YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution Patuck-Gala College of Commerce & Management

- Name of the Head of the institution Dr. Meeta Seta

- Designation Principal In-charge

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 8828877021

- Mobile No: 9167232152

- Registered e-mail patuckgala.degreecollege@gmail.com

- Alternate e-mail meeta.seta@gmail.com

- Address Patuck Campus, 100, Nehru Road, Rustomba Patuck Marg, Vakola Bridge, Santacruz (E) Mumbai 400 055

- City/Town Mumbai

- State/UT Maharashtra

- Pin Code 400055

2.Institutional status

- Affiliated / Constitution Colleges Affiliated

- Type of Institution Co-education

- Location   **Urban**

- Financial Status   **Self-financing**

- Name of the Affiliating University **University of Mumbai**

- Name of the IQAC Coordinator   **Mrs. Renita Vazirani**

- Phone No.   **9920660522**

- Alternate phone No.   **8828877021**

- Mobile   **9920660522**

- IQAC e-mail address   **iqac@patuck.edu.in**

- Alternate e-mail address   **renita.vazirani@patuck.edu.in**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://www.patuck.edu.in/wp-content/uploads/2014/10/AQAR-2021_2022.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.patuck.edu.in/degree-college/student-corner/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.72**	**2010-2011**	**04/09/2010**	**03/09/2015**
Cycle 2	**B++**	**2.77**	**2016-2017**	**16/09/2016**	**15/09/2021**
Cycle 3	**A+**	**3.34**	**2021-2022**	**07/06/2022**	**06/06/2027**

6.Date of Establishment of IQAC   **08/10/2010**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
None	None	None	None	Nil

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

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   04

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- 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?   No

- If yes, mention the amount

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

- Securing A+ Grade in the Third cycle of accreditation by co-ordinating for submission of documents to NAAC for SSR and preparation for the Peer Team Visit (PTV) in May 2022

- Submitting an Application to received financial aid from NAAC to conduct Seminar. Sanction was received in March 2023.

- Conduct of a Research Conference on Cultivating Potentials in Education and Business

- Initiating the conduct of Quality Audits

- Analysing the feasibility of the College to apply for Autonomous status

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
Increasing Student Engagement in Research Activities	Teachers guided students to make research projects and present the same at the Avishkar Convention – A State level Competition of the University of Mumbai. Three groups participated comprising a total of 8 students got exposure to research participations. Besides this, students were also deputed to participate in Seminars.
Internship	Internship for students improved as the Placement Cell arranged for companies to provide internship to the Third year BMS and B. Com.(B&I) students to facilitate the partial award of their Degrees (University of Mumbai provided an option to these program students either to submit a Project work of an internship report for fulfillment of their Degrees).
Organizing Conference for Teachers	On February 11, 2023, a Conference on Cultivating Potentials in Education and Business was organized and at the Conference the Best Paper Presenter was awarded as an incentive to encourage research initiatives among Teachers
Enrollments	The admission committee shortlisted and visited several Junior Colleges and promoted the College. Calls were made to prospective students. The Institution's Junior College too was addressed
Counselling & Guidance	The Counseling & Guidance Cell put in extra efforts to orient and make students feel free to

	approach the campus Psychologists for their issues. The Cell also went a step ahead and extended their services to all the other stakeholders of the College, like Parents, Class IV employees and Teachers
Staff Training & Development	IQAC deputed Teachers for various programs, not only to enhance Teaching Skills but also to enhance their technical and professional skills
Collaborations	MoUs were signed to: streamline academic administration (TeachUs), provision of professional skill training to students (MyFledge Private Ltd.) and to train female students in self-defense (Traditional Shotokan Ltd.)

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	03/10/2023

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Patuck-Gala College of Commerce & Management
• Name of the Head of the institution	Dr. Meeta Seta
• Designation	Principal In-charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8828877021
• Mobile No:	9167232152
• Registered e-mail	patuckgala.degreecollege@gmail.com
• Alternate e-mail	meeta.seta@gmail.com
• Address	Patuck Campus, 100, Nehru Road, Rustomba Patuck Marg, Vakola Bridge, Santacruz (E) Mumbai 400 055
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400055
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

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• If yes, mention the amount	

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Counselling & Guidance	**The Counseling & Guidance Cell**

	put in extra efforts to orient and make students feel free to approach the campus Psychologists for their issues. The Cell also went a step ahead and extended their services to all the other stakeholders of the College, like Parents, Class IV employees and Teachers
Staff Training & Development	IQAC deputed Teachers for various programs, not only to enhance Teaching Skills but also to enhance their technical and professional skills
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Name	Date of meeting(s)
IQAC	03/10/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	19/12/2022

15.Multidisciplinary / interdisciplinary

Our College is multidisciplinary as it offers programs of B. Com. where the student graduates to specialize in Accountancy. We also offer the BMS program where the student can specialize in marketing management and the third program we offer is B. Com.

(B&I) in which the student graduates by specializing in Banking & Insurance aspects. These programs are inter-disciplinary as, the B. Com. program imparts to the students knowledge of marketing management, HR management, community engagement and service, environmental education and value-based education. Similarly the BMS and B. Com. (B&I) programs also impart knowledge of other disciplines like marketing management, HR management & OB, production and quality management, environmental education and supply chain management. The interdisciplinary knowledge enables the students to not only search and opt for a variety of careers after their Graduation, but also helps them decide what line of further education they may be interested to take up.

16. Academic bank of credits (ABC):

The College has planned and made provisions for digitally storing the academic credits of the student. A students' academic history shall be digitally maintained in a central data management system. With the multiple exit options, the students will be provided with the academic credits earned at each exit option. During the year the process began with the creation of students' individual account.

17. Skill development:

The Skill Development Committee at the College curates and conducts skill-based courses for the students. These courses are well crafted to suit and enhance the caliber of the students. The courses imparted are in the areas of Personality Development, Corporate Readiness, Yoga, Health & Hygiene, IT Skills, Vedic Mathematics and more. The Teachers are actively involved in the design of the curriculum along with corporate professionals where applicable. The recent trends and the issues faced by students are considered while developing the courses. The Committee also conducts Seminars and Workshops for developing students' skills for their holistic development. The College also conducts capacity building programs to impart requisite skills to the students.

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

Some of our students require understanding of the course topics in prominent Indian languages like Hindi and/ or Marathi. Our teachers organize a special engagement with those students so that they get better clarity of the topics. Our College encourages students to participate in writing book reviews, article writing, essay writing, etc. in otherthan English

language. At inter –collegiate level, we encourage students' participation in non-English language for debate, elocution and storytelling competitions. The Cultural Committee of our College organizes several activities to engage students in different cultural dimensions of our country. The activities include traditional day, folk dance, patriotic singing, etc. The Marathi Basha Divas is also celebrated since it is the local state language. The College is prepared for appropriate integration of Indian knowledge into its education system.

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

Our College has taken the initative to adopt Outcome Based Education (OBE) approach. Under the guidance of the IQAC, our College plans Course delivery and assessment to achieve stated objectives and outcomes. The Course Outcomes are aligned with Program Outcomes. Several department meetings are conducted with IQAC members to design and revise the outcomes. The Examination Committee is involved to measure attainment of COs and POs. Through OBE, the College facilitates developing graduate attributes like inter-disciplinary knowledge, problem solving skills, effective communication, life-long learning, ethics, and environment and sustainability.

20.Distance education/online education:

The College is prepared to provide online education to students through Google platform. The College conducts online lectures, online student evaluation, and also other academics activities, as is deemed suitable by the subject Teacher. Online education increases access to quality higher education. We also have a Youtube Channel called the Lecture Series at Patuck. in this video lectures prepared by the Teachers ar uploaded and students can view it for academic and studying reference anywhere and anytime. This also enables us to provide students with remote access to reference materials.

Extended Profile

1.Programme

1.1   **120**

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

File Description	Documents
Data Template	View File

2.Student

2.1   **769**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **00**

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

File Description	Documents
Data Template	View File

2.3   **232**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **16**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **16**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**120**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**769**
Number of students during the year	

File Description	Documents
Data Template	[View File](#)

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

File Description	Documents
Data Template	[View File](#)

2.3	**232**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**16**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**16**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**16**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**99.25**
4.3 Total number of computers on campus for academic purposes	**148**

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 Institution ensures effective curriculum delivery through a well-planned and documented process. Our College follows the curriculum designed by University of Mumbai. Some of the academic bodies like IQAC, CDC, and IAB of the College have representation from industry and NGOs to facilitate the faculty members to upgrade their exposure to the industry and social needs for incorporating in the curriculum. Also, College organizes workshops for the benefit of teachers. Every faculty member prepares and submits their teaching plan. The faculty members discuss COs, POs and PSOs during the lectures. Moderators are invited in order to ensure effective assessment and effective curriculum delivery. Our faculty members are deputed to other colleges for moderation. Department meetings are conducted to discuss departmental academic planning. IQAC takes an undertaking of syllabus completion from the teachers during the end of each academic term. The effectiveness of the curriculum delivery is also assessed through student feedback.

The feedback is through online mode. The effectiveness of the curriculum delivery is also assessed through the students' performance in the Unit test/ term end examination.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.patuck.edu.in/wp-content/uploads/2021/04/POs-PSOs-COs.pdf

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

The Institution adheres to the academic calendar including for the conduct of CIE. Every Academic Year and Term, Academic Calendar is prepared. The academic calendar is uploaded on the website for the benefit of the students. IQAC monitors the compliance of the academic calendar by every department and faculty. The Examination Committee prepares the schedule of Continuous Internal Evaluation (CIE) for all the Programs. The teachers inform the students about the schedule of CIE and the mode of its conduct. The schedule of CIE is displayed on the College website. The Examination Committee monitors the conduct of CIE. A record of students' marks is maintained by the Examination Committee and the course teachers. The teachers can update the records time-to-time as and when the exams take place. Thus, CIE provides a complete academic track record of the student during the academic year. This is also discussed with the parents, whenever required.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	http://www.patuck.edu.in/wp-content/uploads/2014/10/Academic-Calendar-22-23-Term-I-1.pdf

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	B. Any 3 of the above

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	View File
Any additional information	View File

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

03

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

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)

07

File Description	Documents
Any additional information	View File
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

343

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

343

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

- **The Institution offers courses that integrate crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.**

- **As a part of professional ethics, the students are introduced with the concepts of group dynamics, organizational power and politics, organizational culture.**

- **Professional ethics enable students to respect the consumers and citizens of the country.**

- **The College through its course curriculum has introduced**

the concept of human rights constituents with special reference to Fundamental Rights stated in the Constitution.

- They are explained about controlled use and not to misuse technology.

- The students learn about laws related to industrial relations and industrial disputes, employee health, safety and welfare, compensation management and social legislations.

- The students are encouraged to develop and maintain financial ethics and integrity in their profession. Hence, a course on Auditing is offered to the students.

- B.Com. (B&I) program has a course on Principles and Practices of Banking and Insurance which acquaints students about insurance and banking regulations.

- Crosscutting issues are integrated in Add On Courses like Foundation of Human Behavior (caters to cross cutting issue of Human Values), Personality Development.

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

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

25

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

769

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

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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	http://www.patuck.edu.in/wp-content/uploads/2014/10/Curriculum-Feedback.pdf

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 sanctioned seats during the year

600

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

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

0

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

2.2 - Catering to Student Diversity

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

- **The Institution assesses the learning levels of the students by segregating them as per their performance in the qualifying exams at the time of their admission. The segregation of students is done on the basis of percentage of marks in their qualifying exams. The classification is done according to the students securing percentage as: 75 % and above, above 50% and below 75%, below 50%. Thus, on the basis of their learning levels, the students are referred to as advanced learners, average learners and slow learners respectively. The data is forwarded to the IQAC so that various special programmes can be suggested by them and can be conducted during the Academic Year.**

- **Special Activities/ Programmes for Advanced Learners include:**

1. Academic Performance Meetings

2. Deputation of Members of Students Council

3. Students Journal Publication

4. Students Articles in Magazine

Special Activities/ Programmes for Slow Learners include:

1. Bridge Course

2. Participation in Intra-collegiate Activities

File Description	Documents
Link for additional Information	https://www.patuck.edu.in/counselling-guidance-cell/
Upload any additional information	View File

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

Number of Students	Number of Teachers
769	16

File Description	Documents
Any additional information	View File

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

The College provides an outstanding teaching learning experience for the teachers and students. The teachers are encouraged to enhance learning experiences of the students. In order to provide an apt learning environment and experience to students, the teachers use student-centric teaching methodology during their class sessions and also during the conduct of co-curricular activities.

? Each Department conducts two co-curricular activities in each academic term. The students are encouraged to participate in quizzes, debates, elocution, essay-writing, etc.

? Case study discussion and presentation is a significant component for BMS & B. Com. (B&I) students.

? The students are taken for industrial visit.

? The students are deputed for online/ offline seminars, and workshops to learn the topics related to the event theme.

? The students are given project work, presentations and assignments as a part of the curriculum delivery.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://www.patuck.edu.in/academic-calendar/

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

All the teachers are conversant with ICT and the following tools are available to improve the teaching learning process.

ICT Enabled Classrooms: All the classrooms are smart class enabled with Wi-Fi connectivity. The teachers effectively deliver their lectures through the smart class.

Academic Videos: Academic videos are shown to students online in the classroom. The College has created a YouTube channel: 'Lecture Series at Patuck'.

NDLI, Kindle & Tablets: The students and teachers are encouraged to access open resource learning material through National Digital Library of India (NDLI).

Computer Labs: Our College has well-equipped computer labs. These labs have Wi-fi and projector screens.

Class WhatsApp Groups: The class WhatsApp groups are created for easy notification and information about academic matters.

College E-mail Ids for Teachers and Students: Our teachers and students are provided with College e-mail ids for communication with the students and among the teachers.

Google Classroom: Our teachers and students use google classroom as LMS.

Website: Our College website hosts articles for students that are related to curricula and beyond. These articles are on the College website as Student Bulletin Board, and Accounting Times.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.patuck.edu.in/ict-enabled-tools/

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.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

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)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

4

File Description	Documents
Any additional information	View File
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)	View File

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

169

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

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.

Internal examination schedules are displayed in the academic calendar at the beginning of the academic year. Notices related to examination process, rules and time table of the examinations are uploaded on college website, WhatsApp groups and Google Classrooms.

The paper pattern and module-wise distribution of marks are announced well in advance during orientation session.

Internal examination schedule is shared on WhatsApp groups and Google Classrooms. in advance and Notices are also circulated in the classroom. Two internal examinations were held per semester.

Changes in schedules, patterns, methods if any, are immediately notified to the students through official mail, WhatsApp and through Google classroom briefing by the concerned course

teachers.

The University circulars in this regard was circulated to the faculty members and administrative staff from time to time and are also shared on WhatsApp groups for students.

The course teacher briefed the students in the online classroom about their attendance and performance in the internal examinations. Additional Tests were conducted for Absentee students.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.patuck.edu.in/wp-content/uploads/2024/04/2.5.2.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

College follows a transparent, time-bound, and efficient method is being followed in terms of dealing with internal examination related grievances. The mode of conducting internal examination involves class tests, case studies, projects and assignments.

After the conduct of the internal test, the solutions of the test along with questions are discussed with the students to maintain transparency and uniformity in the assessment of the internal tests. The faculty evaluates the papers within a week of the test. The verification of all the internal evaluation is done by Examination Committee.

Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.patuck.edu.in/wp-content/uploads/2024/04/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Course Outcomes are framed for all courses in the program.

HOD along with subject faculties discuss and frame the Course Outcomes.

POs, PSOs and COs, for all the Programmes offered by the institution are stated and displayed on the website and communicated to the students and teachers.

As a part of the Teaching plan, a detailed session outline of the syllabus is initiated with discussion of Course Outcomes (Cos) by all the faculty members. While addressing the students, the HODs/Faculty create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, also inform the students and create awareness and emphasize the need to attain the outcomes. Thus, they are clearly specified and communicated.

Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program.

The POs/PSOs/ COs of the programme are published through electronic media located on the college website.

https://www.patuck.edu.in/wp-content/uploads/2021/04/POs-PSOs-COs.pdf

In all the interactions with the students, awareness on POs, PSOs and COs is consciously promoted.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.patuck.edu.in/wp-content/uploads/2023/12/POs-PSOs-COs.pdf
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The College has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes.

IQAC and Department members take the responsibility of mapping the course outcomes with the programme outcomes and programme specific outcomes.

Attainment of the Course Outcomes

The course outcomes are measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

Attainment of the Programme Specific Outcomes/ Programme Outcomes

The PSOs are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

The POs are that the scholars make contribution to the existing body of knowledge by discovery, problem solving, establishing of new perspective etc.

The feedback system from students which is in place in the College helps it to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which are pertinent questions, and which help the College measures its learning outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.patuck.edu.in/wp-content/uploads/2023/12/POs-PSOs-COs.pdf

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

336

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	<u>https://www.patuck.edu.in/annual-reports/</u>

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)

<u>https://www.patuck.edu.in/wp-content/uploads/2024/02/SSS-AY-22-23.pdf</u>

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)

0

File Description	Documents
Any additional information	<u>View File</u>
e-copies of the grant award letters for sponsored research projects /endowments	<u>View File</u>
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

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

3.1.2.1 - 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)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	[no such link as no project was undertaken](#)

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

09

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

06

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

15

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

We at PATUCK attempt student development in the area of academics, co-curriculars and also their social quotient. The extension activities as listed below, have enabled students to be aware of the need for conserving the environment, caring through sharing and donating and uplifting rural areas and also maintaining hygiene and good health practices. Activities like awareness of need to ban plastic, making and distributing paper bags, cleaning of beaches, etc. are conducted by the College for and by the students. Health Campaigns: There were awareness programs to make India TB free and awareness of prevention of AIDS. Cleanliness and Green Drive: Students were involved in cleaning and greening the college campus and the University campus (Kalina). Plants were grown and maintained around the two campuses. Neighbourhood Assistance : Beaches were regularly visited by students and the litter was done away with. The Swachha Bharat Abhiyan contributed to the upkeep of areas near the College campus. Sharing & Caring : Students collected donations in kind and cash from people of acquaintance and ensured that the victims of flood in Maharashtra received the aid. Students also helped boost the sale of Rakhis made by adivasis by helping them in the same.

File Description	Documents
Paste link for additional information	http://www.patuck.edu.in/wp-content/uploads/2014/10/NSS-Report-2022-23.pdf
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.3.3 - 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

3.3.3.1 - 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

42

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

`2408`

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

`02`

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

`03`

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

There are 16 classrooms, where 9 classrooms have a capacity of 120 students, and other classrooms with 60 students. All the classrooms are spacious, well-lit, ventilated and ICT-enabled. Our College has a good air-conditioned conference room having a seating capacity of 80 people.Curricular and other co-curricular activities like seminars and workshops, debates, elocutions, presentations, etc. are conducted in the conference room. The College has a rich library with e-learning and reading room facilities.The library has a computer facility, tablets and kindle for students for relevant surfing and for access to online reference materials.The College has 4 computer labs with a total seating capacity of 114 students. Computer practicals are conducted in the labs and students use the labs for preparing their project work, presentations, etc. The College has a spacious auditorium with a seating capacity of 500 pupils. This is also used for academic purposes when the number of students to be addressed are large.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.patuck.edu.in/degree-college/gallery/classrooms-seminar-halls/

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

The cultural activities are conducted in spacious classrooms (after the lectures), conference room and auditorium depending on its availability.These facilities are available for practicing cultural performances.For cultural performances, the students are provided with experts for bringing professionalism to their performances. The College has purchased cultural equipments for the students, such as casio, tutari, dholak, dafali, tabla, kabas, shekhar, harmonium, lezim, chakra, ghungaru, lathi-kathi, shankh, tal and stick.All these cultural activities are conducted at inter-collegiate and intra-collegiate levels.

The College has two playgrounds measuring 1189.15 sq.mts.(back side) and 588.63 sq.mts.(front side), that is converted into turf. Box cricket, football, kabaddi, throwball, volleyball, and athletics are played by the students on the playgrounds. For sports activities, the College provides sports kits with specialized training especially for the students participating at inter-collegiate level. There is a sports room for girls and boys separately wherein they play carrom, chess, and table tennis. There is an adequate storage facility for sports equipment. A first-aid box is maintained in the sports room.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.patuck.edu.in/degree-college/gallery/infrastructure/

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

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.patuck.edu.in/degree-college/gallery/classrooms-seminar-halls/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

157.07

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The College uses the iSLIM software (1.7.2 version) which is fully automated. The iSLIM software has the following modules which are used by our College library: Utilities, Acquisition, Cataloguing, Circulation, Serials, Digital Library and Book Bank. The application of barcode technology is implemented in the library for the distribution system which is most successful due to its properties of speed, accuracy and reliability. The software can also produce a set of statistical reports about the usage of the library. Utilities (UTL) module enables to set up all the preferences and masters that will be used across all applications in the software. Current Awareness Service (CAS) module provides an alert mechanism to the interested library

users about the latest developments and new publications acquired by the College library. Online Member Registration module assists the potential members to register online and acquire library

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://sites.google.com/patuck.edu.in/patuck-library-committee/home

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

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

0.52023

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

4.2.4 - 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

128

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College continuously strives to provide updated ICT facilities to ensure efficient functioning. The College has CCTVs and Inter-com facilities. The desktops, laptops, printers, projectors, photocopier, servers, firewalls and Wi-Fi facilities are updated regularly and periodical AMCs are procured. The smart classrooms are upgraded as and when required. Appropriate licenses are procured to maintain the IT infrastructure at the campus.

Computer Labs are maintained by in-house IT team, call logging mechanism is maintained through complaint register/IT support email and the same is monitored by Lab assistants.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.patuck.edu.in/degree-college/gallery/infrastructure/

4.3.2 - Number of Computers

148

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

157.07

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 computer laboratories are attended by Computer Lab Assistants and maintained by the IT Team.The computers in the laboratory, at administrative offices and staff room, library and the laptops are optimally utilized. In case of any breakdown in the system, a complaint is lodged via e-mail to the IT team, and accordingly the systems are repaired and replaced by the team. Every quarter, our IT team takes up the pre-maintenance of the ICT enabled classrooms. Cleanliness Committee that ensures tidiness and cleanliness of the premises which includes classrooms, sports room, conference room and auditorium. Air conditioners, water tank cleaning and drinking water coolers are covered under AMC. The Library Committee plays an important role

in maintaining and utilizing the knowledge resources to the students and staff. A Website Committee looks into the updates of our Institution website.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.patuck.edu.in/wp-content/uploads/2014/10/Policies-and-Procedures-1.pdf

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

23

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

445

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	https://www.patuck.edu.in/capacity-building-programs/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1654

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

1654

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent	A. All of the above

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	

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

6

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

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

63

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	[View File](#)
Details of student progression to higher education	[View File](#)

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

11

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/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.

9

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

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)

At the beginning of the academic year, the College had formed a Student Council as per the University norms. The Student Council consists of students' representatives from every class. It also consists of students who are sports head, cultural head, DLLE head and NSS head. All the committees nominate two heads – one girl and one boy on the Students Council. The Students Council has a President, who heads the Council, and the Secretary, who is the second in line to the President. The third in line is the Ladies Representative and then is the Representative for Reserved Category.

There is student's representation in various academic and administrative committees like CDC, IQAC, ICC, Cultural Committee, DLLE, Discipline Committee, Internal Complaints Committee, Library Committee, NSS, Scholarship Freeship Committee, Skill Development Committee, Sports Committee, Women Development Cell, etc. The students attend the meetings and express their opinions on behalf of the student community.

The Students Council co-ordinates the conduct of co-curricular and extra-curricular activities in the College. The members conduct Council regular meetings with the Principal Nominee and other faculty members on the board of the Students Council. The Students Council maintains the minutes of the meeting.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/student-council/
Upload any additional information	View File

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

91

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

In the A.Y. 2022-23 our registered Alumni Association's (Mitra Niketan) contributed as follows:

Online Ganesh Pandal Decoration Competition organized on 1st September, 2022 for alumni to enhance creativity and develop spirituality among them.

Sports Event – Indoor Games were organized on 8th August, 2022 for our alumni to relive their College days and reconnect with fellow batch mates and faculty.

A Seminar was conducted on "WHAT NEXT" organized on 14th January, 2023 by our alumnus Mr. Suraj Mane BMS 2011-2012 for our students to make them self-realize about what preparation the students should be ready with respect to their career avenues and to reach their career goals.

Sports Event- Outdoor Games were organized on 25th February 2023 for alumni to reconnect with fellow batch mates and socialize with current students as well to keep the sportsmanship spirit zestful and to have sporty networking among them.

Career Guidance Programme was organized on 25th March, 2023 for the students of Patuck Junior College of Commerce wherein four alumni were invited to orient the students about the career opportunities, different requirements of the current job market, upgrading with new skills.

The financial contribution for the Academic year 2022-2023 stands at Rs. 19,225/-

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/alumni/
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: "TO INNOVATE, ENHANCE, EMPOWER AND EXCEL IN EDUCATION"

a) Nature of Governance -The organizing body provides abroad framework for strategicdirection and performance of the Institution. Administrative governance relates to themanagement of administrative process in the College. Non-teaching staff members playa vital role in ensuring smooth conduct of administrative work.

b) Perspective plan -The College have perspective plan like improving the academicperformance of the students. Augmenting ICT for better and administrative systems. TheCollege aims to provide skill-based courses to the students and also focusing on researchin teaching learning process. The College plans to implement a National Education Policy, 2020. c) Participation of teachers in decision-making process -Teachers participate instrategic decision-making bodies like IQAC and CDC by being its member. TheCollege conducts regular staff meetings where the opinions and suggestions for allteachers are invited to arrive at any academic and administrative decisions.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/wp-content/uploads/2024/02/Vision-Mission.pdf
Upload any additional information	View File

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

The College is run under the outstanding leadership of the top management and thePrincipal of the College. The effective leadership is visible in institutional practices likedecentralization and participative management.

During the AY: 2022-23, the College had organized a Conference on the theme: "Cultivating Potentials in Education and Business". The Conference was organized on11th February 2023. The IQAC and the Library Advisory Committee of the Collegeorganized the Conference. All the staff members were involved in the organizing andarrangement of the Conference. A duty chart was rolled out, where different teams wereformed for the conduct of the tasks especially for the Conference. Meetings took place for necessary discussion and co-ordination to ensure the smoothconduct of the Conference. The Principal guided all the teams members and theManagement provided the support whenever required.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/wp-content/uploads/2024/04/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution focus on perspective plan such as improving scholarship facility to students, encouraging green practices in the campus,conduct of add-on certificate courses, conduct of extension activities for communitydevelopment, encouraging research practice among teachers as well as students.

The one activity that has been successfully implemented during the AY: 2022 -23 are theskill-based courses imparted by the College. These courses were conducted by the SkillDevelopment Committee. There were seven courses conducted during the year. The courseswere: (i) Personality Development, (ii) Foundation of Human Behaviour, (iii) Tally ERP 9 with GST (iv) Application BasedProgram on Adv. Excel,PowerPoint and Word(v) Disaster Management Training (vi) Performing Arts (vii) FineArts

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.patuck.edu.in/certificate-courses/
Upload any additional information	[View File](#)

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 Organogram of the Institution is stated below:

Organizing Body- The Organizing Body is the apex of the institution.

Principal- executes the decision which is taken the Organizing Body in consultation withthe Chairman. She follows the guidelines with the University regulations and otherregulatory bodies.

Vice-Principal- plays an apex role by co-coordinating with the teachers for smooth conductof curricular, co-curricular and extracurricular activities of the College.

College Development Committee -The College has framed CDC as per Maharashtra PublicUniversities Act 2016. IQAC: It is constituted as per NAAC guidelines. It emphasis on academic and administrativematters of the College.

Department -The Head of the Department ensures smooth functioning of the Departmentby monitoring the lecture delivery, academic activities, teaching learning process etc.

Committee -Several committees are formed for the smooth conduct

of curricular and co-curricular activities for the development of the College. The Convenor of the Committeetakes up regular meetings and coordinates with the members regarding the activities whichneed to be conducted.

Non-teaching staff -The non-teaching staff looks after the administrative and accountmatters of the College. The Head clerk monitors the work done by the non-teaching staff.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/governing-body/
Link to Organogram of the Institution webpage	https://www.patuck.edu.in/wp-content/uploads/2024/02/organogram.jpg
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institute takes the initiative to give welfare measuresfor teaching and non-teaching staff. Some of the effective welfare measures are listed below:

Provident Fund- The staff members are provided with provident fund as per thestatutory norms. Gratuity Scheme -The College

provides gratuity benefit to the staff as per "ThePayment of Gratuity Act". Fee Concession for Ward of Staff Members -The College provides fee concessionto the ward of staff members. Uniform and washing allowance for class IV Employees -Class IV Staff areprovided two uniforms every year and also during monsoon they are provided withumbrellas. Sponsorship for Staff Training -Staff members are provided with sponsorships toattend seminars, conferences, workshops, courses and FDPs. Appreciation to staff -Staff members who performs every term is awarded monetarybenefits.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/staff/
Upload any additional information	View File

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

8

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

6.3.3 - Number of professional development /administrative training 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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC with Feedback Committee conducted Performance appraisal for teaching andnon-teaching staff in the AY 2022 -23

1) Feedback from the Students: The Feedback Committee had taken online feedbackfrom the students, the parameters covered in the clarity of concept, method ofteaching, aids used by the teachers for teaching, punctuality and regularity of theteachers, interaction level with the students etc. The Feedback Committee have takenfeedback from students regarding the quality of service, timeliness, etc. about thenon-teaching staff. The feedback taken is analyzed by the Feedback Committee andthe analysis report is sent to the IQAC for reviewing what further improvements can done. 2) Self-Appraisal and Self Feedback: The Feedback Committee has taken up appraisal feedback where the feedback form is filled by every faculty and the non-teaching staffduring the academic year and then it is reviewed by the IQAC.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/staff/
Upload any additional information	View File

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

College have conducted internal and external audits in the AY 2022-23. External audit wasconducted by K. J. Kolah & Co., appointed by the Organizing Board. The internal audit wasconducted by Mr. S V Prabhudesai. No major discrepancies were found during the audits.Auditors carried out the audit and have submitted financial reports. Financial reports reflecttrue and transparent pictures of the financial transaction carried out in the academic year.Such audits are conducted on a regular basis every year by the College to promote goodfinancial governance of the Institute.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/governing-body/
Upload any additional information	View File

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)

2.13

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The College mobilizes funds through fees from the students, and interest from FixedDeposits. The funds and utilized to meet the operational and capital costs of the company.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/wp-content/uploads/2024/04/6.4.3-ADM-STAT.pdf
Upload any additional information	View File

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

The IQAC of our College has contributed significantly for institutionalizing the qualityassurance strategies and processes. The two practices institutionalized as a result of IQACinitiatives are:

1) Capacity Building Programs were initiated by the IQAC Cell during the AY: 2022-23. Different departments and cells have conducted Capacity Building Programs forsoft skill development and knowledge upgradation of the students. The IQAC haslooked into the planning and execution of the Programs conducted during the year.The documents are properly maintained by IQAC for all

the Programs. 2) Internal Audits were conducted during the AY: 2022-23. The internal auditconducted were: (i) Academic Audit, where IQAC members participated as auditorsto audit all the department and committee files. (ii) Administrative and Financial Audit, where Mr. S. V. Prabhudesai was appointed t o audit the administrative and financial processes of the College.

File Description	Documents
Paste link for additional information	https://www.patuck.edu.in/capacity-building-programs/
Upload any additional information	View File

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

The two areas reviewed by IQAC during the AY: 2022-23 are:

1) Students Participation in Avishkar Competition: IQAC suggested the Research &Publication Cell of the College to initiate the students participation in AvishkarResearch Convention. It is a research competition, which is, conducted by all Universities of Maharashtra. The faculty members of the Research & Publication Cellencouraged and guided the students to participate and present research papers. In AY2022-23 nine students took part in 17th Intercollegiate Avishkar Research Convention. This helped to develop research culture among the students.

2) Video Lectures: The College focuses on the academic progression of the students;every term video lectures are prepared by the faculty and the video lectures areuploaded in google classroom and YouTube channel – Lecture Series at Patuck forbetter understanding and it also enriches the learning outcomes by giving betterinsight of the subjects.

File Description	Documents
Paste link for additional information	https://www.youtube.com/channel/UCUUy-tmv7UYwmMRjye4Hbfw
Upload any additional information	View File

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 international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.patuck.edu.in/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College has formulated and implemented Gender Policy that clearly illustrates our belief in gender equity.

The College offers courses that include topics related to gender equity and gender sensitization. Departments conduct co-curricular activities based on these topics. Women Development Cell of the College plays an important role in promoting gender equity and gender sensitization.

Safety and security:

- Ladies washrooms have sanitary napkin vending machine and incinerator.
- A lady security guard is appointed at the College gate.
- Internal Complaints Committee is constituted as per the guidelines of University of Mumbai to prevent and handle

any cases related to sexual harassment at workplace.

Counselling:

The College has a Counselling& Guidance Cell for mental well-being of staff and students. Developmental Counselling programme for female was organised by College in collaboration with Department of Applied Psychology of University of Mumbai. Common Rooms:

A common room for female students is attached to the ladies washroom. The female students also have separate sports room for recreation and play of indoor games.

Any other relevant information:

- Sports Committee conducts sports events especially for female students to encourage their participation in sports.
- The College encourages the female students' representation and include them as members of Students Council as per the guidelines of University of Mumbai. During the AY: 2022-23, Ms. Prachi Rai was appointed as a lady representative in the formation of Students Council.

File Description	Documents
Annual gender sensitization action plan	https://www.patuck.edu.in/wp-content/uploads/2024/02/7.1.1-annual-gender-sensitization-plan.pdf
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	https://www.patuck.edu.in/wp-content/uploads/2024/02/7.1.1-geotagged-photos.pdf

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	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	[View File]()

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

Our College is conscious of waste management in the campus.

Solid waste management

The students and staff dispose waste in dustbins kept in classrooms, staffroom and office. Peons and other support staff are appointed for cleaningthe classrooms and the premise. The solid waste which is non-degradableis handed over to the garbage carriers of the BMC for disposal. Thedegradable solid waste like dry leaves, canteen waste, etc. is disposed inthe compost pits of the campus.

Liquid waste management

The liquid waste from washrooms is disposed through water pipelines indrainage systems. Support staff are appointed for cleaning the washrooms.

Biomedical waste management

College has sanitary napkin vending machines and incinerators at theladies washrooms. The spoiled sanitary napkins are disposed through theincinerators.

E-waste management

E-carnation Recycling Pvt. Ltd. collects e-waste periodically from thecampus. In this case, an MoU is signed with Indian DevelopmentFoundation for e-waste disposal.

The refilling of toners and cartridges of printers is outsourced which enables the reuse of the toners and reduces the e-waste.

Waste recycling system

Waste recycling system is not available in the campus.

Hazardous chemicals and radioactive waste management

Our College does not generate any hazardous chemicals and radioactivewaste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	[https://www.patuck.edu.in/wp-content/uploads/2024/02/7.1.3-1.pdf]()
Any other relevant information	[View File]()

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]()
Any other relevant information	[View File]()

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, 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	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Our College takes efforts in providing an inclusive environment towards cultural, regional, linguistic, communal, socio-economic and other diversities.

The College admits students of all castes, class and religion on the basis of merit. The College has followed the reservation policy as applicable. Equal opportunities are provided to all students irrespective of gender, caste or nationality in providing them with facilities and in participation of students in several activities of the College.

College conducts diverse activities like training of two wheeler rides, Swacch Bharat Abhiyan, Promotion of Paper bags and avoiding use of plastic, session on awareness consumption of tobacco, blood donation drive, disaster management training, seminar on road safety, and celebration of Marathi Bhasa divas.

College also provides scholarship to the students who come from poor economic background.

These initiatives are essential for building a society where everyone can thrive regardless of their background or identity.

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

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

Skill Development Committee of our College has conducted a Certificate Course on Foundation of Human Behaviour for the students that have a construct of values, ethics and social responsibility. Our teachers have been the resource persons for the Course. National days like Independence Day, Republic Day and Constitutional Day are celebrated by the students and staff. Our students celebrates Raksha Bandhan with soldiers to show the appreciation of their selfless service of keeping nation safe.To create an awareness of AIDS poster making competition is organised in the college. To mark the celebration of the Platinum jubilee of our Independence the NSS unit of our college also promoted the programme of Azadi ka Amrut Mahotsav and Har Ghar Tiranga. The College also conducted Gandhi Vichar exams to sensitize our students, and also for which our teachers guide our students.

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

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	**A. All of the above**

Conduct are organized	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Our College believes in celebrating and organizing national and international commemorative days, events and festivals.

The College celebrates birth anniversaries of great Indian personalities:

- Mahatma Gandhi – On the occasion of Mahatma Gandhi Jayanti, Bhajan Sandhya was organised.

- Dr. APJ Abdul Kalam – On this occasion of Students Day, students were encouraged to participate in essay writing on the theme of our former President.

- Dr.ShiyaliRamamritaRanganathan – On the occasion of National Librarians Day, the Library Advisory Committee organized poetry writing and recitation competition.

National days like Independence Day and Republic Day are celebrated by inviting staff and students at the flag hoisting ceremony in the campus.

Our College had celebrated the following days/ events of national and international significance:

- Indian Constitution Day

- International Women's Day

- **International Yoga Day**

- **National Service Scheme Day**

- **Human Rights Day**

- **International Men's Day**

- **World Mental Health Day**

- **World AIDs Day**

- **Marathi Bhasa Diwas**

- **World Computer Literacy Day**

- **International Day of Mathematics.**

College observes holidays during the festivals like Mahashivratri, Holi, GudiPadwa, Ram Navami, MahavirJayanti, Ramzan and Bakri Eid, Ganesh Chaturthi, Diwali, Christmas, Parsi New Year, Dusshera and Guru Nanak Jayanti.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

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

BP1:The Staff Welfare Measures aim to enhance employee well-being by providing benefits, services, and policies that promote a positive workplace culture. Perks are industry-standard, and self-development opportunities are available in a conducive environment. The participative management style empowers staff to carry out self-development activities, with fees reimbursed. The leave policy maintains work-life balance and meets industry

norms. Outstanding performances and research work are recognized and rewarded monetarily. Casual, Medical, Duty, Compensatory, Maternity, Paternity, Study and Privilege leaves are provided. Monetary rewards are given term-wise and self-development activities are reimbursed. Some Teachers may not derive advantage of the privileges due to time constraints.

BP2:The objective of students' welfare measures is to enhance their well-being, academic success and personal growth by providing supportive services, guidance and resources. This includes addressing their physical and mental health, ensuring their safety and aiding their academic and personal development. Physical well-being :sports and yoga facilities; medical awareness programs; counselor and counseling programs for mental well-being. Safety measures : security systems, doctor on-call and group insurance. For Academic and personal development : scholarships, book-bank facility and career counselling. Increased student engagement in sports and scholarships are evidences. Absenteeism and indifferent attitude hinder students from availing these measures.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The institutional distinctiveness at Patuck-Gala College of Commerce & Management is Service to Neighbourhood.

Our College organises regular blood donation drives, which contributes to a noble cause and promotes a sense of selfless concern among students. During the AY: 2022-23, the Institution conducted two blood donation drives.

The distinctiveness can be in the form of setting records for the number of blood donations collected, actively involving students in donor recruitment, and collaborating with local healthcare providers to ensure a seamless process.

Institution offers its auditorium for Yoga thrice in a week for the women in the neighbourhood, who are generally the residents of Vakola. This integrates mindfulness practices into the daily lives of these women. This is in collaboration with Ekta Foundation.

Our NSS students prepare paper-bags and distribute them to the local vendors. They make the local vendors aware of the hazardous effects of plastic bag usage and dissuade its usage, which lead to sustainable initiatives, making a measurable impact on the local environment.

An educational institution can cultivate a unique identity that emphasizes community engagement, social responsibility, environmental stewardship, and holistic well-being. Such distinctiveness can attract students and faculty who share these values and contribute to enriched educational experience.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

- **Enrolment increase in certificate and value-added courses**
- **Commence new programs – (i) B.Com (Accounting & Finance) (ii) B.Sc. IT**
- **Research enrichment among students**
- **Increase in the number of collaborations and functional MoUs**
- **Enhancing industry associations**
- **Make the evaluation system more application-based**
- **Encouraging students to participate in extracurriculars**
- **Conduct the AAA**