



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**SIR MOHAMED YUSUF SEAMEN WELFARE
FOUNDATION, TRAINING SHIP RAHAMAN**

**T. S. RAHAMAN CAMPUS NHAVA, PANVEL, RAIGAD- 410206
410206**

www.tsrahaman.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Training Ship Rahaman has its beginnings in the year 1910 when Haji Ismail Yusuf, the proprietor of the Bombay Steam Navigation (BSN) Company decided to establish a Marine School as a charitable institution at Rashid Mansion, Worli Point, at the then Bombay as a debt of gratitude to the seafaring community who had served loyally on the Company's ships. The purpose was also to encourage the orphans and wards of the seafaring community, irrespective of caste, creed or religion, to follow in the footsteps of their forefathers at a time when indigenous mercantile marine of the country was experiencing a shortage of trained deck hands and officers.

With the demise of Haji Ismail in 1912, it fell upon his son Sir Mohamed Yusuf to pursue the dream of his father. He shifted the school to the Nhava Island, situated off the Bombay Harbor.

T.S. Rahaman College has been focusing on providing all-round, relevant and comprehensive education to students for the last 109 Years in an environment that impresses upon ethics, values and mutual respect. We at the T. S. Rahaman College have structured an effective and holistic education system in a way that prepares the students to be an effective and efficient workforce and make the best use of the opportunities that the Maritime and Hospitality Industry sends their way. The environment of the T.S. Rahaman College under the Sir Mohamad Yusuf Seamen Welfare Foundation, Mumbai is designed to keep pace with the ever evolving and dynamic trends and challenges of the Maritime and Hospitality industry today.

Vision

To commit ourselves to providing high quality training products, and services that meet the expectations and aspirations of our customers & other stake holders with aim of continually enhancing customer satisfaction.

Mission

The mission of training ship 'Rahaman' is to impart high quality education and training to the sea going and shore-based personnel serving the maritime industry both at the national and international level.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Well trained, research oriented, experienced, dedicated and energetic teaching faculty
- Supportive non-teaching and laboratory staff
- Excellent and well-maintained infrastructure.
- Good teaching and learning environment supported by prolific centralized library.
- Smart Classrooms and well-equipped laboratories
- Impressive and excellent result at University Examinations

- Simple and Transparent Admission procedure
- Excellent Student-Teacher rapport with emphasis on mentoring and counselling.
- College has excellent extra-curricular activities, sports culture, well-organized extension, community service programs and outreach activities by students and faculty
- Rooted cultural values, moral responsibility is reflected in our successful alumni
- Very good interface with industries, research and educational institutes.

- Eager and Responsive mind-set of the students in attaining professional guidance to achieve higher goals.
- Ideal atmosphere of inclusiveness, tolerance and togetherness, enhancing the unity, integrity and co-operation amidst diversity.
- Well-furnished library updated regularly with latest books and journals.
- Modern IT center in campuses.
- Liberal environment of the institution, encouraging free flow of precious ideas and mutuality in interaction.
- Installation of generator at the campus.
- Any stream student can join Hotel Management courses.
- On field training in institute.
- Residential quarters for employees.
- Separate Hostel for boys and girls.
- Scope for lateral expansion of the college building in the campus.

Institutional Weakness

- No easy accessibility to the campus.
- Less public transport available for campus.
- Less Female Student's Strength.
- Regulatory constraints in offering need-based and interdisciplinary courses.
- Paucity of employed Human Resource in case of teaching and non-teaching staff due to remote location.
- Lack of Govt. Funds.

Institutional Opportunity

- Students can avail proper guidance, support and encouragement to be a responsible prudent citizen.
- Students go through motivational and professional mentorship to attain higher academic goal.
- Inclusive form of education, essential for holistic development of students is provided.
- A dynamic placement cells.
- Social awareness among students through socio-cultural and NSS programs.
- Partially prepared for NEP.

Institutional Challenge

- To solve the problem of fund in the campus.
- To get Professor of Practice is not easy.
- To increase human resource viz. teaching and non-teaching employees.

- To initiate need-based and interdisciplinary courses.
- To strengthen the institution's effort in career counselling and placement of students.
- To organize more cultural and sports activities for inculcating cultural and sports values into students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Institute is affiliated to Mumbai University. As institute is affiliated institute, syllabus and curriculum is designed by university along with assessment procedure. Academic calendar is framed according to guidelines given by university every year. Academic calendar used to display on website and on notice boards well in advance before the commencement of every academic year. The main purpose of constitution of Academic Monitoring Committee (AMC) is to monitor academic curricular planning and implementation. Examination cell taking care of conduction of theory and Internal assessment to maintain transparency. The Institute prepares Academic Calendar every year by keeping guidelines given by affiliating university in mind. The best practice that we follows is display of Academic Calendar on website and on notice board well in advance before commencement of academic year. The Academic Monitoring Committee (AMC) along with IQAC in coordination prepares Academic Calendar. Institute Integrates crosscutting issues relevant to professional ethics, gender, constitutional and human values, environment and sustainability into curriculum by conducting the extra curriculum activity in campus and beyond the campus. The professional ethics are incorporated in Code of Conduct and daily basis getting monitored by Academic Monitoring Committee.

Teaching-learning and Evaluation

The Institute assesses the learning levels of the students based on the interactive classroom sessions viz. group discussion, students' presentation on different areas, quiz and their end semester results. Students are categorized in two groups as slow learners and quick learners. Teaching learning process is more ever students centric. The students from every year undergone experimental learning. At the same time students experience live cases, methods and techniques of problem-solving methodologies which enhancing their learning experience. Hands on practice is offered in the Institute premise. This opportunity explores students in their professional carrier. The institute infrastructure is well equipped with ICT enabled tools. The main purpose of computer Centre is that faculty can conduct interactive classroom teaching by using ICT tools. Institution trust plays an important role for faculty retention ratio. The management supports personally as well as professionally. Every faculty member is treated as one of the family members. Based on professional measures management supports higher studies and research work for every faculty. Mechanism of internal assessment is transparent and robust in terms of frequency, mode and innovation introduced in the internal evaluation. The separate grievances cell is established which handles grievances cases. Yet no any grievances reported from last five years. Once final course outcomes prepared by faculty members, were displayed on institution website so that any stakeholder can access it. The programs outcome was also prepared by head of the department and hosted on the website. For new admitted students during induction program concern faculty members explains course outcomes. Institute notice board is used to display course outcomes as well as program outcomes. All efforts were taken by the institute to focus on Object Based Education.

Research, Innovations and Extension

Institute conducted extension activities in neighborhood community, sensitizing students to social issues. The life learning methodology is adopted by the institute for overall development of the students being socially responsible entity. Extensions activities are carried out with the help of NSS cell and in co-ordination with non government organisation . The main purpose behind it is to get students familiar with issues the common peoples are facing and finding realistic solution on it. Where students worked at ground level and tried to find out problems and solution on it. This activity improves students' problem-solving skills along with time management skills.

Infrastructure and Learning Resources

The institute has adequate infrastructure and physical facilities for teaching- learning. ICT enabled three classrooms along with well-equipped conference room is available with the institute where students can experience interactive classroom experience. The library is also well equipped with digital library facility where students can access e- resources to impart their knowledge along with spacious reading room. The computer center of 292 computers along with printers and free Wi- Fi facility. The Institution has ICT enabled auditorium as adequate facilities for cultural activities. Indoor sports and game facilities keeps students physically healthy and stress relaxing. Yoga center with medication facility boost mental strengths and creates positives vibes. The library plays an additional important role in our professional Institute. Library is automated using software. The facility of digital library plays an important role to access online e- resources includes e- journals, database, e- books. The free internet access provides more flexible than traditional physical books. Every year fixed budget is sanctioned by management on library and purchase is done as mentioned in every year audited statements. The institutional administrative sections are decentralized. The purchase and maintenance of any equipment or any infrastructure and physical facilities maintenances is taken care by maintenance cell. The pre-defined procedure for maintaining and utilizing physical, academic and support facilities adopted by the institute.

Student Support and Progression

In Institute students' representation and engagement in various administrative and co- curricular activities. Alumni Association student's members were very active and involved in perspective plan and future plan of the Institute. Institute level Alumni Association contributes significantly to the development of the institution through financial, teaching, mentoring, concealing, and carrier guidance.

The important role played by our eminent alumni were viz. Mission, vision and core values, Perspective plan and improvement of quality education ,Providing internship providing placement.

Governance, Leadership and Management

The governance of the institution constituted by management representative, head of the institute, senior faculty members, IQAC coordinator, Alumni representative. As all stake holders are involved in this it is reflective of and in tune with the mission and vision of the institute. More ever feedback is taken by all stakeholders while drafting mission and vision along with perspective plan. The institutional is always in favor of decentralization. The infrastructure development and purchase of any items first is approved by the institution head. Not only faculties but students are also involved in administrative and decision-making policies. The cultural and sports activities are conducted by the student's coordinators. Budget approval and expenditures were pre-defined and

controlled by the head of the institute. The all rights are given to IQAC coordinator to improve quality education. The best example of the above is students institute scholarships were given with the recommendation from faculties. The Institute Performs Appraisal System for teaching and non-teaching staff once in academic year. Institutional Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and process. IQAC coordinator conducts two meetings yearly in addition with all other members. The institute IQAC in collaboration with Academic Monitoring Committee reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals.

Institutional Values and Best Practices

Measures initiated by the institution for the promotion of constitutional values and gender equity during the last five years. The facilities in the institute for solid waste management is segregation of degradable and non-degradable waste. No any liquid waste and biomedical waste management is applicable to the institute. For E-waste management agreement is done with MPCB approved vendor which takes care of e- scraps. Plastic ban or restricted for plastic use in institute premises. The institute adopted diversified cultures where students as well as faculties from all religions and culture are working in single umbrella and friendly environment is established amongst them. Being culturally tolerant no any discrimination against students of other cultures. No any racism. The cultural exchanges among students and faculties maintained by celebrating all festivals of all religions on grand scales. The students who speak different languages and believe in different values are happily standing on one platform with each other's which promote harmony. Institute focus on societal awareness aspects. We prepare the students to take on real life challenges by meeting them where they are. This helps them in mental, emotional and spiritual strengthening. The constitutional values, rights, duties and responsibilities of citizens were made familiar to the students by organizing resource persons seminars and workshops. Institute celebrates all national and international commemorative days viz. road safety day, national youth day, army day to salute our soldiers, republic and Independence Day, national cleanliness day, women's day, birth anniversary of dr. Babasaheb Ambedkar, world earth day, environment day, teacher's day to respect teachers, Human Rights Day by conducting different related activities in campus as well as beyond campus.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SIR MOHAMED YUSUF SEAMEN WELFARE FOUNDATION, TRAINING SHIP RAHAMAN
Address	T. S. RAHAMAN CAMPUS NHAVA, PANVEL, RAIGAD- 410206
City	Nhava
State	Maharashtra
Pin	410206
Website	www.tsrahaman.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	ASHUTOSH APANDKAR	022-27212886	9769378747	022-27212886	principal@tsrahaman.org
IQAC / CIQA coordinator	PANKAJ DESHMUKH	022-27212921	9766660002	022-27212886	p.deshmukh@tsrahaman.org

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	T. S. RAHAMAN CAMPUS NHAVA, PANVEL, RAIGAD- 410206	Rural	26	29849.93

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bachelor Of Arts	36	HSC	English	60	47
UG	BSc,Bachelor Of Science	36	HSC	English	40	40
UG	BSc,Bachelor Of Science	36	HSC	English	60	29

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	5				12				13			
Recruited	4	1	0	5	11	1	0	12	9	4	0	13
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	5				12				13			
Recruited	4	1	0	5	11	1	0	12	9	4	0	13
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	6	1	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	6	1	0	7
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	4	0	0	0	1	0	0	0	0	5
M.Phil.	0	1	0	0	0	0	0	0	0	1
PG	0	0	0	11	0	0	9	4	0	24
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
		0	0	0	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	110	0	0	0	110
	Female	5	0	0	0	5
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	2	0	0	9
	Female	1	0	1	0
	Others	0	0	0	0
ST	Male	1	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	23	25	26	24
	Female	2	0	0	0
	Others	0	0	0	0
General	Male	69	57	63	86
	Female	0	0	3	2
	Others	0	0	0	0
Others	Male	9	3	1	8
	Female	0	1	1	0
	Others	0	0	0	0
Total		107	86	95	129

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	To take multidisciplinary as practical approach, our students visits and practice in respective areas to study live cases which groom up them incorporating clinical, economical aspects. To some extend students are doing practical demonstration in our campus and submitting reports for assessment. Assessments of that is done on regular interval as part of internal assessments. In addition to it our institute takes initiatives to organize add on courses, skill enhancement programs along with carrier guidance so that according to their passion they can explore themselves in multidisciplinary areas.
2. Academic bank of credits (ABC):	Affiliating university yet not started Academic Bank

	<p>of Credits (ABC) but our institute always promote students and provides all kind of support to do online credit-based courses to explore their knowledge. But every course is assigned with credit where students can be analyzed on total credits assigned to the courses in respective semester. The final grading system is credit based which cope up with NEP policy.</p>
<p>3. Skill development:</p>	<p>Institute organized multiple skill development programs in last five years. 1.To enhance professional skills personality development courses organized. 2. To enhance digital platform for their professional carrier institute organized ICT enabled workshops. 3. Mental health and physical health of students taken care by organizing physical fitness training ang Yoga sessions. 4. To impart knowledge of soft skills different sessions were organized.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Our institute is ready to appropriate integration of Indian knowledge system partially. we are conducting integrated culture programs from all religions of state where students are playing major roles. Apart from it course teachers use to teach in mother tongue language parallelly so that when our students deals with ground level clients language should not be barrier. If any student's further education or employability interested in foreign university or country then all courses were taught in English. Apart from its students are supported to learn international languages using online mode.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>For Object Based Education 1. Course outcomes and program Outcomes displayed on web sites and on notice boards. 2. During induction program for newly admitted students of every year course outcome and program outcome sessions were organized. 3. To explore object-based education more centric practical and ground level visits were done frequently on regular basis in concern areas.</p>
<p>6. Distance education/online education:</p>	<p>Covid -19 taught us lots of things in teaching learning process. Out of which online education was one of aspect. Now institute is ready for all online ICT enabled tools to conduct distance education or online education. Our teachers use to prepare power point presentation and which is circulated on student's groups. However, updating of online or distance education infrastructure modification and ICT tools</p>

will be taken care by the institute in upcoming year.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Yes. Our Institute Electoral Literacy Club (ELC) set up is very active and doing their best for society in this regard. We already started procedure to register this Electoral Literacy Club (ELC) at regional election commissioner cell so that we can conduct additional activity under their guidance.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>As part of Electoral Literacy Club (ELC) our student's co Ordinator and faculty coordinator plays an important role. The students are getting opportunity to develop their team building and professional skill improvement while conducting programs under Electoral Literacy Club (ELC).</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Some of innovative programs and initiatives undertaken by Electoral Literacy Club (ELC) 1. street play for improvement of voter registration 2. Games for voter's awareness campaigns 3. promotion of ethical voting.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>As our institute is surrounded by economically weaker section society and on and average students are from the same sector, Institute Electoral Literacy Club (ELC) plays important role for ethical voting and voting registration.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Electoral Literacy Club (ELC) conducts voters registration drive for students above 18 years who are not yet to be enrolled as voters when government opens link for newly online registration.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
107	86	95	129	140
File Description		Document		
Upload Supporting Document		View Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 44

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
33	35	36	36	34

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
291.54	136.01	120.70	298.93	322.12

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Institute is affiliated to Mumbai University. As institute is affiliated institute, syllabus and curriculum is designed by university along with assessment procedure. Academic calendar is framed according to guidelines given by university every year. Academic calendar used to display on website and on notice boards well in advance before the commencement of every academic year. The main purpose of constitution of Academic Monitoring Committee (AMC) is to monitor academic curricular planning and implementation. Examination cell taking care of conduction of theory and Internal assessment to maintain transparency. Internal unfair means committee is constituted for every internal as well as for end semester examination. The course teachers prepare teaching plan as per number of hours assigned to particular course in advance before semester start well in advance. The conduction of other seminars, workshops, field visits and other activities are well defined and taking in to consideration prior to starting of semester so that maximum stake holders can be benefited. Frequently and on regular basis quiz, tests conducted as part of internal assessment. In addition to continuous internal assesment defined by affiliating university additional hands on practice and in regular interval assessment is done for last five years.

The Institute prepares Academic Calendar every year by keeping guidelines given by affiliating university in mind. The best practice that we follows is display of Academic Calendar on website and on notice board well in advance before commencement of academic year. The Academic Monitoring Committee (AMC) along with IQAC in coordination prepares Academic Calendar. The major focus of preparation of academic calendar is

1. Continuous Internal Evaluation (CIE) by assessment of field work, term test, moot court, court visits, assignments if applicable to concern courses
2. Conduction of End Semester Examination (ESE)
3. Pre- planned conduction of seminars, workshops, carrier guidance, cultural and sports events.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 30

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1	View Document
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1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 100

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
107	86	95	129	140

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Institute Integrates crosscutting issues relevant to professional ethics, gender, constitutional and human values, environment and sustainability into curriculum by conducting the extra curriculum activity in campus and beyond the campus. The professional ethics are incorporated in Code of Conduct and daily basis getting monitored by Academic Monitoring Committee. Every year during induction program we are calling resource person to in light on professional ethics for newly admitted students. Gender equity is maintained by involving girls and boy's student's representatives in different organizational committees. Electoral Literacy Club (ELC) along with NSS students organized beyond campus activities for society also.

Environment and Sustainability parts are already included in curriculum designed by university. Apart from this we conducted environment day and activity to promote environment.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 53.27

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 57

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 69.63

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
107	86	95	129	140

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
160	160	160	160	160

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 43.61

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
38	29	29	41	44

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
83	83	83	83	83

File Description	Document
Institutional data in the prescribed format	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 3.24

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Teaching learning process is more ever students centric. The students from every year undergone experimental learning through internships. The collaborative work is done with expert area organization to promote participative learning and problem solving methodologies skills amongst the students. Hands on practice is offered in the Institute. The institute infrastructure is well equipped with ICT enabled tools. The main purpose of computer Centre is that faculty can conduct interactive classroom teaching by using ICT tools. Live cases from concerned firms and interactive sessions from the experts were conducted. Apart from this course faculties showing videos and power point presentation to make it more visualization. The impact of visualization rather than traditional teaching learning process gives more impact on the students. Online e- books are accessible to the students. The library automation also plays an important role for our students to make teaching learning process more effective.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 99.43

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
35	35	35	35	35

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 5.75

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	3	1	1	1

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Institute is affiliated to Mumbai University. The curriculum designed by university is applicable to the institute. Mechanism of internal assessment is transparent and robust in terms of frequency, mode and innovation introduced in the internal evaluation. On periodic basis students undertaking practical sessions to realize them practical and ground level problems. The students are asked to submit final reports and their observations were monitored by the concern faculties. The students who were completed internship asked to submit certificate from concern firms. Based on faculties remarks and submitted reports final marksheet processed to the examination cell. If any grievance found during internal assessment, then will be taken care by Institute head. From last five years no grievance reported yet. Institute's mechanism to deal with internal examination related grievances is transparent, time - bound and efficient. The examination cell assigns internal examiner for the courses were internal examination mentioned in the university syllabus. The approval of internal examiners based on the experience and subject expertise. The approval of faculty once approved from university then examinations were conducted by concern faculties. The separate grievances cell is established which handles grievances cases. Yet no any grievances reported from last five years.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Institute head along with Academic Monitoring Committee asks faculty members to prepare Course Outcomes of their respective subject after allocation of courses. The concern faculties use to prepare course outcomes with the help of senior faculty members of the faculty who is expert in particular area. Once final course outcomes prepared by faculty members, were displayed on institution website so that any stakeholder can access it. The programs outcome was also prepared by head of the department and hosted on the website. For new admitted students during induction program concern faculty members explains course outcomes. Institute notice board is used to display course outcomes as well as program outcomes. All efforts were taken by the institute to focus on Object Based Education.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution evaluates Attainment of program outcomes and course outcomes after every semester i.e., twice in academic year. The attainment of course outcomes is done by two methods

1. Direct Attainment: In this student end semester result is considered and course outcome attainment levels were measured.
2. Indirect Attainment: Based on classroom interaction and quiz, brain storming session

Course Outcomes were mapped along with Program outcomes.

Program specific Outcomes (PSOs) also reflected in academic curriculum planning.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 95.88

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
85	119	137	123	95

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
93	125	137	123	105

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 23.13

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
15	8.0	00	0.125	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Institution has created ecosystem for innovation, including awareness about IPR, Research methodology (RM), Entrepreneurship Development Programs (EDP). The main purpose of conducting such workshops, seminars is to motivate students and faculties in the field of research. This awareness programs gives idea about the procedure and areas where research contribution is to be expected. Apart from this our management supports faculties for research work.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 15

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	3	3	3	3

File Description**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**3.3 Research Publications and Awards****3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.32

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	1	0	5	1

File Description	Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.11

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	0	0	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Institute conducted extension activities in neighborhood community, sensitizing students to social issues. The life learning methodology is adopted by the institute for overall development of the students being socially responsible entity. Extensions activities are carried out with the help of NSS cell and in co-ordination with EGO. The main purpose behind it is to get students familiar with issues the common peoples are facing and finding realistic solution on it. Where students worked at ground level and tried to find out problems and solution on it. This activity improves students' problem-solving skills along with time management skills.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Institute received awards, appreciation and recognitions for extension activities. As being part of society institute conducted programs for society. Employee are generally awarded who have achieved a goal, performed well, or exhibited a behavior that is worth awarding. Institute also awarded for leadership. When we receive recognition awards, we become happier, more confident in our abilities, and more productive for society. For our organization to have a fighting chance, you need to appreciate those around you. When done right, it will shower your team with positivity, encouragement, and so much more.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 26

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	1	1	10	8

File Description	Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 22

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institute has adequate infrastructure and physical facilities for teaching- learning. ICT enabled classrooms along with well-equipped conference room is available with the institute where students can experience interactive classroom experience. The library is also well equipped with digital library facility where students can access e- resources to impart their knowledge along with spacious reading room. The computer center is along with 292 computers and printers where students can access digital platform with free Wi- Fi access. Another one additional feather of institute is well equipped auditorium where value added courses are conducted. Institute having own museum where students can learn development done in respective area to extend their knowledge about recent trends. Here they can upgrade their knowledge by challenges and future requirements. The Institution has ICT enabled auditorium as adequate facilities for cultural activities. The students are doing practice in that place as maximum students are from financially weaker sessions and not having space for practice. Our trust student's own prizes in Youth festival at university level. As well as contribution at national level competition. Indoor sports and game facilities and gymnasium keeps students physically healthy and stress relaxing. Yoga center with medication facility boost mental strengths and creates positives vibes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 29.77

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
120.86	45.70	35.03	69.38	77.16

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The library plays an additional important role in our professional Institute. Library is automated using software. The facility of digital library plays an important role to access online e- resources includes e- journals, database, e- books. The free internet access provides more flexible than traditional physical books. Every year fixed budget is sanctioned by management on library and purchase is done as mentioned in every year audited statements.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth

within a maximum of 500 words

Response:

Institute infrastructure viz. classrooms, auditorium, legal clinic, computer center, library is ICT enabled. To that extent IT facilities including free Wi- Fi facilities is provided to the all teaching and non-teaching faculties along with students. This provides anywhere, anytime free Wi-Fi access to all stakeholders. The Bandwidth speed of **100 Mbps** provides connectivity to internet.

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 0.37

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 292

File Description	Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 70.22

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

2022-23	2021-22	2020-21	2019-20	2018-19
170.67	90.31	85.66	229.54	244.96

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 39.5

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
80	56	30	39	15

File Description

Document

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 100

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
107	86	95	129	140

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 72.17

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
33	40	90	118	95

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
47	119	137	123	95

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 11.72

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	6	3	6

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 44

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
14	09	03	06	12

File Description	Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 13.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	12	10	15

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

Institute level Alumni Association contributes significantly to the development of the institution through

financial, teaching, mentoring, concealing, and carrier guidance. The important role played by our eminent alumni were

1. Mission, vision and core values
2. Perspective plan and improvement of quality education
3. Financial contribution
4. Providing internship in various firms
5. providing placement

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The governance of the institution constituted by management representative, head of the institute, senior faculty members, IQAC coordinator, Alumni representative. As all stake holders are involved in this it is reflective of and in tune with the mission and vision of the institute. More ever feedback is taken by all stakeholders while drafting mission and vision along with perspective plan. The institutional is always in favor of decentralization. The infrastructure development and purchase of any items first is approved by the institution head. Not only faculties but students are also involved in administrative and decision-making policies. The cultural and sports activities are conducted by the student's coordinators. Budget approval and expenditures were pre-defined and controlled by the head of the institute. The all rights are given to IQAC coordinator to improve quality education. The best example of the above is students institute scholarships were given with the recommendation from faculties.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The institutional plan is effectively deployed and functioning of the institutional bodies is effective and efficient.

1. Integrated courses -Panama
2. Expansion of Hassam Multipurpose Hall

3. Proceeding for Ranking and Survey	
4. Autonomous status	
5. Cope up with NEP 2020	
6. Regional language courses	
7. Distance learning / On-line education	
File Description	Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

<p>6.2.2</p> <p><i>Institution implements e-governance in its operations</i></p> <p>1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination</p> <p>Response: A. All of the above</p>	
File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

<p>6.3.1</p> <p>The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression</p> <p>Response:</p> <p>The Institute Performs Appraisal System for teaching and non-teaching staff once in academic year (Mostly at the end of academic Year). Based on faculties contribution in curriculum and administrative</p>

and co- curriculum activities promotions were decided not only in term of financial growth but in terms of the appreciation also. Institution trust plays an important role for faculty retention ratio. The management supports personally as well as professionally. Every faculty member is treated as one of the family members. Based on professional measures management supports higher studies and research work for every faculty. Also, financial contributes them for attending faculty development programs, course orientation program, workshops and seminars. During Covid-19 students not paid tuitions fees but apart from that every month regular salary paid by the trust. Also financially supported teaching and non-teaching faculties by providing medical help those who were suffered due to covid. This provides healthy and wealthy atmosphere in the institute and amongst faculty members.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 100

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
33	35	36	36	34

File Description	Document
Institutional data in the prescribed format	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 30.62

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	7	1	36	14

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	7	7	7	7

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Institute Conducts internal and external financial audits regularly in every year. Starting from budget allocation then expenditures done on infrastructure augmentations, maintenance on physical facilities, purchase of books or any kind of purchase the head of institution along with professional C.A were involved.

Internal Audit:

The usually head of the institute is doing monthly audit in support of institutional accountant.

External Audit:

External audited statement's prepared and taken care by C.A along with head of the institution and management.

No any discrepancy found from last five years or from establishment of the institute and trust.

Internal Audit documents are also attached here.

File Description	Document
Upload Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Institutional Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and process. IQAC coordinator conducts two meetings yearly in addition with all other members. The major focus given in last five years:

1. Academic excellency
2. Admission
3. placement and higher studies
4. Formation of MOU' s to provide internships and field visits
5. process of accreditation

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Measures initiated by the institution for the promotion of constitutional values and gender equity during the last five years are:

1. Nirbhaya Box installed in institute campus where Girl's student can openly submit their any complaints.
2. Equal involvement of boys and girls students in statutory student bodies
3. Involvement of girls in sports and cultural programs
4. Women's empowerment
5. constitutional values seminars were organized.

Reports of Gender equity attached.

Reports of gender sensitization attached

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institute adopted diversified cultures where students as well as faculties from all religions and culture are working in single umbrella and friendly environment is established amongst them. Being culturally tolerant no any discrimination against students of other cultures. No any racism. The cultural exchanges among students and faculties maintained by celebrating all festivals of all religions on grand scales. The students who speak different languages and believe in different values are happily standing on one platform with each other's which promote harmony. Institutional atmosphere cultivates all diversities in unique way. Institute celebrates legend Jayanti on large scale. All regional cultural and

festivals were celebrated on grand scales.

PROGRAMS

1. Turkish Theme Lunch

2. Kashmir Theme Lunch

And many more.....

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

INSTITUTIONAL TWO BEST PRACTICES

1. A firefighting system

OBJECTIVES:

1. To protect human life and property, strictly in that order

2. To protect from Ordinary solid combustibles such as paper, wood, Cloth and plastics.

1. To protect from Flammable liquids such as alcohol, ether, oil, gasoline and grease, which are best extinguished by smothering.

CONTEXT:

Removing oxygen from the system. This particular fire-extinguishing method is mostly used for small, kitchen fires done in our institute by using a fire extinguisher. Water based fire extinguisher is also available in the campus. Practical demonstrations are given to every student and every faculty member on regular basis in every academic year.

1. MUSEUM:

OBJECTIVES:

1. To solve problems and meet the needs and requirements of users through the creation of visually appealing and functional products, spaces, or systems.
2. A museum is a not-for-profit, permanent institution in the service of society that researches, collects, conserves, interprets and exhibits tangible and intangible heritage.

CONTEXT:

- Museums are community centers designed to inform and teach the public.
- The educational benefit of a museum is academic learning.
- Museums are the caretakers of history as much as they offer connections to history.
- Museums are full of stories, and it is interesting for students to hear these stories.

GEO TAGGED IMAGES ARE ATTACHED .

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

India versus superpower in maritime field in year 1700 to 1800 as we are all aware that Shivaji Maharaj had the Maratha naval fleet right from western India going up to South and beyond. India had a very strong hold on maritime domain and the art of navigation. After colonisation this art of navigation and trading was lost and India suffered for good hundred years in this bargain.

Then came a businessman and trader Sir Mohammad Yousuf who found Bombay steam navigation company and started trading in the Western coast. He had a vision and mission to make sure that the art of navigation is not lost and that's why based on this vision he established a Maritime College in 1910 which could train future seafarers. Training ship Rahman was the first institute of such kind set up in India to train the seafarers.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

In this day and age where parents as well as students constantly strive for best possible education and training, guidance and the learning environment, as well as the wholesomeness of the living environment, we at T.S. Rahaman College provide each of these in our beautiful 23 –acre campus. Today, the society, the academia and the industry need to stand together and share their commitment, enthusiasm and expertise in order to create a responsible, progressive and skilled citizenry. I invite you all, dear students, to walk through our gates to feel the positive vibes in the atmosphere at T.S. Rahaman College and join us in making it a truly world–class institution. The courses offered by our colleges not only enable the students to develop a gamut of skills but also apply them to real world problems, thus fast–tracking their careers. The processes of teaching, training and evaluation follow the modern education system which makes the education system at T.S. Rahaman College in sync the latest trends in technology and commerce. Education, thus, rather than being lecture oriented, didactic and traditional, is more student–driven. The college under the aegis of the Sir Mohamad Yusuf Seamen Welfare Foundation, Mumbai is not just college, but also it is one of the prime colleges of this kind in India. It is not about merely teaching etiquette, but it’s about making them ‘industry–ready’ to face the challenges placed before them in the dynamic corporate environment, thus bridging the gap between education and the industry. T.S. Rahaman College has gained immense recognition for the same.

Concluding Remarks :

Throughout NAAC process our faculty members learns documentation and lots of things which will be definitely helpful for further quality education. Every stake holder involved in this process. Starting from HEI registration then IIQA submission and SSR all NAAC officials involved in this and helped us for every step. Thanks to entire NAAC team.