SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GURU NANAK VIDYAK SOCIETY'S GURU NANAK COLLEGE OF ARTS, SCIENCE AND COMMERCE

GURU TEGH BAHADUR NAGAR

400037

www.gurunanakcollegeasc.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Guru Nanak College (GNC) was founded in 1989, as an aided college, affiliated to the University of Mumbai, Maharashtra. The Institution started with 03 UG programs and is now among the premier higher education colleges offering 10 UG programs, 07 PG and 04 Ph.D. programs to 3353 students. The College is an ISO 9001, 2015 certified institution. Former President of India, APJ Abdul Kalam inaugurated the 'Silver Jubilee Celebrations' of the college on 08th August, 2014.

Located in Mumbai, the commercial capital of India, the college attracts a socially and culturally diverse set of learners every year. The college offers educational opportunities to first-generation learners from Dharavi (Asia's largest slum), Antop Hill and GTB Nagar localities that are in close proximity. 60% of the learners are girls, most of who face intersectional inequalities due to cultural, financial and social disadvantages.

The mission & vision of the college are aligned with the following Sustainable Development goals of the United Nations-2030:

With an emphasis on training of students, college offers skill acquisition courses, to prepare students to meet the everchanging industry demands.

The College was a UGC recognised Community College in Retail Management from 2015 to 2017. Certificate and Diploma courses in Retail Management were completed by 108 students under this program.

Grants have been received from Department of Bio-Technology (DBT) under the STAR Scheme. The College has signed an MOU with TISS in 2019 under the National University Student's Skill Development (NUSSD) program for skill-based training of students. College also offers a UGC recognised Certificate Course in Science Communication in collaboration with the National Centre for Science Communicators.

Emphasis is laid on accelerating the digitalization process of college functioning and on developing a robust ecosystem for research by students and staff. Cashless Transactions and Technology Integration are the hallmarks of GNC's transparent administration.

GNC's **Center for Joy** - 'Harmony' is a unique initiative that aims to promote emotional & mental well-being among staff & students.

Vision

Guru Nanak College is a centre of excellence in teaching and research in Higher Education, transforming students into a globally competent human resource, thus contributing to the creation of an inclusive and responsible society.

Mission

- To create opportunities and facilities for holistic teaching-learning environment.

- To lay emphasis on developing and nurturing scientific temper amongst students and staff.

- To promote quality research.

- To provide opportunities of students to participate in co-curricular and extracurricular activities.

- To sensitize students towards global, social, cultural and religious diversities and to promote tolerance and respect for them.

- To provide equal opportunities to one and all so as to include weaker sections of society in the development process.

- To promote competencies necessary in the globalised economic environment.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1) Visionary, inspiring and supportive Leadership committed to the cause of sustaining quality in higher education.

2) Location of College in the heart of Mumbai opens doors for linkages with Industry and research institutes.

3) Student Diversity.

4) State of the art amenities and infrastructure.

5) Qualified and competent staff.

6) Digitalization and Technology integration through ERP

7) Active Student groups engaged in outreach and extension activities.

8) Good and Fruitful Alumni Relation.

9) Congenial and healthy work culture.

Institutional Weakness

1) Poor economic and social profile of students

2) Lack of funding opportunities from Government.

3) Intersectional Inequalities faced by girl students.

4) Shortage of space.

Institutional Opportunity

1) Offering a broader framework of courses through implementation of NEP.

2) Promoting e-learning technologies for blended learning.

3) Attracting consultancy with Industry Linkages.

4) Exploring research funding opportunities from Industry.

5) Strengthening International Collaborations.

Institutional Challenge

1) Adapt technology to the changing needs of learners.

2) Financial challenges faced by students leading to drop-outs.

3) Overcome the University procedural delays.

4) Implementation of eco-friendly measures and creating environment friendly ecosystem in the college.

5) Introduction of curricular flexibility in the Affiliated system.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Guru Nanak College is affiliated to the University of Mumbai and the curriculum is prescribed by the University.

Teachers contribute to the revision of curriculum as members of the Boards of Studies of the University or as participants in the syllabi-revision workshops.

- Delivery of curriculum is supplemented with co-curricular engagement to assure employability of students.
- Program outcomes are clearly stated and aligned with Course Outcomes.
- 37 Add-on, Value-based and Certificate Courses beyond the curricula were introduced to ensure employability / skill development / entrepreneurship attributes.

- College also runs a UGC recognised certificate course in Science Communication.
- 80% of Students undertake academic projects, field visits and engage in experiential learning-based activities. The curriculum integrates cross cutting issues of gender, environment, human values and ethics.
- 70% of students complete projects, internships, field visits that incorporate these issues.
- The IQAC coordinates the feedback collection, analysis and incorporation of suggestion with the various departments.

College offers 09 Undergraduate, 05 Graduate & 04 Doctorate programs. Regular Time-Table is followed of lectures / practicals / tutorials and curriculum completion is monitored by the Heads of the Departments and the Academic Coordinator.

Teaching-learning and Evaluation

Guru Nanak College recognises that Teaching – Learning pedagogies must be learner-centric. Highly qualified and competent teachers are regularly trained in the use of teaching tools using ICT and adopting new age pedagogies to enhance Teaching learning.

- The average enrolment percentage is 87%.
- Average demand ration for sanctioned seats was 1 : 30 and Student Teachers ration is 1 : 37.
- An orientation cum Induction Program is organised for freshers, to familiarize them with the culture and mission of the College and the expected outcomes. of the programs.
- A capacity assessment of student is conducted by the Departments at the commencement of the program. Bridge Courses are offered.
- Academic Calendar and teaching plans by faculty.
- Teaching pedagogies with ICT are integrated.
- Experimental learning methods frequently used are internships, industrial visits, workshops, academic (micro) projects, publishing papers, field trips, role plays, case studies etc.
- The College has an LMS on G-Suite and all students have been given mail-ids in the college domain@gncasc.org.in. An office of online learning oversees the functioning of the online teaching.
- Attendance is taken through an ERP and Mentors keep track of academic progress of their mentors.
- In case of loss of lectures, extra lectures are conducted by faculty. After the pandemic, the learning loss was compensated by devoting the first few weeks to build on conceptional understanding and bridging.
- Average pass percentage of students is 94%.
- Examination results of college exams are published within 15 days from the completion of examinations.
- Evaluation related grievances are below 5%.
- Examination Result processing is automated and Examination Committee manages the examinations.

Research, Innovations and Extension

In the assessment period, the College has made significant leaps in research.

A Research Promotion Policy, has been instituted and a Research Promotion Cell, an Entrepreneurship & Innovation Cell are constituted.

The Research engagement of Teachers and Students are fully supported by the Management.

- 05 Research Centres have been established since 2015 and 21 Research Scholars and 09 Research Guides are attached to these Centres.
- Rs.53 Lakhs has been sanctioned for research projects by various funding agencies. Rs.22,000/- has been disbursed as seed money by the Management to Teachers for Research Projects. Monetary Award amounting to Rs.46,000/- have been disbursed for publications by Teachers.
- Faculty members published 84 research articles and 20 books/chapters/articles in the assessment period.
- Extension and outreach activities are organised through the NSS, DLLE and various departments. College has received recognition from Government Bodies for its commendable contribution.
- 08 MOUs were signed for Research.
- 48 Activities like Seminars, Workshops, Conferences were organized to promote Research Culture.
- Received grants from DBT under the STAR Scheme for Science departments.
- A Plagiarism Software Checker is available for teachers and students.
- An 'Entrepreneurship mindset' is introduced to the UG students through various activities and financial support to innovative ideas. An incubation cell with TISS is being set up.

Infrastructure and Learning Resources

Adequate Physical facilities are provided to support teaching learning and research in GNC. The College has state of the art infrastructure facilities spread over 1500 sq. metres.

Major highlights are:

- 31 ICT enabled Classrooms – with computers
- Subscription to 44 periodicals and N-List Packages Automation in library.
- College Campus is Divyangjan compliant.
- 01 Seminar Hall, 02 Multipurpose Halls and a 640-Seater Auditorium, Gymkhana, Gymnasium, Canteen, Parking Lot for 02-04 wheelers for students and staff.
- High Speed Internet with > 50 Mbps speed and ladies common room lease line (100 Mbps)
- 17 Router points.
- Counsellor's & Doctor's Room
- NSS, DLLE Room
- Reading Room and Reading Area for study hours with browsing centre for students.
- Ladies Common Room.
- 05 Computer Laboratories.
- 04 Chemistry Laboratories.
- 01 Physics Laboratory.
- 01 Botany Laboratory.
- 01 Psychology Laboratory.
- 01 Materials Research Centres, 01 Common Research Centre with Software and subscription to research journals. A library website is accessible for student usage and convenience.
- Library has over 25000 books.
- Play Ground with Football Field, Badminton Court and Cricket Pitch.
- Activity Areas for Students.
- Student Study areas in the Lobby (Wi-fi enabled) and the front patio.
- Solar powered lights and mobile chargers.

Student Support and Progression

1. Placement of students more than 40% of students were placed or progressed for higher education.
2. 04 students have started entrepreneurial ventures.
3. 78 students have actively presented research work and one team has presented their work to the Government of Maharashtra for support as a startup.
4. College has bagged 02 Awards for eco-sensitivity programs by Ecorox.
5. Best NSS unit and Program Officer award by University of Mumbai.
6. Academic performance is enhanced. 93% pass percentage of students.

Governance, Leadership and Management

The Governing body of Guru Nanak College is committed to core values of inclusivity and equality; This is visible through the participative and decentralized governance, strategic planning and commitment to the cause of assuring equality in all areas of management:

- Statutory Bodies of the College namely, Governing Body, College Development Committee, IQAC, Exam. Committee, ICC, Gender Sensitization and RTI Cell are constituted as per university guidelines.
- College has well defined policies published in the handbook of policies.
- The Perspective plan of the College is 2015-2025 deployed and the execution is done. The extent of compliance is reviewed.
- E-governance is implemented in Administration, Finance and Support, Examination to enhance the transparency, accountability and participation of stakeholders.
- Welfare measures for staff are in the form of financial incentives and assistance, Recognition, Career development and Advancement opportunities., Physical and Mental Health Counselling.
- Relatives of deceased staff are supported by the Management.
- Over 90% of staff has availed of financial support for development.
- Government and Internal audits are regularly carried out.
- IQAC is proactive in organising Financial, Academic, and Gender Audits.
- College has participated in the AISHE Survey and the NIRF Ranking process.

Institutional Values and Best Practices

Guru Nanak College shows responsiveness and an enterprising approach to address the challenges of environmental cautiousness, gender equity, inclusiveness and professional ethics. This is visible in the vision and mission of the Institution and its core values.

Gender Equity:

- Gender Sensitization Cell, ICC ensure empowerment and equality of all genders.
- A Safe Campus is ensured by the 108 CCTV cameras that electronic surveillance.
- Security Staff is vigilant.
- A Counselling Centre and a health care expert are available on campus.
- Use of gender-neutral language in College Communication is practised.
- Students volunteer as gender champions to propagate gender quality in the campus.

Inclusion and Situatedness:

An environment promoting inclusivity is assured through activities of the Cultural Committee, Fine Arts Circle and Literary Club.

- Celebration of festivals.
- Observing days of National and International Importance.
- Initiation of GNC-Language Centre in Marathi, Persia, Sindhi, Gurmukhi.
- Drives and Walkathon Marathon Unity, Brotherhood are organised.
- Musical programs on patriotism.
- Study group (peer learning), group assignments, clubs and student committees contribute to congeniality and a spirit inclusivity on campus.

Human values and Professional Ethics:

- Code of Conduct is displayed and enforced instil virtues of discipline and mutual respect among all stakeholders.
- Activities under Story Telling Clubs, Constitution Club, Electoral Literacy Club, instil moral values and character in staff and students.
- Students join NCC in units in neighbouring institutes. Activities under NSS, DLLE and promote spirit of service.

Environment Consciousness and Sustainability:

- Awareness programs and outreach activities create environmental sensitivity among students.
- College practices rain water harvesting, use of solar energy to create an ambience and of energy and water conservation.
- Composting of organic waste is done on campus. Organic manure that is created is also use to maintain the college garden.
- Ban of single-use plastic, observing No-vehicle day and recycling paper are good practices of the campus.
- Green Energy and Environment Audits are conducted.
- Micro-scaling techniques are used in the chemistry lab and LED lights are used to conserve power.

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Guru Nanak Vidyak Society's Guru Nanak College of Arts, Science and Commerce
Address	GURU TEGH BAHADUR NAGAR
City	MUMBAI
State	Maharashtra
Pin	400037
Website	www.gurunanakcollegeasc.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Pushpinder G. Bhatia	091-9321734389	9594611112	-	admin@gurunanak collegeasc.in
IQAC / CIQA coordinator	Ramraj T. Nadar	022-24071098	9930184010	022-4041944	iqac@gncasc.org

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minority Cert..pdf
If Yes, Specify minority status	
Religious	
Linguistic	Punjabi Speaking
Any Other	

Establishment Details

State	**University name**	**Document**
Maharashtra	University of Mumbai	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	29-01-2004	View Document
12B of UGC	29-01-2004	View Document

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

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	GURU TEGH BAHADUR NAGAR	Urban	0.4	1302

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,Arts	36	H.S.C.	English	432	320
UG	BCom,Commerce	36	H.S.C.	English	1420	1306
UG	BSc,Science	36	H.S.C.	English	432	176
UG	BA,Mass Media And Communication	36	H.S.C.	English	216	176
UG	BCom,Banking And Insurance	36	H.S.C.	English	216	159
UG	BSc,Information Technology	36	H.S.C.	English	432	354
UG	BMS,Management Studies	36	H.S.C.	English	216	200
UG	BCom,Accounting And Finance	36	H.S.C.	English	216	192
UG	BCom,Financial Management	36	H.S.C.	English	216	153
UG	BA,Psychology	12	B.A	English	72	35

PG	MSc,Information Technology	24	B.SC. I.T.	English	48	41
PG	MA,Hindi	24	B.A	Hindi	40	15
PG	MSc,Chemistry	24	B.SC	English	8	0
PG	MSc,Chemistry	24	B.SC	English	48	48
PG	MSc,Chemistry	24	B.SC.	English	48	44
PG	MCom,Accountancy	24	COMMERCE	English	144	130
PG	MSc,Physics	24	SCIENCE	English	6	0
Doctoral (Ph.D)	PhD or DPhil,Commerce	24	COMMERCE	English	5	1
Doctoral (Ph.D)	PhD or DPhil,Hindi	24	ARTS	English	5	3
Doctoral (Ph.D)	PhD or DPhil,Chemistry	24	SCINCE	English	8	0
Doctoral (Ph.D)	PhD or DPhil,Physics	24	SCIENCE	English	6	3

Position Details of Faculty & Staff in the College

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Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				5				21			
Recruited	0	2	0	2	2	3	0	5	6	3	0	9
Yet to Recruit	0				0				12			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				77			
Recruited	0	0	0	0	0	0	0	0	34	43	0	77
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				22
Recruited	12	6	0	18
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				18
Recruited	11	7	0	18
Yet to Recruit				0

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Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	7	0	0	7
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	2	0	2	1	0	2	2	0	9
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	2	0	4	1	0	7
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	5	0	6
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	34	37	0	71
UG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	24	14	0	38

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1418	22	0	0	1440
	Female	1616	15	0	0	1631
	Others	0	0	0	0	0
PG	Male	99	0	0	0	99
	Female	175	3	0	0	178
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	2	0	0	0	2
	Female	3	0	0	0	3
	Others	0	0	0	0	0

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Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	56	80	97	104
	Female	52	79	87	99
	Others	0	0	0	0
ST	Male	2	4	4	5
	Female	2	3	4	5
	Others	0	0	0	0
OBC	Male	49	85	98	100
	Female	65	100	97	98
	Others	0	0	0	0
General	Male	1390	1318	1356	1391
	Female	1400	1378	1515	1598
	Others	0	0	0	0
Others	Male	19	21	22	19
	Female	13	20	24	23
	Others	0	0	0	0
Total		3048	3088	3304	3442

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	NEP, 2020 aims to develop intellectual, aesthetic, social, physical, emotional, ethical, moral dimensions of the personality of an individual. Guru Nanak College of Arts, Science and Commerce offers 03 UG programs in Humanities, Science and Commerce and 06 applied programs in Banking and Insurance, Accounting and Finance, Multimedia and Mass Communication, Management Studies, Financial Management and Information Technology to over 3500 students. Apart from these certificate courses in Accountancy, Tally, Microcontrollers, Horticulture, Economic Geography, Science Communication (UGC recognized) are offered. Post Graduate (PG) programs in Analytical, Chemistry, Organic

	Chemistry, IT, Hindi, Commerce expose students to interdisciplinary areas of study. Staff undertake collaborative research projects & post-doctoral studies in Biophysics, Material Science. Students have completed projects in Foundation Course, thus getting exposure to multidisciplinary areas. The college has signed MOUs with ICT, Sophia College, Ajmer, Vidyalankar Institute of Technology-Mumbai, SIES College- Mumbai and University of North America- Washington through which multidisciplinary programs can be introduced for compliance with NEP guidelines.
2. Academic bank of credits (ABC):	The NEP 2020 envisions an education system that allows the learners to pursue multidiscipline programs at the UG level with multiple exit and entry options and the flexibility to choose the course and the institute. Guru Nanak College which is affiliated to the University of Mumbai, is registered under the UGC's Academic Bank of Credits. Students and staff have undergone orientation sessions to enable registration. A Nodal Officer is appointed to co-ordinate the exercise. All students of the College have registered themselves and are issued a unique ABC id. All reports/marklists are uploaded on this e-locker. The College has collaborations with a number of organisations within the country and an International MOU with the University of North America. The Institution plans to keep a record of credits earned by a student owing to completion of add-on / skilled courses also too. Teaching faculties are being trained in creation and use of pedagogies for online teaching and also in designing study material, activities in the respective disciplines. The ERP in the College supports the ABC and is ready for future changes with implementation of the NEP.
3. Skill development:	Title : GNC - KAUSHAL Objectives: To offer add-on, supplementary, certification courses aimed at developing multiple skills in learners to make theme globally competent, thus making them employable and also promote an entrepreneurial mindset. Context: The fourth Industrial Revolution Industry 4.0 is seeing a social, political and economic shift from the digital age of the 1900s and early 2000s. In this age of cloud computing and AI and speed, technical, social and emotional skills of learners' ned to be revisited. Along with the regular University – prescribed curricula, the enhancement of these skills

is the hallmark of a good Higher Education System. Even today, 92% of students enrolled in the College come from financially challenged families with an annual income of > 2 lakhs. The opportunities to pursue add-on training and acquire any other certification besides the Academic programs are very rare and inaccessible to them. Guru Nanak Vidyak Society, the College arrangement is committed to bringing these avenues for development within reach of its learners. • An annual plan is made in tune with the perspective plan and all stakeholders participate in the planning and execution of policies. • Funding budgets are allocated in the college Development Committee meetings. Effective & Transparent disbursal of funds is ensured through the audits. • Staff welfare measures include health check-up, services of counsellor, financial support for development programs, maternity and sick leave. • GNC was ISO certified and has submitted its Annual reports to NAAC regularly. • The institution has shown resilience and responsiveness through its various initiatives to prepare for implementations. Skill Development The NEP has laid emphasis on integration of vocational education with general College education to help students acquire various skill to meet the industry demands. Guru Nanak College has collaborated with many Industry Partners (registered with NSDC) to other Skill based courses under the NSQF framework. The College was a Community College in Retail Management offering Certificate and Diploma Courses. GNC-Kaushal Centre offers Skill based Courses in many sectors. 1. Accounting 2. Tally 3. Horticulture 4. Herbal Cosmetics 5. Beautician 6. Baking 7. Fine Arts These courses generate employability skills and create entrepreneurial opportunities. Infrastructural facilities like Computer, Classrooms, Lab. Spaces and Activity Centres are available to run the courses.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	College is geared to promote Indian Languages, Art, Culture and Concepts of Indian Knowledge System into the academic disciplines. A 'GNC Language Centre' offers courses in Marathi, Persian, Gurumukhi, Sindhi. Courses in Vedic Mathematics are offered by students. The College has a 'Sikh Study Circle' to promote learning of the Sikh history and its evolution and to expose students for the Sikh values and traditions, through various activities like

	Seminars, participation in Langar, Gatka etc. The 'Fine Arts Circle' conducts workshops in traditional arts of Mehndi, Rangoli, Warli painting, Phulkari embroidery, Tie and Dye cloth designing. A Workshop on epigraphy is being conducted to educate the young students in this dying discipline. The Performing Arts Club focuses on Indian Folk Dance and Drama. Students receive training in Powada, Bhangra, Classical dance. The College proposes to initiate activities related to metallurgy in Vedic times, Chemistry of pigments, Vegetable colors, History of Maths in India, Astronomy, Indian Economics Ideas, Kautilya's thoughts, Khadi Gram Udyog etc. The library proposes to create a section on Indian Knowledge System and enrich Indian literature which will be helpful to the faculty and students alike. Management proposes to support Research work in the Integration of Indian ideas in academic disciplines. College collaborates with government & non government organizations to promote Indian values & ethos.
5. Focus on Outcome based education (OBE):	The curriculum is prescribed by the University of Mumbai. Outcomes of Courses, Program Outcomes and Program Specific Outcomes are clearly defined. Quality of education can be assured through mapping and alignment of these outcomes. Teachers have been trained in Teaching pedagogies and mapping of outcomes with assessment and achievement of students of ensure Quality of teaching.
6. Distance education/online education:	GNC has an active LMS platform of G-Suite. All students are given email ids in the @gncasc.org domain. The Virtual classroom has helped conduct online classes, management of attendance, submission of assignments, arrange webinars, training programs, virtual field visits, add-on courses during the pandemic. Literary and fine arts activities, music clubs were active in the online mode. Teachers are trained to develop and deliver e-content. Over 100 educational videos and an app have been created and are available to students. The 'GNC-Repository' of the library stores lectures, videos, study material. Students and Staff are encouraged to enrol for courses on Udemy, Coursera, Swayam to broaden their scope of knowledge and acquire skills. College is fully equipped with infrastructural facilities needed to establish Online and Distance Education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	As per the government circular dated July13, 2021 the Electoral Literacy Club was set up in the college. This college conducts electoral activities program regularly with the incoming students who are eligible voters.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Mr. Sumit Kharat was appointed as the Teacher Nodal officer of the Electoral Literacy club and one student leader was appointed to coordinate with other elected class preventatives. The ELC is active in conduct activities to strengthen the electoral system and this the democratic setup in the country.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	ELC in collaboration with the Department of Political Science and the Constitution Club has conducted various activities to inculcate democratic values among the students. As a part of the celebration of Constitution week, a special voter registration drive was conducted for students and residents in the neighbourhood. With the help of State Election Commission, the working of the electronic voting machine (EVM) and voter verifiable paper audit trail (VPAT) were demonstrated to the students. The student members of the ELC were elected through simulated version of the National elections. Walkathon in the locality to spread awareness about voter's rights, street plays are conducted in the locality on days of National importance.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	ELC. in collaboration with the Department of Political Science and the Constitution Club, organizes various voter awareness programs, such as voter awareness rallies and street plays. Besides Aadhar Card updation camps are conducted to support the electoral process.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	A google survey was conducted and around 25% of students had not yet registered as voters. Through flex, notices and documentary college encourages students to enroll in voter list. College is planning to link students' grade card with Voter ID number. Electoral Club Activities: 1. Voter Awareness Rally 2. Street play Voter Awareness 3. Poster making competition on voter's day 4. PowerPoint

	presentation on voter's day 5. Electronic Voting Machine (EVM) and Voter verifiable paper audit trail 6. (VVPAT) demonstration 7. Visit to Election Commission of India 8. Voter Registration Camp 9. Voter ID Registration Camp 10. Aadhar Card updation Camp 11. PAN card registration camp 12. Voter awareness campaign 13. Class elections in a democratic manner

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3435	3305	3079	3037	2899
File Description			Document	
Upload supporting document			[View Document](#)	
Institutional data in the prescribed format			[View Document](#)	

2 Teachers

2.1

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

Response: 123

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
90	50	56	51	51

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
159.92	92.35	161.58	148.08	149.39

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

The College has framed systematic and well-articulated plans for curriculum delivery & continuous internal assessment to ensure consistent teaching and regular monitoring. College is affiliated to University of Mumbai (UoM) and hence it adheres to the curriculum as prescribed by it.

Curriculum Planning:

IQAC in consultation with the Principal, Vice – Principal and Examination Committee prepares an **Academic Calendar** on the basis of the terms of arrangement by the UoM. It is published on the college website. Head of Departments (HoD) make a departmental calendar in accordance with the academic calendar for effective completion of syllabus and involvement of learners in co-curricular activities etc.

At the commencement of every academic year, **Orientation programme** is conducted for students to get them acquainted with the college code of conduct, syllabus and examinations. A coherent **time table** is prepared by HoDs and shared with students through the college website/display on notice boards in the campus/WhatsApp Groups /Google Classrooms. Teachers maintain a **diary** that is regularly checked by HODs, Vice Principal & Principal. Add-on courses are planned in accordance with the academic calendar. Faculties are actively involved in curriculum planning & designing in the Board of Studies(BoS) at the University level & suggest changes to the course curriculum as per the changing needs of the industry & learners.

Regular and Supplementary Examinations are planned in advance by the Examination Committee in line with the UoM timeline and adherence to academic calendar.

HoDs, Vice-Principal and Principal ensure that the curriculum is delivered effectively and completion of syllabus is authenticated through various **feedback mechanisms**. Feedback is taken from students mid-way after the commencement of the course and then towards its completion to understand learners' needs and to assess the quality of delivery.

Continuous Internal Assessment:

The college ensures effective teaching-learning pedagogy through continuous assessments that are

conducted following module completions for learners. Internal evaluation with 2 weeks intimation & notice is conducted.

Class Cancellation

In case of leave owing to personal or professional grounds is considered with prior intimation to HoD/Principal. In the case of absences, a substitute teacher, or provisions for additional assignments or alternate learning activity is arranged for learners. The topics assigned for the period are completed by the concerned faculty.

Curriculum Delivery:

Semester-wise lesson plans are made by teachers and shared with the students at the beginning of each semester. From the year 2019-20, **Google Classroom LMS** is used by all faculties for sharing of study material and internal evaluations etc.

During the Covid–19 pandemic, **'Office of Online Learning'** was constituted along-with purchasing of **Google Suite** account to provide a platform to teachers for delivery of lectures and assessments. A repository of recorded lectures, YouTube links & ppt is maintained in the library. Teachers utilize variety of online resources,eg:

- Digital Content/Videos/App
- PPT presentations
- YouTube channels
- Simulation.

Result Analysis is done at the end of each semester and **review meetings** are held department-wise. **Academic Audit** gives an insight into the weaknesses and gaps in the teaching-learning process.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Add on /Certificate/Value added programs offered during the last five years

Response: 35

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 65.88

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
2848	2408	2733	1240	1150

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

1. Gender:

Foundation course in all programmes focuses on topics such as social problems, Contemporary Society challenges and gender issues. The course creates awareness and provides information regarding problems and violence faced by various vulnerable groups such as SC, ST, Women and Children, physically and mentally challenged. Students are encouraged to take up projects and presentations related to various gender issues. The syllabus focuses to achieve targets in United Nation's Sustainable Development Goals (SDG) No. 5, 10 and 15.

The College has a **Gender Sensitization Cell** and various programs on gender issues such as gender equality, health care and hygiene are conducted, webinars on body shaping, workshop on "she is

empowered," Self-defence are carried out to make students aware and tackle various issues. These Programmes are conducted in collaboration with NGO's like Majlis, Rooh'd life and inviting resource person like Dr. Chahya Gala (Advocate and Self-defence trainer), Mrs. Aarti Kopal (NGO Member). These activities have helped in achieving the targets under SDG No. 5.

2. Environment and Sustainability:

Environmental studies is offered as a course in the first-year of commerce programme and creates awareness among students pertaining to various environmental issues. The courses cover the topics such as Sustainable Development, Climate Change, Environmental Protection and Management etc. which also focuses on SDG. To achieve the targets in SDG No. 12, 13, 15, EVS department organises activities like Tree Plantation Drive, Visit to Maharashtra Nature Park.

In **Foundation Course** subject Natural Man-made hybrid disasters are dealt with causes effects mitigation activities, government policies and human rights violated during rehabilitation and compensation. Major International environment summits and policies are covered.

To supplement the curriculum delivery, **Botany Department** organizes field visits to Blatter Herbarium, Yeoor Hills, Green Nursery etc.

Environmental Mentoring Committee and **NSS unit** of the college conducts *Nirmalaya* Collection drive and Compost Making, E-waste and dry waste collection drive, Environment Awareness Lectures, Home Composting and Seed Bomb making workshops and cloth bag distribution in adopted area.

Department of chemistry sensitizes students towards environmental issues by including environmental friendly techniques, using principles of green chemistry in laboratory. The department also organises workshop on "Microscale Techniques" to teach students to minimize use of chemicals and solvents.

3. Professional Ethics:

The Curriculum of **M.Com.** delivers systematic study of ethical matters in Research areas such as voluntary participation, anonymity, confidentiality, plagiarism, potential for harms and results.

B.Sc. (I.T.) curriculum has a unit on Cyber Law/Cyber Crime that focuses on ethics and rules of media and online interactions.

Business Law department arranges talks on IPR. Students check their projects/assignments for plagiarism, thus instilling in them the importance of professional ethics.

4. Human Values:

Departments like **Political Science, Economics, Botany** to supplement their curriculum have constituted student groups such as Constitution club, Economics club, Magnolia respectively. Their activities such as Homage to Bharatratna Dr.B.R. Ambedkar, Diwali Celebration at old age house at Shantivan, Discussions on Farm Reform Bill, Outreach Program on 'growing your own vegetables', concerns reflect the moral values and societal virtues.

File Description	Document
Upload Additional information	[View Document]()
Provide Link for Additional information	[View Document]()	

1.3.2

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

Response: 57.82

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

Response: 1986

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document]()

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 86.27

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1336	1218	1293	1241	1287

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1526	1454	1526	1497	1387

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2

Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 42.63

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
159	185	167	111	121

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

2021-22	2020-21	2019-20	2018-19	2017-18
353	353	353	353	331

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

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

Response: 38.17

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools

Response:

The College strives to become a centre of excellence in teaching and makes efforts to ensure that student learning is enhanced. To ensure that syllabus is imparted effectively, student – centric methods of instruction are adopted. Experiential learning, participative learning and problem solving methods are used to give a real life blended learning experience to the students. The campus is Wi-Fi enabled and classrooms and seminar rooms are equipped with ICT infrastructure such as computers, LCD projectors, microphone and audio visual facilities to assist teaching. During COVID – 19 pandemic, college had made a major transition in teaching methodology through adoption of online ICT tools for the benefit of students. The college possesses a Learning Management System (G-Suite Education License) through which faculties and students have been allotted official email ids within the gncasc.org domain to conduct online classes with ease.

Teachers and guest experts deliver lectures, seminars and workshops with the use of following ICT Tools such as:

- Powerpoint presentations
- Excel spreadsheets (for solving practical problems)
- Platforms such as Google Classroom (for sharing study material, assignments, tests), Google Meet (online lectures, webinars)
- Online Quiz Competitions
- Streaming of YouTube videos
- Simulation links
- Live telecast of budget sessions

The various experiential methodologies adopted support in solving complex problems more constructively. Students actively participate in academic and co – curricular activities.

Experiential Learning Methodologies

- Training programmes such as Paralegal skills, use of Tally software are organized.
- Field visits, excursions, industrial visits to National Museum of Indian Cinema, SEBI, Supreme Court, Go Green Nursery at Karnala are arranged.
- Collaborate for internships with Government bodies such as Rashtriya Chemicals and Fertilizers Limited., BSE.
- Inter Collegiate Events and outreach activities under Science Association like GIGNOSCO (Photography and Diagram), Time Travel (to celebrate UNWTO's International Year of Sustainable Tourism for Development), Physonix (live demonstrations by Physics department), ChemFiesta (competitions by Chemistry department), Mathletes (games based activity) and Workshops on energy audit are conducted.

Participative Learning Methodologies

- Seminars, Guest Lectures, Webinars on topics such as banker's talk on Monetary Policy, Block chain and Innovation, Introduction to Nuclear Reactors etc., Career guidance programmes in Forensic Psychology, CMA are attended by students.
- Competitions in Inter Collegiate Research Paper, Essay Writing, Elocution, Debates, Poster making and Mnemonics are arranged to promote participation.
- Movie screening of documentaries, Role plays, Voter Awareness Week, Food Festival and Book Review are organised for better engagement.
- Signature Campaigns to petition on Save Aarey Forest, Save Rivers, Anti tobacco chewing.

Problem Solving Methodologies

- Case studies on relevant topics.
- Research projects
- Mind Share Intercollegiate Workshop etc.

A spirit of inquiry is developed while teaching specialised courses in various streams. The teachers give personal attention to students in groups of 20 to 30 while conducting practical sessions in Physics, Chemistry, Botany, tutorial sessions in Maths and Communication Skills which further strengthens the analytical and thinking skills of students. Further, a variety of teaching methodologies adopted by

teachers makes students get hands on learning experience and it also inculcates a sense of social activism and responsibility.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

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

Response: 83.24

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
109	65	65	61	58

File Description	Document
Upload supporting document	[View Document](#)

2.4.2

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

Response: 51.68

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
49	26	28	26	25

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

2.5 Evaluation Process and Reforms

2.5.1

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

Response:

The College is affiliated to University of Mumbai and follows all guidelines set by the University for conducting the examinations, declaring results and dealing with grievances.

Exams are conducted on behalf of the University as per Examination calendar made at the beginning of each academic year. There are papers of 100 marks as well as 80/75/60 marks for Theory/External exams with 20/25/40 marks of internals respectively, which are conducted through Projects, Presentations and Practicals carried out in a well planned and systematic manner.

Transparency and Time bound procedure and grievances redressal in Internal and External Exams:- As per the guidelines set by University of Mumbai all exams include four step procedure viz:-

College has constituted Examination Committee with a Senior Faculty member as Chairperson.

Notices regarding the Schedule of Exams, deadlines related to revaluation of answer books and reporting of malpractices dealing mechanism for all exams are displayed generally a month in advance. All notices are displayed on the College Website, Notice Boards and official College groups on WhatsApp platform.

To ensure transparency, policies like making multiple sets of question papers for every course and coding of question papers are adopted. Examinations are supervised and invigilated by the Teaching Staff. During Covid-19 pandemic, exams were conducted online with online proctoring.

The Unfair Means Enquiry Committee deals with malpractices by students during exams.

College adopts Central Assessment Programme (CAP) where in answer books are assessed by the Teachers within the deadline given and on College premises.

Moderation of Papers are done by the External Moderators who look into discrepancies, if any in assessment. Results are generally declared within four weeks from the last day of exam.

In case of application by student, revaluation is also conducted by Revaluators in a time span of a week and student is informed of the result in a week's time. Similarly Photocopies of answer books are

provided to students on demand.

Efficiency to deal with grievances in Internal and External Exams:- The marksheets are processed and printed in the College through ERP.

The Examination Team has an office where all matters related to examination are attended to.

Separate ICT systems and CCTV cameras are used to ensure the conducting of examinations transparently.

Results are published on CIMS Student App and College Website. The Examination System is designed to deal efficiently with grievances if any, transparently and timely.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

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

Response:

The College is affiliated to the University of Mumbai, the institution follows the curriculum designed by the University of Mumbai. Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all programmes are developed as follows:

Course outcomes are well written considering the SMART principles :

- Specific
- Measurable
- Achievable
- Relevant
- Time-bound

Dissemination of outcomes to students -

During orientation programme, the Heads of the departments create awareness on Programme Outcomes (POs) and Course Outcomes (COs). The faculty members inform the students regarding the course

outcomes and create awareness about the need & process to attain the course outcomes.

Modes of Communication of outcomes to teachers –

Induction programmes are conducted to create awareness on Programme Outcomes (POs) to be achieved by faculty members. Training on OBE & Bloom's Taxonomy is provided to help the teachers identify achievable learning goals and develop plans to meet them.

Course outcomes are assessed through

- Internal Examinations
- Semester-end theory examinations
- Practicals and Projects

Programme outcomes & Programme specific outcomes are attained through courses. Each course outcome addresses a sub-set of POs and PSOs. For each course, attainment is calculated and measured.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Pass percentage of Students during last five years

Response: 94.01

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

2021-22	2020-21	2019-20	2018-19	2017-18
1020	992	929	698	665

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

2021-22	2020-21	2019-20	2018-19	2017-18
1084	1020	944	768	762

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.87

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 61.58

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.45	15.19	00	45.40	0.54

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

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

Response:

In its quest to become a centre of excellence in research, the college takes proactive measures to develop a research temperament and entrepreneurial mindset among its learners. Many initiatives & activities are planned at departmental & institution level.

Dedicated Research Centre

College has established its first research center in the year 2015. Progressing forward it now has 5 **Ph.D centres** namely Hindi, Chemistry, Physics, Botany and Commerce. 8 faculties are approved as Ph.D guides. 9 Ph.D scholars have been awarded degrees. These centres conduct multiple conferences & workshops on research methodology & IPR.

Facilities on Campus

An N-List package is available to teachers, students and research scholars in the library to access quality research papers and latest research articles. 'Plagiarism Checker' software and SPSS tools are available for staff & students on the campus.

Entrepreneurship & Innovation Cell

An entrepreneurship & Innovation cell is established with staff and students as members. Talks by Industry leaders such as Shree Baldev Sharma, Chairman Marshall's wallpaper, Mr. Vithal Kamat, renowned restaurateur have motivated students towards entrepreneurial opportunities as a career. Some initiatives & student entrepreneurs who have been supported by innovation cell are as follows:

- Ms. Meetali Wagdhare

- Ms. Kanchan Mahatto

- Mr Yuvraj Surve

- Ms. Shifa Shaikh

- The Department of Lifelong Learning conducts 'Annapurna Yojna' whereby students prepare & sell meals to faculties.

- Training in fine arts like Warli Art, Mehendi have been converted to lucrative careers by the students.

Research Support to Staff & Students

Eight Teachers have completed their doctoral programs in the last 5 years. Management felicitates every teacher who completes a Ph.D. with cash rewards and increments. Cash rewards are given for every publication.

Seed grants are generously given by the management to the teaching faculty for the research undertaken by the faculty of the college and research grants from State & central bodies are facilitated. The number of teachers who have benefitted & received grants in the last 5 years is 9. The total amount received is Rs. 53.05 lakhs.

Teachers actively pursue research and guide students to participate in various research activities & conventions like:

- '**Avishkar'** at the University level, Team of FYBSc students had been selected in the finale to present their work titled 'Metal staff indicator for manhole opening' at Raj Bhavan, Mumbai. The number of students participating in this University Research Convention has been steadily increasing.
- **Anveshan'** and '**Trishool**' Intra-collegiate undergraduate competitions.
- **Research colloquium** is a regular activity in which all research scholars & students present their findings.
- Students with an aptitude for research are identified and teachers supervise basic projects with

them. Management funds student research and encourages it.

- An MOU with '**TISS-NUSSD**' has led to the installation of an incubation centre. This centre has facilitated botany students in making 'Herbal Shampoos' and selling them.
- A **patent** related to 'Solar Car Parking' is granted to Dr. Pushpinder G. Bhatia, Principal.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 51

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

2021-22	2020-21	2019-20	2018-19	2017-18
12	04	17	10	08

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

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

Response: 0.3

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

2021-22	2020-21	2019-20	2018-19	2017-18
05	13	11	06	02

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

3.3.2

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

Response: 0.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
09	05	19	07	09

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

3.4 Extension Activities

3.4.1

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The college motto "Come in to learn and go out to serve" is reflected in the multiple activities undertaken by students. Being a centre of excellence in teaching and research in Higher Education, the college aims at transforming students into a globally competent human resource. Strong relationships have been built with the local community, local administration, and schools in the vicinity and non-government organizations (NGOs). In the last five years 70 extension activities were carried out

by NSS, DLLE, Environment monitoring Cell, Gender Sensitization Cell and various departments.

1. NSS:

- **Health Awareness programs.**
  - Aids awareness was done in collaboration with Mumbai District Aids Control Society (MDACS).
  - Blood Donation Camps & pulse polio drives, Hepatitis-B, and Thalassemia Awareness programs and drives.
  - HIV/AIDS Awareness Rallies with street plays, poster competitions, These activities have benefited the people in the community.

- **Education and learning :**

To develop English speaking skills for under privileged students of the local community, NSS volunteers helped in developing the communication skills of the students under 'Chalo English Sikhaye' program. This led to the students performing better in their exams.

- **Road Safety Awareness:**

Awareness drives to acquaint people with traffic rules were undertaken this helped in preventing traffic jams in the area.

- **Environmental Awareness:**

Swacch Bharat Abhyan , Chaka Chaka(GTB Station cleanliness drive), beach cleaning, tree plantation, Nirmalaya collection and waste compost. GTB Nagar Railway station is adopted by the college & beautification is done by the volunteers.

2. DLLE

- **Status of Women In Society (SWS)**

Students conducted research & their findings indicated women population education program. The implemented their findings by working for the neighborhood women population.

- **Vocational Oriented Career Projects**

The students are given career based projects to enhance their employability and IT skills. It gives them to explore job prospects of the career. The beneficiaries are the students.

- **Industry Orientation Project (IOP)**

The industry orientation project is a vocational/ career orientated program for empowering students with marketable work skills.

- **Anna Poorna Yojana**

This activity has been designed to encourage the students to be an entrepreneur. This enables them to start fast food shops and catering on a small scale becoming a source of large income returns. The students and community is beneficiary from this Yojana.

3. Environmental Monitoring Cell

The Environmental monitoring committee organizes recycling of paper, e-waste and Plastic wastes, composting of wet waste to manure ,Intra and inter college competitions, workshops and hands on training to compost at home, seed bombs, awareness lectures on water conservation and rain water harvesting.

4. Electoral Literacy Club (ELC)

- **Citizen rights awareness:**

ELC of our college conducted Aadhar and Pan Card registration camp.

5. Gender Sensitization Cell

This cell conducted activities such as Rally on Equality, awareness of POCSO Act, self-defense techniques and women's Health and Hygiene. Gender Champions are appointed among the students to ensure gender biases and sexual harassment are not prevalent on Campus.

6. Department Extension activities

Physics Department conducts outreach programs on Science Learning for students of BMC Schools in the vicinity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

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

Response:

The college firmly believes in social inclusion and the holistic development of its students. All extension

activities are aimed at sensitizing students about social issues and finding solutions to them. Departments and committees are engaged in various extension activities to make significant contributions to the society.

The NSS unit of the college is actively involved in activities for the betterment of society. The unit has adopted Indira Nagar slums in the vicinity of the college and a Khanav village of Raigad District for extension activities. The unit has also adopted Alibaug forest range for tree plantation, where it has planted 5550 saplings. This effort has been recognized the office of Alibaug Forest Range Govt of Maharashtra. The college has taken the in 2019 lead in organizing blood donation camps and collected 1700 blood bottles for govt hospitals in Mumbai City in association with Nair Hospital Mumbai .

The college arranges seven days residential camp in the adopted village (Khanav) and conducts various activities for sustainable development. Free medical check up camp, construction of check dam, tree plantation, environment awareness programs, Swachh Bharat abhiyan ,etc. The college has received appreciation letter from the Gram Panchayat of Khanav Village for our efforts.

As per the guidelines of university of Mumbai, NSS unit of our college organized various schemes such Swachh Bharat Abhiyan , road safety awareness, educational awareness programme, health awareness programme, pulse polio drive, vaccination drives, environmental awareness programs, etc. The college was awarded 'best NSS unit award' by NSS Cell of University of Mumbai. The NSS Programme officer Mr. Dananjay Channale has been adjudged has the 'Best Programme officer' at District level for his dedicated service in NSS by NSS cell of the University of Mumbai.

The NSS volunteer Mr.Mihir jain has been selected for parade at a State Republic Day parade camp by govt of Maharashtra. Ms. Sweta Saroj, NSS volunteer has served herself during pandemic as a COVID Warrior and was awarded for her braveness in COVID-19 by the Brihan Mumbai Corporation (BMC).

Dr. Meetali Das Gupta co-ordinator of environmental mentoring Committee was awarded by Synergy system, an auditing company for her exemplary contributions for initiating Green Practices which includes waste paper recycling compositing of canteen waste to manure, compositing of flower waste to manure , E-waste and plastic waste collection drive, tree plantation drive in and beyond the campus, intra and inter college competitions, workshops and hands on training on home compositing, preparation of seed Modaks.

Mrs. Rajinder Kaur, Co-Ordinator of Department of Lifelong Learning and Extension, University of Mumbai. she has been awarded a certificate of appreciation for the progress of extension education and activities such as (a) Vocational Career Oriented Projects - (i) Career Project, (ii) Industry Orientation Projects (iii) Annapoorna Yojana (b) Community Oriented Projects – (i) Surveys of women's status. She has successfully hosted the University of Mumbai, DLLE annual festival 'UDAAN – Flight of Extension' for five consecutive years (2014-15 to 2018-19) and in 2021-22 online mode.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 70

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

2021-22	2020-21	2019-20	2018-19	2017-18
16	11	13	16	14

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1

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

Response: 36

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

To ensure effective delivery of the curriculum and holistic development of students, the college keeps a well-maintained campus. It is spread over a campus area of 1,500 sq. mts. and is housed in a six storeyed building.

To cater to various Curricular, Co-Curricular and Extra-Curricular activities the following infrastructure is available:

I] Infrastructure for Curricular activities

1) Classrooms

There are total 31 classrooms that are well ventilated and equipped with LCD projectors, podiums, fans, wooden benches and black / green non-reflective boards. The plan of the building ensures that the classrooms receive natural sunlight throughout the year.

2) Laboratories

There are 13 laboratories that are fully equipped with standard quality equipments. There is 01 Physics laboratory, 04 Chemistry laboratories, 01 Botany laboratory, 05 Computer laboratories, 01 Media Laboratory and 01 Psychology laboratory.

3) Library

A spacious and fully automated Library is available in the college. Braille and audio books are available for visually impaired students. A Reading room and a semi open reading area is provided on the third floor to encourage students for peer-to-peer learning.

II] Infrastructure for Research

1) Research Centre

The College has a well-equipped Research Centre with spaces for research guides to guide the research scholars. Computers with relevant study material is made available.

III] Infrastructure for Co-curricular and Extra-curricular activities

1) Cultural Activities

For effective organization of various cultural activities, the college has a 650-Seater Auditorium with state-of-the-art facilities, 02 Multipurpose halls and an open Quadrangle space. An AV Seminar room is used for blended learning/ flipped classroom. An Activity Room is available for students to practice for various cultural programmes.

2) Sports Activities

The college boasts of a ground of 741.1 sq. mts. area to conduct various outdoor sports activities. There is a gymkhana of 118.54 sq. mts. area to conduct indoor games.

3) Gymnasium

A well-furnished gymnasium with adequate gym equipments is available in the college premises.

4) Yoga Centre

The activity room is also used as a yoga centre to ensure physical and mental fitness of staff and students.

IV] Other Infrastructure facilities

1) The Principal's Room, Vice Principal's Room, Examination Room, Administrative Office and 02 Conference Rooms are the administrative zones in the college.

2) The college has earmarked separate rooms for Sports, Performing Arts Circle, DLLE unit, NSS unit, IQAC and Health and Counselling.

3) ICT facilities

The college campus is Wi-Fi enabled with internet speed of > 50 MBPS and is secured with 24x7 CCTV surveillance by 107 HD cameras. The attendance of staff is recorded through a biometric system with facial recognition. Public Address Systems are installed across the premises.

4) Staffrooms

The staffrooms are spacious and well-equipped with restrooms, pantry, drinking water facilities and cooler.

5) Parking Lot

Parking lot is available for students and staff for 2-wheeler and 4-wheeler parking.

6) 03 Elevators, Fire Extinguishers, Botanical Garden, Wall Garden, Canteen, Restrooms for students and staff are also maintained.

All the infrastructure facilities in the college are optimally used by staff and students and are adequate.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 14.2

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
15.07	6.43	24.96	24.50	30.03

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The Library of the Institution is fully automated with SLIM 21 (System for Library Information and Management) Version 3.8 from Algorhythms Consultants Pvt Ltd, Pune, Maharashtra. It is a modular, user friendly and integrated Library Management Software. The year of automation is 2014. OPAC is available in LAN. It has UNICODE based multilingual support for Indian and foreign languages and compliant to International Standards such as MARC21.

The SLIM21 Modules used in the library are Cataloguing, Circulation, Acquisition, Serials Control, Web OPAC & LibVizLog

During 2022-23, new Add on Module- LibVizLog: Visitors' Register and Statistics was added. It helps in generating Library Visitors' Report and statistics.

All Books are bar-coded & Barcode laser scanner is used for Book transactions at the Circulation Counter and Stock Taking. Book Bar code, Book Spine Labels, Book Card Labels & User's Bar codes are generated through the software.

LIBRARY OPAC

SLIM21 Homepage

Circulation

LibVizLog

Library follows Open Access. Strict surveillance of the Library and the Reading Room is done through CCTV cameras. Maintenance of the Books, etc. is done periodically by cleaning the cupboards and Pest Control.

Separate space is provided to Research Students and Staff along with Desktop computer.

Library Policy is in existence and Library Committee meetings are held twice in the Academic Year.

Library provides Journal TOC/ Reprographic/Scanning/Printing services along with the traditional services to the stakeholders. Newspapers & Books in Braille are available in the library.

N-List, a consortium of e-Books and Journals is available to the Staff and Students from 2011. N-List gives access to over 6000 Academic Journals and over 2 lac Books. Every Staff member and Student is entitled to use this program and the Librarian is the technical person.

Institution has access to e-Journals, e-Shodh Sindhu & e-Books through UGC N-List Program.

N-List Page Views 2021-22

Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Year	2017-18	2018-19	2019-20	2020-21	2021-22
INR in Lakhs	5.3	3.29	3.09	0.38	1.57

Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 0.3

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

Response: 10.47

Library Telegram Channel: It was created in 2021. https://t.me/+VidofAWsnEZhMmNl

Library Website: https://gnclibrary.co.in/ It has provided information about the library functions, services, timings, events, staff, along with useful Websites, University of Mumbai Syllabus, etc.

College Digital Institutional Repository

College Library has created College Digital Institutional Repository by using **DSpace**- an Open-Source Software. It has provided open access to College's digital assets (event photographs, Videos, etc.), published papers in the Academic Journals, PPTs, lecture notes, question papers and other e-resources. It is available in the Reference Library-6th floor. This Repository is beneficial to all stakeholders of the College. It is an Academic Archive and Knowledge Bank of the College.

Reference Library-6th Floor

Library Book Issue Counter-6th floor

Reading Room-3rd floor

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

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

Response:

There has been a dramatic shift in the education system with the emergence of blended learning, online lectures and experiential learning. Hence, to provide education in line with the current trend, the college strives to upgrade its IT equipment with better configurations and for this purpose it has been making financial provision in the budget for adequate purchase and annual maintenance of IT infrastructure. All purchases of IT equipment are guided by external IT expert. Feedback for IT facilities is taken which further helps in improving quality of services.

The college has well equipped classrooms with ICT facility; laboratories such as Media Lab, Language Lab and IT Lab. Interactive board training for teachers are arranged. Language Lab Software Training sessions are arranged for students and faculty. The college library has a separate **website** and **OPAC**. It is fully automated with **ILMS.**

The college has upgraded its **G-Suite Education** Licence in 2020, through which faculties and students have been allotted an official email id within the gncasc.org domain and has an ERP (Enterprise resource planning) for the process of admission and examination. Attendance of teaching and non – teaching staff is recorded in the **biometric system** (includes Face recognition).

Details of IT Infrastructure:

INTERNET/ BROADBAND/ WIFI:

Since 2019-2020, the internet bandwidth was enhanced to 50 MBPS for Administration office and 100 MBPS for the computer laboratories.

There are in all 17 WI-FI routers on the premises.

The college has a safe and secured network throughout the campus.

CCTV CAMERAS:

There are in all 107 CCTV cameras in the premises.

COMPUTERS & LAPTOPS:

There are 308 units (computers and laptops) available on the campus

OTHER IT ASSETS:

There are 39 projectors, 23 printers, 8 all in one printers, 5 xerox machines, 1 scanner, 2 graphing calculators, 2 digital writing tablets, 2 recording mics and 5 bluetooth speakers

IOT Kits:

The college possess 25 Raspberry Pi kits (pocket computer) and its additional components.

COLLEGE SOFTWARE

Licensed software	Windows 10, Microsoft Office 2016, Antivirus – Quickheal
Open-source software	Cisco packet tracer 7.3, R-Tool/R-Studio, Microvision Keil, QGis, Python 3.7, Visual Studio 2012, mysql5.5, Scilab and many other software

The college renews Quickheal Antivirus software every year.

SMART CLASSROOM

The college has 3 smart classrooms which are equipped with interactive board, projector and speakers.

ERP

For the purpose of administration, admission, attendance and examination the college has introduced usage of Mastersoft ERP. The ERP has enabled digitalization of the college and its functioning.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

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

Response: 12.58

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

Response: 273

File Description	Document
Upload supporting document	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 32.3

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

2021-22	2020-21	2019-20	2018-19	2017-18
52.55	31.46	47.56	51.16	47.06

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 44.53

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2392	2541	866	652	565

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2

Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

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

Response: 51.05

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

2021-22	2020-21	2019-20	2018-19	2017-18
2748	3506	584	777	428

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1

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

Response: 41.12

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

2021-22	2020-21	2019-20	2018-19	2017-18
857	242	285	230	156

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

2021-22	2020-21	2019-20	2018-19	2017-18
1020	992	929	698	665

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
8	2	3	2	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	2	3	2	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

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

Response: 32

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

2021-22	2020-21	2019-20	2018-19	2017-18
9	0	6	6	11

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

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

Response: 32.8

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

2021-22	2020-21	2019-20	2018-19	2017-18
27	13	40	45	39

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

Guru Nanak College Alumni Association (GNCAA)

Guru Nanak College Alumni Association was registered in the year 2021. The registration number is 222/2021-2021G.B.B.S.D. Maharashtra state, Mumbai. This body seeks to organise activities that engage with students and staff of the college.

Activities such as 'Chem Connect' of the Department of Chemistry, 'Evolve with GNC Alumnus' of the BMM Department are regular activities.

Strong Bonds are foster with the involvement of former students in the NSS residential camps and NSS activities.

Under the GNCAA, outreach activities for community welfare are also conducted regularly.

The GNCAA is very active and supportive to the students and to the community. The association carries out various activities along with our teachers for the students such as orientation lectures for the first-year students, motivational lectures for budding professionals, career guidance lectures to encourage entrepreneurial mind-set and sports and cultural events.

GNC Alankaar, live orchestra performance was organised with the Performing Arts Circle. A marathon 'Run for Grace' in association with Sports Committee was done to encourage healthy lifestyle.

The Alumni contributes to the college activities for DLLE University Annual festival, 'UDAAN-The Flight of Extension' and inter- collegiate festival 'ZEAL'

Medical camps are conducted in the community by the Alumni. The association has adopted 'Guild-The Family Home', an orphanage for children between the age group of 5 to 12 years. GNCAA celebrated Christmas with the children of this orphanage by organising 'Make a Wish' and giving them gifts in the form of secret Santa. A Laptop was donated to this orphanage during Covid pandemic to assist the learning of the students.

During the Covid-19 pandemic, GNCAA donated homeopathic medicines 'Arsenicum Album 30' immunity booster to the residential community of G.T.B. Nagar, Sangam Nagar, Antophill, Dharavi and nearby areas in month of May and June 2020. The Alumni contributed to the cause and distributed 10,000 bottles of the lifesaver drug. The alumni also organised a medical camp in the community during the pandemic.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

The Guru Nanak Vidyak Society, a charitable Education Trust was established in the year 1947 to provide equal opportunities for quality education to students irrespective of their endowments and socio-economic backgrounds and the belief that transformation in the lives of the youth could be brought about through education and higher education centres of learning.

Guru Nanak College came into being in 1989.The goal and mission are reflected in all aspects of the management of the college. Every stakeholder is aware of this through displays on the college website, in the prospectus, and on display sites on campus.

A local College Development Committee(CDC) is constituted as per University guidelines with representatives of teaching and non-teaching staff, eminent representatives of industry and education along with the coordinator of IQAC and Heads of Departments . The Principal is its Member Secretary and the President's nominee is the Chairperson.

A perspective plan is made by the Governing body and the CDC . The CDC meets at least twice a year and discusses issues related to budgetary allocations and the development of the college in accordance with the Perspective plan. Recommendations are made to the management for implementing the decision taken at the meetings.

The IQAC prepares a roadmap of Activities through an annual calendar with inputs from its members to ensure a balanced mix of engagement for students in the academic year.

The Principal conducts meetings on a regular basis with the Vice Principal, Heads of the Departments for **planning**, **conducting,** and **reviewing** curricular and co-curricular activities. A general staff meeting at the commencement of the academic year is called by the Principal. The various committees and Departments conduct their internal meetings and draw a plan of activities for the year.

Students contribute in the planning and execution of the activities in participative and organizational roles. Every student is assigned a Teacher-mentor who ensures that all academic and emotional problems of students and their grievances are addressed.

After every activity, a review report is submitted by the In-charges to the Principal within a week.

The Principal presents the annual report at the Annual Day function in presence of all the stakeholders. Reports are also published in college magazine.

All Teachers submit appraisal forms at the end of the academic year to the Principal who scrutinizes the reports and makes necessary interventions. Regular feedback from students is taken to improve the teaching-learning ecosystem and upgrade/ maintain infrastructure requirements.

Office Administration is headed by the Office Superintendent. The Office Superintendent and her team of clerks and accountants ensure the smooth conduct of day-to-day administrative duties and ensure timely compliance with Government and University circulars. The timelines of office work are displayed for students' information.

Audits of the financial transactions are conducted by Internal Auditors and suggestions are shared with the Management and administrative staff to streamline the accounts for finalization by the external auditors.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

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

Response:

- To foster a healthy learning environment, governing body has developed and promulgated a comprehensive set of college policies and procedures. These are published and also displayed on the college website.
- The overall planning for development of the Institution is done by the College Development Committee and executed by the Principal with the team of Teaching and Non-Teaching staff.
- CDC approves annual budget and financial statements and finalises law for procedure for academic growth and overall development of the college.
- To execute the various policies, statutory and non- statutory team and committees are constituted.
- Statutory Bodies like the IQAC, Internal Complaints Cell are composed of external experts along with College staff. Committees, Cells, Associations comprising of staff & students focus on specific areas and activities in the College. The objectives are clearly defined.
- The Administrative organisational structure has the Principal as the head, along with Vice Principal, an Examination Head, Academic Co-ordinator, IQAC Director, Heads of Departments and Committees and the Teaching and Non-Teaching staff.
- Departments and independent committees look into curricular, co-curricular, extra-curricular and extension activities.
- The job roles of all officials are clearly defined and given during appointment.

- The Administrative staff and Support staff report to the Office Superintendent who directly reports to the Principal and Vice Principal.
- College administration looks into admission, enrolment, examination and other miscellaneous work related to administration. IQAC prepares the academic calendar aligned with University timeline. Time table committee prepares the teaching time table, examinations are overseen by examination committee.
- Regular meetings of staff are conducted to review the regular functioning of the college, execution of policy decisions taken and its monitoring.
- Class mentors are assigned to each class to ensure discipline, regularity of attendance, academic progress of students, mentoring and counselling of students.
- There is a robust feedback system and a grievance redressal mechanism for both staff and students.
- Recruitment of teaching and non-teaching staff is done strictly as per guidelines given by University of Mumbai and Government of Maharashtra. Teaching and non-teaching staff are governed by service rules of University of Mumbai.
- The placement cell of college organises campus placement for students
- Management encourages the bottom-up approach in planning and execution of various activities. Power delegation and decentralization of authority ensure effective functioning in the Institution.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

The College provides welfare schemes to improve the overall well-being of both the teaching and non teaching staff thus ensuring an efficient, loyal and a healthy work environment.

Welfare schemes:

Financial Incentives and Support

- CAS promotion screening/interviews are conducted within stipulated period.

- Annual Increments in salary are sanctioned by Management.

- Financial grants are provided to the Management sanctioned teaching staff for undertaking minor research projects.

- A group insurance policy exists for non teaching staff.

- Teachers completing PhD are felicitated and given an increment as an award.

- Registration fees is reimbursed for attending seminars, workshops and training programs.

- In case of medical emergency, non teaching staff is given financial advances

Grant of Leave

- Maternity leave and child care leave is provided by the management.

- Leave under Faculty Improvement Program (FIP) of UGC is provided for completing doctoral studies. One teacher has availed this in the last 5 year.

- Duty leave, study leave and medical leave is granted on relevant grounds.

- Dr.Pushpinder Bhatia was given 15 days special leave for the Fullbright Nehru Fellowship in the US in 2019.

Staff development Programs

- Faculty Development programs (FDP) are conducted by IQAC on regular basis to train teachers in use of new technologies and methodologies.

- Basic computer training programs are conducted for non teaching staff to empower them.

- Yoga sessions are conducted for the staff.

- Annual health check up is arranged to ensure physical wellbeing.

- Free counselling and medical services are available on the campus.

Support in Pandemic during Covid-19

- Vaccination and free RTPCR test were conducted on the campus during pandemic.

- GNC helpline was initiated for counselling.

- Data support was provided to non teaching at residence.

Infrastructure:

- Three staff rooms are well equipped with air conditioner, comfortable furniture , storage spaces & clean washrooms. Admin and support staff are provided with clean restrooms.

- Water filters and coolers are fitted on the campus.

- Vehicle parking facility is provided.

- Separate seating facility for staff is available in library. N-list facility provided to teachers for access to e-resources.

Support in case of Medical/Health illness:

- Special leave and financial assistance is granted in case of serious illness. Management and College Administration has also appointed a relative of a deceased on compassionate ground in 2022.

Effective Performance Appraisal System for Evaluation

Confidential Report

- IQAC collects of confidential report and performance based appraisal form which is submitted by the teaching and non teaching staff at the end of academic/calendar year.

- The principal scrutinizes these reports and makes suitable interventions with the concerned staff on one to one basis.

Feedback

- A feedback is collected from the students about the teachers performance with respect to teaching

aids used, conceptual clarity, knowledge, regularity, timely completion of syllabus.

- The feedback received is communicated to the teachers and suggestions for improvements are made by the Head of the department, Vice Principal and Principal.

- A feedback on efficiency of the administrative set-up is encouraged.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

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

Response: 75.84

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

2021-22	2020-21	2019-20	2018-19	2017-18
85	49	55	17	20

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3

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

Response: 58.17

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

2021-22	2020-21	2019-20	2018-19	2017-18
89	49	70	29	30

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

2021-22	2020-21	2019-20	2018-19	2017-18
32	33	32	32	32

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

6.4 Financial Management and Resource Mobilization

6.4.1

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

Response:

*Th*e college is a partially aided higher education institution and salary grants are received from the Government of Maharashtra for Government sanctioned posts. The Management pays salaries of staff appointed to management sanctioned posts. For development of infrastructure, promotion of research, and student support, management mobilizes financial resources through fees collected and donations received by well-wishers.

Various avenues for financial support from government agencies like UGC, DBT, ICSSR, ICPR, and the University of Mumbai are tapped by college at regular intervals for infrastructure/college development, research, and student support. Administrative office staff supports teachers in applying for these funds through online application portals.

Purchase committee finalizes procurement and purchase of various equipment/software/hardware/furniture after assessing the quotations received. All recurring and non-recurring expenditures related are done as per the guidelines.

Regular financial audits are conducted to ensure transparency and fair usage of financial resources. The annual budget is passed at the CDC. Utilization Reports of funds received from the UGC, the DBT,

ICSSR, ICPR, supported research projects, and seminars, are prepared by the respective co-ordinators, and the statement of expenditure is audited in a timely manner.

A quarterly Internal Financial Audit is conducted by N. H Raathod and Company. The internal auditor checks incomes, expenses, assets, and liabilities in detail and provides regular feedback. The Internal Auditor assures effectiveness of operation and efficiency of internal check, internal control, and other risk assessment procedures. Further Statutory Audits conducted by external auditors M/s Chokshi & Chokshi, C.A. assure transparency and reliability of books of accounts. The recommendations received from auditors are complied with in a time bound manner. Audit of salary grant is done by government auditors. These Financial Audits go a long way in ensuring fair and transparent allocation and utilisation of funds.

The accounts section in college office manages financial resources and maintains ledgers. A daily cash register is maintained meticulously. A software driven tally module is in place as an accounting cum ERP system. All financial data is processed and system is automated including Billing/Invoicing and Payroll Management. Security controls are in place with Senior Accounts Clerk.

The college has received a development grant under UGC's XIIth plan (2012-2017) for infrastructure development. Under the STAR scheme grants from the Department of Biotechnology for the development of science laboratories was received in 2019. The college has also received grants from ICPR for conducting a National Conference 'Tenets of Sikhisim' on the 550th birth anniversary of Guru Nanak Dev Ji. Research grants from UGC have been sanctioned for 2 Major Research Projects.

The Guru Nanak Vidyak Society has funded a National Seminar on Life and Legacy of Guru Nanak Dev Ji as a part of its social responsibility and commitment to the philanthropic philosophy of Guru Nanak, the management supports education of underprivileged students by providing fee waivers, freeships, and instalment schemes. Alumni association supports activities for students and outreach programs which are managed by alumni committee office bearers. Sponsorships are taken from various business houses and industries for inter-collegiate festivals like ZEAL.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality assurance cell (IQAC) was constituted in Guru Nanak College in the year 2004 as per NAAC guidelines and was revised in 2016; the primary objective being assurance and sustenance of quality in all areas of college functioning. Regular meetings of the IQAC and interaction among its constituent members have resulted in a number of healthy practices that are now established and institutionalised.

IQAC reviews and takes stock of the previous years' activities presented by the departments. The compliance to previous year's academic plan, the quality of implementation, effectiveness of the programs conducted, exam results and placements achieved, standards maintained, feedback received from stakeholders etc. are critically reviewed and gaps are identified. Based on the review findings and suggestions, IQAC prepares a academic calendar that is followed by the college.

IQAC suggests the changes in accordance with NAAC guidelines which include:

- Curriculum development efforts.
- Teaching learning process
- Continuous Assessment process.
- ICT integration and Innovations in Teaching-Learning and Assessments
- Preparation of course plans and academic calendar
- Employability of programs and courses
- Examination system and results.
- Infrastructure & administration for effective teaching learning process
- Co-curricular activities.

Following quality assurance strategies were suggested by IQAC:

1. Regular submission of AQARs to NAAC and registration under NIRF.
2. Add-on and skill-based programs to supplement teaching through collaboration with Industry and research Institutes.
3. Digitalization of administration (Office automation through ERP & ISO certification).
4. Academic Activities GNC-ERP and Virtual Office for the benefit of all stakeholders.
5. Encourage faculty to apply for CAS for all stages.
6. Regular Academic and Financial audit - internal and external.
7. MOU/collaboration/linkages with other university/colleges/ Industry.
8. Management of GNVS – Research Grants and financial support to teaching staff and students for research publication, projects and for attending conference/seminar.
9. Earn and Learn Scheme for meritorious, needy students by the Management.
10. Identification of COS, POs and attainments are evaluated.
11. Adopt and regularize new software for examination and result and all examination related notices are displayed on website/ email/Whatsapp.
12. Financial Aid to students through GNC - Sustain program.
13. FDPs, workshops and conferences aimed at academic progress and faculty development to monitor discipline.
14. Library Repository for online Access of students, SPSS and Plagiarism software for students and staff

15. Strengthen Alumni network – GNCAA (Guru Nanak College Alumni Association).
16. Mental health support through GNC - Helpline, a Counselling service.
17. Appointment of Gender Champions and Student Monitors (Student Council).
18. Meditation for all students on public address system and daily rendition of National Anthem.
19. Celebration of international/national days and promoting community and outreach programme for social and environmental engagement.
20. Budget Allocation to all the departments.
21. Effective Feedback mechanism is in place. Feedback is obtained, analysed and suitable action is taken.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Promotion of gender equity

The college has an active Gender Sensitization Cell which plays a pivotal role in fostering gender sensitivity on campus. An ambience that is congenial to all genders is prevalent. All official internal communication in the college is gender neutral. Programmes are organised throughout the year that aim to provide an intersectional approach in creating awareness amongst students about the inequalities confronting all genders. In addition, the curriculum includes courses on gender equity, gender identity, gender-specific issues & women empowerment.

An Internal Complaints Committee has been established by the College for the prevention and redressal of sexual harassment cases.

Active Anti-ragging Cell ensures a zero-tolerance policy in all forms of ragging in the campus and sensitization through notice boards, special sessions and undertakings.

The institution boasts a 60% female population which complies with the UNSDG Gender Equity and Empowerment.

The college has a robust Gender Sensitization Policy. Gender Audit has been conducted by the college.

The Gender Sensitization Cell organized seminars/workshops/visits such as *'Session on Self Defence for Girls'* , *'Guest Lecture on POCSO Act'*, *'Awareness Programme on Menstrual Hygiene'* , *'Talk on Indian Constitution and Rights of Transgenders by SRIDEVI (First Transgender Graduate from Mumbai University)'* , *'Visit to First Girl's School in Phule Wada, Pune'*.

The NSS and Department of Life Long Learning and Extensions, actively engage in activities that aim at reducing gender inequalities. The college has a collaborative arrangement with the NGO MAVA (Men Against Violence and Abuse) through which activities are conducted.

A body of Gender Champions is selected from among the students. Students are also sensitized towards various gender issues through projects in the subject of Foundation Course.

Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals

Days, events and festivals of national importance are celebrated in the college to instil a sense of National pride among staff and students. The college celebrates Independence Day, where alumni, students, teachers, administrative and support staff join in the celebrations. The celebration includes cultural performances that display patriotism. The Republic Day is marked in the college with flag unfurling and cultural programmes. The NSS organises Baal Mahotsav in the neighbouring community. A walkathon in the neighbourhood is arranged on this day.

The college celebrates the following Days of International / National importance every year:

- International Women's Day
- Mahatma Gandhi Jayanti
- Krantijyoti Savitribai Phule Birth Anniversary
- Mahatma Phule & B.R. Ambedkar's Birth Anniversary Week
- National Youth Day
- Human Rights Day
- Constitution Week
- Marathi Bhasha Gaurav Diwas by The Marathi Vangmay Mandal.
- Guru Nanak College in association with National Centre for Science Communicators had organised an International Conference on International Day of Scientific Culture (IDSC) on 28th September 2021.

All the Science departments celebrate National Science Day through outreach programmes.

Festivals such as Lohri, Christmas, Diwali, Eid are marked with the "Joy of Giving" activity. The Alumni Association celebrates Christmas at an orphanage by distributing gifts.

All these activities find participation from all genders and communities alike.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4

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

Response:

1. Institutional efforts in providing an inclusive environment:

Guru Nanak College (GNC) has **students and staff from diverse cultures, religious groups and communities**. The college enjoys a Punjabi minority status. Religious diversity and secular approach of the management is visible in college recruitment process and student enrolment. Above **70% of students are first generation learners** from socially and economically challenged strata of society. Management supports education of the needy students irrespective of their religious, caste affiliations. GNC takes pride in providing **education opportunities to all.**

A GNC Language centre offers Certificate courses in **Sindhi, Persian, Gurmukhi and state language Marathi.**

The college has a Sikh Study Circle which celebrates **Prakash Purab** (celebrations of birth of Sikhism) every year by organising various cultural activities and Langar in which all students participate and do Seva.

GNC also celebrated **550th Birth Anniversary of Guru Nanak Devji** by organising an **International Conference on "Life and Legacy of Guru Nanak Devji"** on 13th July 2019, which was inaugurated by

then Governor of Maharashtra Shri. Chennamaneni Vidyasagar Rao. Heads from Anjuman Islam Foundation, Sadhu Vaswani Foundation and the Sikh Community delivered talks on unity and empathy. Indian Council of Philosophical Research funded National Seminar on "Tenets of Sikhism as propagated by Sri Guru Nanak Devji and their role in shaping India over five centuries" was organised on 24th and 25th July 2019.

The college has a **Marathi Vangmay Mandal which organises Marathi Bhasha Gaurav Din** every year, where non-Maharashtrian staff and students read passages, recite poems and sing songs in Marathi.

GNC publishes **Annual College Magazine "*Synergy*"** with content in English, Hindi, Marathi and Punjabi.

GNC believes that promoting religious harmony is very important to maintain peace in a diverse society. On 13th December 2018, **His Holiness Dalai Lama visited the college** and addressed students on **"Compassion and Need for Universal Responsibility".** Indian Monk **Prabhu Gaur Gopal Das** had visited the college on 27th January 2017 and delivered a talk on **"Living a Great Life"** under the Silver Lecture Series.

Traditional Day is an Annual event when all students and staff come dressed in traditional Indian Attire.

2. Sensitization of students/employees to the constitutional obligations

GNC takes several measures to sensitize students and staff towards **values, rights, duties and responsibilities as citizens.** National anthem is sung every day and for all official programs. National leaders are commemorated on campus with colourful events.

The college organises **Constitution Awareness Week** every year to create awareness about constitutional obligations. Aadhar / PAN and Voter ID registration drives are organised.

GNC participates in Youth Parliament events and were adjudged **Youth Parliament Champions by University of Mumbai.**

Participation in Elections:
• Campaigns made in the College to register the names of all adults in voters list.
• Voter awareness week is organised by the Electoral Literacy Club.
• Paid holiday is granted to all staff and classes are suspended to enable everyone to participate in elections.
• Staff of the College assist the election process as Presiding Officers and Polling officers.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Title: CREATING RESEARCH ECOSYSTEM

Objectives:

1. To promote creativity among students by encouraging free thinking, undertaking learning through experimentation and developing a research mindset.
2. To establish and institutionalize solid research practices leading to the creation of a unique research culture of the college.

Context:

The quality of education imparted in an institute of higher education is recognized by its unique research culture. Accordingly, GNC has created a broad policy framework for promoting Research and Development through

- Collaborations and research partnerships with other institutes of higher education, research and industry.
- Creating an environment conducive to free thinking, referencing and inquiring.
- Research oriented teachers inspiring students to be the lifelong learners.
- Providing necessary policy framework, physical infrastructure, financial resources, guidance, support and training to the faculty and students.

The Practice:

The College implements its own Research Promotion Policy through a separate Research Promotion Committee that focusses on creation of robust Research ecosystem.

Management takes steps to ensure availability of infrastructure and financial support to staff and students alike, to pursue research. Infrastructure facilities such as Computers, e-resources, N-list subscription, laboratories, plagiarism software, SPSS, etc. are available in the research centres that are recognized by the University.

The geographic location of the College supports access to TIFR, BARC, BSE, IIT, ICT, University of Mumbai-research centres and Library.

Under a collaborative project under UGC-DAE-CRS in the Physics Research Centre, research Scholars have access to sophisticated research facilities and equipment in BARC.

The Management sanctions research promotion funds to support research projects and offers monetary awards for papers published.

Teachers from the aided programs avail the Government grants from UGC and University of Mumbai for research projects.

Two Adjunct Professors were approved to guide the Research Supervisors.

Undergraduate students are mentored to develop a research mindset. An undergraduate research program 'Anveshan' supports research by students in disciplines of their choice. They are taught referencing survey of literature, paper writing, presentation skills and encouraged to participate in Research promotion events like 'Avishkar', 'Trishool' organised by the University of Mumbai. Expenses for travel, reprography and data collection are met by the College.

As a part of its active efforts to promote research and innovation, GNC hosted the University of Mumbai's Research Convention 'Avishkar' in 2022-23 in which 859 UG, PG and Ph.D. students from colleges competed in poster and oral paper presentation categories. Over 200 student volunteers and staff from the College were exposed to this Mega Research Convention.

Research Scholars Meet was organized with the support of Royal Society of Chemistry. Eminent Researchers Prof. M.M. Sharma, Dr. Raghunath Mashelkar, Prof. Chidambaram, Economist Dr. Raghu Rajan, journalist Kumar Ketkar have interacted with students.

Research-based assignments are a part of CIE in subjects like Foundation Course.

The College spares no effort to give support of every nature to the students and staff.

Evidence of Success:

The efforts of the College to promote and institutionalize the pursuit of Research has shown remarkable impact in terms of research output.

Problems Encountered and Resources Required

The following challenges were encountered while incorporating Creating Research Ecosystem as a Best Practice.

To counter these challenges, the College projects the following needs.

Title: Di-GNC…stepping into the digital universe

Objectives:

1. To automate and digitalize administrative operations for creating a smart campus.

2. To strengthen ICT equipped teaching-learning-and-evaluation.

3. To promote digital literacy among teachers, students and administrative and support staff.

4. To enrich overall student experience through use of digital technologies.

Context:

GNC focuses on building global competencies in offering enriching learning experience.

Research shows that internet is accessed by students for collecting information about colleges locations, placements and courses offered, but not in Academics.

Offline admission process needed days of staff involvement. Valuable insights were gained from the poor feedback of students and parents' during offline admissions.

Examination, result processing, attendance systems, office administration work related to student support, accounting systems needed to be streamlined.

In the arena of Digital transformation, effective practices using digital tools was the need of the hour. The launch of 'Digital India' program by the honourable Prime Minister in 2015 gave an impetus to the efforts of the College in 'Going Digital'. This led to the formulation of a policy aimed at creating systems for e-Governance.

The CDC in 2017, cleared budgetary allocations for the integration of technology in administration, teaching-learning, examination and financial transactions.

The Practice:

The College ERP was customized with the aid of an agency, MasterSoft.

Infrastructural needs like uninterrupted Wi-Fi, suitable hardware support like latest configured laptops and computers, photocopier-cum-scanner were provided.

Staff training programs and individual interaction with the ERP providers helped to customize the technology. Core Action groups comprising administrative staff, senior teachers and an "office of online learning" worked in tandem to implement the new way of working. The young 'tech-savvy' staff mentored the senior staff colleagues.

The 'Digital Journey' began with the online admission process along with online fees payment.

Generation of documents like Bona-fide Certificate, Railway Concession, TCs, Transcripts are processed online. Appointments of IT-Proficient staff were made to support software functioning.

The following actions were implemented.

Five students were trained and worked under the Earn and Learn Scheme.

The use of digital tools has penetrated the teaching learning.

Evidence of Success:

The benefit of this digital transformation strategy is that success is measurable and visible.

The College is proud to take digital literacy to families of first-generation learners who are now first-generation users of digital transactions.

Digitalization has led to a spirit of teamwork among staff.

Problems encountered and Resources required

The challenges encountered in implementation of Digitalization as a Best Practice:

The resources required:

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

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

Response:

The distinctiveness of Guru Nanak College lies in the exceptional academic experience which offers its students various curricular, co-curricular and extra-curricular platforms and opportunities to shape their particular thought patterns, problem-solving capabilities and overall perception of the world. These altered mental processes transform students into unique individuals who can realise their full potential as a human being and thereby bring about social transformation as well. Let's call such enlightened students 'GNCiite's, the transformed individuals who in tune with the motto of the college, *'Come in to Learn, and Go out to Serve'*. The acronym 'GNCiite' can be explained as follows

The various activities which contribute towards the attainment of these goals are as follows.

- Academic Learning happens through use of technology and mentoring by the teachers. Students get trained in using ICT to enhance their learning experience. The Digital landscape of the college ensures that every student becomes adept at online admissions, performing cashless transactions, accessing online lectures, taking online tests and examinations and accessing online Library resources.
- An exposure to Indian values, customs and traditions is provided through the cultural and fine arts activities. Folk Dances, Costumes, art forms of Indian Origin are reflected in these activities. Traditional Days and Festivals are celebrated to propagate Indian values and a sentiment of tolerance and inclusivity which form the Indian ethos.
- The emotional wellbeing of the students is given the utmost importance with a number of activities aimed at creating internal and external harmony among them. For instance, daily meditation sessions conducted at the beginning of lectures, helps students to focus on their studies. The online evening story telling sessions provide students with the opportunities to channelize their emotions into creativity. Students with disciplinary issues are directed to the counsellor who helps them with the emotional management. The 'GNC Helpline' offers online counselling to those students who wish to maintain anonymity while addressing their mental health issues. Especially, during the COVID-19 pandemic, 'GNC Helpline' proved to be a great vehicle to ward off depression among both students and staff. Similarly, 'Harmony: The Centre of Joy', established during the pandemic has gone a long way in generating a sense of positivity and hope during the overall period of gloom.
- An Innovative mindset is developed when students engage in student research activities, complete academic projects, reach out to the community and network with Industry through collaborative programs.
- GNC Walkathon, GNC Marathon, 'Say No to Plastic' Drive, visit to the Old Age Home and Orphanages, distribution of blankets to the homeless, creation of bunds in the adopted village at Panvel, are some of the numerous service – oriented activities that develop sensitivity and empathy in students. Rotaract Club of the college reacges out to the community through service-oriented activities.
- Students volunteered in the BMC COVID vaccination Centre in the College. Health awareness programs regarding the pandemic were arranged by students, thus exhibiting their sense of civic responsibility.
- Values of Honesty, Integrity, Transparency as propagated by the great Sikh Gurus are instilled through the functioning of college committees. Students make plans, organise events, make budgets, mobilize funds and learn optimum utilization of resources.
- During the 550th Birth Anniversary of Guru Nanak Devji, students participated in planting of

more than 5500 trees at Alibaug and Borivali; thereby inculcating a sense of social responsibility and eco-sensitivity among themselves and the society at large.

Thus, the term 'GNCiite' stands for a powerful combination of knowledge, skills and values.

File Description	Document
Appropriate web in the Institutional website	[View Document]

5. CONCLUSION

Additional Information :

1) Silver Lecture Series was initiated in the year 2014 to commemorate the Silver Jubilee Celebrations of the college.

- The college has hosted eminent personalities, leaders & changemakers such as Dr. APJ Abdul Kalam, Dr. R. Chidambaram, Kiran Bedi, Kumar Ketkar whose talks have been imperative to expose students & enable first hand interaction with them. This gives students examples of role models who can inspire and create aspirational growth mindset.

Other eminent personalities are:

- Scientists: Prof. MM Sharma-FRS, Raghunath Mashelkar, Y S Rajan, Prof. Varun Sahani
- Spiritual leaders: HH Dalai Lama, Gaur Gopal Das
- Performing Arts: Ustad Zakir Hussain Khan, Shabana Azmi, Jackie Shroff.
- Industrialists: Baldev Sharma, Rajeev Goel, Vithal Kamat

2) Departmental newsletters are published bi-annually.

3) College Magazine was adjudged 'Best college magazine' by University of Mumbai in the year 2017.

4) Dr. Pushpinder G. Bhatia, Principal was awarded a 'Fulbright Nehru Fellowship' in the year 2019.

Concluding Remarks :

Guru Nanak College of Arts, Science & Commerce has been serving the cause of providing '**education to all**' since three decades. The vision & mission are being fulfilled and realized, as the college is now presenting itself for the third cycle of accreditation to NAAC. The excellent results (93%), good placement of students, vibrant research culture in the college are indicators of quality higher education that is offered by the institution.

College has been responsive to the changing demands of society & the business world. New programs in Financial Management, Psychology (Honors) have been introduced recently. College is also an active contributor to the 'Skill India' & 'Digital India' initiatives of the government. 'Swacch Bharat' mission, Fight against Covid-19 are the national and global concerns that the college has actively been a part of.

The management support to research has resulted in 23 research projects, 104 research publications, 11 Ph.D.

awarded, 1 Patent awarded in the last 5 years.

Looking ahead, the college envisions itself as an autonomous institution offering multidisciplinary, interdisciplinary & transdisciplinary program & courses. Implementation of the 'National Education Policy' is envisioned in the immediate future. Guru Nanak College is poised to go to the next level of higher education and contribute to the national development by creating competent, skilled & empathetic youth. The college motto 'Come in to learn, Go out to serve' is reflected in the spirit of the 'GNCiite'.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.2	**Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)** 2.1.2.1. *Number of actual students admitted from the reserved categories year - wise during the last five years* Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
159	185	167	111	121 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
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145	165	152	106	112 | 2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years** Answer before DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
353	353	353	353	331 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
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353	353	353	353	331	 Remark : as per the documents
2.4.1	**Percentage of full-time teachers against sanctioned posts during the last five years** 2.4.1.1. **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
98	56	57	56	54 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
98	56	57	56	54	

2.4.2	**Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
49	26	28	25	24

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
49	26	28	26	25

Remark : as per the documents

2.6.2	**Pass percentage of Students during last five years**

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1020	992	1012	698	665

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1020	992	929	698	665

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1084	1020	1029	768	762

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1084	1020	944	768	762

Remark : as per the documents

3.1.1	*Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)*
	3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)
	Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0.45	15.19	28	1.15	8.26

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0.45	15.19	44	1.15	8.26

Remark : as per the documents

3.3.1	*Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*
	3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years
	Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
3	9	13	11	10

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1	7	5	1	0

Remark : Other papers are not published in the UGC CARE Journals or Scopus or WoS

3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**
	3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years
	Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
16	5	18	11	11

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18

16	4	18	11	11

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

Answer before DVV Verification :
Answer After DVV Verification :31
Remark : MoUs are not active

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

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
800	433	285	219	149

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
800	433	285	219	149

5.2.1.2. **Number of outgoing students year wise during the last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1020	992	1012	698	665

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1020	992	929	698	665

Remark : as per the documents

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

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

2021-22	2020-21	2019-20	2018-19	2017-18

| 9 | 0 | 6 | 6 | 11 |

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	4	2	5

Remark : as per the documents

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
29	12	43	57	40

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
23	13	35	36	34

Remark : as per the documents

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
96	64	85	77	39

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
92	55	83	69	33

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

32	33	32	32	32

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
32	33	32	32	32

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year wise during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>3442</td><td>3304</td><td>3088</td><td>3048</td><td>2900</td></tr></table> Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>3439</td><td>3304</td><td>3085</td><td>3040</td><td>2900</td></tr></table>
2.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 124 Answer after DVV Verification : 123
2.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>91</td><td>51</td><td>57</td><td>52</td><td>52</td></tr></table> Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>90</td><td>50</td><td>56</td><td>51</td><td>51</td></tr></table>
3.1	**Expenditure excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>182.87</td><td>114.08</td><td>193.26</td><td>196.93</td><td>206.16</td></tr></table> Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>

| 182.87 | 114.08 | 193.26 | 196.93 | 206.16 |