

### YEARLY STATUS REPORT - 2020-2021

### Part A

### **Data of the Institution**

1. Name of the Institution

B. M. RUIA GIRLS' COLLEGE

• Name of the Head of the institution

Dr. (Mrs.) Santosh Kaul Kak

• Designation

Principal

• Does the institution function from its own campus?

Yes

• Phone no./Alternate phone no.

0919819762337

• Mobile no

8422930956

• Registered e-mail

023.bmrgirlscollege@gmail.com

• Alternate e-mail

principal1958@gmail.com

• Address

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Grant Road West

• City/Town

• State/UT

Maharashtra

• Pin Code

400007

Mumbai

### 2.Institutional status

• Affiliated /Constituent

Affiliated

• Type of Institution

Women

• Location

Urban

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• Financial Status

UGC 2f and 12(B)

• Name of the Affiliating University S.N.D.T. Women's University

• Name of the IQAC Coordinator Dr. Nooruzia Qazi

• Phone No. 9821401612

• Alternate phone No. 02223808130

• Mobile 9821401612

• IQAC e-mail address iqac@bmrgirlscollege.com

• Alternate Email address nooruzia@yahoo.com

3. Website address (Web link of the AQAR

(Previous Academic Year)

http://www.bmrgirlscollege.com/iq

ac.html

Yes

4. Whether Academic Calendar prepared

• if yes, whether it is uploaded in the

Institutional website Web link:

during the year?

http://www.bmrgirlscollege.com/im

ages/pdf/AcademicCalendar-2020-21.pdf

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	В	72.50	2004	16/02/2004	15/02/2009
Cycle 2	В	2.78	2011	08/01/2011	07/01/2016
Cycle 3	B+	2.62	2019	20/05/2019	19/05/2024

### 6.Date of Establishment of IQAC

05/04/2004

# 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	Nil	Nil	Nil	Nil

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

• Upload latest notification of formation of View File IOAC

### 9.No. of IQAC meetings held during the year 4

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

No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?

• If yes, mention the amount

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

No

National Webinar Series on "National Education Policy 2020: Prospects and Challenges in Higher Education" was organized to bring synthesis among experts across different disciplines in Social Sciences and Humanities to develop an understanding of National Education Policy 2020 and provide a platform for dialogue and understanding of the impact of National Education Policy 2020, in the short-term and in the long term, on the Higher Education Institutions (HEI's) in India. Eminent and distinguished resource people like Vice Chancellors, Directors, Principals, Chairpersons, etc. from universities all over India, SNDT Women's University; Dr. B.R. Ambedkar University, Delhi; AURO University, Surat; Indira Gandhi National Open University, New Delhi; Bharati Vidyapeeth, Pune, etc. shared their insights and valuable knowledge on various aspects of NEP 2020. 1. Webinar Day 1 - December 24, 2020 -Inauguration of National Webinar Series. Chief Guest - Prof. Shashikala Wanjari, Hon'ble Vice Chancellor, S.N.D.T. Women's University, Mumbai. Topic: ?? ?????? ???? 2020 : ????? ??? ???????? ??????? - ???? ??? ?????????? Guest of Honour - Prof. T.V. Kattimani, Hon'ble Vice Chancellor, Central Tribal University Andhra Pradesh and Member of NEP2020 Draft Committee. Topic: National Education Policy 2020: With Reference to Higher Education Resource Person -Dr. Ketaki Sheth, Principal, Bhikabhai Jivabhai Vanijya

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Sports" Topic - "Role of Extension Activities in National Education Policy 2020" Resource Person: Dr. Atul Salunke, Principal, KES Dr. C.D. Deshmukh Commerce and Sau. K.G. Tamhane Arts College, Roha, Raigad, SLO and OSD, Government of Maharashtra Topic - "National Education Policy 2020 and Sports" Resource Person: Dr. Nishan Singh Deol, Professor & Head, Department of Physical Education, Punjabi University, Patiala. 10. Webinar Day 10 - May 28, 2021 - "Mainstreaming and Inclusion of Students with Special Needs" Topic: 'Inclusion as Envisaged in National Education Policy 2020 and Role of Open and Distance Mode Education' Resource Person: Prof. Saroj Sharma, Chairperson, National Institute for Open Schooling, Noida, India. Topic: 'Role of Higher Education Institutions for Inclusion of Students with Disabilities' Resource Person: Dr. Hemlata, Director, National Centre for Disability Studies, Indira Gandhi National Open University, New Delhi

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

Plan of Action	Achievements/Outcomes
Organise Webinars and Conference on National Education Policy	National Webinar Series on "National Education Policy 2020: Prospects and Challenges in Higher Education" was organized
Organise Staff Development Programmes	Using Teaching Tools and Online Resources

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

Yes

• Name of the statutory body

Name	Date of meeting(s)
IQAC	12/01/2022

### 14. Whether institutional data submitted to AISHE

Part A				
Data of the Institution				
1.Name of the Institution	B. M. RUIA GIRLS' COLLEGE			
Name of the Head of the institution	Dr. (Mrs.) Santosh Kaul Kak			
• Designation	Principal			
<ul> <li>Does the institution function from its own campus?</li> </ul>	Yes			
• Phone no./Alternate phone no.	0919819762337			
Mobile no	8422930956			
Registered e-mail	023.bmrgirlscollege@gmail.com			
Alternate e-mail	principal1958@gmail.com			
• Address	11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Grant Road West			
• City/Town	Mumbai			
• State/UT	Maharashtra			
• Pin Code	400007			
2.Institutional status				
Affiliated /Constituent	Affiliated			
• Type of Institution	Women			
• Location	Urban			
• Financial Status	UGC 2f and 12(B)			
Name of the Affiliating University	S.N.D.T. Women's University			
Name of the IQAC Coordinator	Dr. Nooruzia Qazi			

9821401612
02223808130
9821401612
iqac@bmrgirlscollege.com
nooruzia@yahoo.com
http://www.bmrgirlscollege.com/igac.html
Yes
http://www.bmrgirlscollege.com/images/pdf/Academic-Calendar-2020-21.pdf

### **5.**Accreditation Details

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Upload latest notification of formation of IQAC	View File	

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13. Whether the AQAR was placed before	Yes	

# statutory body?

• Name of the statutory body

Name	Date of meeting(s)
IQAC	12/01/2022

### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	03/02/2022

### 15. Multidisciplinary / interdisciplinary

Interdisciplinary courses is already provided in Arts for Hindi, Economics, and Sociology. All Departments and Committees conduct Programmes keeping an interdisciplinary approach.

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

Students and Staff were made aware obout Academic Bank of Credit. The procedure of creating ABC ID with Aadhaar Card was informed.

### 17.Skill development:

Skill Development Sessions were conducted to make the students aware about Entrepreneurship

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

Introduction to Indian Knowledge System with emphasis on national language Hindi was given importance.

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

Emphasis is given the Programme to focus on outcome based education by matching POs and COs and PSOs.

### 20.Distance education/online education:

Online lectures are conducted for all the subjects, using Platforms like Google Meet, Teams, Zoom, etc. Email Account for all Staff members were created.

### **Extended Profile**

### 1.Programme

1.1

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

File Description	Documents
Data Template	No File Uploaded

### 2.Student

2.1

Number of students during the year

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File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2

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

File Description	Documents
Data Template	No File Uploaded

2.3

Number of outgoing/final year students during the year

File Description	Documents
Data Template	No File Uploaded

### 3.Academic

3.1

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2

Number of sanctioned posts during the year

Extended Profile		
1.Programme		
1.1		354
Number of courses offered by the institution ac programs during the year	cross all	
File Description	Documents	
Data Template	N	No File Uploaded
2.Student		
2.1		399
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	N	No File Uploaded
Institutional Data in Prescribed Format  2.2	N	No File Uploaded 20
2.2  Number of seats earmarked for reserved category		
2.2  Number of seats earmarked for reserved category State Govt. rule during the year	ory as per GOI/  Documents	
2.2  Number of seats earmarked for reserved category State Govt. rule during the year  File Description	ory as per GOI/  Documents	20
2.2  Number of seats earmarked for reserved category State Govt. rule during the year  File Description  Data Template	Documents	20 No File Uploaded
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3.2		16
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	N	o File Uploaded
4.Institution		
4.1		16
Total number of Classrooms and Seminar halls		
4.2		300000
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		45
Total number of computers on campus for acade	emic purposes	

### Part B

### **CURRICULAR ASPECTS**

### 1.1 - Curricular Planning and Implementation

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

The college is a minority institution, affiliated to S.N.D.T. Women's University, and abides by the curriculum indicated in the syllabus developed by the Board of Studies in which our faculties have substantially contributed to the curriculum development. The institution corroborates efficacious curriculum delivery through a meticulously planned and documented process focusing on employability, entrepreneurship and multi-skill development of the learners to complement the vision and mission of the college.

As a result of the Covid 19 Pandemic, the faculties enhanced their knowledge of online teaching, and evaluation tools by attending hands-on-trainings catalyzing more flexibility regarding the use of ICT. Constructive delivery of curriculum was ensured through Synchronous as well as Asynchronous Instructional methods using Google Classroom.

The learners were facilitated with multiple online as well as digital learning tools including the Google meet platform, short films, documentaries, films and informative videos available on YouTube, websites, mobile apps, online dictionaries, PDFs of the prescribed books, online games, collaborative tools like jam board, the instructor made open educational resources- videos using screencast-o-matic, infographics using miro, conceptboard, quizzes using google forms and kahoot, audio podcasts, Google slides, virtual study tours, guest lectures, webinars, and symposiums to consolidate learning through online mode.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://drive.google.com/drive/folders/lg bq7wgjyYV6zTlo85FDOoUpWXWkx2CkK?usp=shari ng

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

The Institute is affiliated to S.N.D.T Women's University, Mumbai, and strictly adheres to the examination pattern and guidelines concerning the evaluation process. The schedules of CIE are communicated to students and faculty at the beginning of the semester through an academic calendar based on the university academic calendar.

Academic Calendar is devised by integrating the plans of the departments and committees transitioning into an effective accomplishment through lectures, webinars, workshops, competitions, and discussions tuning with the emerging national, global trends and appropriate to the local needs. The curriculum consists of POs, PSOs and COs, attained and measured through an assessment of students' performance through CIE.

The institute has reformed the CIE system from faculty-centric to student-centric. There are four internal exams conducted to provide more learning opportunities to the students. They are conducted through online MCQ examinations, handwritten assignments, quizzes, group as well as individual projects, oral as well as PowerPoint presentations, students' seminars, mock interviews, group discussions, debates, internships, role plays, committee report writing, pre- and post-launch market surveys of

innovative products, creative construction of advertisements, and dissertations.

The performance of the students in CIE helped the faculties to identify slow and advanced learners in their respective subjects.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://drive.google.com/drive/folders/la lgnCwgDHLvjikhbv FyOCc1N6ePsC1T?usp=shari ng

# 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

### A. All of the above

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

### 1.2 - Academic Flexibility

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

6

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

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<u>View File</u>
List of Add on /Certificate programs (Data Template )	<u>View File</u>

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

324

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

### 1.3 - Curriculum Enrichment

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

Holistic development of learners is accomplished through the integration of cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum.

Environmental Studies is offered at BCOM I as a four-credit

course to create awareness and sensitize the students about various environmental challenges prevailing in the world today. Students were assigned projects on topics: Disposal of E-waste, SMOG, Disaster Management of Floods, Biodiversity of Mangroves, and so on.

Department of Sociology courses, in B.A. Semester I- Foundations of Sociology, III- Population and Society, IV- Women's issues in India, IV- Urban Society: Problems and Prospects, V- Environment and Society, VI- Social movements in India, offer the study of Ecology, Natural Resources, Disaster Management, Relation between Environment and Society.

CC English Course touches upon 'Gender' and 'Human Values' in the stories in B.A I, II, III, lessons 1 to 20 from Empowerment English in B.Com I and II, and stories from The Inner Courtyard: Stories by Indian Women in B.Com III. Professional ethics are taught through the etiquettes of writing skills. Environment Awareness is spread through a story in BA I, Paragraph Writing and Guided Essays and PPTs in B.A I, II, III and B.Com I.

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

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

1

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

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

### 16

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

### 1.4 - Feedback System

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

### A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.bmrgirlscollege.com/feedback. html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.bmrgirlscollege.com/feedback- action-taken-report.html

### TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

### 2.1.1 - Enrolment Number Number of students admitted during the year

### 2.1.1.1 - Number of students admitted during the year

133

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

46

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

### 2.2 - Catering to Student Diversity

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

The faculty assess the students' learning levels during lectures as they interact during lectures and class discussions while

conducting class tests, assignments, etc.; based on this, slow and advanced learners are identified.

Specific teaching-learning methodologies oriented to the needs of such students are discussed and implemented. Each department takes active measures to identify these students. Slow learners are provided opportunities within the lecture hours, and in some instances, additional time is spent by the faculty to help slow learners improve their learning skills, etc. Faculty from each department also devote time to solve students' queries, and they attempt to provide additional study and material and equip them for examinations. Personal, academic, and career-related counseling is also offered from time to time.

Provisions are also made for Advanced learners to enhance their aptitude and learning skills whereby each department identifies advanced learners and encourages them to optimize their potential through a combination of academic and co-curricular activities. Students are provided and encouraged to participate in various departmental and inter-college competitions. They are given opportunities to hone their team-building skills, communication skills, presentation skills, and organizing skills. They are encouraged to appear for various competitive exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

Number of Students	Number of Teachers
399	16

File Description	Documents
Any additional information	<u>View File</u>

### 2.3 - Teaching- Learning Process

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

Student-centric methods are inculcated into the learning environment to nurture various skills and promote overall development.

Experiential learning: Students Participate in extra-curricular activities like NSS, NCC, Cultural, Sports, Fine arts, Music, Dance, Yoga, and other competitions.

Mock drills are held as part of the Disaster Management short course conducted for students, where students were made aware of the rescue measures to be adopted in the aftermath of a disaster.

Experts from industry are invited to share their experience with students as it gives them an idea of the actual job scenario. Internships are integrated into the and M Com and MA (Economics) programs. Field visits and industrial visits are organized to enable students to experience the working of professional organizations and Firms

Participatory learning: Participative learning is encouraged through group discussions, seminar presentations, and project presentations. Students are given projects and assignments on academically relevant topics, individually and in groups. The students are engaged in activity learning viz., tours and excursions, community surveys, field, and industrial visits.

Problem-solving: Few departments have case study analyses/problem solving questions to be answered by the students in their UG/PG programs courses. Role Play, analysis of budget, financial statements, auditors report, challenging assignments and projects also are a regular part of teaching to help students learn problem solving skills.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	Nil

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

The Institute follows ICT-enabled teaching in addition to traditional Classroom Education. In addition to chalk and talk

teaching methods, various efforts are taken to provide an elearning atmosphere during teaching-learning. Few of our classrooms are enabled with ICT-enabled teaching tools like LCD Projectors. A fully functional Computer Lab with internet connectivity is also available. Broad-Band and Wi-Fi internet connections allow internet access to teaching and non-teaching staff and students. Students have access to e-books and e-journals subscribed by the college under N-List, provided by the Inflibnet.

All the departments regularly employ Online Teaching and Evaluation Platforms such as Google Meet, Microsoft Teams, and Zoom. Every faculty is provided access to Google Classroom through G-Suite for Education. During the year regular lectures were conducted through Google Meet Platform in an organized manner. Students are enrolled and collaborate in real-time with Docs, Sheets, Slides, Forms etc. Various assignments and Presentations are uploaded by the students using Google Classroom. The Institute has enabled students to communicate for attendance-related purposes via a separate email provided for that purpose.

Teachers have also equipped themselves for ICT-enabled teaching-learning by attending different Workshops, Short term courses. There has been a regular and continual exploration of these ICT tools to create engagement in online teaching-learning during to COVID 19 Pandemic.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching- learning process	<u>View File</u>

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

### 2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

### 2.4 - Teacher Profile and Quality

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

16

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

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

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

09

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

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

### 2.4.3.1 - Total experience of full-time teachers

### 245

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

### 2.5 - Evaluation Process and Reforms

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

The college has adopted a transparent mechanism for internal assessment. It ensures that the teachers and students are aware of the Internal Assessment Evaluation Criteria set by the University. Internal Examination for UG Programs is for 25 marks, and for PG Programs it is 50 marks.

The institute follows a standardized way of evaluating students for 25 marks. Two tests for 15 marks each are conducted every semester out of which the test with maximum marks is chosen. For the remaining 10 marks the institute employs a variety of techniques and methods such as MCQs, Case studies, Book Review, Presentations, Individual and Group projects Viva, Assignments, Group Discussions, Surveys, Field Visits, to ensure that the students are evaluated in all aspects.

Internal Examinations are followed according to the academic calendar prepared by the institution. It includes Exam and Project Submission dates. Students feedback, and suggestions are incorporated while deciding dates for internal exams and projects and assignments. The students and parents are informed in advance about the syllabus for their written tests. Projecttopics are discussed with the students and communicated well in advance.

Internal Examination provides vast scope for students to use their creativity to learn new knowledge and skills. It gives them a platform to present their findings and discover their subjects of interest.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	
	http://www.bmrgirlscollege.com/images/pdf
	/Academic-Calendar-2020-21.pdf

### 2.5.2 - Mechanism to deal with internal examination related grievances is transparent, timebound and efficient

The semester-end final examination of each subject comprises 75% weightage of the overall assessment, and the remaining constitute 25% internal assessment marks.

The Internal Assessment forms a part of a continuous evaluation system conducted through Class Tests, Assignments, Projects, and Presentations.

Together, all of these constitute an integral part of the Internal Examination, carried out in a well-planned and systematic manner.

The institution has a well-defined system in place to deal with examination-related grievances. The Academic, Examination, and Attendance Committee collectively monitor the grievances related to internal examination to ensure transparency and objectivity

Each semester, the institute releases a list of defaulters who failed to secure the minimum marks required to clear the internal exams. Meeting with parents is held to discuss and inform their ward's performance. This meeting is conducted well before the external examination to give students enough opportunity to study and improve their internal exam grades. During the meeting, students are allowed to present their case before the faculty to understand their performance in the internal examination. Faculty monitor and students' progress and make efforts to guide and mentor these students to secure good grades in their internal exams.

The Departments finally review the final Internal Assessment marks before submission to the university.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	Nil

### 2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with "SNDT Women's University" guidelines.

Course outcomes are the course objectives of each course, as approved by the academic council of the SNDT Women'sUniversity. These are mentioned in the syllabus provided by the university.

Faculty members are also communicated about the outcomes. The college deputes teachers for workshops, seminars, conferences, FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Faculty members actively participate in workshops on revision of syllabus organized by the University. Many faculty members are members of syllabus sub committees, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning.

All faculty members are made aware of these outcomes so that they can plan their teaching, learning and evaluation methods accordingly. The Internal Assessment conducted by the faculty are also in line with these outcomes. The departmental activities, workshops, seminars organized also underlines these learning outcomes in an emphatic manner.

Faculty members communicate to students about these attainable learning outcomes regularly. The Program outcomes and course outcomes are displayed in the college website for all.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.bmrgirlscollege.com/images/pdf /Program-Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	<u>View File</u>

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

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, and Course Outcomes.

### 1. End Semester University Examination:

University conducts semester examinations through which the institution measures Program outcomes based on the course attainment level fixed by the program. It is a direct evaluation process.

### 2. Internal Assessment:

Internal assignmentsarealigned with Course Outcomes of the respective subject. Throughout the year the faculty records the performance of each student on each Course Outcome. It is done through evaluation of Projects, Presentations, Group Discussions, Viva etc

### 3. Feedback Evaluation:

Feedback system provides informationpertaining to the relevance of course, availability of course material, courseimportance in terms of employability and so on which are pertinent questions, and which help in measuring its learning outcomes.

### 4. Internships:

Students are encouraged to take up internships, projects, fieldwork, etc. Asstudents apply classroom learning, and experiences to professional settings, it helps them to obtain necessary skills and practical experience.

### 5. Placements:

Attainmentof Program Outcomes is the employability factor that can be determined from students placement in companies and institutions upon successful completion of their program.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	Nil

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

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

### 111

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	http://www.bmrgirlscollege.com/annual- reports.html

### 2.7 - Student Satisfaction Survey

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

http://www.bmrgirlscollege.com/images/pdf/Student-Satisfaction-Survey-2020-21.pdf

### RESEARCH, INNOVATIONS AND EXTENSION

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

### NIL

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<u>View File</u>

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

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

0

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

### 3.2 - Innovation Ecosystem

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

The Institution has created an ecosystem for innovations in smooth conducting online exams by allotting students to designated teachers for any kind of technical help during log in and successful submission of exams which resulted in absolute smooth conduction of online exams.

The Institution has initiated Transfer of knowledge in the form of the knowledge acquired by faculties by attaining various workshops, seminars, conferences, FDPs and transfer the acquired knowledge to other faculties by conducting workshop, lectures in the institution. During the Covid 19 pandemic when online teaching would start, the Institution organized 6 day FDP for the teachers of both Junior and Senior Colleges on "Digital Tools for developing E-Content for Online Teaching" and the sessions were conducted by inhouse faculties by transferring their knowledge what they acquired by attending various workshops and FDPs to other faculty members .Following sessions were conducted for smooth process of online teaching:

- 1.Digital Tools for developing E-content for Online Teaching
- 2.Creating and Recording of Video Lecture using Renderforest and Zoom
- 3.Testmoz and Piktochart
- 4.Creating Google Classroom, Integrating Google Meet &Zoom meeting using Google Calendar
- 5.Creating Video Lecture using Screencast-O-Matic and Uploading on Google Classroom
- 6. Hands on Training Using Smart Phone for Creating and Uploading Audio Visual Files on You Tube Channel.

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

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

### Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

### 3.3 - Research Publications and Awards

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

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

0

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

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

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

06

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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

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

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

### 3.4 - Extension Activities

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

The College conducts a wide range of extension activities to raise students' awareness of social issues for their holistic development. Our students actively engage in social service activities, contributing to their overall growth. The NSS unit carries out numerous community extension activities, addressing social issues such as gender equality, cleanliness, health camps, tree planting, and national integrity and awareness programs. Beyond NSS and NCC, various college departments organize events to instill values in students, preparing them to be responsible citizens of India.

Additionally, the college hosts workshops, seminars, and interactive sessions with experts and social activists, offering students deeper insights into societal challenges and solutions. Cultural events, sports activities, and literary competitions are also organized to ensure a well-rounded development. Special initiatives like blood donation drives, environmental conservation projects, and awareness campaigns on issues like drug abuse and mental health further amplify students' engagement with real-world problems.

These activities have significantly enhanced students' leadership qualities, confidence, skills, and latent potential. They have cultivated a sense of responsibility, empathy, and civic duty among students, empowering them to contribute meaningfully to society.

File Description	Documents
Paste link for additional information	https://www.bmrgirlscollege.com/images/NS S/Report-2020-2021.pdf
Upload any additional information	<u>View File</u>

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

0

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

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

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

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

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

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

### 3.5 - Collaboration

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

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

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

1

06-07-2024 07:30:12

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

### INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The Institution is well-equipped with facilities to support teaching and learning, meeting all specified minimum norms set by the Local Inspection Committees (LICs) appointed by SNDT Women's University for monitoring affiliated colleges.

Classrooms are adequately provided with ventilation, fans, and lighting to create a conducive learning environment. Laptops with multimedia projectors are regularly utilized for various educational activities such as teaching, seminars, workshops, presentations, guest lectures, and screenings of movies and documentaries.

The library is stocked with a sufficient number of books and subscribes to e-books. Additionally, the college provides free broadband and Wi-Fi internet access in computer rooms and the library for students and teachers. This access enables the use of e-resources subscribed to by the college under the N-List, provided by Inflibret.

SNDT Women's University also offers additional e-resources to students for a nominal fee of Rs. 100 per year. Students can access the Shiv Kumar Bhubalka Pustakalya and the Mahatma Gandhi Missions Hindustani Prachar Sabha Library for further resources. To ensure security, CCTV cameras are installed in classrooms, corridors, and common areas within the college premises.

Students have access to computers both in the computer rooms and the library. Additionally, digital cameras and card readers are available to enhance learning and the use of technology, aiding in the documentation of various events, field trips, and workshops.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://www.bmrgirlscollege.com/resources- facilities.html

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

The college boasts a well-equipped gymkhana featuring state-of-the-art fitness equipment, including electronic treadmills, exercise cycles, twisters, multi-pulley machines, and a Body-Solid G2B multi-gym. A fitness instructor is available during working hours to guide students on exercise routines, diet, and fitness regimens.

The college organizes an Annual Sports Day event and holds outdoor games at August Kranti Maidan. Students receive coaching from SNDT Women's University, Churchgate Campus, in badminton, basketball, cricket, table tennis, volleyball, and athletics. These sports grounds, located near the college, are also used for NCC parades.

Indoor games such as chess and carom are played in the college auditorium, where students are provided with carom boards and chess sets. The auditorium is also utilized for yoga sessions. Additionally, the campus features a multi-purpose ground used for coaching in yogasana, badminton, kho-kho, martial arts, and rope-mallakhambh. The library and common room are also available for indoor games like carom and chess.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://www.bmrgirlscollege.com/photo- gallery.html

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

3

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://www.bmrgirlscollege.com/resources- facilities.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

#### 0.64

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	<u>View File</u>

#### 4.2 - Library as a Learning Resource

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

The library offers support for teaching, learning and research by providing resources to students and Staff members. It is equipped with Computers and has separate reading area. The library was automated in 2010.

- Name of ILMS software: SLIM 21
- Nature of automation (fully or partially): Fully Automation

• Version: 3.6.0.31681

Year of Automation: 2010

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://023bmrgirlscollege.wixsite.com/bmrgclibrary/e-resources

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

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

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

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

0.06

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

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

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

8

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

#### 4.3 - IT Infrastructure

- 4.3.1 Institution frequently updates its IT facilities including Wi-Fi
- The college emphasizes the responsible use of Information Technology.
- The college ensures the use of licensed software, maintains an Annual Maintenance Contract for application software, installs antivirus protection on every machine, and conducts routine check-ups on all computers.
- · Our high-speed dedicated MTNL connection provides uninterrupted internet connectivity to all faculty and students. We plan to continue investing in Information Technology to better serve our students.
- · Wi-Fi Facility: Currently, Wi-Fi is available in the computer labs, library, principal's cabin, college office, staff room, and classrooms 1, 4, and 11 (Seminar Hall). The college plans to extend Wi-Fi coverage to the entire campus.

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

#### **4.3.2 - Number of Computers**

47

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

### 4.3.3 - Bandwidth of internet connection in C.10 - 30MBPS the Institution

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

#### 2.64

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The college places great importance on meticulously adhering to a comprehensive set of procedures and policies to effectively manage and maximize the utility of its physical, academic, and support facilities.

Library: The college has a well-equipped library, featuring extensive collection of books, journals, and various educational

resources. It offers access to electronic resources through N-List (Inflibnet). The library's operations are streamlined through automation, facilitated by SLIM21 Library Management Software and OPAC.

Classrooms: The college has a number of classrooms for undergraduate and postgraduate classes equipped with adequate ventilation, fans, and lighting for an ideal learning environment, with multimedia projectors.

Sports and Cultural Activities: The college offers a wide spectrum of cultural activities, indoor and outdoor sports, yoga, and gymnasium facilities. Indoor games such as chess and carom are held, and yoga sessions are conducted in the auditorium.

Maintenance and Cleanliness: The college ensures the consistent cleanliness and maintenance of all its facilities through a structured approach. Pest control measures are conscientiously conducted within the college campus.

Health and Counselling: The college provides accessible health services, including access to a doctor on call, with emergency contact numbers prominently displayed across the campus. The College Counselling Cell offers regular counselling to students.

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

#### STUDENT SUPPORT AND PROGRESSION

#### **5.1 - Student Support**

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

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

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

#### 324

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

#### A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

246

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

#### 246

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

#### A. All of the above

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

#### 5.2 - Student Progression

#### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

5

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

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

24

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

#### 5.3 - Student Participation and Activities

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

0

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

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

The Student Council actively engages in a diverse range of academic, co-curricular, and extracurricular activities, providing its members with valuable opportunities to develop essential skills such as planning, organizing, leading, and executing projects. These experiences significantly contribute to the holistic growth and development of the students.

Student Council members are included in academic committees to ensure student representation in matters related to academic policies, curriculum development, and course feedback. Their insights foster an inclusive academic environment that aligns with student needs. Students are also represented on various administrative committees, such as the College Development Committee, ensuring that administrative decisions consider their practical impact on students.

The Student Council actively supports and promotes student-led initiatives, such as organizing cultural events, academic seminars, and community service projects. This encourages

leadership and develops a sense of responsibility among students. The dynamic Student Council operates under the guidance of faculty members and is led by the college Principal. This committee plays a crucial role in coordinating various activities and events held throughout the academic year.

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

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

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

8

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

#### 5.4 - Alumni Engagement

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

Online Webinars, Awareness Programmes, Counselling, Training and other activities were conducted for the Alumni.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The governance of the institution aligns seamlessly with its vision and mission, reflecting our commitment to empowering and enlightening women by nurturing their aspirations with wisdom. Our Vision: Empowerment and Enlightenment of women by envisaging their aspirations in the light of wisdom. Our Mission: Empowerment of women through academic excellence, promotion of the national language Hindi, cultural awareness, and contribution towards nation-building. The institution is dedicated to promoting quality education that aims at the holistic development of each student and addresses the intellectual, emotional, spiritual, and creative needs of students to make them confident, self-reliant decision-makers.

It offers a diverse curriculum that includes courses in humanities, and commerce to develop critical thinking and problem-solving skills among the students. Organizing workshops on leadership, and entrepreneurship to boost students' confidence and self-reliance. Conducting ethics and value education sessions, inviting speakers who exemplify integrity and moral conduct. Hosting cultural festivals and events that celebrate Indian traditions and heritage, folk dance and performances. Participating in National Service Schemes (NSS) and organizing community service projects that address local issues like cleanliness drives and health camps. Encouraging students to participate in activities that promote national

pride and civic responsibility. By implementing these objectives, the institution ensures that its students are well-rounded individuals prepared to contribute positively to society and their personal growth.

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

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

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in enhancing the overall quality of the institution by planning, implementing and monitoring various activities and programs. At the beginning of each academic year, committees outline a tentative schedule of activities, which is reviewed and approved during the College Development Committee (CDC) meeting. These activities, organized under the guidance of IQAC, are then executed by departments and committees throughout the year. IQAC is responsible for designing the comprehensive plan for the academic year and oversees its implementation through coordination with departments and committees. Annual committees, led by senior faculty members, are also formed to manage various aspects of institutional activities. These committees have the autonomy to plan events, engage resource persons, and execute operational tasks, all within the framework of consultation and approval from the Principal and senior authorities. This collaborative approach ensures effective planning, execution, and monitoring of activities aimed at enhancing the institutions overall quality and academic excellence. To ensure smooth execution, a duty chart is prepared for most events, assigning specific responsibilities to each faculty member.

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

#### 6.2 - Strategy Development and Deployment

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

The college strictly adheres to the curriculum prescribed by S.N.D.T. Women's University. Many faculty members represent on Board of Studies, contributing significantly to curriculum development. Content analysis and curriculum enhancement workshops are organised B.Com.IIISem.VI-Economics. The college conducts add-on courses, workshops, guest lectures, skill-development training and industrial visits to incorporate latest industry developments and enhance employability skills

Certificate Courses- Tally-ERP9, GST, Financial Markets, Career-ReadyProgram. Technology enhanced teachinglearning tools, resources and multimedia content are incorporated in teaching to make the curriculum more engaging. Experiential learning opportunities such as internships, projects, case-studies, role-plays, practical assignments are integrated in the curriculum to provide hands-onexperience

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

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

The effective and efficient functioning of the institutional bodies at Smt. B.M. Ruia Girls' College is evident through well-defined policies, a robust administrative setup, clear appointment and service rules, and streamlined procedures. The college operates with a transparent governance structure that includes various committees such as the College Development Committee, Academic Committees, and Administrative Committees, ensuring inclusive decision-making.

Policies are meticulously crafted to align with the college's vision and mission, focusing on academic excellence, cultural awareness, and holistic development. The administrative setup ensures smooth operations with designated roles and responsibilities, promoting accountability and efficiency. Appointment and service rules are clearly outlined, ensuring fairrecruitment and career progression.

Regular audits and reviews of procedures ensure compliance with

institutional standards and continuous improvement. The presence of annual maintenance contracts for critical infrastructure, systematic budget allocations for maintenance, and the integration of technology in administration further enhance operational efficiency.

These measures collectively ensure that the institution not only meets its educational objectives but also provides a conducive environment for the intellectual, emotional, and social development of its students. The proactive involvement of the Student Council and regular feedback mechanisms contribute to a responsive and dynamic institutional framework

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

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

B. Any 3 of the above

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

#### **6.3 - Faculty Empowerment Strategies**

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

The college's managing trust annually recognizes the Best Teacher during the Annual Day Program, awarding them a monetary prize, a trophy, and a commemorative token. Staff members, both teaching and non-teaching, who have dedicated 25 years of continuous service are honored for their commitment and contribution. All staff members are covered by accident insurance, providing financial protection for injuries sustained during their commute to and from the college. Regular health check-ups, including blood glucose monitoring, eye examinations with free spectacles, dental check-ups, and other medical services, are offered at no cost to staff members.

- Fee concession and Instalment facility to all UG and PG students
- Free COVID19 Vaccination provided to all Teaching, Non-Teaching Staff and Co-workers (Canteen workers & repair workers / suppliers) at Cama Hospital. First dose of vaccination administered in March, 2021.
- Installed Automatic Sanitizer Dispenser supplies in the College Premises in association with Rotary Club of Bombay Sealand Foundation, Rotary Club of Mumbai Downtown Sealand
- Loan and financial assistance given to Non-Teaching Staff
- In association with Indian Red Cross Society Free Distribution of Sanitary Napkins

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

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

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

18

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

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

20

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

During the COVID-19 pandemic, the institution's Performance Appraisal System for both teaching and non-teaching staff was adapted to ensure continuity and fairness. For teaching staff, the appraisal system incorporated new criteria to account for the shift to online education. Metrics included the effectiveness of virtual teaching methods, engagement in online professional development, student feedback on remote learning experiences, and the ability to use digital tools effectively. Teachers were also evaluated on their participation in virtual meetings, webinars, and their contributions to developing online curriculum resources. Performance metrics included the ability to maintain productivity while working from home, effective communication with colleagues and students, and the implementation of new protocols to ensure the smooth running of administrative tasks digitally. Non-teaching staff were also assessed on their support for health and safety measures and their involvement in initiatives aimed at ensuring student and staff welfare during the pandemic. Access to additional training and resources to help them navigate the challenges posed by the pandemic. Regular check-ins and feedback sessions were conducted to support staff and address any difficulties they faced, ensuring a fair and comprehensive appraisal process during these unprecedented times.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The institution ensures rigorous financial oversight through regular internal and external audits conducted by certified Chartered Accountants appointed by management. These audits encompass both internal operational aspects and statutory compliance, meticulously scrutinizing income, expenditure, balance sheets, and relevant documents. The external auditor verifies financial records to ensure adherence to regulations and standards. Audit findings are presented to management for informed decision-making. Additionally, the institution maintains prompt filing of Income Tax Returns, issues Form 16, and provides detailed tax deduction information. It adopts a transparent procurement process by soliciting at least three tender quotations for contracts, software purchases, asset acquisitions, etc., which are discussed in management meetings. Annually, financial statements and budgeted accounts are published to uphold transparency and accountability in financial affairs.

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

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

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

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

The funds are allocated to provide financial aid to students in need, thereby promoting education and ensuring that financial constraints do not hinder their academic journey. the funds are utilized to appreciate and recognize students who have achieved academic excellence, encouraging them to continue their outstanding performance and contribute positively to their educational community.

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

#### 6.5 - Internal Quality Assurance System

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

Marwadi Sammelan's B.M.RUIA GIRLS' COLLEGE constituted the "COVID-19: GUIDANCE AND COUNSELING CELL" for students and all its stakeholders as per the directives received from S.N.D.T. Women's University. The college Counselling Cell "???????", also provided continuous counselling through digital mode for the Mental Health and Well-being of students, staff, alumni and their family members. All Departments and Committees took various initiatives to ensure Mental Health and Well-Being of Students during COVID-19 pandemic. Awareness campaigns through Posters, Flyers, Videos, messages on WhatsApp and Telegram, Lectures, Counselling sessions, Mentoring, answering queries, Webinars, Yoga sessions, Health Talks, Discussions, etc. are conducted for students, parents, alumni and staff. NSS Unit organized awareness campaigns on Social Media

#??????????????????? #My\_Family\_My\_Responsibilty. Online
Educational Activities - Online Lectures are conducted regularly
during the pandemic on Google Meet and Microsoft Teams. All our
teachers are using ICT Tools for Teaching, by developing and
sharing online content and e-resources. Power Point
Presentations, Video Lectures, Google Classroom, Screencast-OMatic, Personal Website, Mobile Apps, YouTube Videos, Audio
Files, Internet Links, Websites, WhatsApp, Emails, MOOCs, LMS, e-PG Pathshala, SWAYAM, Shodhganga, Google Forms- Online
Evaluation of Quiz, Padlet, sharing Soft copy of study material,
etc. Conducted Online Examination Orientation Programme for
students and parents for guiding them about the Online
Examination system. Online Exam Helpdesk comprising of teaching
and non-teaching staff were formed and their numbers were shared
with all students.

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

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

#### Teaching Methods

- Cooperative Learning
- Experiential Learning
- Participative Learning
- Collaborative Learning
- Blended Learning
- Flipped Classroom
- Problem-solving methodologies
- Audio-lingual method
- Task based language teaching
- Communicative language teaching
- The silent way
- Reading for plot, comprehension and vocabulary
- Group discussion
- Debate
- Role play
- Enactment
- Seminar

- Presentations
- Case studies, etc.

#### ICT Tools

- LMS Google Classroom, Canvas, Moodle, Faculty Webpage on Google Sites
- Platforms- Google Meet, Zoom, Microsoft Teams
- Short films, documentaries, films and informative videos available on YouTube,
- Websites- eslbuzz.com, www.englishclub.com, story weaver, englishgrammar.org, IGNOU, Wikipedia
- Mobile apps- BBC learning English, Cambridge 1500 Conversations, 1000 English Stories, Bhasha Sangam App
- Online dictionaries Collins English Dictionary, Paribhashik Shabdavali Kosh
- PDFs of the prescribed books and short stories
- Online games- http://www.engames.eu, www.education.com
- Collaborative tools- Jamboard
- The instructor made open educational resources- short videos using the screencast-o-matic tool, informative infographics using Miro, Concept board, Jamboard tools, quizzes using Google forms, Kahoot, audio podcasts using anchor podcast app, and Google slides employed through Synchronous as well as Asynchronous Instructional methods.
- Testmoz, Piktochart, Polls, Mentimeter, etc.

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

6.5.3 - Quality assurance initiatives of the C. Any 2 of the above institution include: Regular meeting of **Internal Quality Assurance Cell (IQAC)**; Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

#### INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

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

ender sensitization programs are organised to create awareness about gender-related issues and promote a culture of respect and equality. These programs aim to empower women by helping them understand their rights and responsibilities in society. Career guidance and counselling services, workshops, seminars, and oneon-one counselling sessions help students make informed decisions about their career paths. Empowering women with the knowledge and confidence to pursue their aspirations is a key priority. Women empowerment workshops are organized regularly which address issues such as financial literacy, legal awareness, skills and personal development. Community engagement and outreach programs empower women in the surrounding communities. Literacy programs, skill development workshops, and awareness campaigns are aimed at uplifting women in the society. The college promotes activities such as cultural events, sports, literary forums that empower women to express themselves creatively and contribute to the enrichment of society. The college maintains a strong alumni network of successful women who have achieved their aspirations in various fields

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

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

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

E-Waste management is done by keeping E-Waste Boxes in the campus to dispose E-Waste.

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

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

D. Any 1 of the above

#### campus

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

#### 7.1.5 - Green campus initiatives include

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

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

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

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, B. Any 3 of the above barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description

Geo tagged photographs / videos of the facilities

Policy documents and information brochures on the support to be provided

Details of the Software procured for providing the assistance

Any other relevant information

Documents

No File Uploaded

No File Uploaded

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

Academic, cultural, and extracurricular activities empower students and contribute to the enrichment of Hindi language and literature. The Hindi Department organises Hindi Pakhwada annually, and Hindi Diwas. Essay writing, debates, Kavya Paath,

Bhashan and AshuBhashan, and Antakshari are organized. These events provide a platform for students to communicate and express their thoughts in Hindi, contributing to the promotion of the language. Premchand Jayanti, poet Nagarjun Jayanti, Kavi Kedarnath Agrawal Jayanti are celebrated. Paper presentation on Hindi Sahitya ka Itihas, Bhasha Vigyan, movie screenings followed by group discussions, enhance students understanding and appreciation of Hindi literary genres. Inter-collegiate VaadVivad Pratiyogita (Debate Competition), Inter-collegiate Swarachit Kavita Pratiyogita (Self-Composed Poetry Competition) are significant annual events that attract students from various colleges in Mumbai. Inter-collegiate Bhajan Competition promotes Hindi, Marathi, Sanskrit, and other Indian languages. Legendary singers are invited to judge and inspire students with their devotional bhajans. Students are also taken to theatres to witness educational plays. They are trained to present street plays on social and current issues, promoting awareness through Hindi language. Cultural exchange programs further reinforce the promotion of Hindi

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

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

The college conductsregular workshops, seminars, and discussions on constitutional topics which deepens understanding and critical thinking amongstudents. Fundamental rights, duties towards society, and the significance of civic engagement. Guest speakersprovide diverse perspectives and real-world insights. The students read the Preamble of the Indian Constitution in class followed by discussions.

Mahatma Gandhiji's values, ideologies, beliefs, etc, are presented.

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

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

C. Any 2 of the above

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

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

Gandhi Jayanti, International Women; s Day, Vachan Prerna Diwas, Tulsi Jayanti, Poet Nagarjun, are celeberated.

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

#### 7.2 - Best Practices

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

BEST PRACTICE I 1. Title of the Practice: Empowering Students as Community Changemakers 2. Goals: The primary objectives of the Community Service practice were as follows: • To cultivate a sense of civic responsibility and social consciousness among students. • To actively involve students in community service and outreach programs. • To provide students with opportunities to apply their academic knowledge to real-world societal issues. • To empower students with practical experiences that enhance their personal and social development. • Strengthen the bond between the institution and the local community. • Empower students to become active contributors to community development. 3. Context: In our institution, we recognized the need to instil a sense of civic responsibility and community engagement among our students. The context demanded the initiation of a comprehensive community service program to sensitize students about community issues and actively involve them in community service. It aimed to inculcate compassion and develop empathy among students for a broader understanding of societal challenges. 4. Practice: Community Service practice involved a range of initiatives and activities: Students were encouraged to volunteer for various community projects, such as health awareness campaigns, environmental clean-up drives, awareness and educational programs.

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

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#### 7.3 - Institutional Distinctiveness

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

Marwadi Sammelan's B. M. Ruia Girls' College is committed to its vision, "Empowerment and Enlightenment of women by envisaging their aspirations in the light of wisdom" which is reflected in various aspects of its activities and initiatives. The institution places a strong emphasis on providing holistic education to women. This includes academic excellence, as well as personal and professional development. The curriculum is designed and developed to empower women with knowledge and skills that provide holistic education and are relevant to their aspirations and future goals. Gender sensitization programs are organised to create awareness about gender-related issues and promote a culture of respect and equality. These programs aim to empower women by helping them understand their rights and responsibilities in society. Career guidance and counselling services, workshops, seminars, and one-on-one counselling sessions help students make informed decisions about their career paths. Empowering women with the knowledge and confidence to pursue their aspirations is a key priority. Women empowerment workshops are organized regularly which address issues such as financial literacy, legal awareness, skills and personal development. Community engagement and outreach programs empower women in the surrounding communities. Literacy programs, skill development workshops, and awareness campaigns are aimed at uplifting women in the society. The college promotes activities such as cultural events, sports, literary forums that empower women to express themselves creatively and contribute to the enrichment of society.

#### Part B

#### **CURRICULAR ASPECTS**

#### 1.1 - Curricular Planning and Implementation

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

The college is a minority institution, affiliated to S.N.D.T. Women's University, and abides by the curriculum indicated in the syllabus developed by the Board of Studies in which our faculties have substantially contributed to the curriculum development. The institution corroborates efficacious curriculum delivery through a meticulously planned and documented process focusing on employability, entrepreneurship and multi-skill development of the learners to complement the vision and mission of the college.

As a result of the Covid 19 Pandemic, the faculties enhanced their knowledge of online teaching, and evaluation tools by attending hands-on-trainings catalyzing more flexibility regarding the use of ICT. Constructive delivery of curriculum was ensured through Synchronous as well as Asynchronous Instructional methods using Google Classroom.

The learners were facilitated with multiple online as well as digital learning tools including the Google meet platform, short films, documentaries, films and informative videos available on YouTube, websites, mobile apps, online dictionaries, PDFs of the prescribed books, online games, collaborative tools like jam board, the instructor made open educational resources- videos using screencast-o-matic, infographics using miro, conceptboard, quizzes using google forms and kahoot, audio podcasts, Google slides, virtual study tours, guest lectures, webinars, and symposiums to consolidate learning through online mode.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://drive.google.com/drive/folders/ lgbq7wgjyYV6zTlo85FDOoUpWXWkx2CkK?usp=s haring

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

The Institute is affiliated to S.N.D.T Women's University, Mumbai, and strictly adheres to the examination pattern and guidelines concerning the evaluation process. The schedules of CIE are communicated to students and faculty at the beginning of the semester through an academic calendar based on the university academic calendar.

Academic Calendar is devised by integrating the plans of the departments and committees transitioning into an effective accomplishment through lectures, webinars, workshops, competitions, and discussions tuning with the emerging national, global trends and appropriate to the local needs. The curriculum consists of POs, PSOs and COs, attained and measured through an assessment of students' performance through CIE.

The institute has reformed the CIE system from faculty-centric to student-centric. There are four internal exams conducted to provide more learning opportunities to the students. They are conducted through online MCQ examinations, handwritten assignments, quizzes, group as well as individual projects, oral as well as PowerPoint presentations, students' seminars, mock interviews, group discussions, debates, internships, role plays, committee report writing, pre- and post-launch market surveys of innovative products, creative construction of advertisements, and dissertations.

The performance of the students in CIE helped the faculties to identify slow and advanced learners in their respective subjects.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	https://drive.google.com/drive/folders/ lalgnCwgDHLvjikhbv_FyOCc1N6ePsC1T?usp=s haring

## 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and

A. All of the above

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

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

#### 1.2 - Academic Flexibility

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

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

6

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

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template )	View File

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

#### 324

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

#### 1.3 - Curriculum Enrichment

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

Holistic development of learners is accomplished through the integration of cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum.

Environmental Studies is offered at BCOM I as a four-credit course to create awareness and sensitize the students about various environmental challenges prevailing in the world today. Students were assigned projects on topics: Disposal of E-waste, SMOG, Disaster Management of Floods, Biodiversity of Mangroves, and so on.

Department of Sociology courses, in B.A. Semester I-Foundations of Sociology, III- Population and Society, IV-Women's issues in India, IV-Urban Society: Problems and Prospects, V-Environment and Society, VI-Social movements in India, offer the study of Ecology, Natural Resources, Disaster Management, Relation between Environment and Society.

CC English Course touches upon 'Gender' and 'Human Values' in

the stories in B.A I, II, III, lessons 1 to 20 from Empowerment English in B.Com I and II, and stories from The Inner Courtyard: Stories by Indian Women in B.Com III. Professional ethics are taught through the etiquettes of writing skills. Environment Awareness is spread through a story in BA I, Paragraph Writing and Guided Essays and PPTs in B.A I, II, III and B.Com I.

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

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

1

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

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

16

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

#### 1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.bmrgirlscollege.com/feedback.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.bmrgirlscollege.com/feedbac k-action-taken-report.html

#### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

#### 2.1.1.1 - Number of students admitted during the year

#### 133

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

46

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

#### 2.2 - Catering to Student Diversity

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

The faculty assess the students' learning levels during lectures as they interact during lectures and class discussions while conducting class tests, assignments, etc.; based on this, slow and advanced learners are identified.

Specific teaching-learning methodologies oriented to the needs of such students are discussed and implemented. Each department takes active measures to identify these students. Slow learners are provided opportunities within the lecture hours, and in some instances, additional time is spent by the faculty to help slow learners improve their learning skills, etc. Faculty from each department also devote time to solve students' queries, and they attempt to provide additional study and material and equip them for examinations. Personal, academic, and career-related counseling is also offered from time to time.

Provisions are also made for Advanced learners to enhance their aptitude and learning skills whereby each department identifies advanced learners and encourages them to optimize their potential through a combination of academic and cocurricular activities. Students are provided and encouraged to participate in various departmental and inter-college competitions. They are given opportunities to hone their teambuilding skills, communication skills, presentation skills, and organizing skills. They are encouraged to appear for various competitive exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

Number of Students	Number of Teachers
399	16

File Description	Documents
Any additional information	<u>View File</u>

#### 2.3 - Teaching- Learning Process

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

Student-centric methods are inculcated into the learning environment to nurture various skills and promote overall development.

Experiential learning: Students Participate in extracurricular activities like NSS, NCC, Cultural, Sports, Fine arts, Music, Dance, Yoga, and other competitions.

Mock drills are held as part of the Disaster Management short course conducted for students, where students were made aware of the rescue measures to be adopted in the aftermath of a disaster.

Experts from industry are invited to share their experience

with students as it gives them an idea of the actual job scenario. Internships are integrated into the and M Com and MA (Economics) programs. Field visits and industrial visits are organized to enable students to experience the working of professional organizations and Firms

Participatory learning: Participative learning is encouraged through group discussions, seminar presentations, and project presentations. Students are given projects and assignments on academically relevant topics, individually and in groups. The students are engaged in activity learning viz., tours and excursions, community surveys, field, and industrial visits.

Problem-solving: Few departments have case study analyses/problem solving questions to be answered by the students in their UG/PG programs courses. Role Play, analysis of budget, financial statements, auditors report, challenging assignments and projects also are a regular part of teaching to help students learn problem solving skills.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	Nil

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

The Institute follows ICT-enabled teaching in addition to traditional Classroom Education. In addition to chalk and talk teaching methods, various efforts are taken to provide an e-learning atmosphere during teaching-learning. Few of our classrooms are enabled with ICT-enabled teaching tools like LCD Projectors. A fully functional Computer Lab with internet connectivity is also available. Broad-Band and Wi-Fi internet connections allow internet access to teaching and non-teaching staff and students. Students have access to e-books and e-journals subscribed by the college under N-List, provided by the Inflibnet.

All the departments regularly employ Online Teaching and Evaluation Platforms such as Google Meet, Microsoft Teams, and Zoom. Every faculty is provided access to Google Classroom through G-Suite for Education. During the year

regular lectures were conducted through Google Meet Platform in an organized manner. Students are enrolled and collaborate in real-time with Docs, Sheets, Slides, Forms etc. Various assignments and Presentations are uploaded by the students using Google Classroom. The Institute has enabled students to communicate for attendance-related purposes via a separate email provided for that purpose.

Teachers have also equipped themselves for ICT-enabled teaching-learning by attending different Workshops, Short term courses. There has been a regular and continual exploration of these ICT tools to create engagement in online teaching-learning during to COVID 19 Pandemic.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View File</u>

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

#### 2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

#### 2.4 - Teacher Profile and Quality

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

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

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

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

09

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

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

#### 2.4.3.1 - Total experience of full-time teachers

245

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

#### 2.5 - Evaluation Process and Reforms

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

The college has adopted a transparent mechanism for internal assessment. It ensures that the teachers and students are aware of the Internal Assessment Evaluation Criteria set by the University. Internal Examination for UG Programs is for 25 marks, and for PG Programs it is 50 marks.

The institute follows a standardized way of evaluating students for 25 marks. Two tests for 15 marks each are conducted every semester out of which the test with maximum marks is chosen. For the remaining 10 marks the institute employs a variety of techniques and methods such as MCQs, Case studies, Book Review, Presentations, Individual and Group projects Viva, Assignments, Group Discussions, Surveys, Field Visits, to ensure that the students are evaluated in all aspects.

Internal Examinations are followed according to the academic calendar prepared by the institution. It includes Exam and Project Submission dates. Students feedback, and suggestions are incorporated while deciding dates for internal exams and projects and assignments. The students and parents are informed in advance about the syllabus for their written tests. Projecttopics are discussed with the students and communicated well in advance.

Internal Examination provides vast scope for students to use their creativity to learn new knowledge and skills. It gives them a platform to present their findings and discover their subjects of interest.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	http://www.bmrgirlscollege.com/images/pdf/Academic-Calendar-2020-21.pdf

#### 2.5.2 - Mechanism to deal with internal examination related grievances is transparent, timebound and efficient

The semester-end final examination of each subject comprises 75% weightage of the overall assessment, and the remaining constitute 25% internal assessment marks.

The Internal Assessment forms a part of a continuous evaluation system conducted through Class Tests, Assignments,

Projects, and Presentations.

Together, all of these constitute an integral part of the Internal Examination, carried out in a well-planned and systematic manner.

The institution has a well-defined system in place to deal with examination-related grievances. The Academic, Examination, and Attendance Committee collectively monitor the grievances related to internal examination to ensure transparency and objectivity

Each semester, the institute releases a list of defaulters who failed to secure the minimum marks required to clear the internal exams. Meeting with parents is held to discuss and inform their ward's performance. This meeting is conducted well before the external examination to give students enough opportunity to study and improve their internal exam grades. During the meeting, students are allowed to present their case before the faculty to understand their performance in the internal examination. Faculty monitor and students' progress and make efforts to guide and mentor these students to secure good grades in their internal exams.

The Departments finally review the final Internal Assessment marks before submission to the university.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	Nil

#### 2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with "SNDT Women's University" guidelines.

Course outcomes are the course objectives of each course, as approved by the academic council of the SNDT Women'sUniversity. These are mentioned in the syllabus provided by the university.

Faculty members are also communicated about the outcomes. The college deputes teachers for workshops, seminars, conferences, FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Faculty members actively participate in workshops on revision of syllabus organized by the University. Many faculty members are members of syllabus sub committees, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning.

All faculty members are made aware of these outcomes so that they can plan their teaching, learning and evaluation methods accordingly. The Internal Assessment conducted by the faculty are also in line with these outcomes. The departmental activities, workshops, seminars organized also underlines these learning outcomes in an emphatic manner.

Faculty members communicate to students about these attainable learning outcomes regularly. The Program outcomes and course outcomes are displayed in the college website for all.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.bmrgirlscollege.com/images/pdf/Program-Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	<u>View File</u>

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

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, and Course Outcomes.

#### 1. End Semester University Examination:

University conducts semester examinations through which the institution measures Program outcomes based on the course attainment level fixed by the program. It is a direct

evaluation process.

#### 2. Internal Assessment:

Internal assignmentsarealigned with Course Outcomes of the respective subject. Throughout the year the faculty records the performance of each student on each Course Outcome. It is done through evaluation of Projects, Presentations, Group Discussions, Viva etc

#### 3. Feedback Evaluation:

Feedback system provides informationpertaining to the relevance of course, availability of course material, courseimportance in terms of employability and so on which are pertinent questions, and which help in measuring its learning outcomes.

#### 4. Internships:

Students are encouraged to take up internships, projects, fieldwork, etc. Asstudents apply classroom learning, and experiences to professional settings, it helps them to obtain necessary skills and practical experience.

#### 5. Placements:

Attainmentof Program Outcomes is the employability factor that can be determined from students placement in companies and institutions upon successful completion of their program.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	Nil

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

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

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	http://www.bmrgirlscollege.com/annual- reports.html

#### 2.7 - Student Satisfaction Survey

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

http://www.bmrgirlscollege.com/images/pdf/Student-Satisfaction-Survey-2020-21.pdf

#### RESEARCH, INNOVATIONS AND EXTENSION

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

NIL

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<u>View File</u>

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

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

0

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

#### 3.2 - Innovation Ecosystem

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

The Institution has created an ecosystem for innovations in smooth conducting online exams by allotting students to designated teachers for any kind of technical help during log in and successful submission of exams which resulted in absolute smooth conduction of online exams.

The Institution has initiated Transfer of knowledge in the form of the knowledge acquired by faculties by attaining various workshops, seminars, conferences, FDPs and transfer the acquired knowledge to other faculties by conducting workshop, lectures in the institution. During the Covid 19 pandemic when online teaching would start, the Institution organized 6 day FDP for the teachers of both Junior and Senior Colleges on "Digital Tools for developing E-Content

for Online Teaching" and the sessions were conducted by inhouse faculties by transferring their knowledge what they acquired by attending various workshops and FDPs to other faculty members .Following sessions were conducted for smooth process of online teaching:

- 1.Digital Tools for developing E-content for Online Teaching
- 2.Creating and Recording of Video Lecture using Renderforest and Zoom
- 3.Testmoz and Piktochart
- 4.Creating Google Classroom, Integrating Google Meet &Zoom meeting using Google Calendar
- 5.Creating Video Lecture using Screencast-O-Matic and Uploading on Google Classroom
- 6. Hands on Training Using Smart Phone for Creating and Uploading Audio Visual Files on You Tube Channel.

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

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

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

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

#### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

06

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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

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

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

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#### 3.4 - Extension Activities

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

The College conducts a wide range of extension activities to raise students' awareness of social issues for their holistic development. Our students actively engage in social service activities, contributing to their overall growth. The NSS unit carries out numerous community extension activities, addressing social issues such as gender equality, cleanliness, health camps, tree planting, and national integrity and awareness programs. Beyond NSS and NCC, various college departments organize events to instill values in students, preparing them to be responsible citizens of India.

Additionally, the college hosts workshops, seminars, and interactive sessions with experts and social activists, offering students deeper insights into societal challenges and solutions. Cultural events, sports activities, and literary competitions are also organized to ensure a well-rounded development. Special initiatives like blood donation drives, environmental conservation projects, and awareness campaigns on issues like drug abuse and mental health further amplify students' engagement with real-world problems.

These activities have significantly enhanced students' leadership qualities, confidence, skills, and latent potential. They have cultivated a sense of responsibility, empathy, and civic duty among students, empowering them to contribute meaningfully to society.

File Description	Documents
Paste link for additional information	https://www.bmrgirlscollege.com/images/ NSS/Report-2020-2021.pdf
Upload any additional information	<u>View File</u>

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

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

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

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

- 3.4.4 Number of students participating in extension activities at 3.4.3. above during year
- 3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

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

#### 3.5 - Collaboration

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

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

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

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

#### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities

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

The Institution is well-equipped with facilities to support teaching and learning, meeting all specified minimum norms set by the Local Inspection Committees (LICs) appointed by SNDT Women's University for monitoring affiliated colleges.

Classrooms are adequately provided with ventilation, fans, and lighting to create a conducive learning environment. Laptops with multimedia projectors are regularly utilized for various educational activities such as teaching, seminars, workshops, presentations, guest lectures, and screenings of movies and documentaries.

The library is stocked with a sufficient number of books and subscribes to e-books. Additionally, the college provides free broadband and Wi-Fi internet access in computer rooms and the library for students and teachers. This access enables the use of e-resources subscribed to by the college under the N-List, provided by Inflibnet.

SNDT Women's University also offers additional e-resources to students for a nominal fee of Rs. 100 per year. Students can access the Shiv Kumar Bhubalka Pustakalya and the Mahatma Gandhi Missions Hindustani Prachar Sabha Library for further resources. To ensure security, CCTV cameras are installed in classrooms, corridors, and common areas within the college premises.

Students have access to computers both in the computer rooms

and the library. Additionally, digital cameras and card readers are available to enhance learning and the use of technology, aiding in the documentation of various events, field trips, and workshops.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://www.bmrgirlscollege.com/resource s-facilities.html

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

The college boasts a well-equipped gymkhana featuring state-of-the-art fitness equipment, including electronic treadmills, exercise cycles, twisters, multi-pulley machines, and a Body-Solid G2B multi-gym. A fitness instructor is available during working hours to guide students on exercise routines, diet, and fitness regimens.

The college organizes an Annual Sports Day event and holds outdoor games at August Kranti Maidan. Students receive coaching from SNDT Women's University, Churchgate Campus, in badminton, basketball, cricket, table tennis, volleyball, and athletics. These sports grounds, located near the college, are also used for NCC parades.

Indoor games such as chess and carom are played in the college auditorium, where students are provided with carom boards and chess sets. The auditorium is also utilized for yoga sessions. Additionally, the campus features a multipurpose ground used for coaching in yogasana, badminton, khokho, martial arts, and rope-mallakhambh. The library and common room are also available for indoor games like carom and chess.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://www.bmrgirlscollege.com/photo- gallery.html

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

3

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://www.bmrgirlscollege.com/resource s-facilities.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

#### 0.64

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	<u>View File</u>

#### 4.2 - Library as a Learning Resource

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

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The library offers support for teaching, learning and research by providing resources to students and Staff members. It is equipped with Computers and has separate reading area. The library was automated in 2010.

- Name of ILMS software: SLIM 21
- Nature of automation (fully or partially): Fully Automation
- Version: 3.6.0.31681
- Year of Automation: 2010

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://023bmrgirlscollege.wixsite.com/ bmrgclibrary/e-resources

#### 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership ebooks Databases Remote access toeresources

A. Any 4 or more of the above

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

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

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

0.06

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

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

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

8

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

#### 4.3 - IT Infrastructure

- 4.3.1 Institution frequently updates its IT facilities including Wi-Fi
- The college emphasizes the responsible use of Information Technology.
- The college ensures the use of licensed software, maintains an Annual Maintenance Contract for application software, installs antivirus protection on every machine, and conducts routine check-ups on all computers.
- · Our high-speed dedicated MTNL connection provides uninterrupted internet connectivity to all faculty and students. We plan to continue investing in Information Technology to better serve our students.
- · Wi-Fi Facility: Currently, Wi-Fi is available in the computer labs, library, principal's cabin, college office, staff room, and classrooms 1, 4, and 11 (Seminar Hall). The college plans to extend Wi-Fi coverage to the entire campus.

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

#### 4.3.2 - Number of Computers

47

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

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

C.10 - 30MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

#### 2.64

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The college places great importance on meticulously adhering to a comprehensive set of procedures and policies to effectively manage and maximize the utility of its physical, academic, and support facilities.

Library: The college has a well-equipped library, featuring extensive collection of books, journals, and various educational resources. It offers access to electronic resources through N-List (Inflibret). The library's operations are streamlined through automation, facilitated by SLIM21 Library Management Software and OPAC.

Classrooms: The college has a number of classrooms for undergraduate and postgraduate classes equipped with adequate ventilation, fans, and lighting for an ideal learning environment, with multimedia projectors.

Sports and Cultural Activities: The college offers a wide spectrum of cultural activities, indoor and outdoor sports, yoga, and gymnasium facilities. Indoor games such as chess and carom are held, and yoga sessions are conducted in the auditorium.

Maintenance and Cleanliness: The college ensures the consistent cleanliness and maintenance of all its facilities through a structured approach. Pest control measures are conscientiously conducted within the college campus.

Health and Counselling: The college provides accessible health services, including access to a doctor on call, with

emergency contact numbers prominently displayed across the campus. The College Counselling Cell offers regular counselling to students.

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

#### STUDENT SUPPORT AND PROGRESSION

#### 5.1 - Student Support

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

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

246

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

246

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

## **5.1.5 - The Institution has a transparent** mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

#### 5.2 - Student Progression

#### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

5

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

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

#### 5.3 - Student Participation and Activities

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

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

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

The Student Council actively engages in a diverse range of academic, co-curricular, and extracurricular activities, providing its members with valuable opportunities to develop essential skills such as planning, organizing, leading, and executing projects. These experiences significantly contribute to the holistic growth and development of the students.

Student Council members are included in academic committees to ensure student representation in matters related to academic policies, curriculum development, and course feedback. Their insights foster an inclusive academic environment that aligns with student needs. Students are also represented on various administrative committees, such as the College Development Committee, ensuring that administrative decisions consider their practical impact on students.

The Student Council actively supports and promotes studentled initiatives, such as organizing cultural events, academic seminars, and community service projects. This encourages leadership and develops a sense of responsibility among students. The dynamic Student Council operates under the guidance of faculty members and is led by the college Principal. This committee plays a crucial role in coordinating various activities and events held throughout the academic year.

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

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

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

8

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

#### 5.4 - Alumni Engagement

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

Online Webinars, Awareness Programmes, Counselling, Training and other activities were conducted for the Alumni.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The governance of the institution aligns seamlessly with its vision and mission, reflecting our commitment to empowering and enlightening women by nurturing their aspirations with wisdom. Our Vision: Empowerment and Enlightenment of women by envisaging their aspirations in the light of wisdom. Our Mission: Empowerment of women through academic excellence, promotion of the national language Hindi, cultural awareness, and contribution towards nation-building. The institution is dedicated to promoting quality education that aims at the holistic development of each student and addresses the intellectual, emotional, spiritual, and creative needs of students to make them confident, self-reliant decision-makers.

It offers a diverse curriculum that includes courses in humanities, and commerce to develop critical thinking and problem-solving skills among the students. Organizing workshops on leadership, and entrepreneurship to boost students' confidence and self-reliance. Conducting ethics and value education sessions, inviting speakers who exemplify integrity and moral conduct. Hosting cultural festivals and events that celebrate Indian traditions and heritage, folk dance and performances. Participating in National Service Schemes (NSS) and organizing community service projects that address local issues like cleanliness drives and health camps. Encouraging students to participate in activities that promote national pride and civic responsibility. By implementing these objectives, the institution ensures that its students are well-rounded individuals prepared to contribute positively to society and their personal growth.

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

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

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in enhancing the overall quality of the institution by planning, implementing and monitoring various activities and programs. At the beginning of each academic year, committees outline a tentative schedule of activities, which is reviewed and approved during the College Development Committee (CDC) meeting. These activities, organized under the guidance of IQAC, are then executed by departments and committees throughout the year. IQAC is responsible for designing the comprehensive plan for the academic year and oversees its implementation through coordination with departments and committees. Annual committees, led by senior faculty members, are also formed to manage various aspects of institutional activities. These committees have the autonomy to plan events, engage resource persons, and execute operational tasks, all within the framework of consultation and approval from the Principal and senior authorities. This collaborative approach ensures effective planning, execution, and monitoring of activities aimed at enhancing the institutions overall quality and academic excellence. To ensure smooth execution, a duty chart is prepared for most events, assigning specific responsibilities to each faculty member.

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

#### 6.2 - Strategy Development and Deployment

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

The college strictly adheres to the curriculum prescribed by S.N.D.T. Women's University. Many faculty members represent on Board of Studies, contributing significantly to curriculum

development. Content analysis and curriculum enhancement workshops are organised B.Com.IIISem.VI-Economics. The college conducts add-on courses, workshops, guest lectures, skill-development training and industrial visits to incorporate latest industry developments and enhance employability skills Certificate Courses- Tally-ERP9, GST, Financial Markets, Career-ReadyProgram. Technology enhanced teachinglearning tools, resources and multimedia content are incorporated in teaching to make the curriculum more engaging. Experiential learning opportunities such as internships, projects, case-studies, role-plays, practical assignments are integrated in the curriculum to provide hands-onexperience

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

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

The effective and efficient functioning of the institutional bodies at Smt. B.M. Ruia Girls' College is evident through well-defined policies, a robust administrative setup, clear appointment and service rules, and streamlined procedures. The college operates with a transparent governance structure that includes various committees such as the College Development Committee, Academic Committees, and Administrative Committees, ensuring inclusive decision-making.

Policies are meticulously crafted to align with the college's vision and mission, focusing on academic excellence, cultural awareness, and holistic development. The administrative setup ensures smooth operations with designated roles and responsibilities, promoting accountability and efficiency. Appointment and service rules are clearly outlined, ensuring fairrecruitment and career progression.

Regular audits and reviews of procedures ensure compliance

with institutional standards and continuous improvement. The presence of annual maintenance contracts for critical infrastructure, systematic budget allocations for maintenance, and the integration of technology in administration further enhance operational efficiency.

These measures collectively ensure that the institution not only meets its educational objectives but also provides a conducive environment for the intellectual, emotional, and social development of its students. The proactive involvement of the Student Council and regular feedback mechanisms contribute to a responsive and dynamic institutional framework

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

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

B. Any 3 of the above

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

#### **6.3 - Faculty Empowerment Strategies**

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

The college's managing trust annually recognizes the Best

Teacher during the Annual Day Program, awarding them a monetary prize, a trophy, and a commemorative token. Staff members, both teaching and non-teaching, who have dedicated 25 years of continuous service are honored for their commitment and contribution. All staff members are covered by accident insurance, providing financial protection for injuries sustained during their commute to and from the college. Regular health check-ups, including blood glucose monitoring, eye examinations with free spectacles, dental check-ups, and other medical services, are offered at no cost to staff members.

- Fee concession and Instalment facility to all UG and PG students
- Free COVID19 Vaccination provided to all Teaching, Non-Teaching Staff and Co-workers (Canteen workers & repair workers / suppliers) at Cama Hospital. First dose of vaccination administered in March, 2021.
- Installed Automatic Sanitizer Dispenser supplies in the College Premises in association with Rotary Club of Bombay Sealand Foundation, Rotary Club of Mumbai Downtown Sealand
- Loan and financial assistance given to Non-Teaching Staff
- In association with Indian Red Cross Society Free Distribution of Sanitary Napkins

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

18

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

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

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

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

During the COVID-19 pandemic, the institution's Performance Appraisal System for both teaching and non-teaching staff was adapted to ensure continuity and fairness. For teaching staff, the appraisal system incorporated new criteria to account for the shift to online education. Metrics included the effectiveness of virtual teaching methods, engagement in online professional development, student feedback on remote learning experiences, and the ability to use digital tools effectively. Teachers were also evaluated on their participation in virtual meetings, webinars, and their contributions to developing online curriculum resources.Performance metrics included the ability to maintain productivity while working from home, effective communication with colleagues and students, and the implementation of new protocols to ensure the smooth running of administrative tasks digitally. Non-teaching staff were also assessed on their support for health and safety measures and their involvement in initiatives aimed at ensuring student and staff welfare during the pandemic. Access to additional training and resources to help them navigate the challenges posed by the pandemic. Regular check-ins and feedback sessions were conducted to support staff and address any difficulties they faced, ensuring a fair and comprehensive appraisal process during these unprecedented times.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The institution ensures rigorous financial oversight through regular internal and external audits conducted by certified Chartered Accountants appointed by management. These audits encompass both internal operational aspects and statutory compliance, meticulously scrutinizing income, expenditure, balance sheets, and relevant documents. The external auditor verifies financial records to ensure adherence to regulations and standards. Audit findings are presented to management for informed decision-making. Additionally, the institution maintains prompt filing of Income Tax Returns, issues Form 16, and provides detailed tax deduction information. It adopts a transparent procurement process by soliciting at least three tender quotations for contracts, software purchases, asset acquisitions, etc., which are discussed in management meetings. Annually, financial statements and budgeted accounts are published to uphold transparency and accountability in financial affairs.

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

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

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

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

The funds are allocated to provide financial aid to students in need, thereby promoting education and ensuring that financial constraints do not hinder their academic journey. the funds are utilized to appreciate and recognize students who have achieved academic excellence, encouraging them to continue their outstanding performance and contribute positively to their educational community.

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

#### 6.5 - Internal Quality Assurance System

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

Marwadi Sammelan's B.M.RUIA GIRLS' COLLEGE constituted the "COVID-19: GUIDANCE AND COUNSELING CELL" for students and all its stakeholders as per the directives received from S.N.D.T. Women's University. The college Counselling Cell "??????", also provided continuous counselling through digital mode for the Mental Health and Well-being of students, staff, alumni and their family members. All Departments and Committees took various initiatives to ensure Mental Health and Well-Being of Students during COVID-19 pandemic. Awareness campaigns through Posters, Flyers, Videos, messages on WhatsApp and Telegram, Lectures, Counselling sessions, Mentoring, answering queries, Webinars, Yoga sessions, Health Talks,

Discussions, etc. are conducted for students, parents, alumni and staff. NSS Unit organized awareness campaigns on Social Media #??????????????????????? #My\_Family\_My\_Responsibilty. Online Educational Activities - Online Lectures are conducted regularly during the pandemic on Google Meet and Microsoft Teams. All our teachers are using ICT Tools for Teaching, by developing and sharing online content and e-resources. Power Point Presentations, Video Lectures, Google Classroom, Screencast-O-Matic, Personal Website, Mobile Apps, YouTube Videos, Audio Files, Internet Links, Websites, WhatsApp, Emails, MOOCs, LMS, - e-PG Pathshala, SWAYAM, Shodhganga, Google Forms- Online Evaluation of Quiz, Padlet, sharing Soft copy of study material, etc. Conducted Online Examination Orientation Programme for students and parents for guiding them about the Online Examination system. Online Exam Helpdesk comprising of teaching and non-teaching staff were formed and their numbers were shared with all students.

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

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

#### Teaching Methods

- Cooperative Learning
- Experiential Learning
- Participative Learning
- Collaborative Learning
- Blended Learning
- Flipped Classroom
- Problem-solving methodologies
- Audio-lingual method
- Task based language teaching
- Communicative language teaching
- The silent way
- Reading for plot, comprehension and vocabulary
- Group discussion
- Debate
- Role play

- Enactment
- Seminar
- Presentations
- Case studies, etc.

#### ICT Tools

- LMS Google Classroom, Canvas, Moodle, Faculty Webpage on Google Sites
- Platforms- Google Meet, Zoom, Microsoft Teams
- Short films, documentaries, films and informative videos available on YouTube,
- Websites- eslbuzz.com, www.englishclub.com, story weaver, englishgrammar.org, IGNOU, Wikipedia
- Mobile apps- BBC learning English, Cambridge 1500
   Conversations, 1000 English Stories, Bhasha Sangam App
- Online dictionaries- Collins English Dictionary,
   Paribhashik Shabdavali Kosh
- PDFs of the prescribed books and short stories
- Online games- http://www.engames.eu, www.education.com
- Collaborative tools- Jamboard
- The instructor made open educational resources- short videos using the screencast-o-matic tool, informative infographics using Miro, Concept board, Jamboard tools, quizzes using Google forms, Kahoot, audio podcasts using anchor podcast app, and Google slides employed through Synchronous as well as Asynchronous Instructional methods.
- Testmoz, Piktochart, Polls, Mentimeter, etc.

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

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

C. Any 2 of the above

## international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

#### INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

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

ender sensitization programs are organised to create awareness about gender-related issues and promote a culture of respect and equality. These programs aim to empower women by helping them understand their rights and responsibilities in society. Career guidance and counselling services, workshops, seminars, and one-on-one counselling sessions help students make informed decisions about their career paths. Empowering women with the knowledge and confidence to pursue their aspirations is a key priority. Women empowerment workshops are organized regularly which address issues such as financial literacy, legal awareness, skills and personal development. Community engagement and outreach programs empower women in the surrounding communities. Literacy programs, skill development workshops, and awareness campaigns are aimed at uplifting women in the society. The college promotes activities such as cultural events, sports, literary forums that empower women to express themselves creatively and contribute to the enrichment of society. The college maintains a strong alumni network of successful women who have achieved their aspirations in various fields

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

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

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

E-Waste management is done by keeping E-Waste Boxes in the campus to dispose E-Waste.

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

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

D. Any 1 of the above

#### water recycling Maintenance of water bodies and distribution system in the campus

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

#### 7.1.5 - Green campus initiatives include

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

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

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

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

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

D. Any 1 of the above

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

- 7.1.7 The Institution has disabledfriendly, barrier free environment Built
  environment with ramps/lifts for easy
  access to classrooms. Disabled-friendly
  washrooms Signage including tactile path,
  lights, display boards and signposts
  Assistive technology and facilities for
  persons with disabilities (Divyangjan)
  accessible website, screen-reading
  software, mechanized equipment 5.
  Provision for enquiry and information:
  Human assistance, reader, scribe, soft
  copies of reading material, screen
  reading
- B. Any 3 of the above

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

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

Academic, cultural, and extracurricular activities empower

students and contribute to the enrichment of Hindi language and literature. The Hindi Department organises Hindi Pakhwada annually, and Hindi Diwas. Essay writing, debates, Kavya Paath, Bhashan and AshuBhashan, and Antakshari are organized. These events provide a platform for students to communicate and express their thoughts in Hindi, contributing to the promotion of the language. Premchand Jayanti, poet Nagarjun Jayanti, Kavi Kedarnath Agrawal Jayanti are celebrated. Paper presentation on Hindi Sahitya ka Itihas, Bhasha Vigyan, movie screenings followed by group discussions, enhance students understanding and appreciation of Hindi literary genres. Inter-collegiate VaadVivad Pratiyogita (Debate Competition), Inter-collegiate Swarachit Kavita Pratiyogita (Self-Composed Poetry Competition) are significant annual events that attract students from various colleges in Mumbai. Intercollegiate Bhajan Competition promotes Hindi, Marathi, Sanskrit, and other Indian languages. Legendary singers are invited to judge and inspire students with their devotional bhajans. Students are also taken to theatres to witness educational plays. They are trained to present street plays on social and current issues, promoting awareness through Hindi language. Cultural exchange programs further reinforce the promotion of Hindi

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

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

The college conductsregular workshops, seminars, and discussions on constitutional topics which deepens understanding and critical thinking amongstudents. Fundamental rights, duties towards society, and the significance of civic engagement. Guest speakersprovide diverse perspectives and real-world insights. The students read the Preamble of the Indian Constitution in class followed by discussions.

Mahatma Gandhiji's values, ideologies, beliefs, etc, are

#### presented.

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

- 7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized
- C. Any 2 of the above

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

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

Gandhi Jayanti, International Women; s Day, Vachan Prerna Diwas, Tulsi Jayanti, Poet Nagarjun, are celeberated.

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

#### 7.2 - Best Practices

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

BEST PRACTICE I 1. Title of the Practice: Empowering Students as Community Changemakers 2. Goals: The primary objectives of the Community Service practice were as follows: • To cultivate a sense of civic responsibility and social consciousness among students. • To actively involve students in community service and outreach programs. • To provide students with opportunities to apply their academic knowledge to real-world societal issues. • To empower students with practical experiences that enhance their personal and social development. • Strengthen the bond between the institution and the local community. • Empower students to become active contributors to community development. 3. Context: In our institution, we recognized the need to instil a sense of civic responsibility and community engagement among our students. The context demanded the initiation of a comprehensive community service program to sensitize students about community issues and actively involve them in community service. It aimed to inculcate compassion and develop empathy among students for a broader understanding of societal challenges. 4. Practice: Community Service practice involved a range of initiatives and activities: Students were encouraged to volunteer for various community projects, such as health awareness campaigns, environmental clean-up drives, awareness and educational programs.

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

#### 7.3 - Institutional Distinctiveness

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

Marwadi Sammelan's B. M. Ruia Girls' College is committed to its vision, "Empowerment and Enlightenment of women by envisaging their aspirations in the light of wisdom" which is reflected in various aspects of its activities and initiatives. The institution places a strong emphasis on providing holistic education to women. This includes academic excellence, as well as personal and professional development. The curriculum is designed and developed to empower women with knowledge and skills that provide holistic education and are relevant to their aspirations and future goals. Gender sensitization programs are organised to create awareness about gender-related issues and promote a culture of respect and equality. These programs aim to empower women by helping them understand their rights and responsibilities in society. Career guidance and counselling services, workshops, seminars, and one-on-one counselling sessions help students make informed decisions about their career paths. Empowering women with the knowledge and confidence to pursue their aspirations is a key priority. Women empowerment workshops are organized regularly which address issues such as financial literacy, legal awareness, skills and personal development. Community engagement and outreach programs empower women in the surrounding communities. Literacy programs, skill development workshops, and awareness campaigns are aimed at uplifting women in the society. The college promotes activities such as cultural events, sports, literary forums that empower women to express themselves creatively and contribute to the enrichment of society.

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

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

- 1. Enhance Faculty Development Programs and training sessions to enrich teaching, learning, and assessment using online tools and resources.
- 2. Organize virtual guest lectures, workshops, training sessions, and competitions to sustain educational and extracurricular activities during lockdowns.
- 3. Organise seminars and webinars addressing the National Education Policy 2020.
- 4. Introduce Certificate and Diploma programmes aimed at enhancing employment and entrepreneurial opportunities.
- 5. Implement Health and Wellness programs and initiatives to promote the physical and mental well-being of students, staff, and community.
- 6. Strengthen Industry Academia collaborations to facilitate research opportunities, internships, and student placements.
- 7. Enforce Cybersecurity measures and conduct awareness programs for students, staff, and stakeholders to ensure online safety.
- 8. Increase research publications in UGC CARE Listed Journals and other reputed publications.
- 9. Broaden digital library resources and e-book collections to augment research and study capabilities for students and faculty.
- 10. Establish Memorandums of Understanding (MoUs) with nationally renowned organizations.