Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**RISHI DAYARAM AND SETH HASSARAM NATIONAL COLLEGE AND SETH WASSIAMULL ASSOMUL SCIENCE COLLEGE**
Name of the head of the Institution	**Dr. NEHA JAGTIANI**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**91226483544**
Mobile no.	**9920989602**
Registered Email	**rdnational1949@gmail.com**
Alternate Email	**principalrdn@gmail.com**
Address	**SMT JOTU KUNDNANI CHOWK , OFF LINKING ROAD ,BANDRA WEST , MUMBAI 400050**
City/Town	**MUMBAI**
State/UT	**Maharashtra**

Pincode	400050

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DINESH HIMATSINGHANI
Phone no/Alternate Phone no.	91226483544
Mobile no.	9819857387
Registered Email	rdnational1949@gmail.com
Alternate Email	iqac@rdnational.ac.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://rdnational.ac.in/#!pages/NAAC/NAAC.html

4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://rdnational.ac.in/#!pages/NAAC/NAAC.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	B++	8590	2004	03-May-2004	02-May-2009
2	B++	2.89	2018	26-Sep-2018	25-Sep-2018

6. Date of Establishment of IQAC	15-Jun-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Level faculty Development Programs for students, researchers and faculty members	22-Nov-2020 8	100
[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
R. D. & S. H. National College & S. W. A. Science College	DSTFIST PG Zero Level Grant	Department of Science & Technology	2019 1825	9000000
Departments of Botany, Chemistry, Physics, Mathematics & Statistics and Biotechnology; R. D. & S. H. National College & S. W. A. Science College	DBT Star College Scheme	Department of Biotechnology, Government of India	2019 365	6100000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	5
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)

Regular interaction with various departments for effective implementation of Departmental Log book Strengthening the use of e learning resources which would enhance the creation of eresources to supplement the traditional methods of teaching learning process

Establishing collaboration through functional MOUs with institutions of National and international repute for skill set developments among all stake holders, academic interactions and professional development

Organization of workshop, FDP for students, faculty members and support staff

Reduction of physical notices and circulars and use of e-notices to save the use of papers; partial transition from offline to online mode in the area of examination for UG & PG examination (due to advent of Covid-19 pandemic lockdown)

Organization of Career Day & Placement fair with participation of prominent industry and institute partnership

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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
Tie up with School of Design and Innovation and School of Management and Entrepreneurship for academic collaboration , exchange of students and faculty and training for support staff	Organized two one day training program for faculty as well as support staff. Visit to the ISDI ISME Campus by several departments for attending Boot Camp sessions..
Organization of National Level workshops in association with reputed National /Internationally reputed Institutions.	Three National level workshops were organized for faculty members , Research Scholars and students by the departments of Physics and Botany with over hundred participants
Scaling the Placement Drive Initiative	A career fair "Campus to Corporate" for final year students along with sessions with CEO of top companies. Twenty one companies /Institutes participated in the placement drive.
Transfer from Offline Mode of Teaching to the Virtual Mode	LMS platforms such as GSUITE , MS Teams introduced to faculty members and students. Training for LMS platforms conducted.
Enhanced Environmental Sustainability Initiatives	Organization of two days Environmental Sustainability conference and Earth Mela . One day National Colloquium on Institutional Social Responsibility for

	a greener Campus. Launch of three Nation Building Initiatives. Observation of National Science Day , Mangrove Protection Day, World Wildlife Week to promote and sensitize the importance of nature and their role in human kind.
Promotion of Sindhi Tradition and Culture among young generation.	Celebration of Intercollegiate level festival "Jashan" - A celebration of Sindhiyat in us organized by Sindhi Club in association with Sindhi Chamber of Commerce to rejoice, endorse and protect Sindhi Language , culture and heritage
Creation of Common Facility and E Learning Center	Common E Learning Center and Sir C.V. Raman laboratory for Centralized Instrumentation Facility was established with financial support from DST , Govt. of India,
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
HSNCB MANAGEMENT	10-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**09-Jan-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The institution has developed its own database management system which is dynamic and is upgraded as per its various requirements. The various modules of the system are: Admission : Eligibility Report is generated for next year admission. Merit List is generated for F.Y. Classes. Assignment of Division and Roll No. Admission Form Generation of S.Y./T.Y. Classes. Admission Fees Entry is done on Daily**

Basis. MIS is generated for Fees Collection on Daily Basis. Roll Call is generated Subject wise and Division Wise. Student Data is provided for ID Card and Library Card Generation. Fee Register is generated. Deficiency Report Generated Non refunded Fees report Generated .Balance Fee Report as well as Reserved Category Report is generated. Admission Cancellation / NOC entry is done in the software. Entry of Refund of Fees is done. Day to Day Admission report is generated. Monthly Attendance Report Generated and black list. Accounting : In the Accounting Software Package there are various Modules such as Purchase Module. Library Module (For Books Billing). Location Module (For Travelling Allowance Billing). In the Purchase Module the following entries and PDF Report can be printed: Purchase Order of the Item. Inward of the Item (Delivery Challan Entering). Outward of the Item. Billing of the Item. Library : In the Library Module the following entries and PDF Report can be printed: News paper Billing and Stock. Books Billing. Magazines, Journals Billing. Examination management: Hall Ticket for both internal and external exams for College examinations, generation of daily block wise seating arrangement, junior supervisor report, and attendance sheet through centralised inhouse MIS System for both Internal and Semester end examinations. Generation of exam form which includes date wise time table, attendance for the given term and status of fees and mark sheet which contains roll number of only those students who have filled up the examination forms. Centralized inhouse mechanism for printing of internal class test with two sets of question papers and semester end question papers. Eligibility report for Additional and A.T.K.T. examinations. All results and mark sheets are processed through a result module which is a part of centralized inhouse MIS System and consolidated analysis of results program wise or course wise is generated. Unique serial numbers are assigned to each mark sheets.

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

- The College is affiliated to the University of Mumbai and it is mandatory to follow the curriculum designed and approved syllabus of the respective Board of Studies of University of Mumbai. This also includes a number of sessions required for completion of syllabus. • Institutional Level as well as Departmental level planning for the academic year takes place prior to the commencement of the year. • Preparation of proposed academic calendar as per the notices and circulars received from the affiliating University. • Academic calendar is prepared annually by the institution and by all the departments in the college to plan the academic and co-curricular activities. • Academic Calendar is a part of College prospectus and is also displayed on the institutional website. • Departmental meetings conducted at the beginning of each academic session for allocation of courses to the faculty members , transaction of curriculum, preparation of teaching plan , distribution of workload , preparation of course material , departmental time table and also generation of academic resources. • Comprehensive Departmental and Individual Log book which include recording of details of guest and visiting faculty in the department , consolidated Under graduate and Post Graduate theory and practical time table , innovative processes adopted by the department in teaching and learning , consolidated unit wise allotment of curriculum , details of reference books and other resources used , academic resource creation. • Comprehensive process of organization of Industry /Field Visits that contains exploring the industry , fostering dialogue ,conceptualizing the framework ,budgetary allocation , curriculum connect , consolidation of report and feedback. • Identification of topics that need extra inputs by way of guests lectures, field visits , projects and internships. • The college has a time table committee, which prepares the central timetable for optimal use of infrastructure. • Review of books procured, audio visual resources, computer and internet facility, accessibility to the student. • Ensuring availability of computer aids to the faculty for collection of references and preparation of e-resources. • Periodic inspection/Review of department log book by Vice-Principal and IQAC • Continuous Evaluation: Class Tests, Open Book Tests, Intensive Coaching, Preliminary Examinations. • Documents related to all activities are maintained at the departments as well as with the respective committees. • Departments are encouraged to apply for the financial assistance to various funding agencies for organizing curriculum and extra-curriculum based workshops/seminars/ conferences • Meeting of all faculties conducted by the Principal at the beginning of each academic year to plan and implement the admissions, curricular and extra- curricular activities in the semester. • Periodic meetings of IQAC take stock of the progress of teaching learning, among other things and meetings of the Department with Principal and parent-teacher meetings are other forums where progress of the delivery of curriculum are regularly monitored and necessary course corrections are initiated. • The college is well equipped with smart class rooms, virtual class rooms, audio-visual and other ICT facilities which are extensively used by teachers in day to day

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	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
Nill	NIL	Nill

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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
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Youth Mental Health First Aiders	09/09/2019	25
Herbal Cosmetics	19/08/2019	30

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Computer Science	5
BCom	Accounting and Finance	23
BMS	FINANCE , MARKETING	44
MSc	BIOTECHNOLOGY	16
MSc	COMPUTER SCIENCE	10
BSc	INFORMATION TECHNOLOGY	25
MSc	INFORMATION TECHNOLOGY	12
MA	CLINICAL PSYCHOLOGY	30

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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

College has designed feedback forms on Curriculum, Teaching Learning process, Infrastructure, etc. Feedback is collected once an academic year through tutor system of the college The feedback is analysed and used for framing the bridge course curriculum, topics for students seminar, intensive coaching, and designing the industrial visit Suggestions by faculty members are shared with respective board of studies for curriculum for their due consideration Feedback is also considered for the following purposes: • Improvement of Hygiene facilities on campus • Outsourcing of cleanliness to external agency • Group discussion sessions focusing on communication skill, general awareness and extempore skills • Grooming sessions to prepare CVs and relevant documentation to make students industry ready • Organisation of guest lectures, IV, Workshops and seminars by respective departments • Improvement in Library services and administrative office functioning • Mentoring program strengthened through Alumni Mentorship Program

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
BSc	Computer Science	75	275	63
BSc	Information Technology	75	280	61
BSc	Regular	240	300	196
BMS	Management Studies	144	1145	140
BCom	Accounting & Finance	75	320	74
BCom	Regular : Accounts & Management	288	1020	287
BA	Mass Media	144	940	129
BA	Regular	288	585	278
BSc	BioTechnology	42	180	38
MA	Psychology	60	120	58

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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
2019	3069	428	43	3	15

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	Numberof smart classrooms	E-resources and techniques used
71	65	10	18	Nill	10

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)

Tutor (Mentor System) • The institution since last two decades has practiced a system of mentoring called the Tutor System: A Teacher mentorship Program wherein each group of students (30-40 students) is assigned a teacher mentor who counsels the students. •At the beginning of the academic session, the Tutor committee prepares a class-wise names of the mentors that are then communicated to the students and also displayed on the institution website. •In the first meeting the tutor generates data of each student regarding his/ her personal information, socio – economic background and academic track record. •The tutor builds a rapport with the tutor group. A team leader and a team of sub group leaders are assigned to the group. These leaders are in constant touch with the tutor and any message which has to be passed on to the group is conveyed to the group leaders. •Tutor meets the students periodically to address their concerns. All the students are covered under this program. All activities like attendance, hall ticket distribution and distribution of results are done through tutor system. •Parent –Teacher Meeting (PTM) are also conducted during the tutor meeting. Any specific concern or need about the student is conveyed to the parent. All the interactions of such students are kept confidential. •Regular feedback is collected from the students during the tutor meeting and passed to the IQAC for further deliberation and action. Orientation Programme and Induction Session : At the onset of every new session , an induction session for the newly admitted first year students is organized. The session is aimed at informing students about the Vision and Mission, curriculum aspects, examination rules, career opportunities, extracurricular activities, role and the responsibility of students towards the community. The college has a special cell which counsel students belonging to deprived section of the society and make them aware about various social welfare schemes available and process to avail these facilities. Alumni Mentorship programs enable interactions with alumni to prepare the students for job opportunities, explore internship opportunities and to introduce them to wider career options. Special cell named outstation student's cell is created to guide any outstation and foreign students towards their administrative as well as personal difficulties. Guidance offered by the faculty members /mentors during admission process about specialized subjects during their curriculum career opportunities related to those courses. Guidance to students for Project work both at undergraduate and postgraduate levels. Skill development workshops, field visits, industrial visits, guest lectures, internships , subject related workshops are conducted by the institution every year for employability enhancement of the students. Funding motivation for participation in various Research activities

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3497	71	1:49

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
51	38	13	Nill	26

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,	Designation	Name of the award, fellowship, received from Government or recognized

	international level		bodies
2019	Dr. Kiron R. Jathar	Vice Principal	Outstanding contribution in Chemistry Education by Bellemic , UAE, Dubai
2019	Dr. Kiron R. Jathar	Vice Principal	Prisal –Pharmaceutical Royal International Society
2019	Dr. Kiron R. Jathar	Vice Principal	BIOLEAGUES, Dubai
2019	Dr. Suchandra Dutta	Assistant Professor	Recognised as a botanist in the database of Tropicos, Missouri Botanical Garden, USA by Ministry of Environment Forest and Climate Change , Govt. Of India in "Plant Discoveries" – A database of new genera and species and new records for the year
2019	Dr. Mona Kejariwal Dr. Vijendra Shekhawat	Assistant Professor	Green Crusader Award by United Natioins Bhamla foundations for contribution in environment sustainability

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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
BCom	2C00145	VI	13/10/2020	29/10/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

•The institution is affiliated to University of Mumbai and follow the evaluation pattern framed by the University. • As per the University norms evaluation is scheduled only twice in a semester, a class test and a semester end exam. Hence the departments formulate, additional, evaluation (before, during and post curriculum delivery) process. Department designed evaluation process include pre and post aptitude Bridge Course test, Open book test(s), preliminary examination. •The college has a well constituted examination committee. This committee is a statutory body and is responsible for smooth

conduct of examination and declaration of result. •The evaluation blue print is prepared in the beginning of the term by the internal and external examination committee. This blue print includes the schedule for internal evaluation and semester end examinations (Statutory). The semester wise tentative dates for pre- aptitude test, Open Book Tests (non-statutory). In addition to this, the Semester wise ATKT Exam schedule is also planned. •The MIS software developed by the college carries out various tasks, such as, preparing examination blocks, generation of supervisors chart, preparation of examination supervisor's report and result •Centralised assessment program (CAP) is implemented. A separate CAP room is created and a CAP in charge is appointed for the same. •The internal examination is centralized •Hall tickets are distributed to all students before the commencement of examination •All question papers are printed In-House, this helps in absolute confidentiality and cost saving •All results are printed in house and declared as per University rules •The college has constituted Unfair Means Inquiry Committee to look into malpractices by the students during examination •A fast track grievance redressal system is set for any examination related grievances, i.e., unfair means, revaluation

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

An Academic Calendar specifying the duration of the semester, holidays, the date of commencement and conclusion of semester and examination schedule is received from the affiliating University. An Academic calendar is prepared in the beginning of academic year which includes the details of the academic, co-curricular and extra-curricular activities. The academic calendar is a part of the prospectus given to the students during admission and is also made available on the institutional website. This calendar incorporates various important events and activities planned during the academic year viz. tentative schedule of the various examinations, industrial and field visits, different in-house activities/events like observance of founders day, gratitude week, achievers day, days of national importance etc. Each department also prepares an academic calendar of the activities planned for the academic year. This ensures curriculum enrichment through related activities like Guest lectures, extension activities, industry academia interaction etc. The time lines for Centralized Assessment Process (CAP), due dates for submission of mark sheets, moderation and the declaration of results is prepared by the Examination Committee.

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)

https://rdnational.ac.in/#!pages/NAAC/NAAC.html

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
2M00156	BMS	FINANCE AND MARKETING	123	117	95.12
2C00456	BCom	ACCOUNTANCY AND FINANCE	70	69	98.57

2C00146	BCom	ACCOUNTANCY ,BUSINESS MANAGEMENT	155	151	97.42

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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://rdnational.ac.in/#!pages/NAAC/NAAC.html

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	365	UNIVERSITY OF MUMBAI	277000	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
Business Start-Ups and Challenges Actual Issues in Business at Grassroot Level by Mr. Christopher Mathews Mr. Suyog SonawaneI	Institute Innovation Cell	15/10/2019
Design Thinking Innovation by Mr. Gaurav Joshi , Head – Design, Hotstar	Institute Innovation Cell	21/01/2020
National Innovation and Startup Policy for students and faculty 2019- A guiding framework for HEIs for implementation MIC Driven activity	Institute Innovation Cell	28/04/2020
Role and importance of pre-incubators, incubators and accelators in HEIs – Harnesing innovation and entrepreneurial potential of students and faculties at early stage	Institute Innovation Cell	29/04/2020
Hangout with Emerging innovator and Entreprenuers supported	Institute Innovation Cell	30/04/2020

through MIC AICTE		
Role of Network Enabler's in driving I E in HEIs – A case of TiE, India	Institute Innovation Cell	01/05/2020
Entrepreneurship , business idea and business model canvas	Institute Innovation Cell	05/05/2020
How to identify Right problem, and solution using double diamond approach in design	Institute Innovation Cell	06/05/2020
Intellectual Property (IP) Management at Early Stage of Innovation and Start -Ups	Institute Innovation Cell	07/05/2020
Understanding Angel Venture Capital Funding – What is there for Early stage innovator Entrepreneurs	Institute Innovation Cell	08/05/2020
Legal Ethical steps – Productive Entrepreneurship Startup	Institute Innovation Cell	12/05/2020
Innovating self-screen identify right opportunities	Institute Innovation Cell	13/05/2020
Understanding role application of marketing research at idea to start up stage – Foundation level	Institute Innovation Cell	14/05/2020
Innovation Risk Diagnostic – Product Innovation Rubric (PIR)	Institute Innovation Cell	15/05/2020
Idea, Entrepreneurship opportunities, business model and business plan	Institute Innovation Cell	19/05/2020
Use of market data and application of marketing research tool and methodology - Increasing chances of survivality of innovation and venture – Advance level	Institute Innovation Cell	20/05/2020
Frugal innovation Social entrepreneurship	Institute Innovation Cell	21/05/2020
Interaction with student innovators and entrepreneurs emerged from Smart India Hackathon	Institute Innovation Cell	22/05/2020

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
Promotion of Innovation and Start up in Campus	Institution Innovation Council	Ministry of Education , Govt of India	22/09/2020	Innovation Activities

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Vidyasagar Principal Kundnani Innovation and Entrepreneurship Centre (VPKIEC)	Vidyasagar Principal Kundnani Innovation and Entrepreneurship Centre (VPKIEC)	R.D. S.H. National College	Nil	Nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	Nill

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)
International	BOTANY	1	0.9
International	CHEMISTRY	2	0.8
International	BIOTECHNOLOGY	1	0.5

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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
PHYSICS	1
MASS MEDIA	1
ACCOUNTANCY	1

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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	Name of	Title of journal	Year of	Citation Index	Institutional	Number of

Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
NIL	NIL	NIL	2020	0	NIL	Nill
NIL	NIL	NIL	2019	0	NIL	Nill

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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
Nill	Nill	Nill	2020	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	Nill	Nill	Nill
Presented papers	8	3	Nill	Nill
Resource persons	Nill	1	Nill	Nill

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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	National Service Scheme Unit in Collabotation with GT hospital and V.N. Desai Hospital J.J. MAHANAGAR RAKTAPEDHI (SBTC) Tata Memorial Hospital	3	250

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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
Contribution in Environment sustainability	Green Crusader Award	United Nations Bhamla foundations	150

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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 activites	Number of students participated in such activites
National Service Scheme	Mumbai Police	Road Safety And Traffic Management Project: Traffic Management Duringganpati Festival / Bandobast For Ganpati	3	80
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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
Science Writing and Communication	61	DBT STAR SCHEME	3
INNOVATIVE EXPERIMENTS USING OPEN SOURCE RESOURCES	38	DBT STAR SCHEME	2
Basics of Plant Identification and Botanical Nomenclature	51	BOTANICAL SURVEY OF INDIA AND DBT STAR SCHEME	3
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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
Industrial Training	Lab View Basic Training	BlauPlug Innovations Pvt. Ltd.	02/06/2020	04/06/2020	65
Field Visits	VIsits to Laboratories	Institute of Chemical Technology , Mumbai	01/08/2019	20/02/2020	30
Hands on Training	Physics and Technology of Thin Films	Department of Physics , Saurashtra University	28/02/2020	29/02/2020	25

Workshop	Basics of Plant Identification and Botanical Nomenclature	Botanical Survey of India	22/11/2019	24/11/2019	51
Workshop	Science Writing and Research Communication	CSIR - NISCAIR	17/02/2020	19/02/2020	61
Workshop	Innovative Experiments using Open Source Resources for UG Physics Students	UGC-DAE Consortium for Scientific Research , Kolkata Centre	06/02/2020	07/02/2020	38
Seminar Citizen Science Activity	Environmental Sustainability Seminar and Earth Mela	SPROUTS Environmental Trust , Mumbai	12/12/2019	19/12/2019	700
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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
Thadomal Sahani Centre for Management	07/03/2020	Academic Collaboration ,Professional assessment of students provide them employment opportunities ,Exchange of students and faculty	125
ISDI ISME	24/01/2020	Academic Collaboration , Exchange of students and Faculty, Support for seminars , workshops and academic meeting, Training of support staff associates	250
Sindhi Chamber of Commerce	07/03/2020	Promotion of Sindhi Culture ,Support for Industrial Visits , Internships, Soft skill development	275

	programs for students in the form of lecture series, workshops	
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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
9500000	9350098

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha	Fully	20.05	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17210	868129	90	5850	17300	873979
Reference Books	35381	7514521	14	16440	35395	7530961
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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	Nil	Nil	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	267	7	267	3	0	14	66	10	0
Added	52	2	52	0	0	3	10	10	0
Total	319	9	319	3	0	17	76	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
Sir C.V. Raman E Learning Facility	https://rdnational.ac.in/#!pages/NAAC/NAAC.html

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 incurredon maintenance of physical facilites
150000	128768	900000	894961

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 college has a Policy and Procedure for usage and maintenance of physical and academic facilities within the campus. Purchase orders are issued for all outsourced purchases. Classroom scheduling, allocation and usage of classrooms are decided by Time-Table committee. Master time-table for classroom instructions is prepared to optimize utilization. Laboratory schedules are decided by the Head of Departments and optimum use of laboratories is taken care of. Library space facilities are extended to all students and staff. The schedule for library is decided by the librarian. Library study room will remain open for additional time during examinations. External users such as Faculty members, research scholars, students and support staff can use the library space with prior permission of the librarian. The Sports Facilities are allocated by Physical Director in consultation with Gymkhana committee and Principal. For computer LCD Projectors, in-house Laboratory Assistants are trained to carry out regular maintenance. They also attend to any computer related routine problems that occur. Audio amplifiers and speakers are operated by an internal support staff. They have been trained to carry out day-to-day

repairs like plumbing, carpentry, etc. Space allocation for academic and Extension activities is done by the Office in Charge /Registrar of the College through a request form. College space may be allocated to external users on the basis of need and Principal's approval. Maintenance Policy: Routine cleaning, maintenance of classroom and physical space is performed regularly. The outsourced housekeeping agency ensures that the campus is kept clean. Classrooms and washrooms are scrubbed and washed post-working hours with disinfectants, at least thrice a day. Annual maintenance contracts are entered into for maintenance of some specialized equipments / instruments. For maintenance of IT infrastructure, In-House Laboratory Assistants look after replacement and repair requests. In-House Support staff has been trained to carry out day to day repairs like Plumbing, Carpentry, etc. If the problem is major, it is brought to the notice of the Principal. If maintenance/repair of equipment is necessary, Head of department takes care of this. For major maintenance and repair, external technicians are called by head of the department. Proper cost of repair and maintenance is taken from the technician and submitted to the Principal for approval. With necessary permissions from the Principal, the maintenance and repair of equipment is carried out, which includes moving them out of the premises. The potted plants and trees in the College campus are maintained by the Non-Teaching Staff. Each floor has floor peons to check the functioning of doors, windows, LCD projectors, etc. And to switch on/off all electrical points when required. Fire extinguishers have been installed at prominent places on each floor and in all laboratories. Pest control is performed on a regular basis.

https://rdnational.ac.in/#!pages/NAAC/NAAC.html

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	Government Scholarship and Freeship for Reserved Category Students	73	1364456
Financial Support from Other Sources			
a) National	Nil	Nill	0
b)International	Nil	Nill	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 implemetation	Number of students enrolled	Agencies involved
CAREER GUIDANCE	13/08/2019	127	FLY HIGH AVIATION
SOFT SKILL DEVELOPMENT	25/09/2019	80	UNIVERSITY OF CAMBRIDGE
COMMUNICATION DEVELOPMENT	20/07/2019	8	ASK.CAREERS , THADOMAL SHAHANI CENTER OF MANAGEMENT

GROOMING	18/02/2020	50	PROCTER GAMBLE
SCIENCE WRITING AND RESEARCH COMMUNICATION	17/02/2020	51	CSIR iNTERNATIONAL SOCIETY FOR LIFE SCIENCES

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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 passedin the comp. exam	Number of studentsp placed
2019	Career Guidance Seminar	Nill	35	Nill	Nill
2019	Career Guidance Seminar	Nill	145	Nill	Nill
2019	Careers in Aviation	Nill	140	Nill	1
2019	Graduate Record Examination	240	Nill	Nill	Nill
2019	Careers in Banking	45	Nill	Nill	5
2020	Careers in Design and innovation	Nill	64	Nill	Nill
2020	Careers in Teaching	Nill	40	Nill	4
2020	CARRER CONCLAVE	Nill	245	Nill	3

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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
DELOITTE	37	2	TATA CONSULTANCY	160	72

				SERVICES		

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.A.	Mass Media	UNIVERSITY OF MUMBAI	M.A.

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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	Nill
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill

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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
Nil	Nil	Nill

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	2nd Prize	National	2	Nill	2018016401652227	SINGH AMAN PRADEEP MAMTA

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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 has been constituted as per University statute. The council consists of student representatives selected from each class on the basis of academic performance. They are called Class Representative. The Principal is the chair-person and the Council Secretary is elected on the basis of secret

ballot amongst the Class Representatives. There are regular meetings of the council in which matters related to academics and extra-curricular activities are discussed. Proper Students Council ensures creation of a friendly atmosphere devoid of ragging. The following academic and administrative bodies have student representatives: • House System • Honors Program • Student council • Tutor System • Gymkhana committee • Cultural and Fine -Art committee • Marathi Vangmay Mandal • NSS • Grievance Redressal Cell • Women Development cell • Placement Cell • Anti-Ragging and Anti-Drug Cell • Prospectus committee ACADEMIC / ADMINISTRATIVE BODY ACTIVITY • Students' Council: To plan and conduct cultural activities in college and also for participating in other colleges. • College Women Development Cell: To create awareness among girl students about their rights and safety, to undertake health related issues and to organize programmes for their empowerment • N.S.S: To conduct activities for creating awareness about social issues like anti-dowry, anti-addiction, Thalassemia, AIDS, etc. To conduct programmes like Disaster Management, Blood Donation Camp, Tree Plantation, Save Energy, etc. • Gymkhana committee: To conduct indoor and outdoor games. • Magazine committee: To help in publishing magazine. • House committee: To organise various activities extra-curricular and co-curricular throughout the year. • Tutor committee: The student group leaders who act like a bridge between the Tutor and the students group. • Curriculum intense festivals: Students teams work for the conceptualization and organization of these festivals.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

250

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

80000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meet celebrating 70 years journey of Academic Excellence and Nation Building on 11th January 2020.

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)

Research Committee : Research Committee is a college level committee formed under IQAC to motivate faculty Students to carry out research and address issues pertaining to research. Committee members consists of Convener, and 4 to 5 members who function under the guidance of committee chairperson The research committee prepares its plan of action for supporting research at faculty and student level. . The committee works towards: • Bringing in the ethical concept in research at every level. Designing code of research ethics at Institutional level Implement them • Motivation of staff and students for conducting quality research. • Enhance the quality of research publications by faculty and students in UGC Recognised/ indexed journals. • Enhance faculty and students participation in research meets at different level • Initiate consultancy services in different specialties. • Monetary/leave support to attend workshops/ conferences, seminars and present papers. • Encourage faculty to

pursue PhD program . • Motivate faculty to apply for Research Grants become research guides and more eligible departments to become the research centres • Organize seminar or workshop pertaining to drafting research proposal, writing paper, analyzing research findings, etc. • Assist in creating linkage or collaborating with reputed National Laboratories/ research Institutions or Companies for the purpose of Research or Internships • Help/ Motivate faculty to become Fellow/ Members in Academic / Research Bodies • Outcome based research – Innovation and entrepreneurship • Appreciate the achievement of faculty and students for best research performance at Institutional Level on appropriate platforms. • Organise Research Meet to cultivate the exchange of ideas among fellow research scholars Admission Committee Admission Committees are constituted for UG and PG Level. One of the senior vice principal is the chairperson. An admission committee under the convener ship of a senior teacher is appointed to oversee the First Year admissions. Program wise subcommittees are formed within the admission committee for smooth functioning of admission process. These committees plans and oversee the admission process from the issuance of forms to the last admission in the college. The core admission committee consisting of convener and co-conveners prepare admission notices on the basis of schedule and guideline declared by the University of Mumbai The admission process is publicized through prospectus and on the official college website. Cut off percentage of previous year are displayed on college notice boards as well as at the enquiry desk. Printed posters with vital information pertaining to the admission process are placed at various strategic points in the College. The admission form along with the prospectus can be purchased by every student seeking admission. The prospectus contains detailed information of all the rules and regulations pertaining to the admission of students at different levels as well as in various courses conducted by the college. College issues notices pertaining to admission schedule for display of merit lists from time to time in accordance with the guidelines of the University of Mumbai to maintain transparency with the students.

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
Library, ICT and Physical Infrastructure / Instrumentation	Library: Fully automated library software. Orientation sessions conducted by the library for all courses. Addition of text and reference books in the library to augment existing resources. Internet access for research purposes through INFLIBNET . Subscription to various e-journals and Wi-Fi facility for students and staff for browsing learning resources. Resource center with 5 in the library for browsing and research work. Information and Computer Technology: ICT method of teaching and learning is strengthened by addition of LCD projectors, laptops. Wi-Fi Connectivity in library departmental laboratories. Classrooms, Auditorium, Conference Room, Mini Conference Room, Departmental laboratories have

	projectors and other equipment. Physical Infrastructure/Instrumentation: Advanced instruments/equipment is added through the research grants obtained by faculty members. Physical infrastructure is up-graded by frequent renovations, based on the needs of various departments. Periodic maintenance of electrical equipment in class rooms, laboratories by support staff. Installation of Water Coolers on each floor and sanitary napkin machine in the Girls Common Room. Audio Visual equipments in BMM editing room. Gymkhana equipped with a treadmill, an exercise cycle and other exercising equipments. An entire set of weights dedicated to power lifting and weightlifting are also housed in the gymkhana. Maintenance of Multi-Purpose Outdoor Court. Maintenance of Computers by staff, students and support staff through in-house internship program. Annual Maintenance contract for Air conditioners and specialized equipment.
Research and Development	Research committee frames and monitors research activities at various levels. A well-equipped library with Research Journals helps to build a scientific temperament. The College has Ph.D. Research centers in the subject of Botany and Chemistry. Many faculty members have completed their doctorate degree and are recognized research guides of University of Mumbai. Research committee conducts programs to motivate the teachers and students to involve in active research. Staff members are encouraged to undertake Minor and Major Research projects. Teaching staff are motivated to take part in workshops, seminars and conferences and are given required duty leaves and financial support for participating in these research activities. The Honors Program initiated in the year 1996 is an interdisciplinary research based activity for the student community. The students under the guidance of faculty members also present Research papers in 'Avishkar' , an Research Convention organized by the University of Mumbai. The Common Facility Center under the DST-FIST program has advanced analytical instruments and is expected to strengthen under graduate research

		and develop many key skills required for students. The Institute innovation council has undertaken various activities to promote Innovation and Startup in the campus.
	Examination and Evaluation	The examination committee is constituted as per the University norms with members from teaching faculty and the administrative staff. The college follows the guidelines issued by the University for Conduct of Exams. The Examination related circulars, time tables and results are uploaded on the Institutional website. Centralized examination schedule and conduction of internal class Tests. Use of In -House MIS module for generation of Hall Tickets, daily block wise seating arrangement, junior supervisor report, and attendance sheet examination form. Analysis of results course wise and class wise. The rules relating to the conduct of examinations, assessment, moderation, revaluation, photocopy, gracing are followed as per the latest University circulars. The Examination convener schedules the meeting of all faculty members before commencement of examinations to discuss the process of assessment, evaluation and moderation. Commencement of Centralized Assessment Process within three days of completion of first paper. All Teachers are required to finish the evaluation as per University guidelines. Verification of marks entered in the mark sheet by the CAP committee. Declaration of results within a week after submission of all mark sheets to the examination committee. Evaluation: Several innovative methods like multiple choice questions, projects, quizzes, problem-solving, tutorial, cross-words etc. used by faculty members as means of continuous evaluation.
	Admission of Students	Admissions are conducted strictly as per the guidelines prescribed by the University of Mumbai. Reserved category seats are filled as per the guidelines of the parent University. Generation of master lists , merit list , status of students admitted and generation of M.I.S. reports, to check and cross check the admissions made and vacant seats. Centralized grievance mechanism regarding admissions through the Inward counter. Generation of admission form

	of students of second and third year classes which contains all the relevant information, thereby reducing the size of the form and efforts of form filling up by the students. Prospectus as well as E - Prospectus which contains detailed information of all the rules and regulations pertaining to the admission of students at different levels as well as in various courses conducted by the college. Timely display of all admission notice and merit lists. All details pertaining to admissions including the merit lists are displayed on the college website. Counselling of students by a Teachers Panel at the time of admissions for all years. Enquiry and Help desks set up during admissions.
Curriculum Development	The College is affiliated to the University of Mumbai and the curriculum is designed by the affiliating University and approved by the respective Board of Studies. The faculty members of the College contribute directly or indirectly in the process of development of curriculum / revision of curriculum by being a part of the syllabus committee of the respective Board of Studies in the University of Mumbai The faculty members also contribute through various seminar and workshops on curriculum development. A Panel discussion comprising the current teachers teaching the syllabus , ex-students , students currently pursuing the course , one or two industry experts and retired experts who have taught the subject for a long time are conducted to review the syllabus and making it relevant to suit the needs of the industry. Feedback from students on the curriculum is obtained and analyzed and taken into consideration while formulating short term courses, guest lectures, syllabus etc. Introduction of short term Courses, the syllabus for which is drafted by our faculty members in contribution with experts.
Human Resource Management	The College follows the rules of UGC and Government of Maharashtra for recruitment in Aided and Unaided courses. Teachers fill self-appraisal and student feedback is also taken. All official matters are computerized with the in-house built software. The In-

	house expertise is utilized for maintenance of computers, Photography Videography. Printing of Question papers and grade cards are done in-house. Teachers are encouraged to pursue higher education, for this purpose, they are encouraged to avail leave under FDP. They are also encouraged to attend FIPs (faculty Improvement Programs) and to present papers in Conferences, Seminars, workshops for which they are given duty leave and the registration fees is also reimbursed. Institution also ensures the welfare of non-teaching staff by motivating them to improve their academic qualifications by providing necessary support. Concession in Tuition fees of wards of Non-teaching staff. Felicitation of teaching and Non-Teaching staff on Achievers day. The Institute also organizes professional development programmes for both Teaching and Non Teaching staff.
Industry Interaction / Collaboration	A career fair is organized for the Third year students in which Lectures are organized and on campus placement opportunities are provided. Several sessions are organized to bridge the gap between Industry and Academia. Guest lecturers addressed by eminent industry experts renowned educationalist from reputed institution. Industrial visit by all faculties (aided and unaided) are organized. Industrial experts are invited as visiting faculty from time to time. Association / Linkages with various industry, Government and Non Government organizations and Institute for the purpose of Internship, Industrial visits, projects and resource person in seminar / guest lectures.
Teaching and Learning	Teachers are encouraged to attend Refresher / Orientation courses to upgrade their skills and subject knowledge. Teachers and students are encouraged to attend Seminars/Workshops at National/State level. The Library and its resources, internet facility, INFLIBNET are made available. In library Computer Wi-Fi access facility is available for the academic benefit of students. Question papers of various examinations are also made available on the library blog. Interactive learning

is practiced with the use of e resources. Industrial Visits are organized by students that give them a practical perspective of the learning process adopted in the classrooms. Methods such as discussion, project preparation, presentation, demonstration/learning by doing and self-study are adopted by the college by which it tries to build in the students the skills required for overall development. Computer Practical and internet facility help the students in knowledge development and skill formation. Academic Mentorship in the form of the Tutor System and the coordination of Parent Teacher Meetings which are held periodically also enhance the teaching learning process.

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

E-governace area	Details
Planning and Development	Recording of attendance through Biometric system where faculty and non teaching staff have to record their attendance while entering and leaving the Campus. The Biometric system is linked with the time table of all faculty members including visiting faculty. Use of centralized In House Management Information system for Time Table, Student Attendance. Use of Social media platforms to showcase College activities and connect with the Alumni. Information pertaining to academic , curricular and co curricular activities conducted are displayed in the college website for the information of all the stakeholders.
Examination	Hall Ticket for both internal and external exams for College examinations, generation of daily block wise seating arrangement, junior supervisor report, and attendance sheet through centralized in-house MIS System for both Internal and Semester end examinations. Generation of exam form which includes date wise time table, attendance for the given term and status of fees and mark sheet which contains roll number of only those students who have filled up the examination forms. Centralized in-house mechanism for printing of internal class test with two sets of question papers and semester end question papers. Eligibility report for

	Additional and A.T.K.T. examinations. All results and mark sheets are processed through a result module which is a part of centralized in-house MIS System and consolidated analysis of results program wise or course wise is generated. Unique serial numbers are assigned to each mark sheets.
Administration	The institute has developed an In-House Centralized Management Information System through in which all administrative tasks are entered. All the computers in the College office and the Principal back Office are connected through LAN. Registration of students during admissions has helped us create an accessible student database.
Finance and Accounts	The In-house developed Management Information System has an accounting package with various modules as under Purchase Module which has reports on Purchase order of the item, Inward of the Item received, Billing of the item, and Outward of the item. Fee Module: Admission Fees Entry is done on Daily Basis. MIS is generated for Fees Collection on Daily Basis. Fee Register is generated. Deficiency Report Generated Non refunded Fees report Generated Balance Fee Report as well as Reserved Category Report is generated. Admission Cancellation / NOC entry is done in the software. Entry of Refund of Fees is done.
Student Admission and Support	Eligibility Report is generated for next year admission. Merit List is generated for F.Y. Classes. Assignment of Division and Roll No. Admission Form Generation of S.Y./T.Y. Classes. Admission Fees Entry is done on Daily Basis. MIS is generated for Fees Collection on Daily Basis. Roll Call is generated Subject wise and Division Wise. Student Data is provided for ID Card and Library Card Generation. Fee Register is generated. Deficiency Report Generated Non refunded Fees report Generated Balance Fee Report as well as Reserved Category Report is generated. Admission Cancellation / NOC entry is done in the software. Entry of Refund of Fees is done. Day to Day Admission report is generated. Monthly Attendance Report Generated and black list prepared.

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
2019	Dr. Meghna Basu Thakur	UGC Conference on Persuit of Happiness	Nill	2250
2019	Dr. Kiran Sawant	International Conference at Dnyansadhana College	Nill	2000
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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	Agile Educators	Nill	23/10/2019	23/10/2019	65	Nill
2020	Goal Setting	Nill	11/03/2020	11/03/2020	72	Nill
2019	Nill	Leadership and Story Telling	19/12/2019	19/12/2019	15	92
2020	Nill	Fire Safety Training	11/03/2020	11/03/2020	Nill	55
		View File				

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	1	31/10/2019	13/11/2019	12
Refresher Course	1	24/02/2020	07/03/2020	12
Refresher Course	1	05/02/2020	18/02/2020	12
Orientation Programme	1	07/01/2020	27/01/2020	18

Orientation Programme	1	04/11/2019	23/11/2019	18
Orientation Programme	1	02/12/2019	21/12/2019	18
Referesher Course	1	09/11/2019	22/11/2019	12
Faculty Development Programme	2	26/05/2020	30/05/2020	5
Short Term Course	2	18/12/2019	24/12/2019	5

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	8	Nill	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Advance amount is sanctioned by management to the new recruits till the regularization of their salary ,Timely disbursement of salary for the staff whenever there is a delay on receiving the salary grant , Medical camps organized by College for routine body check-up and eye checkup and a Doctor on call facility is also available , Contributory Common Room fund enables Teachers to interact and bond with each other in an informal setting over lunch twice a year ,Special leave is granted on account of major illness and there is a provision for subsidized/free treatment for nearly terminal illness, Felicitation of Teaching staff on completion of 25 years of service, Felicitation of Teaching staff on obtaining Ph.D. and other merits. Admission to wards of teaching staff	Salary from Management, whenever there is delay from salary grants and for new recruits. Recruitment of kith-kin or near ones of the deceased staff member (on duty)as per the rule, Medical camps organized by College for routine body check-up and eye checkup , Doctor on call facility is also available, During festival time an interest free loan is made available to the support staff which is recovered on a monthly basis, Wards of non-teaching staff are enrolled irrespective of merit and are given 50 concession in fees , Some retired staff are reappointed on roll on a consolidated salary, Felicitation of non - teaching staff on completion of 25 years of service.	Prizes for meritorious students. Up to 100 percent fee waiver in tuition fees for needy and deserving students. Installment facility for payment of fees to needy and deserving students. Appreciation certificates to students for their outstanding contribution in academics, extracurricular co-curricular activities and for community services on Achievers Day.

in any of the sister institutions based on merit. Reimbursement of registration fees for Paper Presentation and attending conferences.		

6.4 – Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting external audits on the financial transactions every year to ensure financial compliance. Yearly External Statutory audit is done by Chartered Accountant appointed by the Management on an annual basis. The College Office prepares the Cash Book and Bank Book on daily basis. The same is verified by the senior subordinates with supporting documents and vouchers. External audit: The external auditor/agency appointed by the Management performs audit of the financial statements of the college. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The audited statement is duly signed by the authorities of the management and chartered accountant. Internal Audit: The Administrative team verifies all payments, receipts, vouchers of the cash transactions, ledgers and cash book. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the 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
Tausif Gazi (FITRITION)	50000	Meter Down Fest

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Internal Quality Assurance Cell and Internal Committee appointed by the Head of the Institution
Administrative	No	Nill	Yes	Internal Committee appointed by the Head of the Institution

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

No formal Parent Teacher Association but the faculty members actively interact with parents during Admissions, Tutor and Departmental Meetings. All parents are required to attend the orientation sessions organized at the beginning of every academic year to familiarize them with the rules, regulations and assessment procedures of the institution. Parent – teacher meetings on a one to one basis are held in case of any issues such as poor attendance, student difficulties observed, other grievance redressal etc. Parents suggestions on infrastructure development , add on , skill based courses to be introduced etc are taken as part of feedback process.

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

• Computer Proficiency Training in MS Office Applications by the Department of Computer Science and Information Technology. • English Proficiency Training by the Department of English. • Fire Safety Training

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

Organization of three National Level Workshops in association with National /Internationally reputed Institutions. Virtual Lab with Indian Institute of Technology ,Bombay Establishment of Common Instrumentation Facility Center and E Learning Facility with financial support fro DST-FIST Organization of Educational Conclave and Placement Fair with Placement Cell.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
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
2020	One Day Workshop on Leadership and Goal Setting	11/03/2020	11/03/2020	11/03/2020	75
2019	Tie up with Thadomal Sahani Centre for Management for academic collaboration and Sindhi Chambers of Commerce to promote sindhi culture, internship and soft skill	11/12/2019	11/12/2019	11/12/2019	720

	development for students				
2020	Placement fair	07/03/2020	07/03/2020	07/03/2020	350
2020	Establishment of CISSE and launch of Jal pe Charcha – Save water initiative in collaboration with AquaKraft Pvt. Ltd.	11/01/2020	11/01/2020	11/01/2020	500
2019	National Level faculty Development Programs for students, researchers and faculty members	22/11/2019	22/11/2019	19/02/2020	100
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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
Gender Equality	21/09/2019	21/09/2019	314	288

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
For Environmental Consciousness the Institute has organized several Environmental Sustainability seminars : Observation of National Science Day , Mangrove Prevention Day , World Wildlife Week , Vanomashotav . A National colloquium as part of Institute Social Responsibility was organized for a Greener Cause. A Session on generation of electricity from compost through Solid Waste Management was also organized. Awareness and sensitization workshop on Rethink Plastic was organized. Energy saving mechanism is ensured by switching of the lights and fans after the lectures are finished off for the day. Non Teaching staff has been appointed as Floor In-Charge to ensure that the lights and fans are switched off when not required. The college has installed solar panels on the rooftop. The electricity generated is used to power the Post Graduate Laboratory of Physics. The College has installed LED Bulbs in all classrooms and common Facility areas on the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	1
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nill	1	31/08/2019	8	Road Safety And Traffic Management Project: Traffic Management Duringganpati Festival / Bandobast For Ganpati	Road Safety	80
2019	Nill	1	13/09/2019	1	POST GANPATI BEACH CLEAN UP FOR RESTORATION AND AWARENESS AMONG YOUTH TO TAKE UP ECO-FRIENDLY PRACTICES DURING GANESHOTSAV CELEBRATI	Environment Conservation	25

| 2019 | Nill | 1 | 19/09/2019 | 1 | AWARENESS DRIVE ON ROAD SAFETY AND TRAFFIC RULES | Road Safety | 17 |
| 2019 | Nill | 1 | 01/08/2019 | 30 | Yuva Mahiti Doot Initiative (State Project): Information Dissemination On Various Government Schemes Directly To The Prospective Beneficiaries | Awareness on government schemes | 56 |

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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)
Code of Conduct for Students	03/06/2019	The code of conduct is displayed on the notice board and also in the e prospectus. Staff members ensure that dress code is followed and the use of mobile phones is not allowed during academic activities.
Code of Conduct for Faculty	18/07/2019	Provisions of the Act, Statutes, Ordinances and Rules from time to time.
Guidelines for Examination Conduct	19/08/2019	Examination Committee prepares the guidelines and distributed to all concerned faculty and support staff. All faculty members and support are provided with the duty chart. All faculty members are required to report to the Examination control room at least 30 minutes

before the commencement of the examination. The Paper setters are also required to be present. The Chairpersons and Senior supervisors take rounds to address any queries of the students and Junior Supervisors. The answer sheets are verified by the Senior Supervisors and sealed in Envelops and the record for the same is maintained in the register.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebrations	15/08/2019	15/08/2019	150

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

• Minimization of use of papers for internal communication • Training of faculty and support staff to safe disposal of chemicals and biological wastes, thereby minimising the discard in unscientific manner which otherwise pollute water indirectly. • Waste water treatment from Biological science laboratory using PHYTORID Technology • Management of canteen waste through Vermicomposting • Regular monitoring and switching off lights, fans and air conditioners when not in use thereby reducing the waste of electricity consumption • Planting tree saplings in the campus and installation of hydroponics garden in the campus on trial basis - an attempt to enhance the green cover • National colloquium – ISR for a greener cause to create a plastic free campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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

https://rdnational.ac.in/#!pages/NAAC/NAAC.html

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

A clean and healthy environment is one of the desired pre-requisites in any educational institution. Energy conservation: • Electricity generated by the solar panels installed by the Department of Physics is used in the MSc Physics Laboratory. • The use of LED bulbs in the corridors reduces energy consumption. The college is replacing the tube lights and bulbs with LED lights in a phased manner. • Single switch to put off all the lights and fans inside each classroom when the room is not occupied for lectures. • College has phased out cylinder gas usage to pipe gas in all its laboratories resulting in drastic reduction in consumption of energy. Water harvesting and water conservation •

The college has in-house water recycling plant catering to the waste water recycle of Biotechnology, Botany and Zoology laboratories. There is a plant installed by Phytorid Technology patented by NEERI for treatment of waste water and recycling process of water. This recycled water is used to water the plants and trees in the campus • Water pipes and taps are regularly checked to avoid leakage and waste of water. Efforts for carbon neutrality: College makes efforts towards carbon neutrality by attaining to the following: • Department of Zoology has practiced vermicomposting to address its solid waste disposal problem to reduce organic biodegradable waste. • Efforts towards zero emission of Biowaste generated in college like leaf litter, degradable canteen waste, non-pathogenic biowaste from Biology Laboratories is degraded and composted through composting plant in the college. Manure thus generated is used in the college garden. • Waste segregation to minimise emission: Waste generated in college is segregated and paper waste is given to approve paper recycling agency so that it doesn't add up to carbon generation. Plantation • Plantation is an ongoing activity inside the campus and on the outer boundary wall of the campus. This activity is largely implemented with the help of students and teachers for the campus of almost 1.5 acre of around 150 species of trees and plants . • The NSS cell develops "vegetable plants tray" for the adopted village and in its surroundings. • Plantation drives are an integral part of NSS activities and plantation is done in and areas located at fringes of Bandra. Hazardous waste management • Hazardous Chemical is autoclaved and then disposed in sewage. • Waste paper, polythene bags and other non – biodegradable are separated and sold to vendors before disposing of the organic waste. • Chemistry experiments are carried out in micro/semi micro scale to reduce the release of pollutants. Strong chemicals are neutralized before disposal . E-waste management : • E-waste is properly stored. Non-working computers, monitors and printers are discarded and scrapped on a systematic basis. • Damaged computers are used by the instructor in the practical sessions of the Courses conducted in Computer Science and Information Technology Departments o Waste compact discs are used by students for decoration and participation in competitions on 'Art from Waste'.

Provide the weblink of the institution
https://www.rdnational.ac.in

8.Future Plans of Actions for Next Academic Year

Human Resource Development • Organize more faculty development programs and administrative training programs for teaching and support staff.. • Promote online courses of renowned universities and institutions among faculty for professional development and exposure. • Encourage students to take up online MOOC Courses to widen their scope of learning. Better learning outcomes of the students • Apply for and start new career oriented UG, PG, Research programmes to widen opportunities for perspective students. • Introduce skill based and add on courses for improving the employability of students. Wider academic research culture, Consultancy Extension • Conduct workshops and seminars for faculty and students in research methodology , IPR , Entrepreneurship skills • Undertake research based projects with students leading to participation in Research Conventions, Hackatons , Institute Innovation Council etc. • Organization of Research based activities (conferences , workshops ,seminars , training workshops for faculty) : A common platform for Academicians – Researchers – Industry - Students • Functional MOUs , linkages associations with Institutions , Industries , Govt agencies etc Extension Social Responsibility: • E Content /Lectures for Rural areas school students for Science Courses. • Increase in Enrolment for NSS • Organization of Outreach programmes by different department with involvement of students. • Workshops on Value Education and Human Rights. (Democracy Week) • Environmental Awareness Superior student support and progression • Expansion of the book collection and digital resources in the library Departmental Library. •

Attract more companies to conduct Campus placement drives. • Organization of campus events focused on placements. (Soft Skills , Mock Interviews etc) • Participation in Off Campus recruitment process, job fairs , exhibitions. Infrastructure Augmentation for Academic Administration Purpose: • Strengthening of Science laboratories through purchase of new equipment through DBT STAR grant. • Replacement of tube lights and bulbs with LED bulbs for energy conservation. • Develop more smart rooms with video conferencing facilities for supporting e-learning. (LCD Projectors , White Board) • Digitization of Documents for security, storage space. Need technical assistance from External Agencies. (accuracy, meticulousness , availability of records)