Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**DECCAN EDUCATION SOCIETY'S NAVINCHANDRA MEHTA INSTITUTE OF TECHNOLOGY AND DEVELOPMENT**
Name of the head of the Institution	**Dr. Samadhan Kashiram Khamkar**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02262764561**
Mobile no.	**9324671438**
Registered Email	**director@nmitd.edu.in**
Alternate Email	**director.nmitd@despune.org**
Address	**DES Mumbai Campus, Kirti College Road, Off-Veer Savarkar Marg, Dadar (West)**
City/Town	**Mumbai**
State/UT	**Maharashtra**

Pincode	400028

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr.Rasika Mallya
Phone no/Alternate Phone no.	02262764581
Mobile no.	9819682436
Registered Email	rasikamallya@gmail.com
Alternate Email	rasika.mallya@despune.org

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.nmitd.edu.in/aqar-reports/

4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.nmitd.edu.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	2.99	2019	08-Feb-2019	07-Feb-2024

6. Date of Establishment of IQAC	05-Dec-2015

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Library Workshop on D-Space for Windows Platform	08-Sep-2018 02	20
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
MCA	Rajarshi Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Yojna(EBC)	Government of Maharashtra	2019 365	885101.5
MMS	Rajarshi Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Yojna(EBC)	Government of Maharashtra	2019 365	620933
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Suggestion to library department for conducting research activities for intercollegiate library departments.

2. Arranging and executing external AAA

3. Tie-up with UGC approved journal with higher impact factor for publishing selected research articles	
4. 1st Accreditation by NAAC for Institute	
5. Support to research activities at Institute: Financial support to faculties for publishing papers and attending conferences, Supporting faculties for their research activities who are enrolled for Ph.D. (infrastructural support, knowledge resources, access to plagiarism software etc), getting recognition as Research Guide from University for eligible faculties, Preparing research centre proposal	

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

Plan of Action	Achivements/Outcomes
Plan for improvement in academic results	Gayatri Kulkarni and Priya Nadar as University toppers
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	17-May-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**09-Jan-2019**

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**30-Sep-2018**

17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Deccan Education Society has configured own MIS as GEMs. The major aim of implementation of centralized ERP is

Governance, management and Regulatory Compliance. The GEMs ERP is Integrated, Comprehensive, Generalized, Configurable and Intuitive. It offers modules such as Academic modules, NonAcademic functionalities, Collaboration platform, Learning Management Solution and Alignment with regulatory compliance. Out of these modules, the Institute uses Academic modules, NonAcademic functionalities and Alignment with regulatory compliance. The ERP supports access to different modules through dashboard and report generation for analysis of all transactions. The policies for access through logins are designed based on roles such as Head of Institute, Course Coordinator, Admin Incharge, Exam Admin, Moderator etc. The ERP is implemented considering all stakeholders of educational institute such as Students, Teachers, Parents, Admin Staff, management as well as recruiters. ERP is implemented on multiple platforms allowing access through multiple devices like mobile and laptops. Finance Module: The ERP supports all financial operations of Institute with various modules such as purchase, admissions, accounts, salary and all types taxes management through centralized server. Academics Module: The ERP supports academics related all activities starting from teaching plans,, class management, maintaining course files, maintaining research related information, handling examination, result generation, maintaining projects related tracks of students, creating mentoring records and files till keeping records of collaborations of Institute with recruiters and NGOs. NonAcademic Module: The ERP also handles nonacademic but essential activities like recruitment process of employees, inventory records, CMS, placements, automation of library and essential transport information. Finance Module: The ERP supports all financial transactions in purchasing process, admission process etc. The effective dashboards of ERP system make GEMS system role based effective Management Information System for all stakeholders of Institute such as students, parents, teachers, staff, management etc. GEMS

also supports BI reports for decision and strategy making policies with multidevice and multiplatform support.

	Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The DES's Navinchandra Mehta Institute of Technology and Development that runs two programmes, Master of Computer Application (MCA) and Master of Management Studies (MMS) always ensures and emphasizes on planning the curriculum delivery. For the same, the Institute follows all the norms laid by the authoritative and administrative bodies. At DES's NMITD, effective curriculum delivery and its implementation is a systemic and robust activity initiated by the Course Co-ordinators for the MCA and MMS programmes. Through intricate planning done before the beginning of the academic year, various activities are lined up, responsibilities and time is allocated for each activity. Accordingly following the norms as per the University academic schedule, the academic calendar for the Institute is prepared by respective course-coordinators for both MCA and MMS programmes. The said documentation is sanctioned in the meeting of the College Development Committee (CDC) and accordingly is then communicated to all the faculty members. The same is posted on the Institute website and is made available for all the students. The syllabus update and completion is assessed through regular departmental meetings held throughout each semester. This ensures that the teachers follow the syllabus as prescribed by the University of Mumbai for each programme. The said syllabus elaborately mentions the number of teaching hours unit and topic-wise to be covered for each course for both MCA as well as MMS programmes. The teaching pedagogy is as per the norms of University of Mumbai. For effective curriculum delivery, the Institute provides all the necessary infrastructural facilities to the students. This helps in enriched learning experience for all the students. Besides, in order to facilitate and develop the domain knowledge of the students, the Institute also offers various electives and certificate courses to the students. MCA department conducts hands -on practical sessions whereas the MMS department conducts regular co-curricular activities like presentations, management games, role-plays etc. to sharpen the technical and managerial acumen of the students respectively. The internships/placements offered to the students are also as per their competencies. Regular Industrial Visits, Guest sessions, Research based activities are also arranged by both the departments to enlighten students with practical knowledge for their respective specialization areas. The Institute follows a holistic approach towards its teachers and students. Hence regular training sessions both in-house and out-bound are arranged for the same. All faculties have attended workshops, seminars and conferences throughout the year. These collective and exhaustive activities ensure effective curriculum delivery for MCA and MMS programmes.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate Course in R Programming	Nil	12/02/2019	15	Employabilit y	Data Analyst /Scientist Skillsets

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MMS	Nil	01/07/2018
MCA	Nil	01/07/2018
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MCA	Nil	01/07/2018
MMS	Nil	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	57	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Business Communication and Soft Skills	14/07/2018	46
Employability Enhancement Skills	10/01/2019	84
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCA	Computer Application	215
MMS	Management	106
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The Institute maintains an IQAC as a quality consistence and quality enhancement measure. IQAC collects the feedback for both the departments MCA

and MMS from all the stakeholders viz. Students, Teachers, Employers, Alumni and Parents on curriculum. Similarly institute also collects course wise and faculty wise feedback from students for every semester. Feedback is received on various aspects of the institute including academics, administration, library and office. Feedback from students is collected every semester in the standard format. Institute collects the feedback manually which gives sufficient freedom to all the stakeholders to express their views. This feedback is analyzed by the Director and IQAC concerning teaching -learning and curriculum implementation and is also discussed in forums like IQAC and Departmental Meetings. The IQAC and Placement coordinator seek valuable feedback from the employers on curriculum. This is noted and conveyed to the Board of Studies (BOS). The feedback from Alumni is collected annually during Alumni Meet. Suggestions and comments given by the parents are also taken into account for future development. Overall the feedback collected from all the stakeholders is analyzed and suggestions received are conveyed to the concerned authorities for the further actions and improvements.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MMS	Management	60	86	52
MCA	Computer Application	60	43	38
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	0	261	0	13	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
13	13	11	8	1	8
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring is a process that aims at present and future development of an individual both on personal and professional front. It involves a mentor, who is an experienced individual, and a mentee, typically a person willingly to learn and be guided by the mentor. A mentor constantly strives towards advancing professional knowledge of the mentees while simultaneously helping the mentee for personal growth as well. Thus it is a

process of relationship nurturing and development that ultimately helps in providing a sound work environment. At DES's NMITD, there is a well-established Student Mentoring system. This ensures a healthy and cherished work environment at the Institute. Both the departments follow a standard process for mentoring the students. A dedicated slot for the mentoring sessions is allotted in the respective timetables for both MCA and MMS programmes. The course coordinators in coordination with the IQAC co-ordinator allot the faculty members, who are the mentors, a list of students as their mentees. This allocation remains constant during the complete tenure of the student at the Institute. The said mentoring session is done on one-to-one basis as per the schedule in the timetable. Accordingly, at the start of the programmes all the new students are given a "Mentoring Form" designed by the Institute to be filled and submitted to the course co-ordinators. This form has the basic academic and personal information of the students along with an assessment/suggestion report. Once the mentor-mentee allocation is done, these forms are given to the respective mentor. For the said assessment year, the Institute has a mentor-mentee ratio of 1:20. These sessions helps the mentees identify their strengths, weakness and provides them a platform to voice their challenges to their respective mentors. This helps the students identify their core competencies and their domain in turn helping them to choose their career paths. Besides motivating them and giving them self-confidence. The said mentoring system is also instrumental in strengthening the bond the students share with their alma mater. The said sessions also give the mentors a brief idea about the socio-economic background of the mentees. Accordingly, the deprived mentees can be recommended to the professional counsellor associated with the Institute. At DES's NMITD, the mentoring system has helped shape future technocrats, managers and entrepreneurs.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
261	13	1:20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	13	8	0	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Assistant Professor	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MMS	MMS	Second Year	07/05/2019	09/07/2019
MMS	MMS	First Year	26/04/2019	01/06/2019
MCA	MCA	Third Year	03/07/2019	20/08/2019
MCA	MCA	Second Year	31/05/2019	23/07/2019
MCA	MCA	First Year	31/05/2019	03/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute has a well constituted Examination Committee, Examination Unfair means/Grievances Committee and Result Committee. These work in coordination with each other to ensure smooth conduction of all the examination related activities. Since both the programmes, MCA and MMS are under the purview of University of Mumbai, all the related norms are strictly adhered to by the Institute. A common week is designated by the course coordinators of MCA and MMS for conduction of the internal evaluations in coordination with the IQAC. MCA Department conducts at least two written tests (T1 and T2) in each semester as per the marking and credit pattern prescribed in the syllabus. MMS Department on the other hand conducts presentations, group discussions, role-plays, case studies depending on the specialization areas as per the syllabus. Besides these both the departments have explored the possibility of conducting on-line tests through EDMODO, campplus.in etc. Any changes in the evaluation and assessment pattern as informed by the University of Mumbai, is effectively communicated to the students through regular circulars, notices through ERP and website posts.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic calendar designed by the course coordinators of MCA and MMS is according to the Academic calendar of the University of Mumbai. Hence all the statutory norms and regulations are strictly adhered to by both the departments for the conduction of Examination and other related activities. The Academic Calendar is elaborative and exhaustive by nature. It details all the academic, curricular and co-curricular activities to be conducted during the year. The dates related to syllabus completion, the number of teaching days, the tentative slots for study tours etc. is conspicuously mentioned in the same. The vacation slots and related term breaks are also taken into account for the same. Similarly the tentative dates and schedule for the Continuous Internal Evaluations is also mentioned in the calendar. The assessment for the papers is through a Centralized Assessment Programme (CAP) held in the Institute. The Examination Committee, Examination Unfair means/Grievances Committee and Result Committee work in coordination to ensure the smooth conduction of all the Examination Activities including result declaration for Examinations conducted at the Institute level. The Academic Calendar also chalks out the timelines and schedule of co-curricular and extra-curricular activities. This is channelized by the respective departments to facilitate smooth conduction and implementation of these activities.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.nmitd.edu.in/program-and-course-objectives/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MCA	MCA	Computer Application	53	53	100
MMS	MMS	Management	54	45	83.33
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.nmitd.edu.in/wp-content/uploads/SSS-2018-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	Nil	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Effective intrapersonal skills" for the students of RCF, Alibaug	MMS	12/04/2019
Disk Space on Windows Platform	Library	08/09/2018
Personality Development via Work-life balance" for the teaching staff of RCF, Alibaug	MMS	17/10/2018
"Effective communication and Body language" for the students of RCF, Alibaug	MMS	29/01/2019
Transforming emotions to EI" for the medical affairs oncology team at Novartis pharmaceuticals	MMS	25/03/2019
Public speaking and presentation skills" for the students of RCF, Alibaug	MMS	29/03/2019
Two-Day Workshop on Cyber Security Ethical Hacking Practices for NMITD Students and Faculties by Dr Harish Chandar, Director India-Tech International	MCA	04/04/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Distinguished Researcher	Dr.Rasika Mallya	Rula International	15/08/2018	Research

Award		award			

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	01/07/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
MCA	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	MCA	16	4.17
International	MMS	8	4.90

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MCA	1
MMS	3

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Bite sized learning: Transforming Global e-learning	Dr.Kasturi Naik	JETIR	2019	7	DES NMITD	7

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

Requirements model for adaptive information system for woman health monitoring system	Dr.Rasika Mallya	IEEE Explore	2019	3	3	DES NMITD

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	35	0	0
Presented papers	7	20	0	0
Resource persons	1	3	0	9

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Emotional intelligence session for senior citizens	Dilasa -Jyeshth Nagarik Kendra,Dadar	1	10

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Icon Award for work done in area of Arts,sports, research and education	Icon Award	KDGB Committee	210

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Mahim Beach Clean-Up	United Way Mumbai	Mahim Beach Clean-Up	2	30

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Personality Development via Work-life balance" for the teaching staff of RCF, Alibaug	13	Probono	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Winter Internship and placement	Placement and Internship (Summer, Winter Internship and Final Placement)	Yes Bank	01/07/2018	30/06/2019	MMS DESs NMITD students
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Bombay Stock Exchange (IPF)	01/07/2018	Live Trading	122
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
65	60

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing

Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
ERP	Partially	2.0	2016
SLIM 21	Partially	3.1.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4380	967000	812	122659	5192	1089659

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.Anita Bobade	Research Method	Ed Modo	01/07/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	215	2	100	1	48	1	2	100	0
Added	0	0	0	0	0	0	0	0	0
Total	215	2	100	1	48	1	2	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Smart Board, Camera, Video Recording Facility	http://www.nmitd.edu.in/campus/#1533036 920363-927aaa16-90fd
Smart Board, Camera, Video Recording Facility	http://www.nmitd.edu.in/campus/#1533036 603269-60a4696a-14b3

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilites
60	48	5	4

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institute has standard established systems and procedures for maintaining the physical, academic and support facilities. There is an Annual maintenance contract (AMC) for the maintenance of computers, printers, CCTV Cameras, water coolers and filters, cleaning, security etc. An annual budget is allocated for the purchase, repair, maintenance and housekeeping facility. Budget is approved and finalized after scrutiny and approval of the Governing Body (GB) and College Development Committee (CDC). The Institute has adequate number of computers with internet facility and the required necessary software. It is easily accessible and made available in office, laboratories, library, departments etc. The classrooms and seminar hall are provided with enough seating capacity and LCD software. They are maintained on regular basis. The classrooms and laboratories have sufficient ventilation. There are fire extinguishers installed to ensure the safety of students. The Computer Laboratories are allotted for Practical sessions depending on the daily schedule. The maintenance of computer laboratories is taken care of by the laboratory In-charge while the system administrators take care of the repairs and maintenance of all the computers. Firewall is provided for safe internet access. Anti-virus software is purchased and is renewed annually for the smooth working of all the computers in the Institute. Stock register is maintained and updated regularly. Wi-Fi facility is available in the Institute throughout the campus. The requirement for books is received from the faculty members as well as students on a regular basis. The students are instructed to use Library card to access the library. Each student is allowed to take two books for a period of 8 days. If the student fails to return the book in time, a fine is levied to the said student. Students can utilize the library on a daily basis between 9 am to 6 pm. The library has a reading hall and computers for students to access e-journals, while the subscribed e-journals can also be accessed from any networked computer in the Institute. Clean and hygienic drinking water is available in campus. Overhead water tanks are cleaned periodically. The class rooms, seminar halls, laboratories, staffrooms, office, library, corridors and wash rooms on are thoroughly cleaned on a daily basis by the housekeeping staff. The Institute has adequate Sports and Recreation facilities to cater to the Physical development of the students. An indoor facility is provided for nurturing sports like Table Tennis, Chess and Carom while an open ground is provided for cricket, football, Kho-Kho, Kabaddi etc. The students regularly use the said facilities for recreation and physical fitness.

http://www.nmitd.edu.in/campus/#1533036603269-60a4696a-14b3

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support	Govt. Scholarship/F	123	6428321

from institution	reeship		
Financial Support from Other Sources			
a) National	Financial help from well known personalities for college fees	4	150000
b)International	Nil	0	0
	View File		

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Career Counselling (Pre-placement Activity)	01/07/2018	115	ME Educational Technologies Consultancy Services and Sparrow Sprout

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career Counselling (Pre-placement Activity)	115	115	79	79

View File

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
BNP Paribas	42	10	IBM	15	2

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	2	MCA	MCA	Cambrian College of Applied Arts and Technology,Canada	Masters of Science

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	2

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Cultural Prog	Intra College	53

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	National	0	0	00	Nil

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Being a student centric professional Institute, there has been a continuous involvement of students along with the staff in all academic and administrative activities. This helps the students to improve their competitive and leadership skills and staff to analyse students' intellectual competence and team bonding. To execute this students' core committee is formed by the Institute every year where voluntary participation of students is encouraged. The core committee has suitable representations from both MCA and MMS programmes. The committee is enthusiastically involved in workshops, conferences, seminars, placement talks and training initiatives. Besides, there is active participation of the committee in cultural and social events viz a viz ISR activities, Alumni interaction and web presence of Institute. The committee plays a vital role in administrative bodies like grievance redressal cell, anti-ragging. As per Maharashtra Public University Act, formation of students' council is mandatory. Therefore, at DES's NMITD, Student council is now the main body representing students in all students' related matters in the Institute. It also provides a platform for the active involvement and representation of the students in the various academic and administrative bodies. The elected student representatives, on behalf of their fellow students, articulate their views and ideas in all student related matters in the Institute. By means of this council, student's community gets an opportunity to involve students in a

meaningful, purpose- oriented pursuits and to articulate their views and ideas in all student related matters in the institute. The council works closely with the staff in organizational and operational decisions pertaining to many academic and extracurricular activities within the context of the Institute. This eventually provide young students power and right to speak and the power and privilege of being heard by those in authority, at the same time enabling appreciation of various rules and regulations involved . The Student Council played a pivotal role during the NAAC Peer Team Visit and was highly appreciated for their contribution and efforts by all the Peer committee members. Composition: In accordance with University Act, the student council is composed of 9 elected representatives, which includes: 1 President 1 Secretary 7 Members Responsibilities and Functions: To work in helpful manner, with focus on the interest and wellbeing of students. To help and create harmonious relationships among faculty, administration and student body. To communicate the needs, requirements and suggestions to enhance the academic and infrastructural facilities of the Institute. To assist the Grievance Cell in helping faculties expedite a case without any hint of bias. To help the administration in organizing and conducting ISR programmes and other cultural as well as extension activities. Academic and Administrative Bodies with Student Representation: The Institute has student representatives in the following academic/administrative bodies: College Development Committee (CDC) , Placement Committee, Grievance Redressal Cell, Sports and Cultural Committee , Extension and ISR Committee , Research Development Committee, E-cell, Workshops and Conferences Committee, Sports Committee , Library Committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings: 02 Alumni Meet : Annually Once

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institute has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Director Level Director is the member secretary of the CDC and chairperson of the IQAC. The Director, in consultation with the CDC nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the CDC. 2. Staff level Staff members are given representation in various committees/cells. They are empowered to discuss, collaborate with outside agencies and take decisions which are vetted by the Director. The different committees which have been constituted (2018-19): • College Development Committee • IQAC • Research Development and Conference Committee • Admission Committee • Placement

Committee • Examination Committee • Alumni Committee • Events Cultural Committee • Industrial Visit Committee • Women Development Cell • Grievance Redressal Cell • Internal Complaints Committee for prevention of sexual harassment at work place • Committee for SC/ST • Anti Ragging Committee • Unfair Means Committee 3. Student level The election process began with nominations and free and fair election was conducted . The elected Student Council are empowered to play an important role in various curricular and extra circular activities of the Institute. They actively participate in all events of the Institute. The student Council played an integral role during the complete NAAC process. Participative management • Strategic level: The Director, Governing body, CDC, and IQAC, actively participate in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. The Institute promotes the culture of participative management at the strategic level, functional level and operational level. While taking decisions, there is a discussion between the staff members and the Director. The decisions are conveyed to the higher level in Management. The final decisions are taken, first at the CDC, vetted at the Mumbai Board of DES and finally the Governing Body of DES. The major decisions are implemented only after the said process. There is a good participation of the teachers and non-teaching at various levels in Management. • Functional level: All teaching members are the pillars of all academic activities being carried out at the Institute. There are regular meetings of the faculty members where various activities are discussed and implemented. The non-teaching staff members are also involved in all the co-curricular and extra- curricular activities. The student-teacher interaction is very proactive and conducive to teaching learning process. • Operational level: The Director on behalf of the Institute deals with University of Mumbai, other regulatory authorities like DTE, AICTE for all compliances and reports submissions. Faculty members are well connected with the University of Mumbai as represent in various committees at University level like Theory/Practical Examination Committees, vigilance squad committee, Local Inquiry Committee (LIC), etc. The faculty members also communicate with recruiters for placement related activities. Students and non-teaching staff join hands with the Director and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	As DES's NMITD is affiliated to University of Mumbai for both MMS and MCA programme, they do not have any autonomy in curriculum development. Some of the Faculties are on various Syllabus framing committee of the University of Mumbai and make recommendation depending upon the need of the corporates. For keeping the learning cutting edge, IQAC suggests various short term certifications to make the students job ready. IQAC and faculty have regular interactions with Alumni, Corporates and Parents to take their inputs regarding the recommended

		addition to the syllabus. A structured feedback is also taken regarding the same.
Teaching and Learning		Experiential Learning is considered as one of the important aspect in Teaching Learning. Overall Development of Students happens at Campus through Social Learning, Experiential learning through Internships, Innovative Inter Collegiate Competition like BSE (IPF) sponsored Share Bazaar where they learn buying and selling the shares online in a live trading terminal and is one of the flagship events of the Institute. During their Industrial Visit in Mumbai and outstation, they observe the Assembly line and the production process. Similarly MCA students have innovative competition like live process of app making, debugging, ethical hacking etc. which would make them job ready.
Examination and Evaluation		The Institute has the following three committees: 1) Examination Committee. 2) Examination Unfair means/Grievances Committee. 3) Result Committee. These committees work in co-ordination with each other. This ensures responsible conduction of examinations and related matters, prevention of any malpractices in examinations, handling exam related grievances, accurate and precise result preparation and declaration within the stipulated period of time through ERP. The Institute conducts the examination on behalf of University for the MMS students. For the MCA Students, all examinations are conducted by the University of Mumbai.
Research and Development		The Institute believes in enriching the research acumen of staff and students. To facilitate this, a centralized incubation center is available in DES. As per the suggestions of IQAC, the Institute conducts conference for technology and management (NCMAT) initiated in 2017, library workshop and conference. The staff as well as students are encouraged to contribute to the research conference by writing research articles and publish them. Staff members are encouraged for publishing papers both at national and international levels. There has been a remarkable increase in research journal papers from UGC approved journals and other Scopus indexed Journals.

Library, ICT and Physical Infrastructure / Instrumentation	Library is automated since its inception (2008). Library Software, Slim21 is user friendly, menu driven, and highly interactive software. Initially circulation, cataloguing were managed by the software, however since 2017, the entire process is handled by Centralized ERP. The library also has collection of research papers/projects published by teachers and students as well as e-resources like e-books, online databases (J-Gate ,SWAYAM, You-tube, LMS NDL, Edmodo, SAGE e-journals). Students are motivated to enhance use of library for achieving academic excellence. Library has already started digitization of all the projects of students (summer, winter, CSR).
Human Resource Management	The Human resource policy is framed by the society, keeping the interest of all the stakeholders. At the institute level to enhance the quality, the Institute identifies the skill sets and the interest area of individual employee through the process of performance appraisal. Accordingly, roles are given to them in various committees such as IQAC, Research cell, E-cell, Placement cell etc. To enhance the productivity and to motivate employees, we have adopted the policy of flexible working hours. Even every year we conduct training to teaching and non-teaching staff to make them more equipped with changing demand.
Industry Interaction / Collaboration	DES's NMITD Alumni Cell acts as the linking bridge "SETU" between the past and the present, endeavoring to build a better future. It connects a community of DES's NMITD novel, motivated, inquisitive, talented and development-oriented alumni making their mark across different sectors. Alumni are proactive in many of the initiatives of the Institutes including taking guest sessions with their juniors sharing their experience of the corporate world. Besides, the Institute has various MOUs and Linkages that help in industry connect. These help in collaborating and exploring the avenue of consultancy.
Admission of Students	Admission as for both MCA and MMS programmes of University of Mumbai, is as per the guidelines of Directorate of Technical Education (DTE). The

eligibility for getting admission for First Year is Passed any Graduate Degree from a Recognized University as defined by UGC with at least 50 marks. Further, obtaining score in one of the following CET's MAH-MMS/MBA-CET Exam, CMAT, GMAT, CAT, MAT, ATMA test, XAT. The Admissions Committee handles all the queries, does counseling and helps the students and their parents in the entire admission process which lasts for more than 3 months.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	• Institute's financial transactions are handled through different online banking services and all accounts records are connected through centralized ERP and Tally software. • The reports like students' fee receipt, Form 16 or any other financial reports are generated through centralized ERP. • The financial transactions are also audited annually externally as well as internally.
Student Admission and Support	• The centralized ERP Process i.e. GEMS ERP handles all students' related activities starting from admission process, attendance, internal and semester end examination till generation of bonafide like certificates. • During admission process, students' ERP profile is created mentioning all important information as well as his documents repository is maintained in his ERP profile. • Students can pay the fees online and fee receipts are generated accordingly. • Students can access e books and other knowledge resources of library online through login credentials given by library to them which remain valid till students complete their degree. • Students can also apply for bonafide as well as transcripts through ERP system.
Examination	• Once students' ERP profiles are updated accrurately, Exam admin schedules their exams. • In examination module, proper SMS for exam announcement as well as results are sent to students automatically through portal. • The exam admin can configure various exam policies such as grace marks of specific subjects, or scheduling re-exams in exceptional

	situations. • The ERP system generate result summary in all dimensions like semester-wise performance, subject-wise performance, yearly result analysis etc. • The faculties of both departments conduct online exams through platforms like Microsoft Team, Admodo as well as CampPlus. The Institute has tie-up with MEETCS CampPlus platform through which students practice for Aptitude tests as well as Technical aptitude test. The platform provides test analysis which helps students to improve their performance in aptitude tests during recruitment process.
Planning and Development	• Communication only through official mail IDs. • Academic calendar, timetable is uploaded on website for students • Leaves Management including Application of leaves for employees is handled through Institutional ERP. • Advertisement for admissions are published on website as well as students can enquire about admissions by filling up online form on website of Institute. • Important circulars regarding government, non-government scholarships as well as admissions are uploaded on website time to time to update students about it. • The Institute has licensed plagiarism software which supports teachers as well as students to indicate originality of their research work. • The faculties and students attend many online FDPs, Certification Courses, Orientation programs or refresher courses which are authenticated by recognized bodies. (The last two points are added here to show development of faculties as well students)
Administration	• All official communication is through official mail ids • AICTE, DTE and University communication is through their online portals. • Academic Audit information is updated to university through portal. • The Institute also participates in NIRF activity which is completely online. • Staff appraisal process is executed online by parent society. • The staff information related to their achievements, research publications etc is maintained through ERP of Institute. • Feedback reports are generated and maintained through ERP.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Swapnali Mahadik	conference on Spectrum of Opportunities in IT and Management	Tilak Maharashtra Vidyapeeth, Pune	2500
		View File		

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	"Work-Life Balance"	"Work-Life Balance"	04/10/2019	04/10/2019	13	14
			View File			

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Rusa sponsored Refresher course in Data Science and Artificial Intellence conducted on	1	02/05/2019	15/05/2019	14
		View File		

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Mediclaim for Family 2. Provident Fund 3. Group Gratuity 4. Personal Laptops 5.	1. Mediclaim for Family 2. Provident Fund 3. Group Gratuity 4. Leave Encashment after	1.Two Scholar Library Cards issued to each top 3 rankers of the Institute 2.Book Bank

| Maternity Benefits 6. Group Insurance 7. Local Doctor Tie-up for emergency 8. Counsellor 9. Recreation Room | retirement (maximum upto 300 days) to Non Teaching Staff 5. Maternity Benefits 6. Advanced payment for festivals 7. Group Insurance 8. Local Doctor Tie-up for emergency 9. Counsellor 10. Recreation Room | Facility is available for students belonging to reserved category 3. Insurance 4. Local Doctor Tie-up for emergency 5. Bank Tie-up to facilitate Educational Loan 6. Counsellor 7. Recreation Room |

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The central finance committee of Deccan Education Society has devised a mechanism of periodical assessment of different institutions under it. Internal audit is carried out periodically twice or thrice a year, where the persons from central office come and check the financial transactions carried out at the institute. The accounting software is centrally linked to the central office database, which ensures smooth functioning of financial and accounting activity. Similarly the external audit is done by the statutory auditor appointed by the Deccan Education Society at the end of the financial year. The Institute has set mechanism to avoid audit objections. Hence the fund allocations and budgetary provisions are made at the time of preparing a budget for a particular financial year. Then the annual budget is presented to CDC (College Development Committee) and further sent to the central office for budget scrutiny. Central office after the scrutiny approves the budget for the particular financial year. The budgeted direct income and revenue receipt and expenditure statement is prepared. After approval of the budget by the central finance committee, for the effective and efficient use of available financial resources, the provisions are made in accounting software. This is to avoid the misuse of funds or inappropriate budget head allocation of the expenses made. A trial balance is taken periodically and cash register is maintained to review the day to day financial transactions. The accounting software displays the budgeted amount and the amount spent every time, thereby giving a clear picture in controlling the expenditures.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Shri Mukund Bhavan Trust,Garware Bestretch limited,Maharashtra Foundation Ashok Rajni Shendure	32413680	Deccan Education Society (DES) has a lineage of 136 years. Over the years, the society has developed immense goodwill and brand image among people. As a result it has the support of numerous patrons who willingly contribute towards the development of the Institute. Accordingly all the donations received in the corpus fund are used for the betterment of the students. The funds received are used in

	various ways towards the student welfare. One such purpose is developing the infrastructure facilities at the Institute. This includes building state of the art auditoriums, developing laboratories with latest equipment and technologies, upgrading the classrooms or other related infrastructure to name a few. Besides, creating a student needy fund in order to help the under privileged students enrolled at the Institutions to complete their education. The corpus fund is thereby with the sole intention of student welfare

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6.4.3 – Total corpus fund generated

32413680

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts	Yes	Institute-IQAC
Administrative	Yes	External Experts	Yes	Parent Society DES

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Participation in Grievance Redressal Mechanism 2. Supporting the Institute for Anti ragging initiatives 3. Channelizing Industry relations

6.5.3 – Development programmes for support staff (at least three)

1.Training session on Tally-Centralized Accounting System of DES 2. Support to Library staff to attend workshops and conferences 3. Support to admin staff to complete typing course as well as Marathi typing course 4. Awareness session on hygiene for admin female staff 5. Motivational session for admin staff by Shri. Atul Vaze 6. Relaxation from working hours to admin staff (Ms. Manali Shirke) for her Postgraduation

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Proposal sent to University of Mumbai for PhD Research Center at Institute 2. Proposal sent to CDC and BOS for permission of soft copy of practical journals for MCA as Green Practice Initiative 3. Proposal for Recognition of Research Guide 4. Process Initiated for formation of BOA with permission of CDC to get industry inputs in teaching learning process

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**Yes**
c)ISO certification	**No**
d)NBA or any other quality audit	**Yes**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	**D-Space on Windows Platform**	**17/04/2018**	**08/09/2018**	**08/09/2018**	**20**

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Hygiene awareness during menstruation cycle by Ms. Asmita	**19/10/2018**	**19/10/2018**	**58**	**0**
Easy exercise through basic Kathak by Ms. Apeksha Gaje	**08/03/2019**	**08/03/2019**	**13**	**0**
One to one counselling session for teaching and non teaching by Dr. KasturiEasy exercise through basic Kathak by Ms. Apeksha Gaje	**10/04/2019**	**10/04/2019**	**13**	**10**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Percentage of power requirement of the Institute met by the renewable energy sources 1. Energy Saving/Cost Saving Bulbs/Tube Lights: During the last year we have replaced around 20 to 30 of regular tube lights and bulb fittings with latest LED bulbs. Besides, all the Air Conditioners installed in the laboratories are of 4star and 5 star ratings to ensure power consumption and optimum utilization. The architecture of the building allows good ventilation and natural light throughout the campus. As a result, there is less utilization

of artificial lights This in turn helps the Institute in cost saving. 2. Plastic Free Campus: The Institute is developing the practice of a "Plastic Free Campus" by avoiding the use of plastic bags and other plastic items in day to day routine life. Throughout the campus, this awareness is generated through posters and pictorial messages. 3. Potable Drinking Water: In the Institute water Supply is provided by the Municipal Corporation of Greater Mumbai (MCGM) to ensure purified and hygienic drinking water. There are two water coolers with Aqua guard Water Purifiers fitted in the campus. Besides, ring well/ bore well water is used for other purposes throughout the campus. 4. e-waste disposal: The Institute has a select process for the disposal of e-waste generated in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	23/09/2018	1	Project Trishna	Drinking Water distribution	36

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Faculty Code of Conduct	01/07/2018	Always be punctual in attending to duties in the Institute . Always teach the curriculum after making thorough preparation for the subject to be taught. Treat all students with love and affection and be just and impartial to all

			irrespective of caste, creed, sex, status, religion, language and place of birth . Guide the students in their physical, social, intellectual, emotional, moral and spiritual development. Take notice of the individual needs and differences among students in their socio-cultural background and adapt his/her teaching accordingly . Refrain from divulging confidential information about students except to those who are legitimately entitled to it. Refrain from inciting students against other students, teaches or administration . Set a standard of dress, speech and behaviour worthy of example to the students. Respect basic human dignity of children while maintain discipline in the Institute . Work actively to strengthen national integration and spirit to togetherness and oneness Respect Indian culture and develop positive attitudes towards it among students . Be an exemplary figure. Website Link: http://www.nmitd.edu.in/code-of-conduct/
Students Code of Conduct	01/07/2018		GENERAL INSTRUCTIONS: 1. Students submitting the original and photocopy of documents in the college office. 2. Students must regularly read the notices put up on notice board. DISCIPLINE: 1. Attendance at lectures and practicals is compulsory. 2. Students are required to wear their identity card in the college campus. 3. Monday to Thursday formals are compulsory.

			4. Mobile phones shall be switch off on college campus and it is prohibited in the examination hall. 5. Students joining the college are required to abide by all the Rules and Regulations that are issued by the college authorities. 6. 'SMOKING IS STRICTLY PROHIBITED'. Website Link: http://www.nmitd.edu.in/code-of-conduct/#1531997854289-339ab281-b7ca

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Beach cleaning activity	08/09/2018	08/09/2018	65
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Minimum use of paper in all the administrative and academic activities.
2. Environment awareness by conducting activities like Beach Cleaning.
3. Murals for creating awareness about hazards of addiction.
4. Use of paper and cloth bags in functions and conference.
5. "Vruksha Dindi" at Shivaji Park and Tree Plantation at the Campus
6. Participation in Green Smiles Community Cycling event
7. Rainwater harvesting/Ring well/Bore well
8. e-waste management in association with Maharashtra Pollution Control Board (MPCB)
9. Dry and wet waste segregation and accordingly collection in separate bins.
10. Compost Pits thereby generating natural fertilizers

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I 1.1 Title of the Practice: Parinati … Transforming Emotions to Emotional Intelligence 1.2 The Context So many lives are lost to DEPRESSION and this makes DES's NMITD realize that emotional health needs to be considered as a serious concern!! It is easy for us to say that people need to ask for help but why would anyone even dare to talk about their emotional health when we choose to ignore it. 'It's OK don't feel bad. It's just a phase and this too shall pass'! It's OK to feel sad, it's OK to feel hopeless but it's NOT OK to ask people to ignore their emotions and feelings. All they want is OUR SUPPORT! This practice of "Transforming emotions to Emotional intelligence" is executed through various activities and role play so as to encourage them to seek external help. 1.3 The Objective The practice is designed for individuals of age group from 14 years to 75 years with a aim of creating awareness of emotional health importance among the citizens of India. The main goal of this practice is building emotional intelligence of self with ability to manage self

and understand other by means of effective utilization of ABCDE (appearance, behaviour, communication, digital presence and etiquette) tool The practice focus on interaction between beliefs, thoughts, emotions and action to facilitate transformation change by means of focus on appearance, behaviour, communication, digital presence and etiquette. 1.4 The Practice Considering Indian higher education this practice will create an environment to enable students, new entrants in the corporate world to build empathy, clarity and insight in all their dealings with self and others. If the participants are calm and collegial, so is the environment if they are impatient, stressed, and irritable, so is the environment. So if single individual has the capacity to play an important role in positively or negatively impacting the environment by means of managing his/her beliefs, thoughts, emotions and actions why not make an individual learn consciously the techniques to create enabling positive beliefs, thoughts, emotions and actions? The best practice is focussed on this major goal of creating an learning environment with focus on change inside out for an individual. 1.5 Evidence of Success The participants were able to understand importance of building emotional intelligence skills for better relationship management with self and others. The participants gained clarity with regards to four components of emotional intelligence and its application for handling difficult situations in all phases of life starting from teenage to old age. 1.6 Problems Encountered and Resources Required The practice is facilitated by use of ice breakers power point led sharing, activities, videos, role plays and quizzes to help participants hone their understanding. It will be interactive, encouraging for participants to learn. Requirements include conference hall with PA system, projector for videos and ppts, lap top with connectivity port with projector, speakers for videos and seating arrangements It needs to be made clear that emotional intelligence is a process which provides a platform for the participants to explore their deepest weaknesses and face the same with strength and learn grow personally professionally in the process. The facilitator will not be involved as a teacher but as a coach and responsibility and accountability of transformation will depend on participant's willingness to learn and evolve. Best Practice II 2.1 Title of the Best Practice: Sanshodhan Sanshodhan is the research initiative of DES's NMITD to inculcate an enquiring mind and scientific temper among the MMs and MCA students who would give them the necessary rigour, grounding in communication and also strengthened their critical thinking process, which will stand a good stead in their corporate life. 2.2 The Context of Sanshodhan In a globalized economy with transnational workplace and diversity of work culture, it is imperative that students have a grounding in scientific research. Further in a higher Education Institute, it is important to have faculty with a research background as we are working in a knowledge economy. The research and development capabilities of the Institutions of Higher Education would be of strategic advantage both for the teachers and the students. 2.3 Objective of the Practice – Sanshodhan 1. To provide strategic guidance for research activities during the year 2. To appoint a committee of " Think Tank" which would be the experts within the Institute and outside who would give guidance related to reaserch. 3. To conduct In house Research Conference annually both for Management, Technology related aspects and also for Library Science 4. To guide the research scholars of the Institute in their doctoral journey. 5. To start a research center affiliated to University of Mumbai. 2.4 The Practise SANSHODHAN – Research Initiative @ DES NMITD AT DES NMITD, we have a very focused research strategy and believe that, the future research would be open source, influenced by technology. Research practice and publication faster, better feedback for their research inputs and improved reach. At DES NMITD through Sanshodhan Initiative, we have created a research ecosystem which has a think tank of experts who have established track record of publications, who through their quarterly meeting with the faculty members promote research culture and scientific temper. All the faculties have registered for PhD and

are guided through their doctoral journey by the experts. All faculties proactively take up research publications and write in UGC listed and International journals and participate in conferences in India and abroad. In the last five years the total number of Publications, including research papers in UGC listed Journals, Conference proceedings, Books, Chapters from MMS Faculty is 93 and from MCA is 78. At DES's NMITD, we also inculcate research culture amongst students and promote the students presentation and publication in our in house Conference NCMAT (National Conference of Management and Technology) . The theme of the NCMAT 2019 which was held on 23rd February 2019 was, " Innovative and Multidisciplinary approach to Technology and Business". The Conference was a huge success as it had papers and the published journal is available on www.nmitd.edu.in 2.5 Evidence of Success: 1. NCMAT 2019 was a great success with the number of authors being published rising from 48 in NCMAT 2018 to 66 in 2019. 2. Four PhD scholars from the college are in the last phase of their thesis submission. 2.6 Problem Encountered and Resources Required UGC Published Journal was a challenge however the same was handled very efficiently by the Conference Committee. Best Practice III Title of the Best Practice: Swadhyay - Constructive Learning Practice - 3.1 Swadhyay , is the pioneering initiative of DES's NMITD to facilitate advanced learner students to transfer their learnings to their batchmates and juniours in innovative teaching-learning process. This process gives students the experience of involvement with junior students as well as demonstrating the techniques or topics which are not in curriculum but increase their employability. 3.2 The Context of Constructive Learning Practice In Swadhay activity, advanced learners of MCA as well as MMS programmes, identify the topics which they can teach or explain to juniors, they present or demonstrate the same. This activity was initiated to narrate the students' own experience of new technology/ tool/ experience of activity to juniors using which junior batch can apply their seniors' experience with their own ideas. 3.3 Objective of the Practice – To explore the tool/ technology/ technique/ strategy which is extension to curriculum To apply it for project or institutional activity To train juniors with this tool and gain experience 3.4 The Practice Swadhyay - Initiative for Innovative Learning @ DES NMITD AT DES NMITD, we have designed various learning practices like experiential learning, participative learning and innovative learning. The advanced learners through Swadhyay, approach their Teacher Mentor and get a sanction about the topic/ tool/ technology/ activity which they can conduct or train to juniors to concerned faculty members. While finalizing the topic, faculty members take care that the topic or activity is not the same from curriculum, it should be extension or not covered in syllabus. From last some years, the students of MCA second year conduct practical sessions for first year students and MCA third year students conduct some sessions for MCA second year and first year students. Due to these sessions, it has been observed that juniors get benefit of these sessions in open source projects. When MMS-Finance department conduct BSE IPF Sponsored Inter Collegiate Event, Share Bazaar event yearly, the Core Team of senior students, pass on the baton, through various SOP and Flow Charts, induction and training, demonstrate the juniors to lead co- lead the event. 3.5 Evidence of Success: Conducted knowledge sharing session by MCA Sem 3 Students Rushabh Ambre, Saif Harianawla, Burhan Harianawala and Junaid Khalafay for MCA SEM 1 Batch Purpose-Knowledge Sharing for enhancements of SEM 1 IWT Projects Topics Covered- • Google cloud api for image to text conversation using php • Textlocal API integration for SMS and Whatsapp • Overview of Github Duration 2 Hrs Date:16th October 2018 a. Blogs written by Mr. Rushabh Amre, Mr.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.nmitd.edu.in/best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Udy?jak --- The Entrepreneurial Cell At the DES's NMITD we have developed an ecosystem of entrepreneurship. Till date DES's NMITD has shaped and harnessed the entrepreneurial journey of 16 MCA and MMS students, who are contributing to the economy and India Inc. India, which has the largest youth population in the world with around 66 per cent of the total population under the age of 35 (United Nations Report, 2003). This phenomenon is called, "Demographic Dividend" who will contribute to India's economy. At DES's NMITD, we encourage our MCA and MMS students throughout various initiatives to inculcate and harness their enterprising spirit. Through the mentor-mentee concept we come to know about the students who wish to become an entrepreneur. After identifying these students, NMITD fosters entrepreneurship, through various activities we help them create a business plan, feasibility reports and other technical assistance for their startup. Our budding entrepreneurs have many questions which are answered by experts through workshops and lecture series. We guide them to focus on the procedures and legalities of setting up an organization. We also aware them about the various seminars which are conducted in association with AICTE and the state government to educate entrepreneurs about various schemes (like funding, technological support and various other initiatives by the govt.). During lectures they are asked to prepare business plans, marketing strategies, presentations for angel investors. We also conduct one on one session and also suggest some innovative ideas that could be built into a successful enterprise. Even senior students or other individual who has launched their own start-up are welcome to help and guide budding entrepreneurs. At DES's NMITD, we ignite the spirit of entrepreneurship and encourage them to think creatively and come up with innovative business idea. We develop network in the corporate world. So if any student has a start-up idea, but not sure regarding where to begin and how to proceed, then we connect them with the corporate leaders. To promote our own alumni, we the DES's NMITD has developed a culture of appointing our own alumni as a vendor for our services. For instance, we have given our website development and AMC, CCTV AMC to our Alumni. Even we purchased all require trophies and gifts from our alumni. Even our parent society i.e. Deccan Education Society has started a start-up club, which conducts frequent activities regarding start-ups, where our students participate to get more insightful.

Provide the weblink of the institution
http://www.nmitd.edu.in/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

For the next five years institute has set a vision for the following parameters
• Outcome based education • Employability enhancement • Developing Market Relevant Programs and Initiatives • Ph.D Research Centre • Permanent Affiliation Outcome based education As mandated by AICTE and UGC are constantly pitching for Outcome based education which works on various cognitive approaches, DES's NMITD has started working on it. This would be implemented from the academic year 2020-21. As a matter of a fact, Institute has already started giving training to the faculty members to achieve the desired vision. Employability enhancement Considering the gap between curriculum and industry, we have kept a target of at least two value addition and certification courses for the students of every year to enhance their employability. We have already started the implementation of the same, for e.g. Python Programming, Digital Marketing, IOT, Advanced excel and Financial markets. Developing Market Relevant Programs and Initiatives As stated above that, to enhance the employability of the students and to generate revenue

for the institute, our Institute has chalked down the number of add on courses for our in-house students and for the students from different institutes in the coming years. It would help the institute to showcase their initiatives to the customers, employers and accreditation bodies it would also help to generate additional revenue for the institute. Ph.D Research centre As per the directives of the NAAC peer team, the institute should have a Ph.D research centre to develop research culture among the faculty members. Once it is established, it will help our faculty members to use the research approaches while delivering the lectures. As a part of the process, one of our faculty member has already received a guideship from University of Mumbai, while other two faculties have applied for same. Even our Institute has applied to University of Mumbai for Ph.D research center and the University team would be visiting our Institute any time in the current year. Permanent Affiliation As the Institute is eligible for permanent affiliation of University, the institute will be completing the procedure of applying for permanent affiliation to University. After permanent affiliation, it would be beneficial for accreditation process and will enhance the credibility of the Institute.