YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**Kishinchand Chellaram College**
• Name of the Head of the institution	**Dr. Hemlata K. Bagla**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**022 66981025**
• Mobile No:	**9821420698**
• Registered e-mail	**office@kccollege.edu.in**
• Alternate e-mail	**principal@kccollege.edu.in**
• Address	**Vidyasagar Principal K.M.Kundnani chowk,124, D.W. Road, Churchgate**
• City/Town	**Mumbai**
• State/UT	**Maharashtra**
• Pin Code	**400020**
2.Institutional status	
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Grants-in aid**

• Name of the Affiliating University	**University of Mumbai, Mumbai and HSNC University, Mumbai**	
• Name of the IQAC Coordinator	**Dr. S. B. Muley**	
• Phone No.	**02266981000**	
• Alternate phone No.	**NA**	
• Mobile	**9323817918**	
• IQAC e-mail address	**iqac@kccollege.edu.in**	
• Alternate e-mail address	**office@kccollege.edu.in**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://kccollege.edu.in/annual-quality-assurance-report-aqar/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://kccollege.edu.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**4.27**	**2003**	**29/01/2003**	**28/01/2009**
Cycle 2	**A**	**3.27**	**2009**	**29/01/2009**	**09/12/2014**
Cycle 3	**A**	**3.41**	**2014**	**10/12/2014**	**09/12/2021**

6.Date of Establishment of IQAC	**22/11/2003**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Biotechnology, Chemistry, Life Sciences, Microbiology, Statistics	STATUS	DBT	2020-21	2800000
Mathematics, Physics, Computer Science, IT	SCHEME	DBT	2020-21	1100000
International Atomic Energy Agency	IAEA Research Grant	IAEA	2020-21	1727320
UGC DAE-CSR	Consortium for Scientific Research	UGC DAE	2020-21	45000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	12	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities	Yes	

during the year?	
• If yes, mention the amount	Rs. 100000

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

IQAC constantly works towards enhancing the quality in education, examination, evaluation, research, co-curricular and extra-curricular activities of the college. The year 2020-21 was a unique one since all education went online because of the pandemic lock-down. 1) IQAC organised review meetings with online education experts to finalise the best online college platforms. This helped in the college buying dedicated Zoom platforms for online lectures, having Microsoft Team platform as well as Google Meet and YouTube channel. Groups of students were trained to provide technical support to teachers during online lectures. 2) IQAC organised a number of faculty development workshops and invited academic as well as IT experts who guided faculty toward creation of e-content for different subjects, introduction of teachers to virtual laboratory platforms and facilitation of greater student interaction in online classes. 3) Vendors were hired to conduct online examination and evaluation. Faculty were trained to make appropriate question papers and to conduct examination proctoring. 4) IQAC encouraged all departments to invite experts and alumni from all over the world to conduct Webinars, Alumni Lecture Series and International Conferences. 5) Co-curricular and Extra-curricular activities like sensitisation of non-teaching staff towards Gender issues in the virtual world, mental health wellness webinars for students. Orientation and Induction programmes for new first year students, all college festivals, research programmes like Jigyaasa-SHP and CPCA, a number of certificate courses like Certificate course for Gender Studies- were all conducted seamlessly on the online platform. *95\ Since education went online, IQAC aimed at enhancing quality in Education on the virtual medium as well as seeking out the best online mode for Examination and Evaluation 1) IQAC looked for the best resource persons and organised workshops for teaching and non-teaching staff, guiding them towards creation of e-content for education and examining of all educational platforms in our quest to seek the best platform. 2) IQAC also organised e-education experts to train teachers towards increasing online interaction between them and students and guiding teachers towards the most apt software that could be used in online lectures. 3) The best vendors were hired for online examination and evaluation and training camps were carried out to guide teachers towards online proctoring, making of question papers and evaluation 4) IQAC organized 7 day Workshops to help teachers as well as Mentee colleges to understand NAAC policies, Procedures and Evaluation

process in view of NAAC accreditation process 5) Since many students suffered from mental health issues, IQAC organised and helped other departments organise mental wellness webinars. Students' Surveys were carried out to understand students' conditions and help in the form of financial aid and counselling, was offered wherever needed.

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

Plan of Action	Achievements/Outcomes
To develop a system to provide technical support to conduct online lectures and other activities using different available platforms like Zoom, Google-meet etc.	College purchased a number of official zoom accounts and trained groups of students to provide technical support to teachers and students on these platforms.
To organise FDP, Training programs, Workshops in view of COVID 19 lock-down for enhancing quality in online teaching and learning	Training programs for learning different LMS like Microsoft Teams, Moodle, Google Classroom etc. was organised
To involve well-placed alumni and experts from different parts of the world to conduct online sessions in different topics by the departments	Alumni lecture series, International webinars and workshops with resource persons all over the world were organised to benefit students, teachers and non-teaching staff.
To prepare NAAC Cycle 4 IIQA and SSR	Resource persons from IQAC Cluster India held workshops on each of the NAAC criterion. NAAC preparation committee formulated and work distributed among all the members.
To conduct internal and external Academic, Energy, Environment and Gender audits	Internal Academic, Gender and Green audits were conducted with the help of NSS, Nature and Environment club and Gender Issues Cell.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	24/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	23/03/2022

15.Multidisciplinary / interdisciplinary

The college consists of faculties of Arts, Commerce and Science, awarding the regular degree of BA, B.Com and B.Sc. All of these courses have interdisciplinary topics. Subjects like Foundation Course are taught to all students by teachers of Arts as well as Commerce faculty, thus inculcating an interdisciplinary approach.

A new credit based Honours Programme has been started recently for students across all faculties. Healthcare and Diagnostics has been introduced for BSc , while Yoga and Psychology ; Accountancy and Law; Law and Statistics : Yoga and Management have been introduced for B.A and B.Com students.

The college also has several other departments under the self financed section such as BSc in Computer Science, BSc in Information Technology and BSc in Biotechnology, BA in Mass Media, BA in Film, Media and New Media Production, B.Com in Accountancy and Finance, B.Com in Banking and Insurance, B.Com in Financial Markets and Bachelor in Management Studies. Many of these courses have interdisciplinary components. Industry experts are invited to conduct lectures, who adopt a multidisciplinary approach to teaching. Programmes like Bachelor in Mass Media bring together the modules of Sociology, English Literature, Computer Programming, Law and so on.

The college also has several certificate courses in different topics which can be taken up by any student. These courses all adopt multidisciplinary approach of teaching.

16.Academic bank of credits (ABC):

K C College is a constituent college of HSNC University, Mumbai. The HSNC University has registered for Academic Bank of Credits at the UGC.

17.Skill development:

The college runs several Certificate Courses for enhancement of different skills in students. Every year new certificate courses are introduced based on the relevance, need and importance to careers. New certificate courses started this year are Social Media Management, Wealth Management in collaboration with TCS-ION, Basics in Financial Markets, Science Communication, Certificate Course in Gender Studies, Jigyaasa Science Honors Program and Certificate Program in Commerce and Arts.

These courses are open to all students who wish to develop new skills.

Various departments of the college organise workshops and seminars to prepare students for jobs in Industry. The Department of Statistics organised Workshops on R, SPSS and Python software, Department of Commerce organised their annual program Tarang, where students' marketing skills are honed.

Several departments conduct modules based on research, personality development and building aptitude in different fields like computer programming, enhancing communication skills, learning how to use computer software and so on.

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

The BA curriculum of the college has subjects like Ancient Indian Culture, History, Indian Writing in English, Sociology etc. All of these subjects consist of information about Ancient Indian knowledge systems which are then made relevant and taught to students. Department of Mathematics faculty include Vedic Mathematics as projects thus helping students to learn the Vedic techniques of quick calculation. Foundation course subject is taught across all streams and has modules focusing on India, Indian culture, Language, Traditions etc.

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

The Vision and Mission of the college is kept in mind in designing all programmes for students. UGC's Graduate Attributes are also used as a reference point. The syllabus for every program is designed as per the current development in the field of the subject and gets revised regularly, keeping in view the relevance, need and importance. The Programme Objectives for every programme is well defined and included in the curriculum. In addition, the Course

Outcomes of every course under a programme is also clearly devised and documented in the syllabus. Teachers incorporate these objectives in their teaching methodology. Students' progress is analysed through a continuous assessment system. Internal assessment is carried out through practicals, projects, self-learning evaluatory presentations and class activity. Experiential learning is gauged through field visits, research projects, certificate courses etc. The semester end examination helps to understand and analyse the attainment of knowledge. Together, all of the above helps teachers to check if learning outcomes have been attained and to make incremental improvement in syllabus, teaching methodology, evaluation methods etc. so that outcome based education is followed and applied rigorously.

20.Distance education/online education:

During the year 2020-21 and a large part of 2021-22, the pandemic forced educational institutions to change the mode of teaching and learning. The college moved all the programmes to online mode through official Zoom accounts, Google meet and Microsoft Teams.

Online E learning tools were utilized by all teachers in different departments to make learning simple and comprehensive for students. Several computer applications like PowerPoint presentations, Microsoft Excel, Microsoft Word etc was used regularly. Virtual laboratories were applied to all Science students to help in practicals. E-quizzes like Mentimeter, Kahoot, Mindomo and Padlet etc were used. Google Classroom was used by most faculty through which important videos, articles, blogs as assignments and feedback was provided.

E- resources like SWAYAM, NPTEL, N-LIST, COURSERA were being used.

Departments of Computer Science and Information Technology used Python, Jamovi, Raspberry Pi.

The college has its own YouTube channel on which a number of activities like invited talks and teacher's lectures were put up.

Online education helped teachers and students to continue education seamlessly while at the same time safe-guarding their health.

The college has not started any Distance Education programme, however, the HSNC University is likely to do so in the near future.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**829**

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	**5316**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**As per government circular**

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

2.3 Number of outgoing/ final year students during the year	**1803**

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	**94**

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

3.2 Number of Sanctioned posts during the year	**88**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**41**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**44846536.00**
4.3 Total number of computers on campus for academic purposes	**454**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum delivery

The institution initiates the process of planned curriculum delivery with the meeting of the Academic Planning Board chaired by the Principal at the beginning of the academic year to plan the semesters of the institution.The heads of departments chalk out the academic plan for the semester with each faculty member who then devices her own lesson plan. The Time Table Committee drafts the annual timetable to ensure that the instructional arrangements, classroom allocations, workload distribution, teaching plans and academic progress evaluation are completed within the given timeframe.

Evaluation programme

The institution sets in place a mechanism of continuous internal evaluation in the form of class tests, presentations and project work and self-learning components.The term end meetings conducted by

the Principal with the members of each Department ensure that an
assessment of curriculum delivery and examination results for the
duration is conveyed to the faculty. Possible gaps in the system are
addressed immediately. The college website carries the updated
college Prospectus with complete syllabi, information on new courses
and certificate courses, Academic Calender, Holiday list,
Examination schedules and information on prospective events.

Capacity Building workshops are undertaken for all courses at the
start of the academic year.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://kccollege.edu.in/prospectus/

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

Academic calender

The academic year 2020-2021 was conducted totally in the online mode
and the academic calendar was framed taking into consideration the
new scenario. It contained a broad overview of academic, co-
curricular, and extra-curricular activities to be conducted during
the academic year. It was displayed on the college website for easy
accessibility to all stakeholders. The academic calendar did not
fall short in any arena as the availability of several Zoom
platforms, Google meet, Microsoft team enabled its smooth
functioning. . All co-curricular and extra-curricular activities
were organized online.

Evaluation system

The evaluation system was planned with the IQAC of the institution .
These included the commencement and ending of terms, scheduling of
examinations, assessment and declaration of results. The
examinations- both written and practicals- were conducted via the
online mode by appointing suitable vendors for the same. The
continuous evaluation was enabled via the use of Google forms, email
for submission of assignments and presentations via the various
platforms made available by the Institution.

The college teachers undertook proctoring the examination and

results were declared in time.

Thus in spite of the online mode the Institution was able to adhere to its comprehensive academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kccollege.edu.in/academic-calendar/

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

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

1.2 - Academic Flexibility

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

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

47

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

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

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

06

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

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

0.05

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

220

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

1.3 - Curriculum Enrichment

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

Professional ethics

The Code of Conduct for Principal, teachers, Non-teaching staff and students is displayed prominently on the website as well as on a few notice boards. The Principal discusses issues of professional ethics at the term opening and ending meetings with teaching and non-teaching staff.

Gender

The curriculum works intensively to avoid conscious or unconscious bias that can emerge in the institutional space. Courses especially in Humanities and Mass Media present analytical and theoretical frameworks related to gender.

Human Values

The Foundation Course at the undergraduate level orients students to Universal Human Rights and the importance of being self-reflexive with regard to their socio-politico-economic conditions.

Environment

The syllabi of Foundation Course across programs encourage pupils to examine the environment and interpret and encourage active participation in resolving environmental problems. Courses such as Environmental Science, and Green Computing in its teaching explore environmental issues as part of their curriculum modules.

Sustainability

The timely maintenance, establishment of a corpus of funds and upgradation of laboratories, computers, and appointment of competent faculty ensures the goal of sustainability.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

37

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

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

2712

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://forms.gle/JzU6Fpd6UvpkiWe56

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2159

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

621

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

2.2 - Catering to Student Diversity

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

Special programmes for Advanced & Slow Learners

Students are admitted on merit, helping the teacher gauge their learning level. The college does not make any distinction between advanced and slow learners and tries to proffer equal platforms of learning to all kinds of learners.

This year the entire learning moved online. The college utilised Zoom platforms for regular classroom teaching. Other online interfaces like Google Meet, Microsoft Teams were also used. Per force, the interaction between teacher and students on these platforms was limited. However, teachers used various learning resources like PowerPoint Presentations, film clips, google forms for brief question-answers, quizzes like Mentimeter, Kahootto make learning comprehensible and engaging for all students.

For the first year students, internal assessment consisted of project submission, self-learning evaluation component and mid-term test, totalling to 40 marks. This gave an assessment overview of the students levels of learning.

The 2nd & 3rdyear students were required to submit projects, participate in interactive discussions and write and discuss question and answers of the text in class.

Students are given additional opportunities by enrolling in special programmes -Jigyaasa-Science Honours Program and Certificate Programme for Commerce & Arts and their feedback is taken and analysed.

File Description	Documents
Link for additional Information	https://kccollege.edu.in/certificate-programme-in-commerce-arts/
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
5316	**94**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

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Student centric methods

Even in the Pandemic year, the college tried to make online learning
simple, comprehensive and entertaining for all students.

All online resources of learning like PowerPoint Presentations, e-
learning resources like Padlet, Mindomo, MOOCs, Coursera were used
in different subjects.

Virtual industrial tours were conducted and all practicals were held
virtually.

College festivals like Kiran, Fiestron, Blitzkrieg, Joule,
Parnassus, Analyze This, BioEthnica, Microfiesta, Systematic Chaos,
Roll.Take.Turn, Chem-Vision, SciCode, Tarang were conducted online
at the inter-collegiate level.All events were conceptualized,
planned and executed by students.
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- **Case studies as projects in several subjects lead to survey and research.**
- **All departments held workshops with Alumni, to give a first-hand knowledge of the industry**
- **Departments of Arts screened documentaries on different issues followed by lively discussions**

- **Students of Mass Media made 20-minute documentaries on various contemporary issues. These documentaries are judged by an expert panel of film makers helping students learn film-making as well as gain insights into the topics.**
- **All Departments of Sciences are recipients of the DBT Star Grants and conducted online workshops by inviting erudite resource persons.**
- **Summer and Winter Schools of SHP & CPCA helped students learn research methodology, enhance communication skills and develop technical and value-based skills**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://kccollege.edu.in/festivals/

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

ICT tools

Over the last year, since the teaching-learning experience has moved primarily into the online domain, college has been using online platforms like- zoom and google meet

Google classroom has been used by most faculty- through which important articles, YouTube videos, blogs as well as homework assignments and feedback are provided

- **Film screenings, PPTs are being routinely used.**
- **Online classroom activity has been made more interactive using online quiz, polls- through Mentimeter, Kahoot, Mindomo, Padlet.**
- **E-resources like SWAYAM, NPTEL, N-LIST, COURSERA are being used.**
- **E-textbooks, PDF, etc are immediately shared with students on WhatsApp Groups. Students also suggest e-resources**
- **Electronic Tablets are being used to simulate the white board**
- **Departments of Sciences use a number of electronic software – SageMath- Department of Maths. Mass Media, Statistics & Psychology - SPSS, Excel, R Software: Newspaper Designing Software like Quark, InDesign Media Studies. Departments of Computer Science and IT-Python, Jamovi, Raspberry Pi Departments of Biological Sciences - tools for Bioinformatics,**

Biostatistics like PubMed
- **Departments of Sciences have conducted Practicals in the College Laboratory and live-streamed them to students, creating significant e-content material.**
- **The college has its own YouTube channel in which a number of activities and teachers' lectures are put up.**

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

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

2.3.3.1 - Number of mentors

94

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

94

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

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

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

36

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

173.6

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Mechanism of internal assessment

From the academic year of 2020-21, the first-year programs of K C College have undergone an internal assessment component of 40 marks and semester end examination of 60 marks.

The internal assessment, conducted online, consisted of 15 marks-Interim test, 10 marks- Self-Learning Component Presentation, 10 marks -assignments and 5 marks -class participation.

The teachers helped the students by encouraging them to search portals, like SWAYAM and NPTEL for relevant study material, which can be used for self-study. This Self-Study material is then evaluated when presented to the teacher.

Teachers conducted virtual practicals in all science subjects and in Psychology

Students are given information about the internal assessment tests, projects and self-study component, well in advance. The time-tables of internal assessment of each department are put up on the notice boards, website and WhatsApp groups. Students are given sufficient time to prepare and in cases of exigency, new dates are assigned to such students. Re-exams are conducted for those who have genuine reasons for not taking the scheduled mid-term tests.

The Examination Committee ensures that exams are conducted in a fair and robust manner and the results are declared in a timely and transparent mechanism.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.hsncu.edu.in/Examination.aspx

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

A Two-tier Grievance Redressal Mechanism is in place

At the Departmental Level

Students with grievances approach the Head of Department for the subject concerned. Mostly, the grievance is dealt with at this level itself. The Examination Committee prepares the assessment data and errors, if any, are communicated to the Committee by the Head of Department and the issue is immediately resolved

At the College Level

A student may approach the Examination Committee by writing a complaint email to the college office or Principal email id, both of which are stated on the college website. The email is forwarded to the Examination Committee and the concern is resolved.

Care is taken at the departmental level to ensure that grievances are few. Teachers are regularly in touch with students through designated online student groups, so as to prod absentee students into submitting their assignments on time.

The policy of the college is to resolve all students' internal assessment grievance related issues within 7 days of learning about the complaint.

The current mechanism ensures that students submit assignments regularly. However, re-tests are conducted within 7-15 days for those not attending the regular internal examination due to unavoidable reasons.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.hsncu.edu.in/Examination.aspx

2.6 - Student Performance and Learning Outcomes

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

Programme and course outcomes

The syllabus of the first year of every course was revised this year. The Chairperson of every BOS sent the revised syllabus for approval to the Academic Council. The college website carried the syllabi of all the subjects.

Faculty of every department shared this syllabus and discussed the learning objectives and course outcomes with students at the beginning of the academic term. A document listing the program objectives, program-specific objectives and the courseoutcomes of every subject was put-up on the website for students to peruse. A

copy of the syllabi is maintained by every department and is also sent to the library for wider circulation.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://kccollege.edu.in/degree-college/
Upload COs for all courses (exemplars from Glossary)	View File

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

Attainment of program and course outcomes are assessed through two kinds of evaluation-

1. Formative-

Regular classroom interaction with students helps faculty understand the level of student learning. Teachers help students by providing important notes, reference material and e-content, wherever needed. Learners are granted enough time to imbibe learning and reach an equivalent level. Slow learners are helped with extra practicals and guidance.

Internal tests and mid-term assignments are conducted and evaluated. This helps the teacher gain an overall perspective of student's subject knowledge.

Wherever internal assessments are not applicable, assignments, quizzes, projects and presentations, group discussions are held to gauge learning levels.

2. Summative

Program and Course Outcomes are assessed through Summative evaluation carried out at the final semester-end examination

The students of the college score consistently well in their academics, performing better than the average University level.

Many students after completion of their Undergraduate Degrees, take admission for higher education in Post-graduate Programs at Universities within India and abroad. The Post-graduate students of the college, after passing out, are absorbed in good positions at

relevant industries. Some enroll for PhD studies and others are accepted in reputed Universities abroad.

Many students also qualify in coveted competitive exams.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

1800

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://kccollege.edu.in/annual-report/

2.7 - Student Satisfaction Survey

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

https://kccollege.edu.in/student-satisfaction-survey/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

56.7232

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

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

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

10

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	**Nil**

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

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

130

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

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

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

33

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

26

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

Extension Activities

Along with the academic development of students, social development is equally important. K C College also takes the responsibility of inculcating holistic and social values in graduating students. The college undertakes various social development projects as part of NSS, Rotaract club, Environment and Nature clubs. With these experiential learnings students become sensitive towards the difficulties of rural people as well as economically backward society. Our students have always proferred solutions for e.g. after every festival, they are the first to go for beach cleaning drives, taking part in awareness programmes like minimum plastic day, cleaning of Departments, village development camps in NSS adopted

villages and so on.In K C College they are trained to face the challenges not only in their career path but also challenges of the society. Students take up research projects associated with Environment, Ecology and Social issues, under the guidance of teachers. The college runs two dedicated one-year Research Programmes called Jigyaasa Science Honours Programnme and Certificate Programme forCommerce & Arts which have such research projects.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/annual-report/
Upload any additional information	**No File Uploaded**

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

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

3

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

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

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

74

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

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

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

3086

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	[View File](#)
Details of linkages with institutions/industries for internship (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

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

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

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

This year being the pandemic year college has bought 5 official zoom accounts, 1 MS-Teams and Google Meet account for its regular online classes and other online academic and non-academic activities.

The college has three blocks which include the Main building, the Library and the Annexe building at Colaba. The institution is equipped with 39 classrooms of which 25 are with ICT facility including interactive smart boards and LCD projectors, also three smart panels for purpose of teaching and learning in the seminar halls. College has 31 laboratories of which 5 labs are also used as computer centres.

The college has spacious and fully automated library with seating capacity of 180, 3 Seminar Halls, State of Art Auditorium with capacity of 560. Annexe building has a Mass Media Studio and Conference room.

The college Library has large reading room with a seating capacity of 180. The library is fully automated and has been using LSEase i.e., a Library Management System (derived from LIBSYS 10 software). There is also an electronically equipped faculty reading room available in the library. The annexe building also has a library. The college also has a language laboratory that is equipped with language learning software "ORELL".

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://kccollege.edu.in/infrastructure-gallery/

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

The institution has a State of Art Auditorium with a capacity of 560. During normal years all the events like Annual prize distribution, Kiran festival, K. M. Kundnani memorial lecture series, the Annual Human Rights debate, Annual Socio-cultural event, Anandotsav, National and International Seminars, Conferences, Orientation programmes, Academic, Curricular, Co-curricular, extracurricular activities are held in the auditorium. The foyer and Sports room are used for cultural events, book and poster exhibition.

The institutions has three multimedia rooms with minimum seating capacity of 100. These rooms are fully equipped with ICT facilities. The quadrangle is spacious enough for games such as basketball and rink football. Cultural activities like college festivals, street plays and Yoga are also held in quadrangle. Independence Day and Republic Day celebrations are also held at the quadrangle.

Sports- The Sports Room on the ground floor is used for various indoor sports activities. The prestigious grounds like Oval Maidan, University of Mumbai sports pavilion at Marine Lines are booked for its sports events.

This year being pandemic year college has provided slots on zoom platform for all its cultural and other activities. All college festivals and events were conducted on the college's online platforms.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://kccollege.edu.in/infrastructure-gallery/

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

23

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

43

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://kccollege.edu.in/infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

333.02

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS)

The college Library has been using LSEase i.e. a Library Management System (derived from LIBSYS 10 software) which provides a greatly enhanced user experience through value-added features and services.

LIBSYS 10 is built on international standards and open technologies, i.e. JAVA. It covers Acquisition, Cataloguing, Circulation, Serials, Articles Indexing, E-Books, Vendor Portals along with an enriched OPAC (Open Public Access Catalogue).

The institution has subscribed to the following advanced features like

· MARC 21 Cataloguing

· Barcode enabled – (INTELLICON barcode machine has also been added to our library infrastructure)

· More interactive and enhancement Web OPAC

· RDBMS based back-end

Library has an institutional subscription of N-List under which a number of Journals like EPW, JSTOR, Cambridge and Oxford research journals etc can be accessed by both teachers and students.

Since 2020-21 was the pandemic year hence only a few teacher were able to access books from college and departmental libraries. Teacher ensured that students were provided with PDFs of text books and reference books available on free open source websites.

E-resources such as Youtube videos, lessons from SWAYAM and NPTEL Portals and PDFs of a number of books, articles and journals were provided to students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://kccollege.edu.in/library/

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

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

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

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

3.30385

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

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

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

3

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

4.3 - IT Infrastructure

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

In 2019-20 college added 98 desktop and laptops making the total to 388. Presently there are 450 window based systems of which 275 systems have latest hardware configuration of Core i5 8th Generation, 4 to 8 GB RAM and above. The 51 Systems out of 450 are dedicated for office purpose only. There are 24 laptops available in

the institution for academic and administrative work.

College also has softwares like SPSS, Corel draw (5 license), AUTO Desk Education Use and SAS Education Use softwares. The College has purchased ORELL software in the year 2020 for its language lab. There are dedicated lease lines for providing Internet facility to all the three campuses-Library building, main campus and colaba campus. The entire campus is equipped with 103 CCTV cameras providing electronic surveillance.

There are three 4k smart panels with lecture recording facility and Video Conferencing facility on campus. The college has introduced LAN and connected all the systems through internet and intranet facilities.

The institution has dedicated 2 servers with cloud back up and file storage which are used for the purpose of data backup of the institution with storage capacity of 16 TB and additional NAS with 32 TB. For the year 2020-21 college hired IT vendors to conduct examination, evaluation and admission purpose.

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

4.3.2 - Number of Computers

450

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

496.08142

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

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

College has policy guidelines aimed at equitable allocation and efficient utilization of available facilities and infrastructure. This will result in a quality learning and working environment for students, faculty and staff. This policy also provides a framework for the optimal use of physical assets as well as regular review of the infrastructural needs of the college. Maintenance of infrastructure, equipment and other facilities is either carried out at institutional level or AMC basis. College allocates budget at the beginning of the academic year for all infrastructural requirements.

Objectives:

1. **Establish standard operating procedures for the use of physical and academic facilities.**
2. **Optimize the utilization and maintenance of college facilities.**

3. To periodically review the needs of infrastructure and plan
    for the future.

This policy applies only to the use of those facilities located on
campus.

College infrastructure is divided into following categories:

Infrastructure type

Responsible person

1.

Common Facilities including Office, Classrooms, Lift, Seminar Hall,
Conference room, Academic and Administrative Offices, Resource Rooms
etc.

Registrar

2.

Departments and Laboratories

Heads of Department and Laboratory Assistant

3.

Library and Reading room

Librarian

4.

Sports facility

Sports Director.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://kccollege.edu.in/institutional-policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

133

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

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

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

62

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

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

A. All of the above

File Description	Documents
Link to institutional website	https://kccollege.edu.in/annual-report/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

77

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

897

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

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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

95

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

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

5.2.2.1 - Number of outgoing student progression to higher education

136

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

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

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

15

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

100

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

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

5.3.2- Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities

- **The Statutory bodies of the college like IQAC, College Development Committee (CDC), Gender Issues Cell (GIC), Internal Committee (IC), Student Grievance Redressal Cell and Anti Ragging Committee- all have students as members. These students give their valuable contributions during meetings which are then implemented.**
- **The students'clubs and committees like NSS, Rotaract Club, SCOPE (The Cultural Club), Nature Club, Environment Committee, Kiran Magazine Committee, Marathi Mandal, Sindhi Club and so on are run smoothly through students' proactive participation. Students voluntarily take membership in these clubs and committees.**
- **All departments of the college have their own clubs like the Self-financed department of Commerce and Management has its own ZEST club, the Department of English has Literary Arts & Academic Forum (LAAF), the Department of Computer Science has Tech Club and so on. These Departmental Clubs are highly enthusiastic and conduct departmental festivals and activities.**
- **The students of NSS, Rotaract Club and Cultural Club also organize many charitable activities like various clothes' donation drives for the transgender community, under privileged children and for disaster relief. A Food Grains Donation Drive was conducted at the adopted villages of Karwale and of Ghatim District during the pandemic lock down.**

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/committee/
Upload any additional information	View File

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

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

130

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

5.4 - Alumni Engagement

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

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

- **In 2020-21, the HSNC University formulated Boards of Studies (BOS) in all subjects since new syllabi were formed across all streams. A few well-placed alumni of all departments were included as members in the BOS and they gave valuable suggestions towards the making of the syllabi, taking in view their contemporary industry experience.**
- **Every Department of the college has a programme in which expert alumni are invited to interact with the current students and to share their experience of the market with them and answer their queries.**
- **The Alumni Association of K.C College has always extended generous support to college festivals by assisting students and faculty members.**
- **The alumni of the college also take part in NSS and Rotaract Club activities. For example Mr. Sagar Mehta, an alumnus of the college, takes part regularly in NSS activities and also visits the NSS residential camp. Mr. Dhaval Waghale, an alumnus settled in USA, contributes financially to Anandotsav, the NSS annual festival.**
- **Several notable alumni of the college are also members of the Quality Assurance Cell (QAC) and some alumni also contribute towards sponsoring the college magazine, renovation of**

laboratories and funding scholarships and free-ships to students from financially weak backgrounds.

- Several departments conduct webinars on various themes in which the alumni, who are located in different parts of the world, are resource persons.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**B. 4 Lakhs - 5Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

·To emerge as a center of academic excellence aiming at value based holistic development of students equipped for global challenges.

Mission :

- To disseminate quality education
- Foster academic excellence
- Develop attitudes conducive to lifelong learning

The vision of the Institution provides a direction towards achieving excellence in all facets of education.

Principal and Management take every decision based on fulfilling the Vision and Mission of the college, hence safeguarding growth and improvement at all levels-Academics, Infrastructural upgradation, technological modernization, Skill based learning, recruitment of qualified staff, Research and so on.

The IQAC of the college maintains a quality check by conducting regular internal academic audits. IQAC, Heads of Departments and Coordinators of committees, draft perspective plan of the academic year and review where action is needed.

Principal, Vice Principals and Registrar are in charge of all administrative functioning of college.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/about-us/
Upload any additional information	No File Uploaded

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

The Management of the College is highly supportive and cooperative. The Principal, Vice-Principals, Heads of Departments, Registrar, Librarian, Coordinators of committees are all involved in the different functions of the institution.

The institution follows an open, participative and decentralized system of management. The Vice-Principals of the college are empowered to look after different streams such as Arts and Commerce, Sciences, Student Affairs and Examination. The self-financed departments are managed by the Coordinators and Heads.

The Academic Planning Board, comprising of all Heads of Departments, charts out the path for the academic year. The Examination Committee looks into the entire examination process. Several other committees look after maintenance of infrastructure, admissions process, co-curricular and extra-curricular activities.

Participative Management is encouraged by empowering all the stake holders like Parents, Alumni, and Industry. The Quality Assurance Cell (QAC) of the college has parents as its committee members and their suggestions are implemented from time to time.

Parent-teacher meetings are conducted and valuable feedback taken and implemented. Parents also assist in field trips, fund raising and looking after students during cultural activities.

Under Alumni Connect Program all departments invite well-placed alumni to interact with current students and involve themselves in

department activities.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/about-us/, https://kccollege.edu.in/committee/
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

During this year, the Institution emphasized upon Skill development of students and faculty development programmes. Entrepreneurship initiatives were also encouraged.

Short term certificate courses based on enhancing skill development were introduced eg. Certificate course in Science Communication, Wealth Management and Financial Derivatives, Training program in Python, R-software, MS-Excel, SPSS, Certificate programme for commerce and arts, Jigyaasa-Science Honors Program (SHP) etc.

Entrepreneurship cell conducted Webinars to help students understand Intellectual Property Rights, Patenting processes, application for licenses. Students were encouraged tocarry out research through online surveys.

Faculty development programs were conducted to instilessential technical innovative pedagogies in learning. Manydepartments conducted online placement drivesin association with placement cell.

Social welfare programmes were carried out with active participation of NSS and RCKC. Even in the lockdown Blood Donation Drives were conducted, visits to adopted villages were undertaken with permission by civil authorities to distribute food packets and carry out plantation activities.Student volunteers also helped out in vaccination drives at hospitals and flood relief drive was undertaken at the affected villages of Maharashtra. Most of these activities were undertaken in collaboration with non-government organisations, philanthropists and industries.

Non-teaching staff were also trained in the usage of technology.

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

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

Principal is the academic and administrative head of the institution. College has the policy of appointing four Vice Principals-Arts and Commerce, Science, Students Affairs and Examination. The IQAC coordinator also works in collaboration with Vice Principals and Heads of Departments. Academic Planning Board, coordinators of various committees, faculty members, registrar, office staff and support staff all contribute towards the academic and administrative responsibilities of the college. After discussions with students, faculty convey their suggestions to the Vice Principals and Principal at departmental meetings that are held regularly. Principal reviews the suggestions and sets the implementation process in motion.

The IQAC conveys suggestions that will help in the achievement of different administrative and academic bench marks. The Code of Conduct for teachers, non- teaching staff and students, policy for maintenance of infrastructure, Gender policy and research policy are all displayed on the website. Information about statutory committees like Examination Committee, Students Grievance Redressal Cell, Anti-Ragging Committee, Unfair Means Enquiry Committee, Purchase Committee etc. are also displayed on the website.

IQAC identifies teachers who are due for promotion under the Career Advancement Scheme (CAS). The college sends reminder to these teachers to fill their online forms and submit CAS files.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/institutional-policies/, https://kccollege.edu.in/committee/
Link to Organogram of the Institution webpage	https://kccollege.edu.in/wp-content/uploads/2021/08/KCC_Org_Chart_3.pdf
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

Group Insurance: Family Mediclaim is provided for the nonteaching staff. The college contributes to staff welfare fund on a monthly basis so that staff can withdraw in times of need.

Health Care: A number of Non-Teaching staff and their family members suffered from COVID-19. Some of them were hospitalized while others needed urgent medical attention. The college organized for their treatment at Bombay Hospital, Churchgate Mumbai and took care of even the family members. No employee of the college suffered due to financial constraints since all such needs were met. Principal and teachers donate funds to the staff to meet any medical emergencies.

RTPCR camps were organized and teaching & non-teaching staff were tested free of charge. The college also organized mask and sanitizers for all the non-teaching staff. Foot operated sanitizing systems were installed at different points in the college.

Regular disbursement of Salary: Management ensured that even during the lockdown salary of the staff, both teaching and non-teaching was paid on the first working day of the month irrespective of the government grants received.

Compassionate Appointment: Jobs provided on compassionateground to family members of deceased non-teaching staff. The fees of their children is paid by the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

NIL

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

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

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

11

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

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

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

77

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

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

Both the teaching and non-teaching staff undergo an annual performance appraisal system.

However in 2020-21 due to the COVID-19 lockdown, the laboratories were only partially functional. Hence mostly maintenance work was only carried out. The confidential performance appraisal report was

prepared on this basis for non-teaching laboratory staff by the Heads of the departments and submitted to the Registrar of the college.

As the college was on the online platform, Heads of the department also submitted a confidential performance appraisal report for the full-time temporary teachers of the departments. All students who have the requisite attendance in class, are given google feedback forms for the teachers of their departments. This feedback form is analysed and submitted to the Principal.

The Principal counsels both non-teaching and teaching staff wherever required. The annual performance reports of the non-teaching staff are considered at the time of confirmation of employment and promotion of the employee.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/student-satisfaction-survey/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly.These audits are conducted Quarterly, half yearly and annually.

Every year between 31st March to 31st July, the college staff assists the external auditor to audit the books of accounts. The institutions account are audited both by internal and external auditors. The Board appoints internal auditors who regularly audit our books of accounts. However since it was a pandemic year the auditing of account got delayed and was finally conducted from Oct-2021 and the balance sheet was duly signed in December 2021.

External Financial Audit consists of the yearly statutory audit by Chartered Accountant Mr. Ravi Mulchandani from M/S. Singavi, Oturkar & Kelkar and Co., appointed by Hyderabad Sind National Collegiate Board. The audited report by auditor is submitted to the Board. Internal audit is a continuous one conducted by the account staff.

Accounts are also continuously monitored by the Board's in-house auditor.

The institution's books were last audited by the external auditors and internal auditors in November 2021. In this audit observations are made, any required corrections or amendments are done and all is rectified within the financial year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

19.46

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

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

KC College is a grant in-aid college and only salary grant for its aided section is received from the State Government. Since non-salary grant is not received from government authorities, hence funds are required for maintenance and renovation of infrastructure, purchase of necessary equipment, disbursement of salary to staff of the Self-Financed Departments and for any welfare measures.

Infrastructure upgradation : The College Development Fund (CDF) is utilised.

Research : Institution is beneficiary for DBT STAR-STATUS and DBT-STAR-SCHEME. Since no grants were received in this year, hence

previous year's funds were utilized.

Social Outreach and Sponsorships: Funding from individual sponsors towards scholarships for financially under-privileged students is received. In the pandemic year, a number of scholarships were provided.

NSS Activities: The college, alumni, parents and philanthropists contribute towards NSS activities, held in adopted villages and for major events like Anandotsav.

Events: Festivals and departmental activities are supported by CSR funds of organisations like HDFC Bank, IDBI, SBI. Students also obtain sponsorships. The Management contributes unhesitatingly towards college activities for which sponsors are not available.

All resources are optimally utilized by staggering timings. Statements of income and expenditure are prepared by the accounts staff and auditing undergone by the auditors appointed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC has helped ingrain quality consciousness across all spheres of the institution. This has led to vast improvement in infrastructure, exponential growth in research profile, rankings and visibility. IQAC has identified the need to streamline the process of data collection as one of its core activities by ensuring timely submission, accuracy and integrity of data and collective decision making.

Need Based Faculty Development Program (FDP):

IQAC has been instrumental in all-round growth of the staff by organising relevant FDPs. Online FDPs in E-content creation, Usage of different online platforms, Understanding of learning technologies and Use of different online applications for the purpose of projects, virtual practicals and presentations were held.

IQAC conducted FDP on CAS and helped eligible teachers to prepare their CAS files, after which CAS interviews were held in association with the state authorities.

Strengthening Research in all departments through policy initiatives, identifying major thrust areas and procuring grants.

IQAC has identified and conducted workshops in the following major thrust areas : Intellectual Property Rights (IPR), Sustainable Energy Sources, Stress Biology and Management, Robotics, Artificial Intelligence, Data Science, Traditional Knowledge Systems. Researchers were motivated to undertake high-end research.

DST and DBT activities were carried out in full steam.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/research-publication-faculty/, https://kccollege.edu.in/dbt-star/, https://kccollege.edu.in/about-iqac/
Upload any additional information	View File

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

Quality improvement strategies have been adopted by IQAC towards incremental improvement in the following areas :

Curriculum Development

Teaching and Learning

Research and Development

Library ICT and physical infrastructure development

Human resource management

Industry interaction/collaboration

Admission of students

Two examples of institutional reviews:

1. Academic monitoring and Review (Internal Academic Audit): The Principal, Vice Principals and IQAC conduct annual review meetings of every department. Each department prepares a detailed presentation about its teaching learning initiatives, annual result analysis, co-curricular activities, achievements of teachers and students, lacunae wherever perceived and future plans of the department. This Review committee along with the department members monitors the performance of the department and decides upon the corrective action that can be taken to address the lacunae. The IQAC recommends a number of activities that the department can undertake in future and also sets into motion any innovative future plans that the department suggests.

2. Procurement of grants from prestigious bodies: During the last few years all the departments of Sciences have obtained DBT Star Status and Star Scheme grants, leading to overall improvement in results, placements and number of students opting for higher studies. The laboratories too have been upgraded with advanced equipment.

File Description	Documents
Paste link for additional information	https://kccollege.edu.in/courses/post-graduate-degree/, https://kccollege.edu.in/about-iqac/, https://kccollege.edu.in/dst-fist/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://kccollege.edu.in/annual-report/
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Promotion of gender equity - KC believes in fairness of treatment of all genders, providing equal opportunities and ensuring fairness and justice in distribution of all resources. Through various curricular and co-curricular activities gender equity and sensitisation is ensured

A. Gender Issues Cell conducted activities like

1. Certificate Course in Gender Studies from November 19, 2020. Duration: two months with 20 sessions. 50 students

2. Queer Affirmative Therapy (23rd October 2020) webinar in association with Pooja Nair and Shruti Chakravarty of Mariwala Health Initiative. 100 participants.

3. Know Your Rights workshop in association with Majlis and US Consulate (Jan 18-19, 2021) 180 final year students.

4. Annual Newsletter, "Celebrating Differences: An Issue Focusing on the Coronavirus Pandemic, 2020" released in March 2021.

B. NSS conducted the following activities

   1. Swayamsiddha Project : Number of Students involved 20; Pickle and Chilli powder making, Diya painting, packaging and sale: June 28- July 20, 2020: 8 women beneficiaries
   2. Distribution of Sanitary napkins in 3 villages at Malad Marve
   3. Beti Bachao Beti Padhao: Cycle rally on March 12, 2021

4. Workshop on "Gender Sensitive Communication and Rights in Virtual Learning Environments' by Internal Committee in association with IQAC, April 15, 2021; Beneficiaries: Degree: 45 JC: 400

File Description	Documents
Annual gender sensitization action plan	Annual Gender Sensitization Action Plan 2020-21 1. Orientation of Gender Issues Cell- September 2020 2. Two month Certificate Course in Gender Studies: December 2020 to February 2021 3. Know Your Rights Workshop: February 2021 4. Creative Expressions: April 2021
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Facilities for women on campus: KC has a special girls' common room. There are ladies toilets on each floor with bins for throwing sanitary napkins. There is a sanitary napkin vending machine installed in the girls' common room. Keeping in mind the safety and security of all students the campus is well lit and equipped with CCTV cameras 24/7.Students can seek counselling from a personal counselor, GIC or Teaching staff of Psychology departm ent.There is an Internal Committee to address any case of sexual harassment of women staff and students. The IC maintains confidentiality of any such complaints.The cell conducts gender equity sensitization programmes. The college takes care of women employees by giving them maternity / child care leaves and other benefits.

| 7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment | D. Any 1 of the above |

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

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

Types of degradable and non-degradable waste - In 2020-21 due to absence of most of the students and staff in the main and Colaba campuses less waste was generated.

Solid Waste Management: The dry and wet solid garbage from the entire campus was collected on the ground floor to be handed over to BMC collection van.

Liquid waste management: Water is used sparingly on campus. Regular maintenance of pipes and taps is carried out to stop leakages.

Biomedical Waste Management: Biomedical waste like sanitary napkins, face masks were segregated and collected in a separate red color bin provided in the ground floor.

- **Waste Management: New electronic equipments' like laptops and computers were purchased on buy back mode.**

Hazardous Chemical Waste Management: All chemicals were diluted before discarding. Most of the microbial cultures and media were autoclaved at 121 degrees Celsius before cooling and discarding.

Radio-active Waste Management: The Radio and Nuclear Chemistry Lab used 'Delay and Decay' and 'Dilute and Disperse' methods for waste management.

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

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

C. Any 2 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

B. Any 3 of the above

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

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

Inclusive environment

KC College has always worked towards an inclusive campus environment as it recognizes the importance of diversity in higher education. Cultural diversity is promoted through curricular, co-curricular and extra-curricular activities on campus.

1. Cultural diversity through curriculum : First year Foundation Course Syllabi covers topics that celebrate the idea of India as a multicultural society. All Certificate programmes are open to all.

2. Cultural exchange and celebrating linguistic diversity is faciliated through various fests like Kiran, Joule , Mi Marathi, Fiestron, Microfiesta, Sindhyat day, Parnassus 2021

3. Inclusive environment: Education Project (Helping Visually Impaired) NSS volunteers did audio recordings as study material for visually challenged students. No. of volunteers -21.

- CPCA and SHP organized Disability Sensitization Workshops with Antarchakshu (visually challenged) on May 15, 2021 and Vshesh (Hearing Impaired) on May 18, 2021.
- Communal harmony:
- Scholarships are given to needy muslim and jain students.
- During Microfiesta school children are invited in the campus to learn and enjoy.
- Grandma project and girl child project sensitizes the students towards the senior citizens and issues related to the girl child.

4. Communal Harmony :Preparation of Labour meals during, Blood and Platelet Donation drives ,Ek Bharat Shrestha Bharat (Webinar).

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

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

Constitutional obligations

In 2021 KC college organized many activities sensitizing the students and employees towards the constitutional obligations.

- International Youth Day August 12, 2020: Dr Radhakrishnan Pillai, Director Chanakya Institute delivered a talk on Youth and Development.
- Independence Day August 15, 2020 Fit India youth club was launched by Honorable Minister of Youth and Sports affairs Mr. Kiren Rijiju. The activities conducted were running, cycling, yoga and exercise. Number of participants 80.
- NSS Foundation Day 24th September 2020- Speaker Dr. Niranjan Hiranandani, Provost HSNC University
- Constitution Day November 26, 2020- Dept. of Political Science organized a webinar on "Constitutionally Speaking: The Politics of Indian Constitution and Everyday Speech" by Prof. Sumit Baudh, Associate Professor, Jindal University.
- Republic Day Parade - Combined efforts of NSS volunteers of K.C. and H.R. College celebrated Republic Day on January 26, 2021. Volunteers conducted march-past followed by flag hoisting at K.C. Campus and HSNC University

Model Indian Parliamentary Session: - 07th-08th Nov 2020 Model Indian Parliamentary Session was conducted with 80 students to bring together talented speakers and aspiring diplomats from across the nation and to have them engage in an exciting Conference about the issues currently faced by our country.

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

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

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

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

The institution celebrates /organizes national and international commemorative days, events and festivals :

1. Environment Day June 5, 2020: Department of Mathematics and Environment Committee organized a National Level Webinar, "Mathematical Models of Tipping Points in Ecosystem" by Dr Vishvesha Guttal, Centre of Ecological Science, IISC Bangalore. Beneficiaries: 91

2. World Orphans Day: Nov 13, 2020: Rotaract club of KC organises Happiness Hour to connect with orphans globally. This year 351 Rotaract Clubs, 22 Interact Clubs, and 8 Rotary Clubs participated in this project.

3. World Radio Day Feb 3,2021 Daily podcasts with over 20 members were recorded and posted by Team International Service. Members were asked questions about their personal lives and many secrets were shared. Members narrated stories of their past and brought a smile on everybody's faces.

4. World Cancer Day Feb 4,2021: Celebrated as Euphoria, Rotaract Club conducted a week long programme of quiz, comic strip making competition, bake sale fundraiser and visited Tata Memorial Hospital to conduct art and craft activities with children.5.

5.International Women's Day March 8, 2021: NSS organized Webinar on 'New Aspects of Women Leadership" and Felicitated teachers of adopted village

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

7.2 - Best Practices

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

Best Practice 1:Creative Expressions,

The objective of Creative Expression is to understand how students imagine and construct their vision of a gender just world through a creative medium that includes story writing, poetry, photography, painting, poster making, skits, dance and the spoken word and to raise funds to help educate children from the marginalized genders.

The Annual Inter-Collegiate Competition "Creative Expressions", themed 'Shadow Pandemic' began with a pre-event in January, 2021. The event on Learning to Function in the Covid 19 Era was organised in association with Veera Health and Ms Satjyot Gill. The event saw active participation by students while discussing the various ways to cope during the pandemic. The main Creative Expressions event included Literary Events like Essay Writing, Poetry, and Short Story writing competitions. Creative Expressions also included a Photography and Fine Arts Competition where students creatively depicted the theme through their lens.

Best Practice 2.E-learning and Skill-based Workshops

KC college conducted many skill-based workshops which helped the teachers to create e-content and conducting lectures seamlessly during the pandemic.

- **FDP on Online Teaching and e-content by IIDE**
- **Webinar on Basic and Advanced Excel Course for teaching and non-teaching staff**
- **FDP towards preparing Microsoft Teams for online education**
- **FDP towards creation of online content using**

File Description	Documents
Best practices in the Institutional web site	[View File]()
Any other relevant information	[View File]()

7.3 - Institutional Distinctiveness

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

```
Institutional Distinctiveness

K C College believes in creating an inclusive, gender-just and
enabling environment for all within and outside the campus.

  1.  Disability inclusiveness: CPCA and SHP organized online
      Disability Sensitization Workshops with Antarchakshu (visually
      challenged) and Vshesh (Hearing Impaired). Under Education
      Project (Helping Visually Impaired) NSS volunteers helped
      visually challenged students.
  2.  Financial Support: The college provided Internships,
      scholarships and installment payment facility to needy
      students.
  3.  Mental Health Care: Teachers were available 24/7 on whatsaap
      to students' groups. Mental health workshops were conducted.
      Special care taken by college counsellor to address needs of
      mentally disturbed students. Periodically, google forms
      floated to investigate into students' issues which were then
      addressed.
  4.  Gender Inclusive: Online workshops were conducted to create a
      gender sensitive workplace for all. A Queer Affirmative
      Therapy workshop was organised to create sensitivity towards
      the queer community.
  5.  Inclusive Outreach Activities: Stranded migrant labourers were
      distributed meal boxes. Medicines, sanitisers, masks were also
      distributed. Grocery items were provided to the families at
      the adopted village during lock down. Toileteries were
      distributed at All Saints' Home. Multiple (5) blood donation
      (total 277 units), Platelet donation (97 units) drives were
      done. Vaccination drives were arranged for all.
```

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

7.3.2 - Plan of action for the next academic year

Plan of Action

- **New Certificate Courses in collaboration with industries to be initiated in 2021-22 for exampleScience Communication, Wealth Management and Financial Derivatives.**
- **Departments of Statisticswould like to organise National Level Conferences.**
- **National Level Webinar on COVID Awareness to be organised by the college.**
- **ThirdEdition of TEDx to be organised by theSelf Financed Department of Commerce and Management.**
- **Since 2021-22 would be the last year of DBT Star Status and Star Scheme, hence a number of activities , workshops, FDPs, to be organised by all the Departments of Sciences.**
- **NSS Activities to resume in-person as much as possible. Anandotsav 2021-22, Residential Camp in adopted village to be carried out hopefully.**
- **The college to become ready for the NAAC 4th Cycle.A NAAC Preparatory Committee has already been constituted for the same.**
- **External Academic Audit to be conducted for all departments.**
- **The college website to be upgraded and made fully compliant with NAAC guidelines.**
- **Covid-19 Vaccination drives to be conducted for all students, teachers and non-teaching staff.**
- **The college infrastructure to be renovated and refurbished. The entire college to be made wi-fi enabled so as to start hybrid mode of education as soon as normalcy resumes.**