak students. They continuously monitor identifying any drop in performance of the students and take immediate steps to counsel the learners concerned. Efforts are made to identify the reasons for the drop and corrective steps are taken to ensure that the learners are positively motivated to improve upon the performance. Remedial classes are arranged for the needy students.
- Proactive Attendance committee: One of the crucial key result areas is maintaining the attendance in the class rooms so that their academic progress is monitored and maintained. Monthly review takes place, defaulters list is notified, parents are informed and students are motivated to attend lectures through personal counselling by the concerned teacher mentors.
- Parent Teachers meetings are held at regular intervals, in order to appraise the performance of the students to their parents. Mentors are given the responsibility to interact with the parents and apprise them about the performance as well as attendance of the learners. Mentors also ascertain the

social background of the learners in order to have a better idea about the learners. • Mentoring system is followed wherein every teacher continuously mentors the students in respect of curriculum and exam and other stress related issues.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared in the beginning of every year. It includes teaching and evaluation plans, academic, co-curricular, extracurricular activities. To prepare the teaching schedule, there is a time table committee which prepares time table in consultation with various head of the departments. The departmental meetings are held by the respective heads to discuss the departmental activities and syllabus to be taught. Departmental plans are accordingly made. Best practices of each department are planned at the beginning of the year to thereby bring qualitative improvisations in the systems. Teaching plan at the beginning of every semester is prepared. Head of departments monitor the completion of the syllabus and ensure the overall pattern of examination, question papers and weightage of topics as per the recommendation of the University keeping the academic calendar in mind. A teacher's diary is maintained by every teacher. There is a flexibility to accommodate remedial lectures, extra classes and extra contact hours with students in the time table. A review of the departmental plan is conducted at the end of every semester. The Examination schedule is a tentative one, since the exams are conducted by the University and the exact dates are given by the university few days prior to the exams so there may be a slight mismatch with our academic calendar which is prepared at the beginning of the academic year.

Monitoring and evaluating plans and policies are crucial in effective functioning of the institution. Various techniques are adopted for appropriate implementation of strategies: Principal conducts regular meetings with the teaching and non teaching staff to review the progress of various tasks assigned to them. IQAC meetings are conducted at regular interval to appraise the quality improvement strategies adopted and to assess its impact on working of the institution. Various committees' reports are presented to the principal to review the performance and necessary improvements as suggested are employed.

Structured feedback is obtained from students regarding infrastructure, teaching learning process and other amenities and remedial actions are taken wherever necessary. Academic audit is conducted to review departmental progress. Local Advisory Committee is constituted at the college level for evaluating various academic and administrative plans and policies. The next years academic calendar is prepared keeping in mind the suggestions given through the reviews and feedback. In this manner academic calendar brings out all the policies and plans to be implemented which are to the best of our efforts followed and it helps us to achieve our goals and objectives.

2.6 – Student Performance and Learning Outcomes

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

<http://www.dalmialionscollege.ac.in/po-and-co/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2C00534	MCom	Management	22	21	95.45

2C00534	MCom	Accountancy	81	73	90.12
2C00456	BCom	Accounting and Finance	133	120	90.22
2C00256	BCom	Financial Markets	39	37	94.87
2C00346	BCom	Banking and Insurance	63	48	76.19
2M00156	BMS	Management Studies	187	169	90.37
4000156	BA	Mass Media	91	65	71.42
2C00146	BCom	BCom	499	434	86.97
IS00256	BSc	IT	45	34	75.55
2C00826	BCom	Investment Management	21	20	95.23
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.dalmialionscollege.ac.in/wp-content/uploads/STUDENTSATISFACTION-SURVEY-ANALYSIS-2018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	00	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Gender and Sexuality	Women Development Cell	09/03/2019
ICC process	ICC (Internal Complaint Cell)	02/04/2019
An Insight into Career Advancement Scheme	IQAC, Mathematics and Accountancy	29/08/2018
One day workshop on Revised Syllabus of T.Y.B.Com, BBI, BAF and BMS (Semester V and VI)	Dept. of Accountancy, Self Financing Courses and IQAC in association with Board of Studies, University of Mumbai	30/06/2018
Conference on Youth and Relational Values	IQAC AND Student Research Cell	23/02/2019
Workshop on Paperless Office	IQAC	12/07/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	Nil	Nil	01/07/2018	NA
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
BSc(IT)	DLITA	Self sponsored	Online Doctor Appointment Booking System	The main objective of the system is to manage the details of doctor, patient, test medicines, booking number and doctor. The purpose of the project is to build a website in order to reduce the manual work for managing the doctor patient appointment,	22/04/2019
BSc(IT)	DLITA	No sponsor	MOODLE	Student Learner Portal	14/03/2019
BSc(IT)	DLITA	Self sponsored	Look_wear_Collection (Chine garment business)	Personal Insta account	10/01/2018
BSc(IT)	DLITA	Self sponsored	SFC App	This application helps the users such as teachers and students to get syllabus, notes, question papers and software links instantly and easily.	22/04/2019

				They can view or download the matter and also store in their device.	
BSc(IT)	DLITA	Self sponsored	Attendance Portal	The application helps teachers to maintain a record of student's attendance in digitalized way and thereby help eliminating the huge amount of paper work. This helps to generate precise and quicker report for overall assessment.	22/04/2019
BSc(IT)	DLITA	Self sponsored	Innovative Corporate and Promotional Gifts	It is an e-commerce web application intended to sell gifts and promotional products like pens, pendrive, caps , powerbanks, video cards etc. in the single POS as well as in bulk quantities. It accepts online payment through payment gateways.	22/04/2019
BSc(IT)	DLITA	Self sponsored	Trend Setters	Objective of this android application	22/04/2019

				is to revolutionize the tedious work between the insurer and insured parties. This app will have 4 activities: LIC brooch, e-book , agents information and LIC forms.	
BSc(IT)	DLITA	Self sponsored	Swastik Enterprises Management System	This is same as e-commerce website but also includes company profile, management of orders with meetings and customer management.	22/04/2019
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Research Centre in the subject of Accountancy	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	3	6.18
International	Business Law	3	6
International	Business communication	1	0
International	Accountancy	4	5.78
International	Economics	2	6.43

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
BScIT	2
MCom	2
BIM	2
Mathematics Statistics	10
Commerce	3
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2018	0	Nil	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2018	0	0	Nil
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	6	7
Presented papers	7	6	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	Lions Club of Malad - Borivli	11	158
Notebook distribution programme	Lions Club of Malad - Borivli	5	25
Beach Cleaning	Leo Club	1	40
Presentation on cleanliness and hygiene	Chincholi Bunder Municipal school, Malad Malad	2	120

	Municipal school		
Walkathon	Amba Gopal Foundation- "Go Green"	3	73
Blood Donation by DLLE	Lions Club of Malad - Borivli	3	50
Visit to NGOs	Various Orphanages	3	61
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
National Adventure Camp	Certificate (National)	University of Mumbai	1
State level Disaster training program (AAVHAN)	Certificate(State)	University of Mumbai	1
State level Gram Swachata Programme	Certificate(State)	University of Mumbai	1
University level Leadership training programme	Certificate(Univers ity)	University of Mumbai	1
Appointed as Nodal Officer for Swacch Bharat Abhiyan	Certificate / Appointment Letter	University of Mumbai	1
Area Coordinator	Appointment letter	University of Mumbai	1
Awareness creation program on hygiene and cleanliness	Letter of Recognition /Appreciation	Chincholi Bunder Malad Municipal schoolMalad Municipal Secondary School	30
RD Parade Representation	Rajpath Contingent	Directorate, NCC	1
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NCC Swach Pakhawada	NCC -3 Maharashtra Battalion	Cleanliness Drive awareness on cleanliness Lecture on importance of cleanliness	2	36
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
TRAINING	INTERNSHIP	Internship in germin soultions pvt ltd	04/02/2018	04/03/2019	Mr.Yash Sharma
TRAINING	INTERNSHIP	7 Elites Ltd	01/08/2018	31/08/2018	Ms.Mamta Rathod
TRAININGTRAINING	INTERNSHIP	Technocrat Security systems	29/05/2018	29/07/2018	Ms.Mansi Gupta
TRAINING	INTERNSHIP	Shri Khimajmata Enterprise	02/01/2018	28/02/2018	Ms.Harita Vaishanv
TRAINING	INTERNSHIP	Allied Graphics	05/01/2019	05/02/2019	Mr.Joseph Mudaliyar
TRAINING	INTERNSHIP	Tags and Telezz advertising and flims	11/05/2018	11/07/2018	Mr.Nanda Satish Mohan
TRAINING	INTERNSHIP	Cannhub.com	01/07/2019	30/07/2019	Mr.Paresh sutar
TRAINING	INTERNSHIP	Star Health and allied insurance company limited	01/05/2019	30/05/2019	Ms. Shejal jaiprakash
TRAINING	INTERNSHIP	Croner Writing instruments	10/05/2018	20/07/2018	Ms.Prachi Jain
TRAINING	INTERNSHIP	Shree Shakti Ceramics	01/09/2018	30/11/2018	Ms.Dimple Choudhary
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
--------------	--------------------	--------------------	---

Stree Mukti Sanghatana	01/01/2019	Empowerment of women, chiefly by creating awareness in the society about women's issue and improving the lives of women through education, healthcare, and gender equality. 1) Setup compost pit for processing the waste 2) Training to the students	16
Praja Foundation	03/10/2018	To conduct workshop on urban, local governance and provide training to students on civil issues and make them active and conscious citizens. 1) Workshop on centre for law and policy research. 2) Project on 1916-MCGM compliant management system	152
IQAC Cluster India	27/07/2018	To work for Quality insistence, maintenance, Promotion, assurance and to encourage Quality culture in and other organizations. Academic give and take through participation in Seminar	2
Kinging Youths	07/02/2019	To reduce Suicides among youth. Orientation , programme on 'Suicide Prevention tagged as " Jeevan Mein Asha Hain"	484
Technoserve	01/02/2019	A free-of-cost placement training programme for the third-year students	46
Great Gateways	02/07/2018	Industrial visits for enhancement of knowledge base	435

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10.5	10.52

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libman	Partially	--	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8882	2131540	3310	496128	12192	2627668
Reference Books	21561	4178029	505	286131	22066	4464160
e-Books	3135000	5750	0	0	3135000	5750
Journals	38	65701	0	0	38	65701
CD & Video	779	11980	49	0	828	11980
Library Automation	5	140000	2	36800	7	176800
Others (specify)	0	0	1	24500	1	24500
Weeding (hard & soft)	11884	821530	242	23275	12126	844805
e-Journals	6000	5750	0	0	6000	5750

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	NA	NA	01/06/2018
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	165	2	165	1	1	1	13	20	0
Added	0	0	0	0	0	0	0	0	0
Total	165	2	165	1	1	1	13	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
16.5	1691816	31.5	3150393

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

The institute has a clearly documented Operating Procedures under ISO 9001:2015 that defines the Purpose, Scope and Responsibilities and policies for maintaining and utilizing physical, academic and support facilities i.e. Laboratory, library, Gymkhana, computers, classroom etc. The same is intimated to the students through college website / Notice Boards and briefing about is also done during the student orientation programme. The Institute has following policies and procedures in place: Office Administration: Facility Planning and Maintenance: Ensures proper planning for acquisition of facilities and their maintenance for smooth working. • To ensure smooth functioning of academic and infrastructure requirements as per regulatory bodies. • To initiate documentation related to needs related to regulatory bodies • Maintenance of assets i.e. photocopier, water purifier, air condoning and electricity connections. • Maintenance of emergency service of fire extinguisher and First aid Box in the college • To initiate and execute admission process smoothly. •

To facilitate the process to seek permissions required to start new courses/ divisions. • Seek approval from authorities, wherever necessary like teacher appointments, promotion, starting research centre, etc. • To ensure smooth functioning of academic and infrastructure requirements as per the guidelines of regulatory bodies. • Facilitate activities related to Enrolment and result distribution. Gymkhana: To ensure smooth conduct of Gymkhana and sports activities: • To conduct annual sports activities in college • Maintenance of facilities in Gymkhana • To send representative to inter university, state and national level sports meet • To fulfill University of Mumbai norms and send representatives to inter university, state and national level sport meets. • To send list of students to the University of Mumbai for grace marks allotted to sports performers. Library Management: The library advisory committee decides budget allocation and monitors the functions of the library. • The library selects the book suppliers on the basis of their terms and conditions. • The accounts section submits the budget to the library at the beginning of the year. • The librarian earmarks the funds for books/ documents, journals and databases in consultation with library advisory committee. The library procures books in three ways: ? By Requisition ? By Books on Approval ? Books by Syllabi • The budgetary statistics is brought to the notice of the committee. • The library follows the standard Dewey Decimal Classification (DDC) System which provides a logical system for organizing each item. Document/ book in the Library's collection. • The readers can search for books using the Online Public Access Catalogue (OPAC) by author, title and subject and retrieve the classification number to trace the book in the library. • All classification numbers are followed by author mark. • Libman used for book accessioning and circulation. • Library also subscribes to Electronic resources using N-List. • College Library provides internet access to students also.

<http://www.dalmialionscollege.ac.in/wp-content/uploads/Operating-Procedures-ISO-9001-2015.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Freeship by Prahladrai Dalmia Lions College of Commerce Economics	26	196180
Financial Support from Other Sources			
a) National	GOI Post-Matric Scholarship, Post-Matric Tution Fee And Exam Fee (Freeship) Scholarship Scheme (GOI), Post Matric Scholarship To Obc Students, Tution Fees Exam Fees To OBC Students, Post Matric Scholarship To Vjnt Students, Minority Development	75	674980

b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Bridge Course in Business Communication	31/07/2018	953	Department of Business Communication
Bridge course in Environmental Studies	02/08/2018	552	Department of Commerce
Bridge course in Mathematics Statistics	31/07/2018	533	Department of Mathematics Statistics
Remedial Lecture (Business Communication)	20/03/2019	47	Department of Business Communication
Remedial Lecture Environmental Studies	19/03/2019	73	Department of Commerce
Remedial Lectures Mathematics Statistics	18/03/2019	221	Department of Mathematics Statistics
A Basic course in English speaking (Language Lab)	18/03/2019	57	Department of Business Communication
Softskill Development (Mind Management , TISS Visit)	18/03/2019	50	All Self Financed Courses
Personal Counselling	23/07/2018	26	Counselling Cell
Mentoring	24/07/2018	4243	All Teaching Staff
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Financial Literacy Programme	0	49	0	0
2018	Career Guidance & Profile	0	54	0	0

	Building				
2018	Overview of Financial Markets	0	228	0	0
2018	Barclays Mentorship Programme	0	147	0	0
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
TCS, Aditya Birla Group, Sutherland, Flomic Freight Services Pvt. Ltd, Karvy Digiconnect - Bridgspan, Qfix, Times Group	354	187	Larsen Toubro Infotech, Wipro technologies, Capgemini India, Infosys Limited, TATA Consultancy Services PAN India (BPS), Clear Cut Madness., EventIndia.in., Mayur Films., Innovative Creators., Indian Army	18	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	17	BCom	BCom	Univ. of Mumbai IDOL, Kalina	M Com
2019	2	BCom	BCom	Univ. of Mumbai IDOL	M.A

				, Kalina	
2019	1	BCom	BCom	The Lords Universal College of Edu. Malad East	B.Ed.
2019	1	BCom	BCom	Hindi Vidya Prachar Samiti's College of Law, Ghatkopar West	L.L.B.
2019	1	BCom	BCom	New Law College Mahim, Mumbai	L.L.B.
2019	1	BCom	BCom	Children Welfare Centre Law College, Marve Rd., Orlem, Malad West	L.L.B.
2019	1	BCom	BCom	Nalanda Law College, Borivali west	L.L.B.
2019	2	BCom	BCom	Gopaldas Jhamatmal Advani Law College, Bandra West	L.L.B.
2019	1	BCom	BCom	Thakur Ramnarayan College of Law, Dahisar East, Mumbai - 68	L.L.B.
2019	1	BCom	BCom	Jitendra Chauhan College of Law, Vile Parle (W)	L.L.B.

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

Items	Number of students selected/ qualifying
NET	0

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

Activity	Level	Number of Participants
Azaadi	Collegiate	44
Skit: 'Humari Safety'.	Collegiate	8
Skit on 'POP' - Eco Friendly Ganapati	Collegiate	12
Freestyle Dance	Collegiate	13
Fancy Dress completion of kids of the Lion members	Collegiate	12
Shiv Jayanti Celebration	Collegiate - Marathi Vangmay	80
Yoga Day	Collegiate	40
Adminotsav	Intercollegiate	288
Dalmia Lions Khel Mohatsav	Intercollegiate	485
Sports Day	Collegiate	280
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Silver Medal in Inter-institutional National Championship in Table Tennis held at Coimbatore	National	1	0	539333426104	Kotian Ravindra Tarnath
2019	Bronze Medal in Mixed Double National Championship in Table Tennis organised by Table Tennis Federation of India at Cuttack, Orissa	National	1	0	539333426104	Kotian Ravindra Tarnath
2019	1st Prize in	National	0	1	230946044160	Deepak Kumar Jha

	National Level Intercollegiate Festival - CHAKRAWY UHA organized by KES College, Mumbai in BUSINESS STRATEGY & START UP IDEA					
2019	1st Prize in National Level Intercollegiate Festival - CHAKRAWY UHA organized by KES College, Mumbai in BUSINESS STRATEGY	National	0	1	230946044160 & 767051554727	Deepak Kumar Jha & Vini Hemant Jain
2019	2nd Prize in National Level Intercollegiate Festival - CHAKRAWY UHA organized by KES College, Mumbai in BEG BORROW STEAL	National	0	1	767051554727 & 652036541153	Vini Hemant Jain & Darshana Kanojiya
2019	2nd Prize in National Level Intercollegiate Festival - CHAKRAWY UHA organized by KES College, Mumbai in SALESMAN OF THE YEAR	National	0	1	749453238673	Harshad Patil

2019	3rd Prize in National Level Intercollegiate Festival - CHAKRAWY UHA organized by KES College, Mumbai in START UP	National	0	1	7494532386 73	Harshad Patil
2019	1st Prize in National Level Intercollegiate Festival - CHAKRAWY UHA organized by KES College, Mumbai in FOLK DANCE	National	0	1	8356111398 60 & 29346 1689068	Rishab Baser & Snehal Sakpal

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

Students' Council: The objective of the student council is to give students an opportunity to develop leadership by formulating and carrying out institutional activities and community service projects. In addition to planning events that contribute to institutional spirit and community welfare, the student council is the articulation and exclamation of the student body. OBJECTIVE: To make the students participate in the development of the Institute and develop their career, personality and organizational skills through interactive programs with the faculty, administration and society. DUTIES AND RESPONSIBILITIES OF THE COUNCIL: 1. Calling applications from poor students for financial aid and scrutinizing recommending the qualified candidates to the Institute authorities for sanction of financial assistance from Student Aid Fund. 2. To help in carrying out community relief work at Tandulwadi and Osarvira (Institutions adopted village) every year. 3. Prevention of ragging on the campus through counseling senior students, helping the administration whenever and wherever necessary. 4. Suggesting the administration to improve the student amenities to improve their progress in their career and building harmonious personality. 5. Helping the authorities in smooth conduct of different student activities on the campus. 6. Guiding the junior and needy students to improve their technical, legislative and managerial skills by organizing seminars / symposia / workshops etc. 7. Encouraging innovative and creative skills of the undergraduate and post - graduate students. 8. Organize the Shramadan programs on the campus to improve the cleanliness and greenery. 9. Any activity to improve the knowledge and skills of the campus students. 10. Maintenance of discipline, peace and harmony among campus community in general and student community in particular. 11. To provide a dynamic workshop of democratic processes, through activities such as Elections, Quality Circle, Discipline, participation in a Constitutional Representative Assembly, Right to

Information, Equal Opportunity Cell, Counseling Cell, Health and Hygiene Cell etc. 12. To promote respect for law and order and general welfare of the institution and community. 13. To develop student potential and encourage to make a well-informed, conscientious, virtuous and active citizens. 14. Smooth conduct of the Institute Annual Day every year. 15. Smooth conduct of Farewell for graduating students every year. 16. Smooth conduct of Fresher's day every year

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Our vision: "To groom the students as icons of tomorrow, potentially contributing to commerce, trade and industry progress and development of the society, keeping in mind, at the same time, the ethical values of humanity" is seen fulfilled when one strolls down the vast list of our alumnus that are making a mark in a variety of fields. . We are proud of the fact that our students have contributed to the progress and development of the society. Though there was great support from the Alumni over the years the Managing Committee of Dalmia Lions Alumni Association was registered in 2017-18 bearing the Registration No 1437. The Alumni Association has been conducting Alumni Meets every year and trying to get the students back to campus. They honour the members of the management, teaching and administrative and support staff at these meets. Ex students and their achievements are applauded at the Meet. The Alumni regularly arranges motivational and inspirational lectures, workshops and seminars. The Alumni constantly interacts with our students and encourages them to venture into new opportunities of business, professional and private jobs. Their goal is to render a helping hand to their alma mater. Our shining stars - some of our Alumni that have made the nation proud are as follows: Shahid Vijay Salaskar, the well known Police officer, an encounter specialist, martyred while fighting terrorists in the November 2008 Mumbai attack. Late Shri Dilip Karande, an academician, Senate member and Management Council Member of University of Mumbai. Hon'ble Justice Ramesh Dhanuka of Bombay High Court. Anil C. Singh the Additional Solicitor General of India. Mr. Jayesh Dadarkar, National Coach for Cricket. Mr. Dilip Karandikar, Ex Senate member of University of Mumbai Pony Verma is an accomplished Bollywood choreographer. Ganesh Harish Hegde, singer, performer, video director and Bollywood choreographer. Manish Wadwa, Deepshikha Nagpal and Amit Bhatt acclaimed actors of the cineworld. The Office Bearers of the Dalmia Lions Alumni Association are as follows: Dr. N. N. Pandey President Shri. Jaiprakash Thakur Vice President Adv. Shailesh Shrivastava Vice President Shri. Ashish Singh Secretary Shri. Ajay S. Havelia Joint Secretary Ms. Manisha Naik Joint Secretary Shri. Sunil Kothare Treasurer Prof. A. D. Patel Advisor, Member Ms. Sejal Deshmukh Member In 2018-19 Dalmia Lions College Alumni Association organized an Alumni Meet on 19th January 2019. This was an occasion for the Alumni to meet and refurbish their fond memories of college life. The Alumni supports the college in its academic endeavours. The Alumni sponsors the trophies for the Conference organized by the Student Research Cell every year. It also renders its support to the Placement Cell. The efforts of the Alumnus helped us in getting an MOU with Techno Serve which conducted a free-of-cost placement training programme for the third-year students of our college. 46 students took part in the 100 hour course. Total number of students placed through TechnoServe is 30. The Dalmia Lions College Alumni Association ensures that the glory and splendor of our college rises to greater heights.

5.4.2 – No. of enrolled Alumni:

652

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

77500

5.4.4 – Meetings/activities organized by Alumni Association :

03 Meetings were conducted by the Dalmia Lions College Alumni Association in the year 2018-19 Dalmia Lions Alumni Association was registered in 2017-18 bearing the Registration No 1437. The Alumni Association has been conducting Alumni Meets for the past three years and trying to get the students back to campus. They honour the members of the management, teaching and administrative and support staff at these meets. Ex students and their achievements are applauded at the Meet. The Alumni regularly arranges motivational and inspirational lectures, workshops and seminars. The Alumni constantly interacts with our students and encourages them to venture into new opportunities of business, professional and private jobs. The following activities were organised this year 2018-19: 1. Dalmia Lions College Alumni Association organized an Alumni Meet on 19th January 2019. This was an occasion for the Alumni to meet and refurbish their fond memories of college life. Karaoke was the highlight of the function wherein old memories were cherished in the form of song and dance. The Meet ended with dinner. 2. The Alumni supports the college in its academic endeavours. The Alumni sponsored the trophies for the Conference on Youth and Relational Value organized by the Student Research Cell, Department of Business Communication and IQAC on 23rd February, 2019. 3. It also rendered its support to the Placement Cell. The efforts of the Alumnus helped us in getting connected with Techno Serve. In association with Placement cell Technoserve conducted a free-of-cost placement training programme for the third-year students of our college. 46 students took part in the 100 hour course. Total number of students placed through TechnoServe is 30.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Two practices of decentralization and participative management: 1) EK MUTTHI ANAJ :Since 2017, the college has initiated a unique social out-reach project called as "Ek Mutthi Anaj" meaning, 'a handful of rice'. It was conducted during the festival of Diwali so as to celebrate the festival with the joy of sharing with the villagers of a remote village called Vanai, in Vangaon area of Dahanu district. The students, under the guidance of the teachers, took up the responsibility of collecting the food-grains from their friends and families. Since the college is a part of the Lions Club Association, the management also played an active role throughout the process. Around 6000 college students contributed in the collection of "Ek Mutthi Rice" The management and staff helped arrange for the transportation, since the village was significantly far from the college. The Principal and a few trustees, accompanied the student-volunteers and the staff members to the village. The prime objective of this project was not only to develop a consciousness among the students to share whatever little they have with others. Thus, fulfilling the college's motto to teach the values of humanity to the students and create in them a sense of social responsibility. Also, bringing into practicality one of the core values of the college 'Each one reach one.' This project resulted in bringing happiness and joy on the faces of the people of the village, adding a little light to their lives during the festival of light. 2) EK KITAB EK KALAM Following the core value of 'Each one reach one', an initiative called EK KITAB EK KALAM was organized by the college. Under this initiative, each person had to donate a pen and a note-book, which would be collected and donated to the students of a school in the rural area. Lack of basic educational necessities

like pens and notebooks also discourage countless students from attending schools and getting a good education. Hence, this project was initiated to make these basic things available to the school students. As most other social outreach projects, this one was also led by the students under the guidance of the teachers. The students took charge of collecting the books and pens from their friends, family and those in their neighbourhood. The NSS unit took up the responsibility to gather the donated things and organize them together. They managed to collect 5000 notebooks, 5000 files, around 200 School bags, compass boxes and 5,000 pens. Lions Club of Malad Borivali and Leo Club of Malad Kandivali also joined the college to undertake the project. The books, pens and files were distributed to about 2000 students of Swami Vivekanand Ashram which is run by the Vanvasi Kalyan Ashram. And the rest of the things which included bags, files, compass boxes and the remaining books and pens were distributed to the students of the primary section classes of Zilla Parishad School at Ukharale Gaon of Vikram Gad.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The institute has strengthened the online admission process by taking the feedback from students and teachers and works proactively towards maintaining a zero error admission process. We yearn to make the admission process hassle free for parents and teachers. The college website is used efficiently to disseminate information with regards to admission processes put forth by the University. The use of digital technology in the admission processes is our endeavour towards saving unnecessary usage and wastage of paper.
Industry Interaction / Collaboration	We encourage more students to take up Internships and industry field projects. The institute organises seminars, workshops and talks by personnel from the industry to give our students a first-hand experience of the market conditions and expertise. We have MOUs with NGOs and aim to collaborate with industries so as to pave the way for placements of students. We aim to develop linkages with companies that will provide our students Internships and industry field projects. The institute conducts Industrial visits for acquainting students with recent developments in the field of management, commerce and Information technology.
Human Resource Management	To create an empowered staff – both teaching and non-teaching which will be

proactive in taking responsibility. The administrative staff is regularly trained so as to better their efficiency through use of technology Workshops to upgrade their technical skills related to the software that is being used for better governance are organised at the campus or they are sent to such training sessions. Workshops on Quality enhancement methods and team building are organised. The institute helps and guides the staff in combating stress and strain in their personal and professional lives.

Library, ICT and Physical Infrastructure / Instrumentation

We aim to increase the number of books , e-books and periodicals regularly in the library and completely digitise it in the coming years We have 20 ICT enabled classrooms and we aim to increase the facility in the coming years. The institute aims to have facilities for the media students to better their practical media learning processes Plans are in process to create state of the art infrastructure for students that would create a positive teaching learning ambience

Research and Development

The institute has a Research Centre that has started a PhD Programme ion Commerce in the subject of Accountancy. The institute encourages teachers to take up Minor and Major Research Projects Teachers are motivated to publish their research work in reputed International and National Journals recommended by UGC Care. Students' Research Cell promotes a research climate in the institute. The spirit of enquiry among students prevalent in the institute is seen in the student research conferences organised every year. They help them to engage in research independently and present it confidently. Proper guidance and mentoring is provided to these students.

Examination and Evaluation

Through the examination system the institute ensures that the Course objectives and Program objectives set out in the beginning are attained by not only evaluating the factual understanding but also the conceptual and global understanding of prescribed syllabus and designed curriculum. Total transparency in the evaluation process is ensured. Students can avail of

photocopy, reassessment and revaluation of their answer sheets. Teachers are sent regularly for workshops conducted by University. Various changes in Examination Patterns as per the University Circulars are adopted. Orientation Program for students to inform about examination and evaluation system and Result Analysis is done.

Teaching and Learning

The institute meticulously follows the system of teaching-learning process formulated and documented under ISO 9000:2015 and efficiently regulates the methodology to enhance the teaching learning process. It encourages more and more teachers to use the blended and flipped classroom techniques in their teaching- learning process. It aims to train more teachers in using Learning management system such as Edmodo and Google Classroom and ensure that they use it for enhancing the teaching learning process. The institute has in plans to make the teaching-learning practice an interactive and efficient process.

Curriculum Development

The institute aims to introduce more Skill development, Employability enhancement and Value added courses that would enrich the University of Mumbai curriculum that we follow. It sends more teachers for seminars and conferences that would vet their subject knowledge and keep them abreast of the know-how. Teaching staff is urged to inculcate higher level skills - Service learning - a combination of experiential learning and community service New Academic Programs are applied for and introduced Plans are in place to introduce Certificate and Diploma programs related to vocational skill building

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

E-governance area	Details
<p>Examination</p>	<p>The institute has systematic and efficient result processing integrated software - Integrated Campus ERP by MasterSoft that is used for Examination and Result processes. The entire exam related processes are done in-house by the examination department. The software and the processes are reviewed critically and steps for improvement are accordingly taken. The department ensures total confidentiality of all</p>

	<p>processes. Grievance related to the examination processes are taken on a top priority basis. The Internal Evaluation System ensures that the students' creativity and diverse learning abilities are tapped.</p>
<p>Student Admission and Support</p>	<p>Maharashtra Knowledge Corporation Limited (MKCL) promoted by the Department of Higher and Technical Education, Government of Maharashtra is an Integrated Digital portal that provides University Management Solutions to University of Mumbai. The college being affiliated to the University of Mumbai uses this digital system for the following purposes: • Online applications. • Single application for multiple courses • Online payments of application and program fees • Online submission of documents verification • Merit List generations seat allocation</p>
<p>Planning and Development</p>	<p>The yearly planning - Academic Calendar prepared and put on the website http://www.dalmialionscollege.ac.in/wp-content/uploads/Academic-Calendar-PDLC-2019-20.pdf All notices and information related to students and teaching processes are put up on the website http://www.dalmialionscollege.ac.in/notices/ that enables all stakeholders to implement the plans and give feedback through the feedback forms provided on the website : http://www.dalmialionscollege.ac.in/feedback/ All Associations, Committees and Cells follow the Plan- Do- Act- Check cycle in implementation of programs for the students. The annual reports of the programs are then sent for review to the IQAC and published in the Annual College Magazine - Spectrum.</p>
<p>Administration</p>	<p>Proper SOPs are in place through the documented Operational Procedures prepared under ISO 9000:2015 : http://www.dalmialionscollege.ac.in/wp-content/uploads/Operating-Procedures-ISO-9001-2015.pdf The office initiates and executing admission and enrolment process smoothly. It facilitates the process to seek permissions required to start new courses/ divisions, ensures proper documentation related to needs /requirements related to regulatory bodies, seeks approval from authorities, wherever necessary like teacher appointments, promotion,</p>

	starting research centre. The smooth functioning of academic and infrastructure requirements as per the guidelines of regulatory bodies is ensured by them. Management Information Systems are in place for the smooth administration processes of the institute.
Finance and Accounts	Tally 9 ERP and EduQfix is used by the Accounts section. The Finance Section is active primarily to administer the financial management of the College incorporating accounts receivable, accounts payable, payroll and asset management functions regarding the efficient use of the College financial resources. As well, the College Accountant is expected to bring to the notice of the College authorities and any other issues which demand attention. It oversees the maintenance of systems and processes to administer the financial transactions of the College. It maintains the college financial records. It helps in formulating procedural policies and guidelines that relate to the efficient and effective functioning of the College. It monitors expenditure against the budget and assist in the preparation of financial budgets. It oversees payroll operations. It oversees the college fees billings and reconciles accounts.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Sanjana Khemka	Workshop on TY. B.Sc. IT. Revised Syllabus Project Repotr at Tolani College	NA	500
2019	Priyanka Radhakrishnana	National Conference on Digital Literacy at Patkar College	NA	1800
2018	Shweta Ranade	One week State level Training	NA	2000

		Programme on "Empowerment of IQAS camp NAAC New Guidelines		
2019	Emelia Noronha, Madhavi Nighoskar, Shweta Ranade, Sailee Shringarpure, Subhashini Naikar	One Day NAAC symposium at University of Mumbai on 18th January, 2019 on "Measures for Quality Enrichment and Sustenance in Higher Education"	NA	5000
2019	Pankaj Jain Aarti Singh	International Multidisciplinary Conference on Worldroad to Cashless Economy organised by Claras College of Commerce Mumbai	NA	1500
2019	Aditi Save	Workshop on the Revised Syllabus of T.Y.B.SC. (I.T.) Sem 5 and 6 at Valia College	NA	600
2019	Sachin Dnyandev Bansode	Refresher course in "Commerce, Accountancy and Management" at RA Podar College, Matunga,	NA	1000
2018	Sachin Dnyandev Bansode	Workshop on "Revised Syllabus of TYB.Com" Niranjan Majethia College, Kandivali	NA	300
2019	Namrata Murugesan	National Conference on Emerging trends in Travel Tourism at LS Raheja College	NA	1400
2019	Subhashini	Management	NA	3270

	Naikar	Development Development Programme at St. Francis Institute of Management	
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on Gender and Sexuality	Workshop on Gender and Sexuality	03/09/2019	03/09/2019	19	8
2018	Workshop on Paperless Office Administrative staff	Workshop on Paperless Office Administrative staff	07/12/2018	07/12/2018	20	37
2018	Workshop on "An Insight into Career Advanced Scheme and its Recent Amendments "	NA	29/08/2018	29/08/2018	27	0
2018	NA	Workshop on Team Building	29/11/2018	29/11/2018	0	3
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Commerce Accountancy and Management	1	05/03/2019	26/03/2019	18
Refresher Course in	1	15/10/2018	03/11/2018	18

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	38	23	25

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>The institution encourages the faculty to pursue Ph.D. program and undertake major and minor research projects by offering them various facilities like the internet lab, Library facilities like the open access library and the internet-browsing unit. It also supports the teaching staff to attend training programs, seminars, conferences, and workshops and present papers. The teaching staff is also encouraged to regularly attend orientation and refresher programmes, for professional upgradation. Special coaching is also provided to staff members aspiring to clear the NET/SET examinations. Faculty development programs and teaching enrichment training programmes are conducted periodically to enhance the working potential and excellence of the teachers which include computer based training personality development programs and professional development training. The institution encourages a 'self-appraisal system' for the teachers wherein, the teachers have to submit detailed reports of self-evaluation of their academic, co-curricular,</p>	<p>The college conducts programs and training periodically, for the non-teaching staff. To enhance the working potential excellence of the support staff, computer-based training and workshops related to team building and other relevant topics are held. Adminotsav - a grand intercollegiate admin festival of sports and other competitions are conducted for the admin staff that polishes their managerial skill. The college provides financial welfare facilities like medical expense assistance for the families of the support staff members, advance on the salary, annual medical check-up, proper disbursement of governmental welfare schemes, education-fee waiver, concession and scholarships for their wards, as well as P.F. and gratuity benefits. The college also promotes recreational activities, free-field trips and visits for the development of the support staff. All the leave facilities as per the government rules and regulations are also ensured.</p>	<p>The institute has ICT enabled classrooms that help in enriching and enhancing the teaching learning process. Remedial and intensive coaching for the weak students and the log-book system for the teachers has ensured a smooth learning process. The spirit of quality research is also encouraged among the students by the Student Research Cell and the conferences organized by the different departments. The newsletters, magazines and bulletins published by various departments of the college ensure research and critical thinking among the students. Moreover, Seminars, Conferences, workshops and guest lectures on various relevant topics, Industrial visits are conducted for acquainting students with recent developments in the field. Guidance is also given to NET/SET aspirants. Value Added Course programs, Counseling Cell, Career Guidance Cell and Placement Cell organize various programmes for enriching students' employability and skill development by training them in soft-skills,</p>

extracurricular, research and other academic related work. Student-feedback is also collected timely to help the teachers ameliorate their prospects. Other welfare facilities like basic medical check-ups, leave-facilities as per the government rules and regulations, P.F. and gratuity benefits, free field trips, etc. are provided to ensure the development of the teaching staff.

guidance under industry-experts and making them conducive to the current market environment. Library facilities like the open access library and 'Internet Browsing Unit' is made available to the students to inculcate reading habits in them. The institution emphasizes on holistic development of the students. The college provides various facilities in sports infrastructure, the equipments, extensive coaching as well as intra-collegiate sports- events like 'Khel Mahotsav' to develop the students' sports skills and encourage them for various inter-collegiate sports events as well. Cultural activities like Annual Day, 'Dalmia Lions Utsav' and participation at various intercollegiate cultural competitions like IPTA provides a cultural platform to the students. Social activities under the NCC, NSS and DLLE, create a sense of empathy among the students and empowers them to be better individuals.

6.4 – Financial Management and Resource Mobilization

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

The management annually appoints Chartered Accountants to conduct external Financial audit of the accounts of the trust and college as per the guidelines of Charity Commissioner. All Payment Vouchers, Receipt Vouchers, Bills, Bank Reconciliations and Bank Statements are audited. The receipts, payments and other financial records are maintained in the account ledger regularly. The audit report is the guide in planning and monitoring the financial matters of the college. The Auditor's report is presented in the LMC/CDC meeting. After its approval in the Governing Council, copies are submitted to Management members, Charity Commissioner (Worli) and Principal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
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Nil	0	Nil
View File		

6.4.3 – Total corpus fund generated

5196298

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Interteck , International ISO Certification Body	Yes	Internal Trained Auditors
Administrative	Yes	Interteck , International ISO Certification Body and Committee comprising of two external ex- registrars of University of Mumbai	Yes	Internal Trained Auditors

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

1. Parents Teacher Association has been an integral part of institution. Timely meetings with parents conducted to guide them about the performance of their ward. Parents Teacher Meetings were conducted in 2018-19 as follows: • Parents Teacher Meeting of BCom on 11th August, 2018, 23rd February, 2019 and 23rd March 2019 • Parents Teacher Meeting – BMM, BMS, BAF, BBI, BIM, BScIT, BFM on 20 Sep. 2018, 3rd January 2019, 7th March 2019 2. ORIENTATION Lectures for parents of FYBCom students 3. Feedback from Parents is taken to enhance the teaching learning process, admission and facilities.

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

Education fee waiver concession and scholarship to the wards of Non-teaching staff. 2. Advance given in case of need for non-teaching staff and salary advances to new staff before release of government grant. 3. Annual basic medical checkup for teaching and non-teaching staff. 4. Helping non-teaching staff to meet medical expenses of their family as financial assistance as and when required. 5. Proper disbursement of governmental welfare schemes to the employees. 6. Free field trip for staff recreation. 7. To enhance the working potential excellence, computer based training is provided to non-teaching staff, personality development programs and human resource development training are organized for teaching and non-teaching staff.

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

• Teacher's Annual Academic Planner Diary (Teacher Record Book) is given to every teacher. • Teaching learning process follows the Plan- Do- Check and Act Process under ISO 9000:2015. And all the processes are documented systematically. • Increased use of ICT • Conducted Orientation programmes for

freshers and remedial and intensive coaching. • Interactive teaching - learning through practical / tutorial/ presentation / viva voce etc, live Projects, live models of projects were initiated. • Student Research Conferences are now held and Advanced learners are given an opportunity to conduct research.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	External Audit 1 by Intertek	10/09/2018	10/09/2018	10/09/2019	4648
2018	External Audit 2 by Intertek	17/12/2018	17/12/2018	18/12/2018	4648
2019	ISO 9000:2015 CERTIFICATION	13/03/2019	13/03/2019	13/03/2019	4648
2018	Use of Plan Do Check Act - PDCA - Cycle	18/06/2018	18/06/2018	30/04/2019	4591
2019	Research enhancing initiative Conference by student researchers on 'Youth and Relational Values'	23/02/2019	23/02/2019	23/02/2019	74
2019	Dalmia Lions Adminotsav - 2k19	18/01/2019	18/01/2019	18/01/2019	228
2018	Workshop on Paperless Office Administrative staff	02/07/2018	02/07/2018	02/07/2018	57
2018	FDP - An Insight into Career Advancement Scheme its Recent Amendments'	28/08/2018	28/08/2018	28/08/2018	27

2018	Administrative audit	18/05/2018	18/05/2018	18/05/2018	4648
2018	Bridge courses in Business Comm., Environmental Studies, Maths	31/07/2018	31/07/2018	03/08/2018	2038

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Conference on Women Empowerment	08/03/2018	08/03/2018	45	35
Run for Unity (NSS)	31/10/2018	31/10/2018	24	18
Red Ribbon Club (NSS)	31/08/2018	31/08/2018	5	1
Street Play at Janeev (NSS)	18/12/2018	18/12/2018	6	5
Workshop on Sexual Harassment (NSS)	28/01/2019	28/01/2019	7	2

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

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Scribes for examination	Yes	2
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	advantages and disadvantages	and contribute to local community					
2018	1	0	11/07/2018	01	Save Environment	Protection of Environment	98
2019	0	1	10/04/2019	01	Skit on Consumer Rights	Awareness on Consumer Rights	5
2019	0	1	11/04/2019	01	Skit on RTI at Sunder Nagar Garden	Awareness on RTI	5
2019	0	1	21/01/2019	59	Survey on Complaint Management in association with MCGM AND Praja Foundation	Local social and bureaucratic Issues	150

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

Title	Date of publication	Follow up(max 100 words)
Prahladrai Dalmia Lions College of Commerce Economics, Handbook on Code of Conduct	19/06/2018	Prahladrai Dalmia Lions college of Commerce Economics, Handbook on Code of Conduct was published on 19th June 2018 after thorough discussions with staff, Students and other stakeholders. The booklet was scheduled for annual review our research centre was established on 5th September 2018 in Ph.D Commerce in the subject of Accountancy and therefore the booklet was reviewed so as to update the Code of Ethics related to research. The present booklet on the website is a compilation including the added inputs.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Mime act - Chuppi	13/03/2019	13/03/2019	18
Movie screening on Legend of Bhagat Singh on the occasion of Bhagat Singhs as celebration his 88th Death movie screening organized by Dalmian Patriot Cell in collaboration of Film Society	23/03/2019	23/03/2019	35
Talk on (RTI) Right to Information	29/01/2019	29/12/2019	157
Anti Narcotics (NSS)	16/08/2018	16/08/2018	115
Teachers day celebration	05/09/2018	05/09/2018	40
Self-Defense session by Mr. Ram Kotap	06/09/2018	06/09/2018	140
Lecture on Hygiene	05/10/2018	05/10/2018	130
3 days workshop on self defense by Mr. Ram Kotap team	17/10/2018	20/10/2018	140
Lecture on Leadership Relationship	30/01/2019	30/01/2019	120
Workshop on Sexual Harassment Prevention/Action cell (ICC)	02/04/2019	02/04/2019	70
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) E-waste collection drive. 2) Workshop cum exhibition on Alternative to Plastic. 3) Waste Management Project 4) Anti Plastic Rally 5) Tree Plantation 6) Swachh Bharat Pakhwara 7) Plastic Free Society 8) Health Talk 9) GREEN AUDIT

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice No. 1 Title of the Practice: Building Internal Relational Ties with Support Staff and Admin Department Goal: To build internal ties of understanding and rapport with the support and admin staff To consolidate the atmosphere of harmony creating an environment of support and positive work culture To create the feeling of psychological well being within the non teaching staff The Context: The non teaching staff consisting of the support and admin staff is very crucial to the overall administration of any educational institution. But very often the focus on the teaching -learning process takes centre stage and the contribution of the support and admin staff is not taken into account. Knowing that their contribution plays a very

important role in the sustenance of a positive teaching learning atmosphere we wanted to appreciate their efforts, instill in them a sense of the importance of their role and work towards enhancing their technical skills and areas of interest and work. The Practice: Appreciating the staff : Mann se Mann ki baat: IQAC Cell organized an event "Mann Se Mann Ki Baat" for class - IV administrative staff employees on 4th September, 2018. Provision for building internal camaraderie through socializing: Admin Staff Picnic: The College Management organized an overnight Picnic for Administrative Staff at Shanti Sagar Resort, Ambarnath, on 1st December, 2018 2nd December, 2018. 33 Admin staff participated in the same. Honing their managerial skills: Adminotsav 2k19: Our College Administrative Staff organized an Intercollegiate Sports and Cultural Event for administrative staff (Dalmia Lions Adminotsav - 2k19") on 18th January, 2019. 228 administrative staff from 23 colleges participated in the 7 events. (Cricket, Chess, Carrom, Rangoli, Candle Lighting, One Minute Game Musical Chair). J. M. Patel College, Goregaon (W), won the final Trophy in Cricket. This intercollegiate event not only strengthened the ties within the institution but it was also successful in building bridges with other institutions and their staff. Shri Satyanarayan Mahapuja: Shri Satyanarayan Mahapuja was organized by the Administrative Staff. This helped the entire staff to bond culturally. Vetting the technical skills: Workshop on Paperless Office: The Administrative Staff organized a workshop on Paperless Office on 12th July, 2018. Ms. Keya Mukherjee, Office Superintendent of Nanavati College, Vile Parle was the Speaker. All the staff were benefitted with the workshop. Workshop on "7th Pay Commission Accounts Audit": Our College Administrative Staff Mr. J. V. Gomes - Registrar, Ms. Rasika Patkar - Head Clerk, Mr. Vijay Chavan - Sr. Clerk Ms. Ashwini Sutar - Jr. Clerk participated in the one day Workshop "7th Pay Commission Accounts Audit" organised by Shailendra Education Society's Arts, Commerce Science College. Workshop on "7th Pay Commission Calculation": Our College Administrative Staff Ms. Punam Patwardhan - Jr. Clerk, Mr. Rajesh Dubey - Jr. Clerk participated in the one day Workshop "7th Pay Commission Calculation" organized by H. R. College, Churchgate Arts, Commerce Science College. Giving a platform to nurture their prowess in sports and cultural activities: Vaze Utsav (Intercollegiate Cricket Tournament): College Administrative Staff participated in the Vaze Utsav Intercollegiate Cricket Tournament organized by Vaze Kelkar College, Mulund Mumbai on 8th December, 2018. The participants were Mr. Pandurang Vaidkar, Mr. Ashok Sarpe, Mr. Barat Likhar, Mr. J. P. Yadav, Mr. Satapa Kamble, Mr. Radheshyam Yadav, Mr. Digambar Panchal, Mr. Santosh Jadhav, Mr. Hemant Patil, Mr. Shrinivas Jadhav. Intercollegiate Sports and Cultural event by M. D. Shah Mahila College: Our College Administrative Staff participated in the Intercollegiate Sports and Cultural Events organized by Shri M. D. Shah Mahila College Malad (W), Mumbai on 18th December, 2018. The cricket team consisted of Mr. Ashok Sarpe, Mr. Digambar Panchal, Mr. Santosh Jadhav, Mr. Mahesh Gosavi, Mr. Aniket Bhandari, Mr. Radheshyam Yadav, Mr. Hemant Patil and Mr. Chandrakant Kamble. Mr. Dilip Malpuria took part in the singing competition. The participants in the Cookery competition were Ms. Sonali Kadam, Ms. Ashalata Patel, Mr. Mahesh Gosavi who won the 3rd Prize. Ms. Rasika Patkar, Ms. Medha Sawant and Mr. Hemant Patil also took part in the Cookery competition. Intercollegiate Sports and Cultural event by Nagindas Khandwala College: Our College Administrative Staff participated in the Intercollegiate Sports and Cultural Events organized by Nagindas Khandwala College Malad (W), Mumbai from 26th December, 2018 to 28th December, 2019. The participants were Mr. Ashok Sarpe, Mr. Digambar Panchal, Mr. Santosh Jadhav, Mr. Mahesh Gosavi, Mr. Aniket Bhandari, Mr. Radheshyam Yadav, Mr. Hemant Patil, Mr. Chandrakant Kamble, Mr. Prasad Pawar. Our team reached the Semi Final Round. Ms. Urmila Lele Ms. Ashwini Sutar took part in the Memory game. Ms. Urmila Lele won the 3rd prize. Intercollegiate Sports and Cultural event by Ghanshyamdas Saraf College: Our College Administrative Staff participated in the Intercollegiate Sports and Cultural Events organized by Ghanshaymdas Saraf

College Malad (W), Mumbai on 8th February, 2019. The participants in cricket were Mr. Ashok Sarpe, Mr. Digambar Panchal, Mr. Santosh Jadhav, Mr. Mahesh Gosavi, Mr. Aniket Bhandari, Mr. Radheshyam Yadav, Mr. Hemant Patil, Mr. Chandrakant Kamble and Mr. Prasad Pawar. Evidence of Success: An atmosphere of fellowship and greater rapport is now emerged amongst the members of the support staff with the teachers and students. Problems Encountered and Resources Required: The admin staff were earlier a little apprehension Best Practice : 2 Title of the Best Practice: Creating Student Leaders and Mentors Goal: To build confidence and leadership skills among the students. To encourage students to contribute back to Society by mentoring other students. The Context: Presently many of our students lack the confidence and courage to lead others. It very important that in the world of commerce wherein these students are to take the lead in taking many managerial decisions should be able to take the lead and be confident while making decisions. The fear and lack of a positive attitude in students are stumbling blocks to building leadership skills. Therefore there is an urgent need to make our students aware of the limitless possibilities which one can avail of thereby building confidence in our students and bringing about meaningful transformation. The Practice: The Department of BAF (Bachelor in Accounting and Finance) in association with the 'Indian Development Foundation (IDF) conducted a Student Leadership Programme (SLP), which focused on training leadership skills among students. SLP has become a proven model for student leaders. Students with a passion in teaching were welcome to join hands with us and strengthen SLP. Training of volunteers to Mentors: A total of - 8 sessions - 8 Saturdays - 2 hours each - 16 Hours in all were conducted. IDF helped in locating the school for the volunteers closer to their College or Residence. However, the volunteers also had an option to choose a school of their choice. The volunteers trained were called Mentors. The trained mentors were assigned tasks of mentoring students from different schools. One batch of 50 students for 8 days was under the mentorship of 3 mentors. All the Volunteers after being trained as Mentors were given a Certificate of Mentorship and all the students in the school also got a certificate at the end of the 8th session. Evidence of Success: The programme instilled a sense of pride and confidence in our students as a result of the training sessions. When these same students had to mentor other students they did it with a great sense of empathy and it brought about a sense of psychological well being and happiness that they could reach out to other students and help them build their confidence in turn. Problems Encountered and Resources Required : Motivating the students to complete the programme was not so easy as they felt they would not be able to become good leaders. The teachers had to go an extra mile to keep encourage them to complete the programme. Out of the 40 students who enrolled for the programme only 16 completed the programme successfully.

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

<http://www.dalmialionscollege.ac.in/our-best-practices/>

7.3 – Institutional Distinctiveness

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

The college successfully adheres to the motto of "Vyaparey Seva" which also encapsulates the vision of "progress and development of the society, keeping in mind..the values of humanity and social responsibility." Our forte is social outreach and we abide by our core values which also includes "Each one Reach one". We aim to intensify the endeavor to infuse the belief in the students as well as in the citizens through them. To fulfill the aims, our students have taken up several projects which include visit to orphanages and destitute

centers by FYB.Com and SYB.Com students. Our students visit Mother Foundation, an orphanage, on a regular basis. Another initiative was the Study-Buddy concept for group study, where intelligent students mentored the students who struggled with certain concepts. Environment-conscious practice has been expanded in the premises by E-Waste collection drive and further donating it for recycling drive. IDF (Indian Development Foundation) along with BAF department collaboration organized a workshop on student leadership program where students were encouraged to take up teaching the weaker sections of the society which will later turn up in an increase in number of the educated crowd and help in creation of a better society with healthy minds. The session for the same program was carried out in Anjuman Islamic Girls High School, Bandra West. The NSS team volunteers and extends help wherever and whenever needed. An entire village has been adopted, which is also part of the NSS team work. Tandulwadi is the village where the students along with the professors reached out to the needy people. Ek Kitab Ek Kalam was a similar initiative by the team where pens which were collected from students and teachers were distributed to all the needy people in tribal area. The NSS team also outstands by arranging a Blood Donation Camp, Anaj Dan, participating in Dan Utsav, which helped many in crisis of food and clothes. The students directed by the Professors, volunteered several other programs such as Biscuit Donation, Run for Unity, and Tree Plantation, to mention a few. Cyclothon is one such initiative the student volunteers of NSS spread awareness about nature, campaigning on bicycles. Not only the vicinity of the college is taken care of, but also the efforts to help the locality around are made. Walkathon helped people living in the societies around the college aware of social issues. As a part of the responsibilities covered under DLLE (Department of Life Long Learning and Extension), our students invested their time in Muskaan (A drive to spread smiles). The students were taken to various orphanages and old age homes in Malad, Borivali, Kandivali, Bhayander and Andheri. Various issues of hygiene were discussed in order to spread awareness. The institute has always promoted empowerment, this was testified when the college gave room for Voice and Vision Life supporters for empowering persons with disabilities and helping them become efficient first - responders. The vision of the college explicitly describes in a nutshell the distinctiveness that the institution promises

Provide the weblink of the institution

<https://www.dalmialionscollege.ac.in/our-institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

Carry forth all quality initiatives of the present year with greater impetus To provide e-learning training opportunities to teaching staff To conduct workshops for students to prepare for competitive exams To introduce employability and skill enhancement certificate courses for students To conduct more programs on soft skills for students To go for more eco friendly measures To continue with the best practices put in place this academic year Infrastructural developments as planned To improve research output