

K. P. B. HINDUJA COLLEGE OF COMMERCE

315, New Charni Road, Mumbai, Tel. No. 022-40989000, www.hindujacollege.com

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

For the period 2017 - 2018

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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K. P. B. Hinduja College of Commerce

The Annual Quality Assurance Report (AQAR) of the IQAC

2017-18

Part – A

1. Details of the Institution

1.1 Name of the Institution

K. P. B. HINDUJA COLLEGE OF
COMMERCE

1.2 Address Line 1

315, NEW CHARNI ROAD

Address Line 2

Hinduja College Lane

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400004

Institution e-mail address

hindujacollege@gmail.com

Contact Nos.

022-40989000 (office)

Name of the Head of the Institution:

Prin. Dr. (Ms.) Minu Madlani

Tel. No. with STD Code:

022-40989000

Mobile:

09892186412

Name of the IQAC Co-ordinator:

Dr. Chandrashekhar Deore

Mobile:

9619787977

IQAC e-mail address:

iqac.hindujacollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879): MHCOGN11464

1.4 Website address:

www.hindujacollege.com

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

<http://www.hindujacollege.in/downloads/Annual%20Quality%20Assurance%20Report%20for%20Academic%20Year%202017-18.pdf>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	83.5	2004-05	2009-10
2	2 nd Cycle	A	3.13	2010-11	2015-16
3	3 rd Cycle	A+	3.59	2017-18	2022-23

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

06-12-2004

1.7 AQAR for the year (*for example 2010-11*)

2017-2018

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

i. AQAR 2016-17 submitted to NAAC on 26 -10-2018

1.9 Institutional Status

University

State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College

Yes ☒ No ☐

Constituent College

Yes ☐ No ☒

Autonomous college of UGC

Yes ☐ No ☒

Regulatory Agency approved Institution

Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	C 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts	<input type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text"/>								

1.11 Name of the Affiliating University (for the Colleges)

University of Mumbai

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc :

Yes – Minority Status (Linguistic) by State Government

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (Specify)	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="6"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="-"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

2.11 No. of meetings with various stakeholders: Total No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	<input type="text" value="2"/>	International	<input type="text" value="-"/>	National	<input type="text" value="-"/>	State	<input type="text" value="-"/>	Institution Level	<input type="text" value="2"/>
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(ii) Themes

Institutional:

Faculty Development Programmes (Quality Related)

Lion Girdhari Luthria, (Charter President Lions Club of Action) conducted a Faculty Development Program (FDP) on the subject of 'Art of Self-Healing' on January 23, 2018. He provided basic training in Su-Jok therapy. Kits containing an instructional booklet and instruments for the therapy were distributed to the faculty members.

A Faculty Development Programme was conducted in Mahableshwar on February 13, 2018. Where, Prof. Anand Kumtha conducted an interactive workshop on 'Acting Skills for Teachers'. The Workshop included interesting practical sessions of Role Play and Theatre Games.

2.14 Significant Activities and contributions made by IQAC

The IQAC had a major role to play in the academic year 2017-18 as the college faced the 3rd cycle of NAAC accreditation. The consistent efforts of the college through IQAC towards quality improvement resulted in the college being rewarded with the A+ grade with an impressive CGPA score of 3.59. The details of the significant activities and contributions made by the IQAC are given below.

NAAC Peer Team Visit:

The IQAC facilitated the NAAC Peer Team visit and made the necessary arrangements for the smooth and effective conduct of the visit. A NAAC Peer Team comprising of Chairman, Prof. Mohd. Iqbal Ali, Former Vice-Chancellor, Satavahana University, Andhra Pradesh; Member, Dr. Anil K. Srivastava, Former Professor of Statistics, University of Lucknow & Director, Institute of Applied Statistics & Quality Management, Lucknow, Uttar Pradesh and Member Coordinator, Prof. A. D. Naval Gund, Principal, Anjuman Arts, Science and Commerce College, Bijapur, Karnataka visited the College for the 3rd Cycle Re-accreditation process on September 25 -26, 2017. They visited the various College departments; viewed Power Point presentations; examined the documents; made observations about the infrastructure and had interactions with the faculty, non-teaching staff members, students, alumni and parents. As a result, the College secured an impressive Grade A+ with a CGPA of 3.59 - a remarkable improvement over the 2011 Grade A with a CGPA of 3.13. An added Compliment to the institution is that our CGPA score is among the highest awarded to a Commerce college in Mumbai.

The IQAC also organised a celebration and to mark it a get-together lunch attended by Management representatives, faculty, non-teaching staff, students and alumni was hosted by the Management. Cash incentives to staff members were also gifted by the Management as tokens of appreciation towards the sustained efforts for quality improvement.

Initiatives for Quality Improvement:

Apart from the routine, the measures taken by the IQAC to enhance quality in the institution included the following:

- Digital preservation of basic service related documents of the staff members.
- Setting up of a one stop MIS Centre to coordinate and streamline data and information.
- Setting up procedures for CAS of the teaching staff.
- Creating master lists for basic information required.
- Maintenance of the records/ documents required for the 4th cycle of NAAC.

- Setting up systems to maintain records/documents required for the 4th cycle of NAAC in keeping with fresh guidelines.
- Extending assistance in preparing the proposal for the UGC Block Grants for the academic year 2018-19.
- Preparing a Proposal for India Today- AC Nielson Survey for the Best College

Feedback:

Faculty feedback collected from students of all courses and analyzed by a third party was an endeavor towards pedagogic enhancement. The analysis was shared and discussed with the faculty through their Heads of Department and Co-ordinators.

Seminars, Conferences & Workshop

In a breakthrough for the empowerment of women, the College in association with the Maharashtra State Commission for Women set up the Hinduja College Centre of Women Studies on January 19, 2018. This is the only Centre of its type to be registered under the Society Act and to be listed to get support from the UGC to promote Research, Projects and Publications on Women Studies.

On this occasion an International Conference on 'Recent Advances in Women Studies' was also organized. The Conference received 68 papers and had 80 participants from across the City, State and Nigeria.

A delegation, including the Vice Chancellor, of Lakehead University, Canada visited the College campus on March 21, 2018 and interacted with the students and faculty and discussed the possibilities of collaborations, MoUs and faculty and student exchange programmes

Placement of Teachers under Career Advancement Scheme:

- The IQAC took the initiative and arranged for Placement Interviews under CAS for eligible faculty in the Aided Section of the Degree College. The necessary verification of files and APIs was done.
- The IQAC also initiated the process of placements under CAS for teachers of the Self-financing courses and oriented and guided the teachers eligible for placement for the preparation of their respective files.

Faculty Development Programmes

- Lion Girdhari Luthria, (Charter President Lions Club of Action) conducted a Faculty Development Program (FDP) on the subject of 'Art of Self-Healing' on January 23, 2018. He provided basic training in Su-Jok therapy. Kits containing an instructional booklet and instruments for the therapy were distributed to faculty members.
- A Faculty Development Programme was conducted in Mahabaleshwar on February 13, 2018. Where, Prof. Anand Kumtha conducted an interactive workshop on 'Acting Skills for Teachers'. The Workshop included interesting practical sessions of Role Play and Theatre Games.

2.15 Plan of Action by IQAC/Outcome

(The Plan of Action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.)

Plan of Action	Achievements
To organise Faculty Development Programme on regular basis for teaching and non-teaching staff.	Lion Girdhari Luthria, (Charter President Lions Club of Action) conducted a Faculty Development Program (FDP) on the subject of 'Art of Self-Healing' on January 23, 2018. He provided basic training in Su-Jok therapy. Kits containing an instructional booklet and instruments for the therapy were distributed to faculty members. A Faculty Development Programme was conducted in Mahableshwar on February 13, 2018. Where, Prof. Anand Kumtha conducted an interactive workshop on 'Acting Skills for Teachers'. The Workshop included interesting practical sessions of Role Play and Theatre Games.
To organise National and International Conference	International Conference on 'Recent Advances in Women Studies' was organized. The Conference received 68 papers and had 80 participants from across the City, State and Nigeria.
To submit proposals for minor research projects to the University of Mumbai.	One Minor research project was submitted.
Encourage research in wider range of subject and conduct workshop on research	1) A three-day cost free Workshop on 'Basic Research' was organized by the Centre from December 19 - 21, 2017 to provide training to scholars pursuing their Doctoral and Pre-doctoral degrees in various Research Centres in Mumbai. 2) Dr. Neeraj Kaushik from the National Institute of Technology (NIT), Kurukshetra, Haryana, a renowned name in the field of academic research and well-known for his research technique videos on the 'YouTube' guided 30 participants.
To encourage and support faculties in completion of their Ph. D. and other research work.	Three faculty members completed their Ph.D during the year.
Continue to encourage Ph.D. students to complete and submit their thesis.	Three faculty members completed their Ph.D during the year and one faculty member was on FIP leave for completion of the doctoral research.
Continue to organize the Dharam Hinduja Essay writing completion for Faculty at the National level	The competition was successfully organised.
To organise curricular and co-curricular activities at departmental level to get maximum participation of students.	A number of co-curricular and extra-curricular activities were organised by the departments and committees throughout the year and also the participation by the students in the intercollegiate events of other colleges was encouraged.

Continue to organise mega intercollegiate event 'Panaah'.	The inter-collegiate event was successfully organised during 11 th to 14 th December 2017 with a huge participation from more than 58 colleges in a spectrum of events.
Redevelopment of College building	The preparatory work is in process.
To organise out station picnic for teaching and non-teaching staff for recreation.	The picnics were organised for both the teaching as well as the non-teaching staff as a team building exercise.

** Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken:

Management Approved the AQAR after necessary changes.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes*

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	07	-	7	-
M.Phil.	01	-	1	-
PG	11	-	11	-
UG	14	-	13	-
Advanced Diploma	-	-	-	-
Diploma	01	-	01	01
Certificate	06	-	06	06
Total	40	-	39	07
Interdisciplinary (UG)	01	-	01	01
Innovative (UG)	02	-	02	-

* Including Programs Offered through YCMOU

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

CBCS:

1. The University Of Mumbai follows Choice Based Credit System and the College has adopted the same.

Core /Elective options:

The College has opted for various elective options and professional courses to improve potential for employability.

The Core Elective Options adopted by the Institution are as follows:

Under Graduate Programs	Post Graduate Programs	M. Phil	Ph. D.
B.Com – Business Management Financial Accounting and Auditing Export Marketing, Computer Systems & Applications, Taxation BMS – Marketing, Finance BMM - Advertising, Journalism B.Sc(IT) - GIS, Cyber Law	M.Com (Accountancy) M.Com (Business Management) M.Com (Banking and Finance) M.A (Public Relations) M.A (Communication and Journalism)	M.Phil (Human Resource Management) M.Phil (Accountancy)	Ph.D.(Business Policy and Administration) Ph.D. (Trade, Transport & Industry) Ph.D. (Business Economics) Ph. D. (Management Studies) Ph. D. (Business Management) Ph. D. (Accountancy) Ph. D. (Banking & Finance)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	12

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(On all aspects)

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

B.Com

Department of Accountancy: SYBcom Accountancy and Financial Management Syllabus has been revised and The subject of Management Accounting has been shifted from TYBcom to Sy Bcom, Also the syllabi of TYBCom subjects of Financial Accountancy and Direct and Indirect taxation have been revised and relevant and contemporary topics have been included

Department of Commerce: SYBcom Commerce, Business Law and Advertising syllabi have been revised.

Department of Economics: SyBcom Economics syllabus has been made more application oriented and almost 40 percent of the syllabus has been revised.

Also, for the self-financing UG courses of BIM, BAF, BFM, BMS & B.Sc.(IT), the Second year syllabus was revised in continuation with the revision for the First Year in the last academic year.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes. In a breakthrough for the empowerment of women, the College in association with the Maharashtra State Commission for Women set up the Hinduja College Centre of Women Studies on January 19, 2018. This is the only Centre of its type to be registered under the Society Act and to be listed to get support from the UGC to promote Research, Projects and Publications on Women Studies.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
40	32	07	--	01

2.2 No. of permanent faculty with Ph.D.

17

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	--	--	--	--	11	--	11	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

24	49	07
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	30	12	-
Presented papers	11	15	-
Resource Persons	03	-	01

No. of Faculty	International level	National level	State level
Published papers	11	15	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Classroom Teaching: Use of ICT (Power Point Presentation, Videos, Movies, etc.), Written Assignments, Project Presentations, Case-Study Method, Management Games, Group Discussions, Debates etc.
- Co-Curricular activities: Intra and Inter College Programmes/Competitions, Arranging Exhibitions, Learning through Documentary, Art and Commercial Cinema, Debates, Group Discussions, Peer Learning, Oral and Poster Presentations are some of the innovative teaching approaches/ methods adopted by the College.

- Students were encouraged to take up Industry-based Projects; National and Local Study Tours are organised and Research-based Projects are assigned to the final year students give them experiential learning to whet their interest in research.
- Guest lectures for the students were conducted by external resource persons to strengthen the teaching–learning process.
- Remedial coaching was provided to the slow learners and intensive coaching and mentoring was given to the advanced learners.
- College organized a grand intercollegiate festival *Panaah* which provided hands-on experience to students in event management, hospitality, public relations, media, marketing and obtaining funds for a mega college event.
- Industrial visits were arranged. Local field visits were also arranged to places like BSE, NSE, RBI.
- In specialized programmes such as Bachelors of Mass Media, Bachelors of Management Studies, B. Com. (Accounting Finance), etc. many departments follow new innovative teaching techniques as per their curriculum.
- In an endeavour to enhance the self-confidence of students and to prepare them to face academic and professional challenges, a mentoring system has been established in the College. Details of the system are as follows:
 - Each mentor-teacher is assigned the responsibility of 10 -12 mentee-students.
 - The mentor breaks down psycho-social barriers and interacts with the mentees whenever the need for mentoring is felt and in any case at least twice a month.
 - The system is more informal than formal and therefore it is mainly oral communication based.
 - The mentor guides students who seek guidance in academic, as well as non-academic matters.
 - Mentors either directly guide mentees with regard to their career development or refer them to the College Career Counselling Cell and Placement Cell.
 - Quite often the mentor initiates the mentoring activity by counselling diffident and reserved students.
 - Especial attention is paid to students with special needs to draw them into the mainstream.
 - Students are helped to select the elective subjects that are best suited for them.

- When academic irregularities, negative behaviour, aggression etc. are noticed in a student the mentor-teacher touches base with the parents/guardians and/or refers the mentee to the College Counsellor to resolve the problem.
- In case a student desires to have a different mentor-teacher than the one assigned to him, then without any bias or prejudice he is assigned the mentor of his choice.
- Mentors provide Letters of Recommendation to their mentees who after passing out from the College apply for scholarships or study programmes in a foreign University.

The visible positive results of the mentoring system in the College have been the following:

- An increase in teacher-student contact hours.
- Development of mutual trust and understanding between teachers and students
- Enhanced academic performance.
- Reduced student drop-out rate.
- Improved time management.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Academic Calendar: Tentative examination schedules are included in the annual Academic Calendar

Prospectus: Information about the evaluation process and other rules & regulations with regard to examinations are elaborately contained in the College Prospectus.

Notices & Circulars: Notices/Circulars/Ordinances pertaining to the pattern of examinations and the pattern of the question papers are displayed on Notice Boards and are explained by teachers in classrooms.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

-	04	02
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III%	Pass %
B.Com V	735	6.8	39.18	37.41	3.80	0.40
B.Com VI	733	4.91	47.88	34.24	2.59	0.40
B.Com (A&F) V	148	26.35	52.70	14.86	00.68	00.00
B.Com (A&F) VI	148	24.32	54.05	12.84	00.00	00.00
BBi V	68	07.35	57.35	25.00	01.47	00.00
BBi VI	68	11.76	61.76	16.18	00.00	00.00
BFM V	73	17.81	56.16	19.18	00.00	00.00
BFM VI	73	27.40	58.90	12.30	00.00	00.00
BMM V	67	02.98	47.76	41.79	01.49	00.00
BMM VI	67	02.98	49.27	29.85	04.48	00.00
B.Sc IT V	53	00.00	50.94	24.53	00.00	00.00
B.Sc IT VI	53	01.89	49.06	35.85	00.00	00.00
BMS V	216	27.78	37.04	32.41	00.00	00.00
BMS VI	216	9.72%	53.70	26.85	0.92	00.00
M.Com Acc - III	56	42.24	10.8	16.24	0.00	8.71
M.Com Acc - IV	56	4.48	44.90	39.24	0.00	3.23
M.Com B & F - III	46	6.98	41.50	29.29	0.00	3.18
M.Com B & F - IV	46	6.98	44.90	32.21	0.00	4.20
M.Com Mgmt - III	39	14.24	29.24	33.89	0.00	14.29
M.Com Mgmt - IV	39	14.79	23.21	23.28	0.00	13.19

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- IQAC through Heads of the Departments conducts periodic meetings and reviews the quality of teaching-learning through the Log Book, Lesson Plans, and by reviewing the academic performance of students.
- Lectures of newly recruited faculty are observed by Heads of Departments and some senior faculty at the request of the Principal.
- IQAC collects and analyses the Student feedback about teachers in various criteria and then discreetly communicates to the teachers for self-improvement. The Principal and the HoDs give inputs to teachers for enhancement of their teaching skills wherever necessary.
- An Annual 'Best Teacher Award' has been instituted and is awarded to teachers on the basis of student feedback collected by the IQAC.
- A rigorous review of the functioning of various departments and committees of the College is done regularly as part of the quality enhancement endeavour. This includes meetings at the department level, IQAC-department meetings to review teaching-learning processes, meeting

with the Principal and Vice-Principal to oversee and evaluate implementation of reforms and new practices.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	Nil
Orientation programmes	03
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	05
Others (Short Term)	02

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	59	12	NIL	25
Technical Staff	04	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The College is a recognized Research center for the University of Mumbai and offers Research avenues in seven different streams. The faculty is encouraged to avail of the Faculty Improvement Programme of the UGC for pursuing their Ph.D. To guide these research scholars, following research workshops were held in the college by the Research Center:

1) A three-day cost free Workshop on 'Basic Research' was organized by the Centre from December 19 - 21, 2017 to provide training to scholars pursuing their Doctoral and Pre-doctoral degrees in various Research Centres in Mumbai.

2) Dr. Neeraj Kaushik from the National Institute of Technology (NIT), Kurukshetra, Haryana, a renowned name in the field of academic research and well-known for his research technique videos on the 'YouTube' guided 30 participants.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	01
Outlay in Rs. Lakhs	-	-	-	25000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	16	15	NIL
Non-Peer Review Journals	12	17	NIL
e-Journals	-	-	NIL
Conference proceedings	00	02	NIL

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	01	University of Mumbai	Rs. 25000	Rs. 25000
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	01	University of Mumbai	Rs.25000	Rs.25000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	03	-	-	-	-
Sponsoring agencies	Maharashtra State Commission for Women	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
09	-	05	-	-	-	4

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) Nil

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Following activities reflecting Institutional Social Responsibility and extension have been conducted during the year through various committees like NSS, Panaah, DLLE, Rotaract Club, etc.

NSS:

The NSS Unit of the College had an action and activity packed academic year as follows:

- NSS activities in the academic year commenced on June 11 with a Painting Drive organized at Bandra Railway Station to beautify the station walls and to create awareness about animal protection and care.
- This was followed by a Yoga Week which was organized in association with ICYHC (Ishwardas Chunilal Yogic Health Centre) Kaivalyadham Yoga Centre for a week before the celebration of the International Yoga Day on June 21 when instructors from the Brahmakumari Ashram conducted an exercise and meditation session for the NSS volunteers.

- 05 NSS volunteers also attended the Yoga Workshop conducted at R.D. National College, Bandra from June 17 – 21.
- A 'Yoga Session' in association with Patanjali. was organised.
- On July 02 the volunteers performed a Street Play on 'Tree Plantation' at Marine Lines and Charni Road Railway Stations on the occasion of National Tree Plantation Week, in association with the Forest Department. A Tree Plantation Drive was also organized at the Lokmanya Tilak Garden, Girgaon Chowpatty, where 18 saplings that were supplied by the Forest Department were planted.
- A workshop on 'Forms of Sexual Harassment and Gender Sensitization' was organized by the NSS Unit in association with 'Safe City' on July 18.
- The 157th Income Tax Day was celebrated by organizing a Debate and Essay and Slogan Writing competitions on July 21 in the presence of Guest of Honor, Mrs. Chaitali Panmei, Income Tax Commissioner.
- An Orientation Session organized for the newly inducted NSS volunteers. The volunteers next participated in the Peace Rally organized by the University of Mumbai and also attended the Peace Conclave at NSCI Dome, Worli,
- On August 13. a Painting Drive was organized at Ram Mandir Railway Station where the walls were beautified on the theme of 'Save Animals'. Independence Day decoration was done with Posters and Rangoli.
- In the College premises, NSS volunteers presented a cultural performance on Independence day. Later in the day they cleaned the college corridors.
- A Flag Picking Drive was organized at Girgaon Chowpatty on August 16. Volunteers also participated in a Community Connect Fellowship Orientation on August 19, 2017.
- A Spiritual Healing Seminar was organized in the College on August 21 in which Ms. Mrudgandha Kulkarni of Mrudgandha Mystiics guided students about how to lead a positive life.
- To generate awareness about AIDS, Band Distribution was done on August 23.
- The Police Mitra Project was also undertaken wherein the volunteers helped the Police manage Ganesh Visarjan on August 31.
- September began with a Beach Cleaning Drive organized in association with 'Panaah' at Girgaon Chowpatty on September 01
- It was followed by a Cleanliness Drive in the College Lane on September 03.
- The Police Mitra Project was again undertaken on September 05 on the occasion of Ganesh Visarjan in which the volunteers had an interesting session with a Senior Police Inspector before reporting to their assigned locations at C.P. Tank, Prarthna Samaj, Alankar Cinema area, Thakurdwar, and Do Tanki.
- A Blood Donation and free Thalassemia Check-up Drive were organized in association with J.J Hospital on September 08.
- For the students who wished to attend further sessions on Spiritual Healing a repeat session was conducted by Ms. Mrudgandha Kulkarni of Mrudgandha Mystiics on September 11.

- Poster Making was organized on September 19 on the theme of 'Sanitation & Environment Conservation'.
- To decrease noise pollution an Anti-Honking Drive was conducted on September 21
- A Paper Bag making event was organized in the College on September 23 and the bags made on the occasion were distributed to local vendors to promote an Anti-Polythene Drive. The month's activities wound up with a Poster Making Competition
- A Rally for 'Voluntary Blood Donation Awareness' on the occasion of Voluntary Blood Donation Day on October 01.
- On the following day on the occasion of Gandhi Jayanti, NSS volunteers of the College attended a Bhajan Sandhya at Gateway of India organized by the University of Mumbai. October 09 had a Yoga Session organized in association with Patanjali.
- A Beach Cleaning Drive was conducted at Chaitya Bhoomi, Dadar in association with the NGO 'Beach Please' on October 12. An Essay Writing Competition was organized on October 13 on the subject of 'AIDs awareness'.
- A Debate Competition was organized on October 17 on the theme of 'AIDs Transmission and Use of Contraception'. Volunteers helped in the Beach Cleaning Drive at Chaitya Bhoomi, Dadar on October 21. The volunteers even attended the event organized by the University of Mumbai on the occasion of National Unity Day on October 31.
- A Poster Making Competition and T-Shirt Painting organized in the College on December 02, during the World AIDs Week. A Slogan Writing Competition was conducted on December 04, again as part of the World AIDs Week. In the same month NSS volunteers participated in an inter-college competition organized by Ruia College in the categories of Bottle Painting, Slogan Writing, Debate, Quiz and Street Play. They secured the 1st prize in the Quiz Competition. A College Cleaning Drive was undertaken on December 17. An Inter-college Workshop on Disaster Management was organized by the Unit on December 18 – 19 in which a total of 38 Colleges participated and 187 students benefitted. Here, Prof. Bidwe, NSS Co-ordinator, University of Mumbai, and Dr. Kolte, NSS District Co-ordinator were the Guests of Honor. A Spiritual Healing Session was organized on December 22. Another Beach Cleaning Drive was conducted in association with the NGO 'Beach Please' at Chaitya Bhoomi, Dadar on December 24. The 'Light smile' campaign was held on the occasion of Christmas on December 25, where the volunteers celebrated Christmas with underprivileged girl children from 'Seva Sadan'.
- Paper Bag Making on January 05 was conducted. Volunteers also participated in the Swami Vivekananda Youth Run Marathon held on the January 07 and later did Sapling Plantation.
- The Police Mitra Project was undertaken for the third time on January 12 – 13, 2018 in which the volunteers helped the Police to control traffic for two hours on both the days.
- National Youth Day was celebrated by volunteers on January 12 by participating in the University event, as well as by organizing a Poster Making Competition on the subject of Women Empowerment.

- A Yoga Session was organized in association with ICYHC Kaivalyadham on January 13. Volunteers attended the Organ Donation Public Awareness Campaign held at Mumbai Central Railway Station on January 14.
- Volunteers participated in an Inter-college Street Play Competition organized by R.J College on the subject of Disaster Management on January 16.
- A Blood Donation and free Thalassemia Check-up Camp was organized in association with Nair Hospital in the College on January 18.
- Students also performed Street Plays at various locations to create thalassemia awareness and to motivate people to donate blood.
- A Beach Cleaning Drive was held at Chaitya Bhoomi, Dadar, in association with the NGO 'Beach Please' on January 21.
- Volunteers performed a Group Dance on the theme of 'Responsible Youth' on January 25 at the Annual Day of the College and even organized a Donation Drive for the Annual Residential Camp in the College from January 29 – 31,
- A Seminar on Animal Rights was conducted by members from the NGO Welfare for Street Dogs (WSD) on February
- 09. A Spiritual Healing session was organized on February 12. A seminar on 'Yoga on Stress Management' was held in
- the College on February 15, in which Ms. Priyamvada from The Yoga Institute taught the students various Asanas and
- Meditation Techniques for Stress Management and Concentration. Volunteers attended a workshop on Organ Donation
- conducted at N.S.S. College on February 16. The Police Mitra Project was undertaken at Dadar on February 17.
- Volunteers attended a workshop on Personality Development held at Wilson College on February 20, 2018. 19 sessions of D.B.M. (Dharma Bharti Mission) were conducted, completing 46.5 hours at Seva Sadan School.

PANAAH

Promotion of Eco-friendly Ganeshas & a Beach Cleanliness Drive

PANAAH's first offline PR Activity was organised on September 01, 2017. The main focus of this event was to promote the use of eco-friendly Ganeshas during the festival. Students from different colleges participated to clean Girgaon Chowpatty and spread awareness that one should not pollute the environment by using Ganesha idols that are not biodegradable. Manu Punjabi, a Big Boss contestant helped the students in their endeavor. A video about this activity which was uploaded on social media handles went viral and received a gratifying response of 1.8 lac views.

Mission Human Safety

The stampede tragedy at Elphinstone Road Railway Station shook the sensibilities of Mumbaikars. Team PANAAH resolved that it was time to get over this attitude of acceptance and adjustment and to bring about a change. For this, the students presented a

two-way interactive street performance at Churchgate and CST Railway Stations to create awareness about what should be done to avert such a tragedy.

Saturday Kindness

PANAAH officially announced its first ONLINE PR Activity which was scheduled on November 04, a few days before Children's Day with an obvious focus on children. Students were encouraged to donate clothes, toys, stationery etc. to underprivileged children at places designated as 'Walls of Kindness'. Images of 'Walls of Kindness' were uploaded on social media with the hashtag # Saturday Kindness # Wall of Kindness. Generous donations were received.

Play for a Cause

This year the social commitment of Team PANAAH was Women Empowerment and creating AIDS awareness. A fund raising tournament, the USP of which was the revival of traditional Indian Games such as Kabbadi, Lagori, Human Ludo, etc. was organized on December 01, 2017 at Priyadarshini Park, Nepean Sea Road, Mumbai. Over 2500 college students participated in this event and its proceeds were donated to Navjeevan Centre, an organization that works for victims of human trafficking, AIDS awareness and student welfare.

Gulf Pride Safety Ride

To promote the use of helmets and Road Safety measures and precautions, Team PANAAH organized a Bike Rally with CSR Partner, Gulf Oil on December 09, 2017 in which 250 bikers from different colleges set out for a 1.2 km bike rally. State Transport Minister Shri. Diwaker Raote flagged off the event.

DLLE

The activities of the DLLE commenced with PAN Card Drive on September 01, 2017 which benefited over a 100 students. A few days later the DLLE members participated in the Beach Cleaning of Girgaum Chowpatty, an event sponsored by Hindustan Times. This was followed by an Enrollment Drive from September 11 - 16, 2017 in which 90 students registered as members. In the month of October the students participated in a 'Run for River' programme to create a sense of responsibility among citizens about the usage and conservation of water.

At the inter-college level, the students participated in the DLLE Festival organized by KES College; the UDAAN Festival hosted by Sasmira Institute of Management and ELYSIUM, the inter-college festival of B.L. Amlani College in which our students won prizes for Fireless Cooking and Mehendi.

The achievement of the DLLE students which deserves especial mention is the Accountanzia Presentation competition organized by Gurukul College of Commerce in which our students Shreya Ratnani (TYBAF) and Ejaz Siddiqui (SYBAF) bagged the First Prize.

ROTARACT CLUB

The Rotaract Club of the College fared exceedingly well in the academic year with a record registration of 405 members and the execution of over 240 projects in various categories such as Community Service, Professional Development, Sports, Editing, Public Relations & Marketing. Among the most noteworthy and successful events organized during the academic year were the following:

Hinduja Carnival

Spread over 15 days, the event included 50 events at an average of 3-4 events daily. The Carnival was graced by celebrities such as Bandgi Kalra, famous Model and Big-Boss Contestant; Aakriti Anand, Model and Telestar and Ricki and Sarang, Celebrity Dancers who judged competitions of dance and singing. Among the participating students, Rtr. Vanshika Bhardwaj and Rtr. Floyd Aranha were awarded Ms. and Mr. Carnival.

Mandela Week

With an aim to spread education and equality, the International Service Team of the Rotaract Club of Hinduja College organized a 07 day event on the eve of Nelson Mandela International Day in which students from Municipal Schools were taught functional English for day to day use. This was a unique opportunity and experience for the young students.

Aashirwad

The Rotaract Club of Hinduja College celebrated Raksha Bandhan in an innovative and off-beat manner by tying 'rakhis' to the 86 inmates of Asha Daan, an Old Age Centre. The inmates were touched and overwhelmed by the gesture.

MythsVsFactonHealthandDiet

The Professional Development Team of the Rotaract Club along with the Cultural Committee of the College organized a free session on health and diet. Myths and facts regarding food and nutrition were discussed at length by Ms. Duriya Beguwala from Herbal Life Nutrition.

UnsungHeroes

The Rotaractors dedicated a programme to honour those who have laid down their lives for the country, as well as those who work 24/7 for the safety and security of the country.

HindujaRYLA (Rotary Youth Leadership Award)

This Project was carried out by the Partners-in-Service Team. It was conducted to inculcate leadership qualities, both among Rotaractors and Non-Rotaractors and to award merit and leadership skills.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4312.435 sq.mt.	-	College	4312.435 sq.mt.
Class rooms	31	-	-	31
Laboratories	04	-	-	04
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NA	NA	NA	NA
Value of the equipment purchased during the year (Rs. in Lakhs)	37.45	19.66	College	57.11
Others	Nil	NIL	NIL	NIL

4.2 Computerization of administration and library

- **Administration:** The College uses the Vriddhi data management system which covers various aspects of administration. The admission process is also totally computerised using this software. Tally ERP 9 software is used for managing the account section. The examination result processing is contracted to a third party. Students Identity Cards are printed using special printers in-house using Vriddhi software.
- **Library :** The College has hybrid library and has an integrated library Software i.e. Vriddhi Software. It supports all Library functions such as Acquisition, Accession, Circulation, Serial control and OPAC. Vriddhi Software also generates reports of yearly stock taking, budgeting and other financial aspects such as fine collection etc. Apart from the valuable and qualitative collection of hard copies of books and journals, library also subscribes **INFLIBNET- NList** database from which the reader can access moreover 6,094 e-journals and 31,39,309 e-books.
College library has an Institutional membership with **Indian Merchant Chambers and SNTD University**, which enables our research scholars to share its consortium.
Our College provides Intranet and Internet facilities to the students and teachers. Library has separate section acquired by 9 computers especially for the students, teachers and research scholars to surf on internet and access the information. Library provides Reprography services to the users.
College Library also has its Institutional Repository, to exploit the knowledge of its own research scholars for its M.Phil. and Ph.D. students.

4.3 Library Services:

Particular	Exisiting		Newly Added (2017-2018)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13560	1525319	3086	498944	16646	2024263
Reference Books	28469	3559745	247	121459	28716	3681204
E-Books	-	-	-	-	-	-
Journals	57	761780	-	22020	57	783800
E-Journals	14		-		14	
Digital Database	1	71916	-	5900	1	77816
CD & Video	922	20717	4	-	926	20717
Library automation	1	50000	-	-	1	50000
Weeding (Hard & Soft)	4582	677647	412	59040	4994	736687
Other (specify)- Institutional Membership	1	4600	1	8220	2	12820

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	281 (plus 91 laptops)	183	Lease line	03 centres	03 centres	81	17	56 (Laptop)
Added	14	14	20 mbps	NA	NA	NA	NA	35 (Laptops)
Total	295 (plus 91 laptops)	197	NA	03	03	81	17	91 (laptops)

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- The college has three computer laboratories with high speed broadband access. Students and Faculty can access Internet at all time.
- The college conducts in-house training programs for the non-teaching staff to learn technology to use in their day-to-day office work.
- College is a Wi-Fi enabled campus which helps management, Staff and students to extensive use the internet for their various purposes.
- Online feedback from students is collected for faculty members.

4.6 Amount spent on maintenance in Rs. In lakhs :

i) ICT	1.01
ii) Campus Infrastructure and facilities	64.54
iii) Equipments	10.89
iv) Others	3.39
Total :	79.83

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC obtains feedback from students on various support services available in the college and uses them for enhancement of these services. Feedback on such programs is made available to the management through IQAC for quality sustenance and improvement.
- The college has an effective system of remedial teaching for students in need of greater academic help. The respective heads of the departments duly supervise these.

5.2 Efforts made by the institution for tracking the progression

- Heads of Departments hold periodic meetings of their respective departments and discuss the progress of students in academics.
- Subsequently in the meeting of Heads of Departments with the Principal, the progress in academics is discussed and ways to enhance the performance of students are put forth.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil)
4345	407	112	30

(b) No. of students outside the state

138

(c) No. of international students

NIL

(d) Men

Women

No.	%
2509	51.27

No.	%
2385	48.73

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4349	70	3	72	-	4491	4729	76	3	86	-	4894

Demand ratio (Approx) 1:4.25

Dropout % (Approx) < 2 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The faculty guides and encourages students for competitive examinations like CA, CAT after their graduation.
- The college library is well stocked with books and journals for competitive examination.

No. of students beneficiaries

125

5.5 No. of students qualified in these examinations NA

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

The college has appointed Dr. Asha Ambani and Ms. Nisha Chandarana for counselling students of the college. One of them visited the college once a week. Any student could have a walk-in and discuss any problem as and when needed.

The college has a dedicated career counselling cell. The activities of the Cell commenced with a Guest Lecture delivered by Mr. Sandeep Kumar Rawat, Co- founder and CEO of Heisenberg Eduventures on June 23, 2017. He addressed students of the T.Y.B. Com. Class on MBA as a post- graduation career option; gave a background about Heisenberg Eduventures and explained why MBA from a premier B School would be a preferred option.

No. of students benefitted

210

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
29	274	102	NA

*Most of the students opt for further studies after their graduation and around 50 % of students join their family business.

5.8 Details of gender sensitization programmes

A number of Gender sensitization programs were organized especially under the Women Development Cell.

Orientation Programme

The Women Development Cell organized an Orientation Programme on August 04, 2017. At the programme, Principal Dr. Minu Madlani addressed students about women empowerment and safety; Convener Dr. Gayatri Agarwal gave a gist of the role of the Cell and the activities planned for the year ahead and students, both boys and girls presented a four-part skit on the themes of Eve Teasing and Acid Attacks, Gender Inequality, Domestic Violence and Physical Harassment.

Visit to Asha Daan - An NGO

On August 21, 2017, Convener Dr. Gayatri Agarwal accompanied by WDC Member, Prof. Sarita Mahadik and three student representatives visited Asha Daan, a Home for destitute and disabled people run by Mother Teresa's Sisters of the Missionaries of Charity. The WDC team gave a token of raw food materials, conducted a session with the students there and purchased handicrafts made by special children.

Women's Week Celebrations (January 15 -19, 2018)

The WDC of the College dedicated an entire week to women and womanhood. The week began with the Inaugural Function on January 15, 2018 graced by inspiring women achievers - Dr. Gita Chadha, Director, WDC, University of Mumbai; Advocate Audrey D'mello, Director, Majlis and Ms. Hema Mehta, Asst. Prof., Tolani College, Mumbai. They shared their personal experiences and views, besides information about about the legal and social mechanisms that are available to deal with sexual harassment, domestic violence, feminism, cybercrime etc.

On January 16, 2018, the WDC invited Dr. Sana Merchant, Nutritionist and Dietician to address students on the need and importance of nutrition, especially for adolescent girls. She explained the concept of Body Mass Index (BMI) and taught the students how to calculate it and avert health problems caused because of overweight. Dr. Merchant even responded to queries regarding facial acne, joint pains, weight loss/gain, period disorders etc. that were put forth by the students.

On Day 3 of the Women's Week celebrations in the College, Counsellor, Dr. Asha Ambani emphasized on the special needs of women students, since girls and boys are physically, biologically and hormonally different. Dr. Ambani addressed issues such as menstruation, anemia, female circumcision, reproduction, the LGBT community, HPV vaccine, thyroid malfunction and gender bias.

Student Activities and Competitions

January 17, 2018 was activity and action packed for students who competed in Essay Writing, Poster Making and Presentation.

Workshop on Self Defense Techniques

A Self Defense instruction programme was conducted by celebrity alumni Swastik Pitale on January 18, 2018 to prepare young girl students to protect and defend themselves in potentially dangerous situations, as well as for their physical and mental well being.

Activities for Teaching and Non Teaching Staff

The Women's Week celebrations culminated with a Quiz Competition, a Roll the Dice Game and an impromptu Dance Competition for the faculty, and an extraordinary Fashion Show put up by the lady members of the Non-Teaching Staff. The Fashion Show, which depicted the unity in diversity of our country, was so well appreciated that it was presented once again on the Annual College Day.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events:

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (PTA and Students welfare scheme)	48	52445
Financial support from government	148	1291341
Financial support from other sources (ANGC)	13	10400
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="02"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Exhibition:	State/ University level	<input type="text" value="01"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To empower our students not only to excel but to outshine

Mission

To inculcate the values of hard work, diligence and determination and above all, the will to succeed through a holistic and multipronged approach.

6.2 Does the Institution has a Management Information System

YES

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

College is affiliated to the University of Mumbai so we have to follow curriculum given by the University. We contribute to Curriculum development in the following ways.

- Faculty Members take active part in syllabus restructuring and revision. Some faculty members are the members of academic bodies of University of Mumbai where they actively participate in curriculum development. Aslo, some faculty members are the members of BOS of Autonomous colleges where they participate actively in the curriculum development.
- Feedback obtained by Faculty members from students, Peers and Industry are passed on to the Dean Faculty of Commerce / concerned Board of Studies for review and further discussion.
- Faculty members also participate in the various workshops and meets for syllabus restructuring and revision.

6.3.2 Teaching and Learning

- Subject departments conduct meetings at regular intervals of time to formulate their teaching plans, question paper setting and assessment schedules.
- Each faculty is given Log Book which contains details about Teaching Plans, Syllabus completion etc. The same is approved by Heads of Departments and ratified by the Principal at regular intervals of time.
- A subject syllabus completion form is filled and submitted by faculty members at the end of the each semester.

- Students are informed about lecture timings and classrooms and a change in them, if any vide Notices.
- Students are encouraged to visit the Library for reference reading.
- Remedial teaching is provided for Slow Learners and special attention is paid to Advanced Learners.
- Students are allowed to access to the Computer Labs for study and research purposes.
- Teachers adopt a Lecture-cum-Discussion method.
- Presentations on subjects are made by students with the help of LCD/Projectors and internet.
- Critiques, Report Writing, Seminars, Quizzes, Debates, Group Discussions, Group Projects, Games and Simulations are used for collaborative learning.
- Students are motivated to use E-learning and Blended Learning through Open Learning initiatives.
- To inculcate critical thinking intra-class debate competitions, group discussions and presentations are arranged. Such activities help to develop logical thinking, communication skills and self-confidence in students.
- Students are given opportunities both to participate in, as well as organize inter-collegiate events.
- The College records and publishes the academic year's activities, with literary contributions from students in three languages [English, Hindi and Marathi] in the college magazine.
- Students are encouraged to become members of, as well as to participate in activities organized by the NSS, NCC, Students' Council, Gymkhana, Rotaract Club, DLLE, WDC and Planning Forum. The activities organized by these committees facilitate the all-round development of students, particularly with regard to team building, resource mobilization and allocation, time management, practical accountancy etc.

6.3.3 Examination and Evaluation

- As an affiliate institution of the University of Mumbai, the college follows the examination system set out by the University.
- In the orientation program conducted for F.Y.B.Com. Students a special presentation is made by examination committee to explain CBGS to the students.
- The examination committee of the college prepares the schedule of all the examinations to be conducted during the year in the beginning of the academic session which enables the faculty and students to plan their teaching and learning schedules.
- Question papers set by Faculty are vetted by HOD's of respective Department to ensure that they adhere to standards.
- Revaluation and moderation of the examination papers are done as per the University rules and regulations.
- The students are sensitized well in advance on the consequences of using unfair means.
- Answer papers are masked to ensure unbiased assessment.
- Assessment is centralized as per the University rules.
- Meeting of the students with poor performance was conducted with their parents. They were counselled about improving their performance. They were provided with previous years question papers. They had to solve and submit the same. There was improvement in the subsequent examination result.

6.3.4 Research and Development

- Library and ICT facilities are made available to all students (U.G., Post graduate, M. Phil and Ph. D students) and faculty members.
- Talks by eminent personalities are arranged to foster a scientific temper and develop an aptitude for research culture among students including M.Phil., and Ph.D. scholars.
- Guides are allocated to the under-graduate students for undertaking Research Projects.
- Research related Workshops, Seminars and Conferences are organised on a regular basis.
- Duty leave is sanctioned to support staff for undertaking research activities and also registration fees along with TA is provided to the staff participating in National and International Conferences / Seminars.
- A three-day cost free Workshop on 'Basic Research' was organized by the Centre from December 19 - 21, 2017 to provide training to scholars pursuing their Doctoral and Pre-doctoral degrees in various Research Centres in Mumbai.
- Dr. Neeraj Kaushik from the National Institute of Technology (NIT), Kurukshetra, Haryana, a renowned name in the field of academic research and well-known for his research technique videos on the 'YouTube' guided 30 participants on various research related topics like Types of Research, Data and Variables (DV, IDV, Moderator, Mediator) Formulation of Objectives, Hypothesis and Model Formulation The Importance of Control Variable Metric and Non-metric Measurement Pathway to Bi-variate Analysis, Parametric and Non-parametric Tests, R Language, Regression V/s ANOVA etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The College has an intranet facility within the campus. Vriddhi Library Software is being used for maintenance of the Library. All functions such as Data Entry (Books, Journals and Membership), Transaction (Issue, Return, Renewal and Fine Collection), Generation of various Reports are computerised. Digital Library is maintained with software to upload and upgrade the various e-resources (Books, Journals, database). Faculty, staff and students make use of the computers which have been provided in the Library to browse for books. Also sufficient computers are available for data entry and transactions.
- Special printers are available for generation of barcode labels as well as for general purpose use. Intranet and Internet facilities are available for the users. Wi-Fi is made available in the entire College
- E-Journals and E-Books were made available to the faculty and students.
- Our library has software India Stats and INFLIBNET.
- The library has also installed OHP Projector and User Scanner facility for students and teachers.
- Tally ERP software is used for accounting purpose.

6.3.6 Human Resource Management

- Orientation and training programs are periodically organized for new recruits.
- In order to enhance capacities of the Faculty various Faculty development programs are arranged on regular basis.
- Recreation programs are also organized for Faculty, non-teaching and supportive staff.

6.3.7 Faculty and Staff recruitment

- The college is affiliated to the University of Mumbai and enjoys minority status. The faculty is recruited through the duly constituted Selection Committee as per University norms. This comprises of the nominees of the Management, University and Director of Higher Education. The Vice-Chancellor nominates the Subject Experts.
- The vacant post(s) of the faculty is / are widely advertised and applications are invited. The Principal and the concerned Head of the Department carry out the scrutiny of the applications and candidates with higher merit are called for an interview before the Selection Committee. Proceedings of the Selection committee are sent to the University for the Vice-Chancellor's approval. After getting the approval of the Vice-Chancellor, faculty is appointed on probation for one year.

6.3.8 Industry Interaction / Collaboration

To promote Industry Interaction and Collaboration the following industrial / field visits were organized during the year by the various departments as follows:

BAF

An Industrial visit to Nava Bharat Press Ltd. was arranged for students of the course to give them an insight and practical exposure about the working of a large scale printing press. (April 03, 2018).

BMS

An Industrial Visit for students was organised to the Parle G Factory, Khopoli. (March 28, 2018).

BBI

- Students of the FYBBI Class visited the Reserve Bank of India (RBI), where they were addressed by Prof. Jaganathan about the evolution of currency and the banking system. The students even got to see the currencies that were in use in ancient and medieval India. (January 30, 2018)
- About 70 students escorted by their Co-ordinator, Dr. Hemant Bhatti went for an Industrial Visit to Maganlal Chikki in Lonavala. (April 03, 2018)

B.SC (IT)

- A visit to the BSE which included a talk on 'Finance and Technology' especially with regard to the post-graduate courses conducted by the institution was organized for students of the course. (February 15, 2018)
- A one-day visit to I²IT (International Institute of Information Technology, Pune) was organized for students of the Department where they were given varied information about Computer Science and Engineering and an up-date about Artificial Intelligence, Robotics and like breakthroughs in the field of IT. (March 28, 2018)

BTM

- The FYBTM and SYBTM students visited CIPLA, Royal Canin's warehouse and a Balloon factory in Bhiwandi. (September 29, 2018).
- Students of the BTM course visited the Parle-G factory in Khopoli followed by fun-time at Adlabs Imagica and Aqua Imagica (March 28, 2018).

BIM

- The students of the Department were taken for a one-day Industrial Visit to Nava Bharat Press, Sanpada, Navi Mumbai. The Nav Bharat Press belongs to the Times Group and Navbharat Times is one of the largest circulated Hindi newspapers in Mumbai. After the Industrial Visit, the students went for a recreational outing to Aqua Imagica Water Park, Khopoli. (April 03, 2018)

- Students of the SYBIM and TYBIM classes visited the RBI Monetary Museum. (October 05, 2017)
- Students of SYBIM and SYBIM visited SEBI and attended a Power Point Session and a Question Hour Session conducted by Mr. Yazdi Pir, AGM, SEBI and Ms. Maharukh Hozdar, Manager, SEBI. (October 24, 2017)
- Students of all three classes of the course attended a session on investment marketing conducted by Dr. Vishnuvajjala Aditya Srinivas, Chief Operating Officer and Chief Economic Officer of BSE Brokers' Forum. (February 14, 2018)

MA (CJ /PR)

- Students of the course attended the book release event of Sudha Murthy's book, 'Three Thousand Stitches' at NCPA's Little Theatre. (October 11, 2017)
- Students also took part in a Question & Answer session with Ustaad Zakir Hussain as part of a PR event for the launch of the book 'A Life in Music' written by Nasreen Munni Kabir. (January 09, 2018)

BFM

- The Department organized a Field Trip to the Bombay Stock Exchange (BSE) in order to give students a comprehensive and practical insight about the financial market and its operation. (March 16, 2018)
- In order to bridge the gap between academic knowledge and practical industrial exposure, the BFM Department organized an Industrial Visit to a Chikki Manufacturing Unit at Lonavala. The visit enhanced the practical knowledge of students about manufacturing, pricing, financial and marketing aspects, distribution channels, etc. On the return journey a recreational visit to 'Wet and Joy' Resort was arranged for the students. (April 03, 2018)

GUEST LECTURES:

- TEDx Hinduja College 2017 is a licensed, independent event from the International Non-profit Media Organization TED. It is driven by the motto 'Ideas Worth Spreading' and it focusses on spreading unique ideas in the areas of Technology, Entertainment, Design, and Human Interest stories that are relevant to the local community that can make a substantial impact for a better society.

- TEDx Hinduja College was registered as a part of the Global Media Network in April 2017 and started with its initiative to bring change and impact. The TEDx Hinduja College event was held on September 23, 2017 at Marathi Sahitya Sangh auditorium. The event incorporated 120 students who worked under 14 departments which included Curation, Marketing, Hospitality, Event Administration, Production etc. It not only gave students an international exposure, but also exposed them to a network of professionals and change-makers in society. Students were actively involved in Debates, Conceptualization, Management, and extensive Brainstorming to bring out the best of ideas. It is to be noted that nothing was outsourced in the event and it was completely handled and managed by students under the able guidance of faculty members.

The event invited 14 distinguished speakers and performers who addressed a range of subjects such as Career Choices, Equality, Education, Bollywood, Art and Culture, Women Empowerment, Fitness and Physical Disabilities.

The eminent guests included the following:



Priyanka. K. Goyal
Mrs. Earth 2016



David Wittenberg
Educationalist



Dakxin Bajrange
Director, Film Maker



Dhruv Dholakia
Travel Blogger



Dr. Kanan
Psychologist & Coach



Neeta Kolhatkar
Senior Journalist



Truptraj Pandya
World's Youngest
Tabla Player



Nisha Thakkar
Yoga Coach To
Visually Impaired
Children



Nitasha Biswas
First Ms. Transqueen,
India



Prathamesh Jog
Professional
Dhol-Tasha Player



Aahana Kumra
Indian Theatre,
Bollywood &
Television Actress



Raghav Meattle
Singer



Rajani Pandit
Woman Investigator



Zeishan Quadri
Writer, Director,
Producer

BAF

- A Guest Lecture by Dr. Anil Mahajan on the Impact of GST on the Indian Economy was organized for students of T.Y. B. Com. (Accounting & Finance). (July 11, 2017)
- A Guest Lecture on 'Stock Market Trading' by Mr. Rakesh Nair and Mr. Sandeep Verma was arranged. They addressed the students of the course about the Stock Pricing Calculation Methodology of the Stock Market. (February 16, 2018)

BMS

- Prof. Navin Punjabi of H. R. College conducted an insightful lecture on 'Investors' Week and Investors' Planning'. (October 06, 2017)
- Mr. Ganesh Mani from Indian Business School (ICFAI) provided students guidance on 'How to Perform Well in an Aptitude Test'. (November 29, 2017)
- Mr. R. Kannan from Indusind Bank (Banking and Finance Department) conducted a techno- informative lecture on 'Digital Marketing'. (January 09, 2018)
- Mr. Kamal Chowdhri from Indusind Bank enlightened students on the 'Use of Information Technology in Banking Services'. (February 10, 2018)
- Dr. Ishrat Ali Lalljee, Head of Department of English at Hinduja College gave guidance to the students on writing effective Business Letters and Business Reports. (April 05 - 06, 2018)

BBI

- A Guest Lecture by Mr. Sudesh Goswami, a representative of Hinduja House, was organized for the Third Year students to guide them about the communication skills that students are required to be equipped with after their graduation so that they can step out with confidence in the job sector. (March 16, 2018)
- A Guest lecture by Prof. Rahul Mhabde, Former Principal of Thakur College was organized for the Third Year students to guide them about the Black Book Project so that they would be better prepared with ideas for presentation of their Project Work. (March 23, 2018)
- Dr. Ishrat Ali Lalljee, Head of Department of English in Hinduja College addressed students of the First Year on Business Communication Skills necessary to step into the corporate world, specifically the drafting of Business Letters and Business Reports. (March 28, 2018)

BSc. (IT)

- Mr. Zartab Nakhwa, CEO of Astrix Solutions, a Software Training Institute delivered a Guest Lecture on 'Project Management'. (August 06, 2017)
- Mr. Navin Reddy, a Corporate Trainer with Accenture Solutions Private Limited addressed the students twice, once on 'Freelancing' and once on 'Block Chain Technology'. (August 12, 2017 & January 23, 2018)

BMM

- CA Shardul Shah from M. A. Shah & Co., Chartered Accountants engaged a Guest Lecture for TYBMM Journalism students on 'The Banking Sector and the Financial Scenario in India'. (March 20, 2018)
- A Joy of Photography' Workshop was organized in association with Cannon India for BMM students. The students were taught about camera angles, different lenses, care, maintenance of cameras etc. (June 28, 2017)
- Mr. Vignesh Iyer, Senior Correspondent, PTI engaged a lecture on 'Beats in Reporting and Sources of News' for TYBMM Journalism students. He spoke about the different ways in which news sources can be cultivated. (July 15, 2017)
- Dr. Hozefa Bhinderwala, Consultant Psychiatrist, Saifee Hospital, conducted a counseling session on 'Stress amongst Youth in Today's Ultra HD Age' for FYBMM students to help students to understand how to deal with the pressures that surround them. (August 24, 2017)
- Mr. Lalit Chhajed, former Senior Correspondent, CNN-IBN engaged a Guest Lecture on 'Conflict Reporting' for TYBMM Journalism students. His experience as a Reporter who had covered the 2008 Mumbai attacks helped the students understand the sensibilities and ethical issues involved in conflict reporting. (October 09, 2017)
- Mr. Pankaj Athawale, former RJ, MAST Radio 107, conducted a session on 'Writing a Radio Script' for SYBMM students. (October 05, 2017).
- Mr. Sashank Ramugade conducted a guest lecture on 'Digital Marketing' for TYBMM Advertising students. (October 14, 2017)
- Ms. Pooja Sarkar, Business Correspondent, Economic Times addressed FYBMM students on 'Budget 2018'. (February 06, 2018)
- CA Shardul Shah from M. A. Shah & Co., Chartered Accountants engaged a Guest Lecture for TYBMM Journalism students on 'The Banking Sector and the Financial Scenario in India'. (March 20, 2018)

BTM

- Mr. Manav Sharma from Institute of Management Studies delivered a Guest Lecture for the TYBTM students and guided them on how they should prepare themselves for CAT 2018. (June 29, 2017)
- A lecture by Mr. Tushar Shah, from B.N. Transport Company on 'Logistics and Supply Chain Management' was organized for SYBTM and TYBTM students. (July 15, 2017)
- Mr. Omum Siddiqui of Rustomjee Ltd. addressed students of the First Year of the course on the 'Development of Presentation and Communication Skills'. (August 21, 2017)
- Prof. Navin Punjabi from H.R. College addressed students on 'Providing a Comprehensive Insight about Investors' Week and Investment Planning'. (October 06, 2017)
- Mr. Kamlesh Sajani, Managing Director of IMS Learning Resources conducted a Career Counselling session for TYBTM students on the subject of 'Career Avenues and Opportunities after Graduation.' (February 21, 2018)
- A Boot Camp was organized by Indian School of Management & Entrepreneurship for TYBTM students where an introductory session was conducted on 'Marketing, Finance and Entrepreneurship Management'. (March 07, 2018)
- Ms. Krutika from Lotus Group conducted a Guest Session for SYBTM and TYBTM students on 'Investment Patterns'

BIM

- Prof. Naisha Pravin Sujan, Faculty Member, International Business School delivered a Guest Lecture on 'Portfolio Management – Structuring'. (July 11, 2017)
- Mr. Vishal Gada, a specialist in the area of Domestic and International Taxation addressed students of the course on 'Career Aspects of Investment Management'. (September 12, 2017)

MA(CJ/PR)

A Guest Lecture on 'Ethics and Media Laws' was conducted by Dr Sanjay Ranade, HoD, Department of Communication & Journalism, University of Mumbai. (September 15, 2017)

BFM

- A Guest Lecture by Mr. Pratik Jain titled 'Tryst with Economics' was arranged for FYBFM students. (July 08,2017)
- Ms. Krutika Jain Mehta, Asst.Vice President, Lotus Knowlwealth Pvt. Ltd guided students of the SYBFM and TYBFM classes on 'How to Invest to Create Wealth.' (July 21, 2017)
- Mr. Yash Tamrecha addressed students of the FYBFM on 'Finance and Economy - Correlation Myth and Reality'. (September 25, 2017)
- Mr. Deepak Jain delivered a Guest Lecture on 'Commodities Market' for SYBFM students. (September 25, 2017)
- Mr. Amir Munshi addressed students of the TYBFM class on 'Organizational Behaviour'. (September 25, 2017)
- Prof. Prasanna Choudhary guided the Final Year students on 'Technical Analysis'. (November 03, 2017)
- Prof. Vaibhav Asher delivered a lecture on 'Corporate Accounting' for TYBFM students. (November 03, 2017)
- Prof. Bhavna from Pillai College, delivered a Guest Lecture on 'Financial Derivatives' for TYBFM students.(November 03, 2017).

6.3.9 Admission of Students

Admission process was done as per the norms specified by the University.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none">• Financial assistance by reimbursing fees and TA/DA for participating in various national & international conferences.• Loan facilities• Flexi-timings provided for medical reasons• Maternity leave• Advance to meet emergency expenditure• Fee subsidy is given to wards of the Faculty.• Health Centre under the supervision of a visiting doctor.
Non-teaching	<ul style="list-style-type: none">• Loan facilities• Uniforms for the supportive staff• Maternity leave• Financial aid to educate the children of supportive staff• Festival advance• Fee Concession is given to the wards of administrative and supportive staff• Health Centre under the supervision of a visiting doctor.• Health Insurance

Students	<ul style="list-style-type: none"> • Students are covered by Group Insurance Scheme. • Trained and professional counsellor is available in the college. • Career guidance provides training for students to enhance their employability. • Fee concession given to needy students. • Scholarships given to meritorious students. • Financial support for notebooks, stationary and conveyance to needy students. • Book Bank Scheme • Cash prizes are given to merit students for academic excellence, sports, cultural and other extra – curricular activities.
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6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	No	No	No	No

6.8 Does the University/ Autonomous College declares results within 30 days? - NA

For UG Programmes Yes ☐ No ☐

For PG Programmes Yes ☐ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

<ul style="list-style-type: none"> • Alumni Association actively participated in the NAAC peer team visit. • A get together for the Alumni was organised. • Alumni also participated actively in the NAAC celebrations. • Several Alumni meets were organised.
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6.12 Activities and support from the Parent – Teacher Association

- The Parent-Teacher Association every year extends financial support to 20 students @ 1500 each for purchasing notebooks, stationary and conveyance.
- The Parent-Teacher Association supported the book bank scheme by contributing one third value of the books purchased under this scheme.

6.13 Development programmes for support staff

- Arranges training program for support staff
- Providing financial support to participate in seminars and workshops
- The College arranges an annual outing for the staff.
- IT training to support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Nature Club of the college organised various activities such as awareness drive, field visits, orientation to suggest ways to protect the environment within and around the college campus.
- E-waste collection and disposal drive was organised.
- Waste paper and files are reused.
- Pest control is also done with herbal products periodically.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- In a breakthrough for the empowerment of women, the College in association with the Maharashtra State Commission for Women set up the Hinduja College Centre of Women Studies on January 19, 2018. This is the only Centre of its type to be registered under the Society Act and to be listed to get support from the UGC to promote Research, Projects and Publications on Women Studies.
- A one-day Workshop on 'QR Code & Google Tools Search' was organized by the Hinduja College Library and Knowledge Center on April 07, 2018. Dr. Madhukar Shewale, Librarian & Head of the Library & Information Center, Nashik was the Chief Guest and Keynote Speaker of the Workshop. The Resource Persons who addressed the 69 participants included Mr. Prahlad Jadhav, Sr. Librarian, Khaitan & Co., Mumbai and Mrs. Shaheen Ansari, Librarian of Anjuman-E-Islam Engineering College, Panvel, New Mumbai
- The Presentation Club was taken one level up this year with it becoming an inter-collegiate event with 10 colleges competing. The competition was judged by Prof. Athemsham Sheikh and was sponsored by the Indian Business School (ICFAI). The occasion was graced by Mr. Tejas Shriyan, Area Manager of the Western Region of the Indian Business School (ICFAI).
- Students participated in the international B-Plan Championship in collaboration of Echoes IIM Kozhikode. They were ranked Runners-up.
- To study academics with a practical approach to meet the needs of the industry students of all three years are facilitated to work as interns during their vacations and get a hands-on experience about stock broking, investment banking and marketing. In the academic year students got internship opportunities with prestigious companies such as Birla Sun Life and Bajaj Finserv.
- TEDx Hinduja College 2017 is a licensed, independent event from the International Non-profit Media Organization TED. It is driven by the motto 'Ideas Worth Spreading' and it focusses on spreading unique ideas in the areas of Technology, Entertainment, Design, and Human Interest stories that are relevant to the local community that can make a substantial impact for a better society. TEDx Hinduja College was registered as a part of the Global Media Network in 2017 and started with its initiative to bring change and impact. The TEDx Hinduja College event was held on September 23, 2017 at Marathi Sahitya Sangh auditorium. The event incorporated 120 students who worked under 14 departments which included Curation, Marketing, Hospitality, Event Administration, Production etc.

It not only gave students an international exposure, but also exposed them to a network of professionals and change-makers in society. Students were actively involved in Debates, Conceptualization, Management, and extensive Brainstorming to bring out the best of ideas. It is to be noted that nothing was outsourced in the event and it was completely handled and managed by students under the able guidance of faculty members.

The event invited 14 distinguished speakers and performers who addressed a range of subjects such as Career Choices, Equality, Education, Bollywood, Art and Culture, Women Empowerment, Fitness and Physical Disabilities.

- The college continues to promote research culture amongst the staff & students for their overall development through
 - Encouraging staff members to take various research projects (Minor & Major)
 - Inspiring faculty members to register for doctorate / Ph. D degree & motivating the registered students to soon submit their thesis.
 - Organising Seminar / Conference / Workshops at National & International Level for promoting research in the college.
- Special Library Sessions were organized for students to encourage them to access library facilities
- To encourage the students to participate and excel in sports and cultural activities.
- Continue to organise Dharam Hinduja Essay Writing Competition at all India Level.
- To undertake field trips to augment practical knowledge of the subject (study tour).
- Activity based Faculty Development Programs for faculty and staff was conducted where Team Building Activities and Management Games were organised.
- Arranging workshops for faculty & students for their personality development.
- Local and Outstation Industrial and Educational Visits were arranged.
- Prizes are given to students for academic excellence, sports activities, cultural activities and for other extra-curricular activities.
- BMM students annually publish their Magazine *Unleashed*, organize exhibitions, street plays, documentary film screenings, etc. Every year the Third year students of BMM make documentary films on various contemporary issues.
- BFM students continued a research-based event titled 'Economic Explorer' to enhance analytical skill required in the domain of financial markets.
- The volunteers of different committees bring out catalogues, posters and wall hangings highlighting the importance of the activity, date and time of activity. This serves as a creative platform for student expression to create awareness of events and at the same time generate publicity.
- Students are encouraged to write wall magazines and make the college campus more vibrant.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Lion Girdhari Luthria, (Charter President Lions Club of Action) conducted a Faculty Development Program (FDP) on the subject of 'Art of Self-Healing' on January 23, 2018. He provided basic training in Su-Jok therapy. Kits containing an instructional booklet and instruments for the therapy were distributed to faculty members.
- A Faculty Development Programme was conducted in Mahableshwar on February 13, 2018. Where, Prof. Anand Kumtha conducted an interactive workshop on 'Acting Skills for Teachers'. The Workshop included interesting practical sessions of Role Play and Theatre Games.
- International Conference on 'Recent Advances in Women Studies' was organized. The Conference received 68 papers and had 80 participants from across the City, State and Nigeria.
- One Minor research project was submitted.
- A three-day cost free Workshop on 'Basic Research' was organized by the Centre from December 19 - 21, 2017 to provide training to scholars pursuing their Doctoral and Pre-doctoral degrees in various Research Centres in Mumbai.
- 2) Dr. Neeraj Kaushik from the National Institute of Technology (NIT), Kurukshetra, Haryana, a renowned name in the field of academic research and well-known for his research technique videos on the 'YouTube' guided 30 participants.
- Three faculty members completed their Ph.D during the year and one faculty member was on FIP leave for completion of the doctoral research.
- The Dharam S Hinduja Essay competition was successfully organised.
- A number of co-curricular and extra-curricular activities were organised by the departments and committees throughout the year and also the participation by the students in the intercollegiate events of other colleges was encouraged.
- The inter-collegiate event was successfully organised during 11th to 14th December 2017 with a huge participation from more than 58 colleges in a spectrum of events.
- The preparatory work for the redevelopment is in process.
- The picnics were organised for both the teaching as well as the non-teaching staff as a team building exercise.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Women Development Cell
- Social Service Sensitization Programme

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- NSS organised on June 11 a Painting Drive organized at Bandra Railway Station to beautify the station walls and to create awareness about animal protection and care.
- On July 02 the NSS volunteers performed a Street Play on 'Tree Plantation' at Marine Lines and Charni Road Railway Stations on the occasion of National Tree Plantation Week, in association with the Forest Department. A Tree Plantation Drive was also organized at the Lokmanya Tilak Garden, Girgaon Chowpatty, where 18 saplings that were supplied by the Forest Department were planted.
- A Beach Cleaning Drive was organized at Girgaon Chowpatty on September 01 followed by a Cleanliness Drive in the College Lane on September 03.
- Poster Making was organized on September 19 on the theme of 'Sanitation & Environment Conservation'.
- To decrease noise pollution an Anti-Honking Drive was conducted on September 21.
- A Paper Bag making event was organized in the College on September 23 and the bags made on the occasion were distributed to local vendors to promote an Anti-Polythene Drive.
- Volunteers helped in the Beach Cleaning Drive at Chaitya Bhoomi, Dadar on October 21.
- An Inter- college Workshop on Disaster Management was organized by the Unit on December 18 – 19 in which a total of 38 Colleges participated and 187 students benefitted. Here, Prof. Bidwe, NSS Co-ordinator, University of Mumbai, and Dr. Kolte, NSS District Co-ordinator were the Guests of Honor.
- In the month of October the students participated in a 'Run for River' programme to create a sense of responsibility among citizens about the usage and conservation of water.
- Promotion of Eco-friendly Ganeshas & a Beach Cleanliness Drive:
PANAAH's first offline PR Activity was organised on September 01, 2017. The main focus of this event was to promote the use of eco-friendly Ganeshas during the festival. Students from different colleges participated to clean Girgaon Chowpatty and spread awareness that one should not pollute the environment by using Ganesha idols that are not biodegradable. Manu Punjabi, a Big Boss contestant helped the students in their endeavor. A video about this activity which was uploaded on social media handles went viral and received a gratifying response of 1.8 lac views.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths of the Institute:

- High quality academic programs at UG and PG levels
- Only college offering M.Phil in Commerce from the University of Mumbai.
- Strong Research culture with Ph.D. program in seven subjects on offer.
- Research journal ‘Revelations’ published with ISSN number.
- Strong commitment to community service, social justice, empowerment of women.
- Excellent location in the heart of the city and in close proximity to a railway station.
- Dual Degree courses offered
- Excellent reputation at both State and National Level.

Opportunities to Explore:

- Opportunity for undertaking Multidisciplinary and Interdisciplinary Research
- Opportunity to offer new courses to cater to demand from students and industry experts.
- Expertise of faculty to tap the corporate sector for consultancy and funding for research projects.
- To collaborate with foreign institution for higher studies and job opportunities abroad.

Challenges:

- Construct a new multi storied building for the college in the present location, after relocating in the tenants from adjoining buildings
- Delay in obtaining permissions from authorities as well as in relocating tenants for redevelopment.
- Problems of noise pollution as the college is located in the heart of the city.
- To bridge the gap between campus to corporate due to pre-set curriculum of University of Mumbai.

8. Plans of institution for next year

- To organise Faculty Development Programme on regular basis for teaching and non-teaching staff to update knowledge and skill.
- To envisage MOU with foreign Universities and other institutions for better teaching, learning and faculty and student exchange programs.
- To organise National and International Conference on relevant areas to enhance and update knowledge and information.
- To encourage faculty to apply for minor research projects to the University of Mumbai.
- To organise boot camp training for students in order to bridge the gap between academics and industry.
- To encourage and support faculties in completion of their Ph. D. and research work in relevant areas.
- Encourage potential Ph.D. researchers to complete and submit their thesis.
- In continued efforts for academic enhancement organize the Dharam Hinduja Essay writing competition for Faculty at the National level.
- To organise curricular and co-curricular activities at departmental level to give exposure to students and equip them to face challenges of real world.
- In response to over whelming participation of more than 50 colleges organise mega intercollegiate event 'Panaah'.
- In order to maintain healthy work environment organise out station picnic for teaching and non-teaching staff for recreation and team bonding.
- To organise syllabus revision workshops in order to have interactions and guide the faculty members by the Chairman and resource persons of relevant Board of Studies.
- To enhance library services by installation of new software – Koha.
- To motivate Alumni Association to contribute in some identified project towards growth and wellbeing of stake holders.


Name: Chandrashekhar Deore

Coordinator, IQAC


Name Dr. Minu Madlani

Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Academic Calendar of 2017-18



**K. P. B. HINDUJA
COLLEGE OF COMMERCE**

NAAC Re-Accredited 'A'
College with Potential for Excellence by U.G.C.

Academic Calendar
2017-2018

ISO 9001 : 2008 CERTIFIED
Estd. : 1974



Vision
'To empower students not only to excel but to outshine'

Mission
To inculcate the values of hard work, diligence and determination and above all, the will to succeed through a holistic and multi-pronged approach



**HinduJa Group Founder
Parmanand Deepchand Hinduja
(1901-1971)**

The credo of the Hinduja family is a corollary of five business principles of late Shri. **Parmanand D. Hinduja**; Founder of the Hinduja Group. We, at K. P. B. Hinduja College of Commerce, remain inspired by the great soul and commit ourselves to be steered by his fundamentals:

Principal
Dr. (Ms). Minu Madhani

◆ Work to Give

◆ Word is a Bond

◆ Act Local, Think Global

◆ Advance Fearlessly

◆ Partnership for Growth

Smt. P. D. Hinduja Trust's K. P. B. Hinduja College of Commerce
315, New Chami Road, Mumbai 400 004. Tel.: 022 23889408 Fax : 022 2385 9397
Website : <http://www.hinduja.com> E-mail : hindujacollege@gmail.com

JUNE - 2017	
6	Tuesday
11	Sunday
13	Tuesday
15	Thursday
17	Saturday
20	Tuesday
21	Wednesday
23	Friday
24	Saturday
26	Monday
28	Wednesday
First Term of the Academic Year Commences	
Painting Drive	
Yoga Week (13th June - 20th June)	
Eye Checkup Camp	
Yoga Training Camp	
Marathi Mandal Committee Meeting	
International Yoga Day	
Lecture on 'MBA-As Career' by Sandeep Rawat- Co-founder & CEO, Heisenberg Eduventure	
Inauguration of NCC Unit	
Ramzan Id	
Orientation Session by Planning Forum	
JULY - 2017	
2	Sunday
3	Monday
7	Friday
11	Tuesday
14	Friday
17	Monday
18	Tuesday
19	Wednesday
22	Saturday
25	Tuesday
29	Saturday
Yoga session, Street Play on Tree Protection and Tree Plantation Drive by NSS	
Street Play on Tree Plantation by NSS	
Raksha Bandhan	
Rotaract Club Installation	
NCC Campaining	
NCC Recruitment Drive upto 22.07.2017	
Workshop of Forms of Sexual Harassment & Gender Sensitization- NSS	
Meeting of Marathi Vangmay Mandal (MVM)	
Rotaract Club Installation Membership Drive	
Enrollment Drive for NSS / DLLE (13th June - 20th June)	
HOPE - NSS	
AUGUST - 2017	
4	Friday
5	Saturday
8	Tuesday
10	Thursday
13	Sunday
14	Monday
15	Tuesday
16	Wednesday
17	Thursday
21	Monday
22	Tuesday
25	Friday
29	Tuesday
31	Thursday
Orientation Programme of Women Development Cell (WDC), NSS	
Attendance Sheets Submission, Peace Rally - NSS	
Inaugural Programme of (MVM), TY B.Com Class Tests Begins	
TY B.Com Class Tests Ends	
Peace Conclave, painting Event at Ram Mandir Station - NSS	
Independence Day Preparations - NSS	
Independence Day Flag Hoisting/Programme by NCC Cadets & NSS	
Flag Picking by NCC Cadets & NSS, PAN Card Drive by DLLE upto 18.08.2017	
Parsi New Year	
Visit to Asha - Dan Orphanage for Destitute & Disabled People (WDC), Spiritual Healing Seminar-NSS	
1st Orientation Programme - DLLE	
Ganesh Chaturthi Festival Break Commences	
Ganesh Chaturthi Festival Break Ends	
Police Mitra - NSS	
SEPTEMBER - 2017	
2	Saturday
5	Tuesday
6	Wednesday
7	Thursday
8	Friday
9	Saturday
14	Thursday
19	Tuesday
21	Thursday
25	Monday
27	Wednesday
30	Saturday
Bakrid Holiday	
Anant Chaturdashi, Police Mitra - NSS	
Attendance Sheets Submission, Beach Cleaning (DLLE)	
Police Mitra - NSS, SEM I and III ATKT Exams / TY B.Com Re Test Begins	
Blood Donation Camp - NSS	
TY B.Com ReTest Ends	
SEM I and III ATKT Exams Ends	
Rally for Drying Rivers (DLLE)	
SEM II and IV ATKT Exams Begins	
Send Out Invitations for the Tenth Dharum S. Hinduja All India Essay	
Writing Competition for College Lecturers	
SEM II and IV ATKT Exams Ends	
Dassera	
OCTOBER - 2017	
2	Monday
4	Wednesday
5	Thursday
7	Saturday
8	Sunday
10	Tuesday
13	Friday
Gandhi Jayanti, Peace March by NCC/Oath Taking for Swachh Bharat Abhiyan (DLLE)	
Quiz Competition by Planning Forum	
Attendance Sheets Submission	
Library Committee Meeting	
Poster Competition - WDC	
Display of Attendance Defaulter List, FY B.Com SEM II University Exams Begins	
Book Exhibition	

NOVEMBER - 2017	
8	Wednesday
9	Thursday
14	Tuesday
26	Sunday
Diwali Vacation Break Ends	
Second Term Commences, SY B.Com SEM III Regular Exams Begins	
Women Development Cell Inter-Collegiate Event	
NSS Day	
DECEMBER - 2017	
1	Friday
4	Monday
5	Tuesday
8	Friday
9	Saturday
11	Monday
16	Saturday
18	Monday
20	Wednesday
23	Saturday
24	Sunday
Eid-E-Milad	
Essay Writing Competition by Planning Forum	
Dedaraion of Results for the Tenth Dharum S. Hinduja All India	
Essay Writing Competition for College Lecturers	
Annual Sports Day	
Annual Sports Day	
2nd Orientation Programme - DLLE	
Research Cell Meeting	
Sports Week Starts	
WDC - Research Paper Presentation on Issues Related to Women	
Sports Week Concludes	
Christmas Vacation Break Commences	
JANUARY - 2018	
1	Monday
6	Saturday
13	Saturday
24	Wednesday
25	Thursday
26	Friday
Christmas Vacation Break Ends	
Attendance Sheets Submission, Marathon Participation (DLLE)	
Faculty Development Programme	
Participation in Udaan Festival (DLLE)	
Participation in Udaan Festival (DLLE)	
Republic Day Flag Hoisting/Programme by NCC Cadets	
FEBRUARY - 2018	
3	Saturday
5	Monday
13	Tuesday
19	Monday
24	Saturday
27	Tuesday
Prize Distribution of Degree Collge	
Attendance Sheets Submission	
Maha Shivratri	
Shivaji Jayanti	
One Day Workshop by Planning Forum	
Marathi Bhasa Diwas Celebration- Marathi Vangmay Mandal,	
Marathi Book Exhibition	
MARCH - 2018	
2	Friday
5	Monday
10	Saturday
17	Saturday
28	Thursday
30	Friday
Holi	
Attendance Sheets Submission	
Display of Attendance Defaulter List	
Alumni Meet	
Mahavi Jayanti	
Good Friday	
APRIL - 2018	
14	Saturday
25	Wednesday
Ambedkar Jayanti	
Ram Navami	
N.B.	
1) Placement Cell: Campus Placement Interview will be held in Jan, 2017-Feb 2017 for TY Students (All Cou	
2) Counselling Cell - Counselling facility for students throughout the year on every Wednesday form 9.30 a	
a.m. and Saturday from 10.30a.m. to 12.30 p.m	
3) Literary & Debating Society's 'Dharum S. Hinduja' Competition: Invitations to be sent out for Inter-Colle	
Writing Competition for Lecturers	
4) Magazine Committee: Annual College Magazine to be released in the last week of April 2017	

ANNEXURE –III-AQAR 2017-18

Analysis of Feedback

The College takes feedback from the students for the faculty teaching the subjects in their respective class. The system is both reliable and transparent because anonymity enables students to give an honest feedback.

The feedback analysis is done by the software agency which generates the report and submits it to the IQAC convener. The IQAC convener hand over these reports to the respective Head of the Departments who then discuss the performance of each member in person separately. These discussions help teachers to understand both their strengths and weakness as well how to improve upon their performance in future. The Reports of performance of each course /class engaged by the teachers is given separately to the teachers for better introspection and analysis of their performance. Teachers are also felicitated with 'Best Teacher 'award based on the feedback to encourage them to perform better.

Short Analysis of feedback for the year 2017-18 is given as below

Total number of faculty member (including visiting faculty) for whom feedback was taken was 100

Average score of 3 to 4 is Very Good

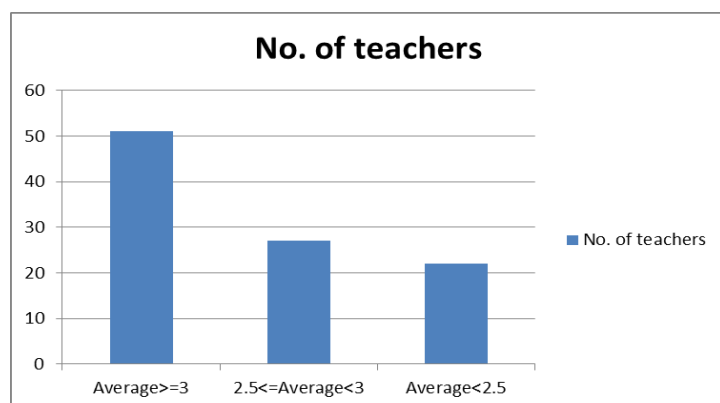
Average score of 2 to 3 is good (excluding 3)

Average score of 1.5 to 2 is satisfactory

Below 1.5 is unsatisfactory

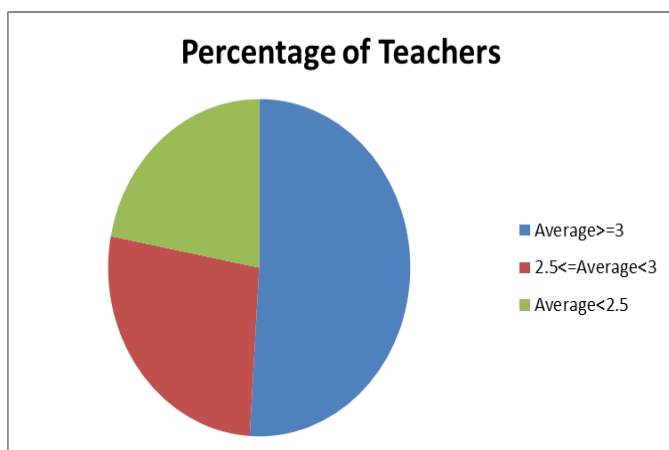
All teachers got a grade of satisfactory / more than satisfactory.

Below is the short summary analysis of teachers' feedback result



Total No of teachers= 100

Average	No. of teachers
Average \geq 3	51
2.5 \leq Average $<$ 3	27
Average $<$ 2.5	22



Total No of teachers= 100

Average	Percentage of Teachers
Average ≥ 3	51
$2.5 \leq \text{Average} < 3$	27
Average < 2.5	22

It is observed that more than half the Faculty had average scores of 3 or above, indicating the very high satisfaction and comfort levels of the students with these faculty, another 27 % of Faculty had an average score of more than 2.5 but less than 3 which indicated that students rated them as good Faculty. However 22% of the faculties are in the lower range of the good category as well as satisfactory range and they are being encouraged by members from the IQAC and their respective Head of the Departments/Coordinators on how they can do better.

BEST PRACTICES NO.1: 2017-18

Title of the Practice:

WOMEN DEVELOPMENT CELL

Goal:

The Women Development Cell functions with the following specific goals

- To create awareness about the rights of the women and problems of women in general and particularly with regard to gender discrimination.
- To provide a forum for dialogue, discussion, and deliberation on women's rights and gender-related issues.
- To create a safe environment for girls and to sensitize students, teaching and non-teaching staff about gender issues through academic and cultural activities.
- To prevent and deter the commission of any act of harassment, including sexual harassment and to provide the procedure for resolution, settlement, or prosecution of acts of sexual harassment by taking all required steps.
- To encourage participation of NGOs and law enforcement agencies in this area.

The Context:

Education is the biggest field to introduce any massive change in the society. With the spreading of awareness about gender discrimination at all levels, we find many self-sustaining movements by young leaders of colleges. Legal measures have also made their ways into colleges and other institutions. One of them is Women Development Cell. Women Development Cell plays an important role in voicing opinions on important matters that affect the daily life of women students. They provide a platform where students can comfortably participate and share opinions and views. They actively promote gender equality.

The College Women Development Cell (CWDC) is a statutory body constituted under the Vice Chancellor's Directives to promote general well-being of female students, teaching and non-teaching female staff. The WDC in our institution tries to go beyond the minimum essential requirements and the technicalities and tries to work for the women development in a real sense.

The Practice:

The main objective behind this program was to make women development a reality. To implement the above plan, the following actions were initiated by the college:

1. In a breakthrough for the empowerment of women, the College in association with the Maharashtra State Commission for Women set up the Hinduja College Centre of Women Studies on January 19, 2018. This is the only Centre of its type to be registered under the Society Act and to be listed to get support from the UGC to promote Research, Projects and Publications on Women Studies.
2. A series of activities like Orientation Program, Field Visits, Women's Week, Workshops, Activities for students as well as teaching and non-teaching staff were organised where eminent successful personalities from the different fields visited the college.

Evidence of Success:

The success of the proactive Women Development Cell is evident from the number and the quality of programs organized as follows:

Orientation Programme

A skit based on 'Women Empowerment' was performed by the students of the Women Development Cell. The primary objectives of this skit were to create awareness about the provision of the Act and to sensitize the audience about the issues related to women in every stage of life. During the skit the students highlighted sections of various laws available for protection of women. The skit was divided into four parts. The first part was based on 'Eve-Teasing and acid attack'. The second part was based on 'Gender inequality'. The third part was based on 'Domestic Violence' followed by 'Physical harassment'.

Inauguration Ceremony of Womens' Week, January 15, 2018

Women Development Cell of K.P.B Hinduja College of Commerce has organised Women's Week from January 15 – January 19, 2018. The objective of Women's week was to create awareness and to promote general well – being of female students, teaching and non – teaching women staff of the College. The esteemed guest for the ceremony was Dr. Gita Chadha, Director, WDC, University of Mumbai; Advocate Audrey D'mello – Director, Majlis and Ms. Hema Mehta, Assistant Prof., Tolani College of Commerce. The various issues related to women were addressed to gathering by these experts such as the mechanism to deal with sexual harassment, domestic violence, feminism, cyber crimes etc.

Dr. Gita Chadha expressed her views on feminism. She explained feminism as a movement that seeks to achieve equality and social rights for women in all key areas which include education, personal, economic, employment, and cultural sphere of human endeavors. This movement has also campaigned for the protection of the girl child and women from sexual harassment, rape and violence within the home. Our next guest for the inauguration ceremony Advocate Audrey D'mello insisted that women should raise voice against domestic violence. She talked about her NGO – Majlis, a Mumbai based legal centre that addresses issues of gender and human rights,

provides quality legal services to women and children and impart skills of feminist lawyering through training and internships. Our next Guest of Honour Ms. Hema Mehta shared her personal experience of struggle and achieving success in life.

Lecture on 'Nutrition and Women', January 16, 2018

Dr. Sana Merchant, Nutritionist and Dietician explained the importance of nutrition in adolescent girls. Adolescent girls are particularly vulnerable to malnutrition because they are growing faster than at any time after their first year of life. They need protein, iron, and other micronutrients to support the adolescent growth spurt and meet the body's increased demand for iron during menstruation. She explained the concept and taught the students how to calculate Body Mass Index (BMI). BMI measurement is the calculation of the body weight in relation to the height and is commonly used as an indicator whether one might be in a risk category for health problems caused by weight.

A lot of queries were addressed of female students related to irregular menstrual cycle, facial acne, pain in joint, weight loss and individual queries were solved with nutritional advice by Dr. Sana Merchant depending upon the condition mentioned.

A lot of positive feedback was also observed and attentive behaviour of the student while the session of health was being conducted.

Lecture on Special needs for Women Students, January 17, 2018

Dr. Asha Ambani, Counselor, emphasized on the special need for women students as girls and boys are different biologically and hormonally and chromosome wise and reproductive role also is different in them. Biological needs are diet and nutrition, physical exercises, sleep, hygiene, dressing style and medical attention related to menstrual cycle, anemia, HPV vaccine, emotional disorders and awareness about female circumcision. Awareness about social anxiety starts right from birth. Factors which cause social anxiety are gender bias, difficulty in mobility, media and social media and lack of education.

To overcome and stand against social anxiety women have to become psychologically strong. Factors which deplete psychological energy are inferiority complex; some are self-imposed, family problems, fear of failure, physical handicap, not good looking or hormonal problems like PMT (premenstrual tension) & thyroid problem.

Be aware of addiction and LGBT community which can have effect on child bearing carrier in future.

Activities for Students, January 17, 2018

Women Development Cell has organized Essay writing, Poster making and Presentation Competition for Students on January 17, 2018.

The essay writing competition was organized to enhance their thinking ability and problem – solving skills, which is important for our nation. The students were asked to write an essay on any women related issues.

The Poster making competition was organized for the following topics:

1. Women in 21st Century
2. Save a Girl Child
3. Stop Violence against Women

The Presentation competition was organized for the following topics:

1. Representation of Women in Media
2. Legal Rights for Women in India
3. Cyber Space and Women
4. Women Empowerment: Myth or Realty

Workshop on Self Defense Techniques, January 18, 2018

Self Defense programme was organised for female students by Swastik Pitale so that they can trust themselves and take appropriate action in potentially dangerous situation. Self defense helps to prepare one for unexpected situations and also develops increased mental and physical health.

Activities for Teaching and Non Teaching Staff

Different types of games such as Quiz, Find the pairs, Roll the Dice were arranged for teaching staff. Teachers love the activities performed and the fun games hosted by Women Development Cell.

The non-teaching staff explored their talents by performing fashion show which depicted different cultures of the country. India is a land of colours and diverse cultures. They focused on different elements of India's diverse cultures and made it evident with the varied form of dresses.

International Conference

KPB Hinduja College of Commerce in association with Maharashtra State Commission for Women organized International Conference on Recent Advances in Women Studies on 19th January 2018 in the seminar hall of the College.

The program was inaugurated by dignitaries with lighting of the lamp and joined on the dais with floral welcome by Principal Dr. Minu Madlani and Vice Principal Prof. Ms. Jayashree Shetty to formally inaugurate Hinduja College Women Studies (HCWS). HCWS was announced as inaugurated with CD Archive and Bulletin. This is the only Women Studies center registered under society act and proposed to get support from UGC for promoting research, projects and publications on Women Studies.

Problems Encountered and Resources Required:

Problems:

- Even after creating awareness about Women Development Cell and their objectives, female students, teaching and non-teaching staff fears to report a complaint of their grievances due to social ramifications.
- Lack of awareness of their legal rights.
- Lack of participation in various activities conducted by Women Development Cell.
- Lack of Infrastructure facilities to give them Self Defense training for longer period of time.
- Lack of funds

Resources Required:

- Medical Care
- Counselors exclusively for Women
- Legal Counselors
- Self Defense Trainers
- Sanitation facilities
- Enough funds to carry out various women empowerment activities

BEST PRACTICES NO.2: 2017-18

Title of the Practice:

Social Service Sensitization Programme

Goal:

Service Oriented Programmes unites the academic and voluntary community service to make studies immediate and relevant. The objectives of the Service Oriented Programmes at Hinduja College are:

- To engage institution of higher education in issues of their communities
- To address and meet social needs
- To help students identify and understand cultural differences
- To enhance critical thinking
- To train young leaders.
- To enliven academic disciplines
- To develop useful skills, etc.

The Context:

A primary role of education is to equip people with the knowledge and confidence to make a difference in the transformation of society. In addition to providing students with content knowledge, education helps instill values, attitudes and behaviors that align with those expected in a society. Hinduja College believes in overall development of students and helps them to socialise by indulging them in various curricular, co-curricular, and extra-curricular activities, which has distinct objective to achieve towards the betterment of the society.

Educational institutions happen to be the centers of human resource development and the learners who come out of these centers are expected to go the society and take up some responsibility. Socially responsible students with ethical and morale values will become good and socially responsible citizen and good citizen will ultimately give good service to the society. Thus, the colleges and the society are interrelated and interdependent.

The Practice:

At Hinduja College we motivate our teachers to take lead as a convener of different committees who will happily co-operate in carrying on the rich traditions of College. Here you will find help in the development of the body, mind and spirit and in the nurture of those graces which make a person truly educated and highly responsible citizen. High scholastic achievement is desired and usually secured by our students but the development of a social character is the first and essential aim.

Every department of the college and every convener of the different courses and committees set their programme by aiming to sensitize students about diverse issues of social, personal, national and global concern.

The units under Service Oriented Programmes are NSS, PANAAH, Rotaract Club, etc.

Evidence of Success:

Following activities reflecting Institutional Social Responsibility and extension have been conducted during the year through various committees like NSS, Panaah, DLLE, etc.

NSS:

The NSS Unit of the College had an action and activity packed academic year as follows:

- NSS activities in the academic year commenced on June 11 with a Painting Drive organized at Bandra Railway Station to beautify the station walls and to create awareness about animal protection and care.
- This was followed by a Yoga Week which was organized in association with ICYHC (Ishwardas Chunilal Yogic Health Centre) Kaivalyadham Yoga Centre for a week before the celebration of the International Yoga Day on June 21 when instructors from the Brahmakumari Ashram conducted an exercise and meditation session for the NSS volunteers.
- 05 NSS volunteers also attended the Yoga Workshop conducted at R.D. National College, Bandra from June 17 – 21.
- A 'Yoga Session' in association with Patanjali. was organised.
- On July 02 the volunteers performed a Street Play on 'Tree Plantation' at Marine Lines and Charni Road Railway Stations on the occasion of National Tree Plantation Week, in association with the Forest Department. A Tree Plantation Drive was also organized at the Lokmanya Tilak Garden, Girgaon Chowpatty, where 18 saplings that were supplied by the Forest Department were planted.
- A workshop on 'Forms of Sexual Harassment and Gender Sensitization' was organized by the NSS Unit in association with 'Safe City' on July 18.
- The 157th Income Tax Day was celebrated by organizing a Debate and Essay and Slogan Writing competitions on July 21 in the presence of Guest of Honor, Mrs. Chaitali Panmei, Income Tax Commissioner.

- An Orientation Session organized for the newly inducted NSS volunteers. The volunteers next participated in the Peace Rally organized by the University of Mumbai and also attended the Peace Conclave at NSCI Dome, Worli,
- On August 13. a Painting Drive was organized at Ram Mandir Railway Station where the walls were beautified on the theme of 'Save Animals'. Independence Day decoration was done with Posters and Rangoli.
- In the College premises, NSS volunteers presented a cultural performance on Independence day. Later in the day they cleaned the college corridors.
- A Flag Picking Drive was organized at Girgaon Chowpatty on August 16. Volunteers also participated in a Community Connect Fellowship Orientation on August 19,2017.
- A Spiritual Healing Seminar was organized in the College on August 21 in which Ms. Mrudgandha Kulkarni of Mrudgandha Mystiics guided students about how to lead a positive life.
- To generate awareness about AIDS, Band Distribution was done on August 23.
- The Police Mitra Project was also undertaken wherein the volunteers helped the Police manage Ganesh Visarjan on August 31.
- September began with a Beach Cleaning Drive organized in association with 'Panaah' at Girgaon Chowpatty on September 01
- It was followed by a Cleanliness Drive in the College Lane on September 03.
- The Police Mitra Project was again undertaken on September 05 on the occasion of Ganesh Visarjan in which the volunteers had an interesting session with a Senior Police Inspector before reporting to their assigned locations at C.P. Tank, Prarthna Samaj, Alankar Cinema area, Thakurdwar, and Do Tanki.
- A Blood Donation and free Thalassemia Check-up Drive were organized in association with J.J Hospital on September 08.
- For the students who wished to attend further sessions on Spiritual Healing a repeat session was conducted by Ms. Mrudgandha Kulkarni of Mrudgandha Mystiics on September 11.
- Poster Making was organized on September 19 on the theme of 'Sanitation & Environment Conservation'.
- To decrease noise pollution an Anti-Honking Drive was conducted on September 21
- A Paper Bag making event was organized in the College on September 23 and the bags made on the occasion were distributed to local vendors to promote an Anti-Polythene Drive. The month's activities wound up with a Poster Making Competition
- A Rally for 'Voluntary Blood Donation Awareness' on the occasion of Voluntary Blood Donation Day on October 01.
- On the following day on the occasion of Gandhi Jayanti, NSS volunteers of the College attended a Bhajan Sandhya at Gateway of India organized by the University of Mumbai. October 09 had a Yoga Session organized in association with Patanjali.

- A Beach Cleaning Drive was conducted at Chaitya Bhoomi, Dadar in association with the NGO 'Beach Please' on October 12. An Essay Writing Competition was organized on October 13 on the subject of 'AIDs awareness'.
- A Debate Competition was organized on October 17 on the theme of 'AIDs Transmission and Use of Contraception'. Volunteers helped in the Beach Cleaning Drive at Chaitya Bhoomi, Dadar on October 21. The volunteers even attended the event organized by the University of Mumbai on the occasion of National Unity Day on October 31.
- A Poster Making Competition and T-Shirt Painting organized in the College on December 02, during the World AIDs Week. A Slogan Writing Competition was conducted on December 04, again as part of the World AIDs Week. In the same month NSS volunteers participated in an inter-college competition organized by Ruia College in the categories of Bottle Painting, Slogan Writing, Debate, Quiz and Street Play. They secured the 1st prize in the Quiz Competition. A College Cleaning Drive was undertaken on December 17. An Inter-college Workshop on Disaster Management was organized by the Unit on December 18 – 19 in which a total of 38 Colleges participated and 187 students benefitted. Here, Prof. Bidwe, NSS Co-ordinator, University of Mumbai, and Dr. Kolte, NSS District Co-ordinator were the Guests of Honor. A Spiritual Healing Session was organized on December 22. Another Beach Cleaning Drive was conducted in association with the NGO 'Beach Please' at Chaitya Bhoomi, Dadar on December 24. The 'Light smile' campaign was held on the occasion of Christmas on December 25, where the volunteers celebrated Christmas with underprivileged girl children from 'Seva Sadan'.
- Paper Bag Making on January 05 was conducted. Volunteers also participated in the Swami Vivekananda Youth Run Marathon held on the January 07 and later did Sapling Plantation.
- The Police Mitra Project was undertaken for the third time on January 12 – 13, 2018 in which the volunteers helped the Police to control traffic for two hours on both the days.
- National Youth Day was celebrated by volunteers on January 12 by participating in the University event, as well as by organizing a Poster Making Competition on the subject of Women Empowerment.
- A Yoga Session was organized in association with ICYHC Kaivalyadham on January 13. Volunteers attended the Organ Donation Public Awareness Campaign held at Mumbai Central Railway Station on January 14.
- Volunteers participated in an Inter-college Street Play Competition organized by R.J College on the subject of Disaster Management on January 16.
- A Blood Donation and free Thalassemia Check-up Camp was organized in association with Nair Hospital in the College on January 18.
- Students also performed Street Plays at various locations to create thalassemia awareness and to motivate people to donate blood.
- A Beach Cleaning Drive was held at Chaitya Bhoomi, Dadar, in association with the NGO 'Beach Please' on January 21.

- Volunteers performed a Group Dance on the theme of 'Responsible Youth' on January 25 at the Annual Day of the College and even organized a Donation Drive for the Annual Residential Camp in the College from January 29–31,
- A Seminar on Animal Rights was conducted by members from the NGO Welfare for Street Dogs (WSD) on February
- 09. A Spiritual Healing session was organized on February 12. A seminar on 'Yoga on Stress Management' was held in
- the College on February 15, in which Ms. Priyamvada from The Yoga Institute taught the students various Asanas and
- Meditation Techniques for Stress Management and Concentration. Volunteers attended a workshop on Organ Donation
- conducted at N.S.S. College on February 16. The Police Mitra Project was undertaken at Dadar on February 17.
- Volunteers attended a workshop on Personality Development held at Wilson College on February 20, 2018. 19 sessions of D.B.M. (Dharma Bharti Mission) were conducted, completing 46.5 hours at Seva Sadan School.

PANAAH

Promotion of Eco-friendly Ganeshas & a Beach Cleanliness Drive

PANAAH's first offline PR Activity was organised on September 01, 2017. The main focus of this event was to promote the use of eco-friendly Ganeshas during the festival. Students from different colleges participated to clean Girgaon Chowpatty and spread awareness that one should not pollute the environment by using Ganesh idols that are not biodegradable. Manu Punjabi, a Big Boss contestant helped the students in their endeavor. A video about this activity which was uploaded on social media handles went viral and received a gratifying response of 1.8 lac views.

Mission Human Safety

The stampede tragedy at Elphinstone Road Railway Station shook the sensibilities of Mumbaikars. Team PANAAH resolved that it was time to get over this attitude of acceptance and adjustment and to bring about a change. For this, the students presented a two-way interactive street performance at Churchgate and CST Railway Stations to create awareness about what should be done to avert such a tragedy.

Saturday Kindness

PANAAH officially announced its first ONLINE PR Activity which was scheduled on November 04, a few days before Children's Day with an obvious focus on children. Students were encouraged to donate clothes, toys, stationery etc. to underprivileged children at places designated as 'Walls of Kindness'. Images of 'Walls of Kindness' were uploaded on social media with the hashtag # Saturday Kindness # Wall of Kindness. Generous donations were received.

Play for a Cause

This year the social commitment of Team PANAAH was Women Empowerment and creating AIDS awareness. A fund raising tournament, the USP of which was the revival of

traditional Indian Games such as Kabbadi, Lagori, Human Ludo, etc. was organized on December 01, 2017 at Priyadarshini Park, Nepean Sea Road, Mumbai. Over 2500 college students participated in this event and its proceeds were donated to Navjeevan Centre, an organization that works for victims of human trafficking, AIDS awareness and student welfare.

Gulf Pride Safety Ride

To promote the use of helmets and Road Safety measures and precautions, Team PANAAH organized a Bike Rally with CSR Partner, Gulf Oil on December 09, 2017 in which 250 bikers from different colleges set out for a 1.2 km bike rally. State Transport Minister Shri. Diwaker Raote flagged off the event.

DLLE

The activities of the DLLE commenced with PAN Card Drive on September 01, 2017 which benefited over a 100 students. A few days later the DLLE members participated in the Beach Cleaning of Girgaum Chowpatty, an event sponsored by Hindustan Times. This was followed by an Enrollment Drive from September 11 - 16, 2017 in which 90 students registered as members. In the month of October the students participated in a 'Run for River' programme to create a sense of responsibility among citizens about the usage and conservation of water.

At the inter-college level, the students participated in the DLLE Festival organized by KES College; the UDAAN Festival hosted by Sasmira Institute of Management and ELYSIUM, the inter-college festival of B.L. Amlani College in which our students won prizes for Fireless Cooking and Mehendi.

The achievement of the DLLE students which deserves especial mention is the Accountanzia Presentation competition organized by Gurukul College of Commerce in which our students Shreya Ratnani (TYBAF) and Ejaz Siddiqui (SYBAF) bagged the First Prize.

ROTARACT CLUB

The Rotaract Club of the College fared exceedingly well in the academic year with a record registration of 405 members and the execution of over 240 projects in various categories such as Community Service, Professional Development, Sports, Editing, Public Relations & Marketing. Among the most noteworthy and successful events organized during the academic year were the following:

Hinduja Carnival

Spread over 15 days, the event included 50 events at an average of 3-4 events daily. The Carnival was graced by celebrities such as Bandgi Kalra, famous Model and Big-Boss Contestant; Aakriti Anand, Model and Telestar and Ricki and Sarang, Celebrity Dancers who judged competitions of dance and singing. Among the participating students, Rtr. Vanshika Bhardwaj and Rtr. Floyd Aranha were awarded Ms. and Mr. Carnival.

Mandela Week

With an aim to spread education and equality, the International Service Team of the Rotaract Club of Hinduja College organized a 07 day event on the eve of Nelson Mandela International Day in which students from Municipal Schools were taught functional English for day to day use. This was a unique opportunity and experience for the young students.

Aashirwad

The Rotaract Club of Hinduja College celebrated Raksha Bandhan in an innovative and off-beat manner by tying 'rakhis' to the 86 inmates of Asha Daan, an Old Age Centre. The inmates were touched and overwhelmed by the gesture.

MythsV/sFactonHealthandDiet

The Professional Development Team of the Rotaract Club along with the Cultural Committee of the College organized a free session on health and diet. Myths and facts regarding food and nutrition were discussed at length by Ms. Duriya Beguwala from Herbal Life Nutrition.

UnsungHeroes

The Rotaractors dedicated a programme to honour those who have laid down their lives for the country, as well as those who work 24/7 for the safety and security of the country.

HindujaRYLA (Rotary Youth Leadership Award)

This Project was carried out by the Partners-in-Service Team. It was conducted to inculcate leadership qualities, both among Rotaractors and Non-Rotaractors and to award merit and leadership skills.

Problems Encountered and Resources Required:

Problems:

- Lack of funds and infrastructure facility to conduct various social activities.
- Involvement of students and teachers due to academic activity.
- High preference to curricular activity by parents and students.

Resources Required:

- Collaborations with NGO and other organisation for support and funding.
- Infrastructure facilities.