



Yearly Status Report - 2019-2020

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(W)
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.	919819682436																		
Mobile no.	9869003838																		
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 :	https://www.nmitd.edu.in/academic-calendar/																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>2.99</td> <td>2019</td> <td>08-Feb-2019</td> <td>07-Feb-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	2.99	2019	08-Feb-2019	07-Feb-2024
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	Date & Duration		Number of participants/ beneficiaries																

IQAC		
Research Promotional Activities	07-Sep-2019 365	250
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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	2020 365	1712912
MMS	Rajarshi Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Yojna (EBC)	Government of Maharashtra	2020 365	546559
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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 :

4

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. Tieup with University of Mumbai for conference and UGCCARE journal for publication of selected research papers at NCMAT'20. 2. Support for research activities at Institute: Financial support to faculty members for publishing papers and attending conferences, supporting faculty members for their research activities who are enrolled for Ph.D. (Infrastructural support, knowledge resources, access to plagiarism software etc.), getting recognitions as Research

Guide from University for eligible faculty members, applying for Research Centre in Management to University of Mumbai. 3. Collaboration with NISM for Certificate Course in Financial Securities. 4. Implementation of Paperless Journal for MCA Practical sessions and paperless departmental activities in lockdown period. 5. Training the staff for online activities (lectures, examination and administration work) and Webinars for students in lockdown period.

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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
Suggestion to library department about various activities	Library workshop on "Content Management System Using Joomla for Libraries"
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee (CDC)	24-Apr-2021

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

2019

Date of Submission

23-Sep-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

Deccan Education Society has configured its own MIS as Governing, Education, Management (GEMs) ERP. The major aim of implementation of centralized ERP is Governance, Management and Regulatory Compliance. The GEMs ERP is Integrated, Comprehensive, Generalized, Configurable and Intuitive application. 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 of tax Management through centralized server. Academics Module: The ERP supports academic related 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, 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 multi device and multiplatform support.

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 conducts two programmes namely, Master of Computer Application (MCA) and Master of Management Studies (MMS). The Institute follows all the norms that govern the curriculum implementation and administered as prescribed by the University of Mumbai. At DES's NMITD, Curriculum planning and implementation are systematized by the course coordinators by planning, scheduling and monitoring all the activities undertaken by preparing academic calendar. As per the University academic schedule, the academic calendar is prepared by the respective course-coordinators in consultation with IQAC for both 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. The same is sanctioned in the meeting of the College Development Committee (CDC). Once approved it is forwarded to the other faculty members and posted on the Institute website. The departmental meetings are held throughout each semester to ensure that the teachers follow the syllabus as per the prescribed pattern course-wise. The syllabus given by the University of Mumbai illustrates in detail the number of hours and topics to be covered for each unit in every course for both MCA as well as MMS. Accordingly all faculties of both departments follow the teaching pedagogy on the lines of University of Mumbai. To ensure effective curriculum delivery, the Institute provides all the necessary facilities related to infrastructure to the students. This helps in the students' development and they have quick access to the same. Besides, the domain knowledge of the students is developed by introducing them to different add-on and certificate courses. MCA department conducts hands -on practical sessions whereas the MMS department conducts regular co-curricular activities like mock tests, role plays, presentations, group discussions etc. This helps the student to groom their technical and conceptual skills. 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 provide students a platform that helps them in gaining practical knowledge. The Institute believes in an integrated proposition towards its teachers and students to nurture their talents. Accordingly various training sessions are arranged. The said sessions are both in-house and out-bound. All faculties have attended workshops, seminars and conferences throughout the year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in NISM	Nil	02/12/2019	10	Employability	Acquiring a basic knowledge of the Indian Securities markets
Certificate Course in "Developing Simple Web	Nil	11/01/2020	10	Employability	Improved Technology awareness and creative thinking

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCA	Nil	01/07/2019
MMS	Nil	01/07/2019
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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	Computer Application	01/07/2019
MMS	Management	01/07/2019

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

	Certificate	Diploma Course
Number of Students	82	Nil

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	01/07/2019	60
Enterprenuership in Emergning Markets	05/07/2019	21
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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	201
MMS	Management	71
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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
DES's NMITD being a learning organization comprehends Feedback Mechanism as an

integral part for overall curriculum enrichment and development of the Institute. IQAC plays a major role in the same. IQAC designs and collects the feedback for both the departments MCA and MMS. The said curriculum feedback is collected from all the stakeholders viz. Students, Teachers, Employers, Alumni and Parents. At the end of the semester, students give their feedback in a standard format for every faculty member and the respective subjects taught by them. Feedback is received on various aspects such as academics and administration. IQAC collects feedback through online portal which gives sufficient freedom to all the stakeholders to express their views. Placement coordinator seeks valuable feedback from the employers on curriculum. This is noted and conveyed to the Board of Studies (BOS) of University of Mumbai. The feedback from Alumni is collected annually during the Alumni Meet. Suggestions and comments given by the parents are also taken into account for future development. The said feedback is analyzed by the Director and IQAC coordinator to ensure an enhanced teaching -learning experience and curriculum implementation. The Feedback analysis is conveyed in the respective Departmental Meetings and also at an individual level if needed.

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	92	60
MCA	Computer Application	60	105	60

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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
2019	Nil	259	Nil	13	13

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	Number of 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 multi-faceted process that is both formal and informal. However it has the capacity to change and evolve as the needs of the mentee change. A mentor can be a role model, coach, father-figure and a counsellor. Mentors care and assure their mentee that they are not alone in dealing with day-to-day academic and non-

academic challenges and help in overcoming them. The Institute understands the importance of student-centric methods in the teaching-learning processes hence has a well-established Student Mentoring system. This ensures a sound and motivated work environment at the Institute. MCA and MMS departments follow a standard process for mentoring the students. There is a dedicated slot for the same allotted in the respective timetables for both MCA and MMS classes. 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. As per the process at the beginning of the programme, the newly admitted students are asked to fill the "Mentoring Form". The said form is handed over to the class coordinators who in turn allot the students their respective mentors. 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 to get empowered in their personal development and in turn achieve their respective career goals. One such example is the initiation of start-ups by students. During the mentor mentee sessions the students are able to identify their domain and forte and accordingly align their respective career ambitions. As a result they are able to make a right decision with respect to their career planning thereby helping to bridge the gap. This helps in maintaining a broader perspective on career options and opportunities. It not only motivates them but also increases their confidence. Thus the process is an enriching learning experience ensuring the holistic development of the mentees both on personal and professional front.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
259	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	6	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
2020	Dr. Samadhan K. Khamkar	Director	Corona Warrior Honour
2020	Dr. Samadhan K. Khamkar	Director	Corona Yodha

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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
MCA	MCA	I	13/12/2019	20/02/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The system of Continuous Internal Evaluation (CIE) is carried out for both the programmes as per the prescribed format given by the University. To maintain

transparency and robustness in the same, the Institute has an Examination Committee, Examination Unfair means/Grievances Committee and Result Committee. All the committees work together uniformly to ensure smooth conduction of all the examination related activities. All the examination-related norms given by the University of Mumbai are strictly adhered at the Institute. The course coordinators of both the departments allot a common week for conduction of the internal evaluations in coordination with the IQAC. Two written exams per semester namely T1 and T2 are conducted by the MCA Department 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. Both the programme coordinators have explored the possibility of conducting on-line tests through EDMODO, Microsoft Teams etc. This academic year, owing to the pandemic situation from April the Institute procured licensed software of Microsoft Teams. Accordingly all the staff members and the students were given login IDs for the efficient conduction and smooth functioning. All the above evaluations were conducted through Microsoft Teams. Any changes in the conduction, evaluation and assessment as informed by the University of Mumbai, is promptly communicated to the students through regular circulars, notices and website posts.

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

As per the Academic calendar of the University of Mumbai, the course coordinators of both the programmes prepare the Institute's Academic Calendar. All the mandatory norms along with the rules and regulations are strictly adhered for the conduction of Examination and other related activities. The Academic Calendar is detailed and comprehensive covering all the activities academic and non-academic articulated in the same. The dates related to the completion of syllabus, holidays listed by the University, vacation/term breaks periods, dates for the Industrial Visits are mentioned in the same. The academic calendar also includes the tentative dates and schedule for the Continuous Internal Evaluations as mentioned in the calendar. Lesson plans are also prepared on the lines of Academic 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 together to ensure the smooth conduction of all the Examination Activities including result declaration for Examinations conducted at the Institute level. Results are prepared and declared with utmost accuracy by the Results Committee to ensure accomplishment of the academic calendar. To review the smooth implementation of the academic calendar, departmental meetings are conducted. The Academic Calendar also details the timelines and schedule to be followed for the conduction of all the co-curricular and extra-curricular activities. This is channelized and followed by the respective committees that work effectively for the smooth conduction and implementation of the same.

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	51	50	98.03
MMS	MMS	Management	51	51	100
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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/student-satisfaction-survey/>

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	00	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
IOT Workshop in association with IIT-Roorkee	MCA	16/09/2019
SEBI Workshop	MCA , MMS	20/02/2020
IPR Workshop in Association with IQAC Research Promotion Committee of Kirti College	MCA , MMS	15/02/2020
Career Guidance for Data Science by Mr. Shailesh Mallya, Business Head, Sibia Analytics Consulting	MCA	18/07/2019
Developing Customer Service Legacy for Success with ABCDE Model at Apna Bazaar(Batch 1)	MMS	31/07/2019
Developing Teaching Legacy for Success at RCF (Rashtriya Chemicals Fertilizers,Kurul) School	MMS	22/08/2019
Industry Expectations from Freshers by Mr. Dhananjay Prajapati Sr. Director, Web Technology, Zeus Learning	MCA , MMS IT	23/08/2020
Developing Teaching	MMS	07/08/2019

Legacy for Success at IESs Modern English School, Dadar west		
Developing Customer Service Legacy for Success with ABCDE model at Apna Bazaar(Batch 2)	MMS	30/09/2019
Developing Teaching Legacy for Success at Digambar Patkar Vidyalaya, Dadar East	MMS	04/10/2019
Dissolving Barriers Workshop	MMS	16/10/2019
Heal your life one day workshop for HODs of Taj Wellington Luxury Mews Residency	MMS	17/10/2019
Developing Customer Service Legacy for Success via EI at Apna Bazaar(Barch 1)	MMS	16/12/2019
Developing Customer Service Legacy for Success via EI at Apna Bazaar(Barch 2)	MMS	17/12/2019
Developing Customer Service Legacy for Success at Apna Bazaar	MMS	26/01/2020
SME Manufacturers Exporters Meet	MMS	28/01/2020
Maharashtra Industry SME Summit	MMS	15/02/2020
Workshop on Emotional Resilience in Challenging scenarios for DESS Mumbai Campus	MMS	11/04/2020
Webinar on Emotional Resilience in challenging scenarios organized for JSKBS	MMS	18/04/2020
Webinar on Building Bridges for Connections Dess Mumbai Campus	MMS	29/04/2020
Webinar on Building Bridges for Connections for DESS Sangli Campus	MMS	21/05/2020
Immunity Passport a 3 in 1 session on Physical, Social Emotional immunity by DESS NMITD Fitstart	MMS	06/06/2020
Webinar on Stinky Fish by	MMS	28/06/2020

DESS NMITD in association with VKID HUB Happy Managers Hub		
Webinar on Emotional Resilience conducted by DESS NMITD	MMS	19/04/2020
Webinar on Emotional Fitness from Reaction to Response organized in association with Fitstart	MMS	23/05/2020
Heal your life 2 day workshop for Relationship management Change management	MMS	28/09/2019
Heal your life 2 day workshop for Relationship management Change management	MMS	30/11/2019
Developing Leadership Legacy for Success at TCS and Lufthansa Airlines	MMS	04/07/2019
Webinar on Dhanki Baaat conducted by DESS NMITD	MMS	17/04/2020
Financial Awareness Workshop for Self Help Groups in Association with Aamhi Udyogini	MMS	28/05/2020
Effective use of LinkedIn by Mr. Satish Kumar, Country Head, LinkedIn India	MCA ,MMS	17/06/2020
Opportunities for India in Pandemic Situations By Dr. Abhijeet Phadnis, Ex Director at UBS Bank and Credit Swiss Bank	MCA, MMS	24/04/2020
Motivation for Success	MMS	24/01/2020
Personal Branding	MMS	26/06/2020

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
Nil	Nil	Nil	01/07/2019	Nil
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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
DESS NMITD E Cell	Shivam Mishra	Self Friends	TIOs Learning Platform	Education Industry	26/01/2020
DESS NMITD	Omkar Rane	Self,	Automobile	Automobile	26/07/2019

E- Cell		Relatives, Friends	Service Industry	Service Industry	
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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
Nil	Nil

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)
National	MCA	1	4.3
International	MCA	7	7.36
National	MMS	8	2.56
International	MMS	8	0
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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
MMS	1
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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
A Study of Value Philosophy of Marketing	Dr.Samadhan Khamkar	Journal of The Gujrat Research Society	2019	18	DESS NMITD	16
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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
A Study of Value Philosophy of Marketing	Dr.Samadhan Khamkar	Journal of The Gujrat Research Society	2019	2	16	DESS 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	24	69	Nil	Nil
Presented papers	1	14	Nil	Nil
Resource persons	Nil	11	Nil	1

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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
Developing Customer Service Legacy for Success with ABCDE Model at Apna Bazaar (Batch 1)	Apna Bazar	2	2

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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
Heal Your life Coach	Heal Your life Coach	Heart Inspired	118

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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 activities	Number of students participated in such activities
Emotional Health awareness	DESS NMITD Taj Wellington Mews Luxury Residences	Heal your life 1 day workshop for Relationship management Change management	2	25

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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
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Developing Teaching Legacy for Success at RCF School	80	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
Placement training	ME Educational technologies consultancy services towards conducting online Aptitude tests, Technical tests, GD, PI CV writing	ME Educational technologies consultancy	01/07/2019	30/06/2020	MCA and MMS DES's 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
BSE	15/01/2020	Live Trading	123
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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
81	72

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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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 partially)	Version	Year of automation
ERP	Partially	2.0	2016
SLIM	Partially	3.1.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	5192	1089659	700	87026	5892

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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	Edmodo	01/07/2019

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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	0	1	1	7	2	100	0
Added	10	0	0	0	0	0	0	0	0
Total	225	2	0	1	1	7	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/#1533036920363-927aaa16-90fd
Smart Board, Camera, Video Recording Facility	http://www.nmitd.edu.in/campus/#1533036603269-60a4696a-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 facilities
21	15	32	22

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)

1) Policy for Academic and Support Facilities: a) Classrooms and Computer Laboratories: Classrooms are allotted as per the student strength. Technology enabled adequate number of well-furnished classrooms are available for lectures (core/electives), seminars, tutorials, etc. The classroom boards and furniture facilities are utilized regularly by the students and sometimes it is also made available for other governmental and non-governmental organizations for conducting their examinations. The computer laboratories are allotted to the students as per the guidelines of University of Mumbai. The Course Co-Ordinators prepare the schedules for allocating the computer labs to the students as per the respective timetables. The maintenance of computer hardware and software of the Institute is carried out by third party experts through annual maintenance contracts (AMCs). b) Library: The list of books is received from the faculty members as well as students as per the curriculum requirement. The students are instructed to use Library card to access the library. Each student is allowed to take two books for the period of 8 days. If student fails to return the book in time, fine is levied to the student. The students can utilize the library daily on all working hours from 9 am to 5 pm as per their timetable and beyond working hours they can access the same up to 9.00 pm. The library has a reading hall and separate computers for students to access e-journals, while the subscribed e-journals can also be accessed from any networked computer in the Institute. Besides, the Library has an advisory committee composed of faculty members from MCA and MMS departments, the Director as a Chairman, Librarian as a Convener and one student representative of MCA and MMS has been constituted to help in the development activities of the library. 2) Policy for Physical Infrastructure: The Institute is maintained and the repairs are carried out on a regular basis. Electrical and the Plumbing related maintenance is done by local skilled persons. The equipment's in campus are maintained and calibrated through the budget allocated for the same from college development fund. Annual maintenance contract (AMC) is given for maintenance of computers, Printers, CCTV Cameras, Water coolers/filters, gardening etc. Electrical and the plumbing related maintenance is done by local skilled persons. Overhead water tanks are cleaned periodically. The campus is equipped with fire safety mechanisms. The fire safety systems viz fire extinguisher are maintained and tested on per year basis. The Institute encourages active participation of students in various extra-curricular and sports activities. The Institute purchases new sports equipment's on need basis. The sports equipment and facilities are maintained by the non-teaching staff. Any suggestions by staff and/or students can be given in writing in the suggestion box.

<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 from institution	Govt. Scholarship /Freeship	123	10784225.55

Financial Support from Other Sources			
a) National	Financial Support from patron	2	60000
b) International	Nil	Nil	0
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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 implementation	Number of students enrolled	Agencies involved
Yoga	21/06/2020	259	DESS NMITD
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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 passed in the comp. exam	Number of students placed
2019	Campus Placement Preparation Program	58	58	48	48
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
Nil	Nil	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
MEETICS	5	1	Cymetrix Software	6	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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	MCA	MCA	Texas AM U niversity-	Masters of Science in

[View File](#)

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
NET	1

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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
BOX CRICKET	Sports inter college level	112

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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
2019	Nil	National	Null	Null	Null	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)

DES's NMITD's Student Council representatives actively participate in various activities. They, in consultation with teaching faculty, help in coordination of various events related to academics, co-curricular and extra-curricular activities. Moreover, they also play a pivotal role of motivating other students to take part in the activities conducted by the Institute.

Particularly during the present COVID crisis in this academic year of 2019-2020, student council took the initiative in suggesting and organizing various online webinars and lectures which helped us remain connected with our student community and audience at large in spite of the lockdown. 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 members, 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. 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. At NMITD we strongly believe that this arrangement of making students take the lead in organizing of various events and activities immensely helps them in honing their leadership and managerial skills. This provides the necessary support and encouragement to council members in organizing and managing the events.

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) :

30000

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings 2 Activities: 1. Alumni as guest speaker in MCA/MMS orientation program 2. As a trainer to train latest technologies to our student 3. Guest session on current trends and career opportunities 4. Celebrity guest during college annual fest 5. Placement assistance and leads generation 6. Syllabus formation and suggestion 7. Representative in institute's IQAC committee 8. Feedback for continuous improvement and subject enhancement 9. Annual alumni meet and sports day participation 10. External examiner for open source project presentations

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)

For the Academic Year 2019-2020, we document two practices of decentralization and participative management. The Institute functions in a well-structured and defined manner to ensure participative management at all levels of decision making. This indicates the de-centralized and participative work culture incorporated within the ambit of the parent organization, Deccan Education Society. Case Study Conference Committee – Organizing Fourth NCMAT 2020 @ NMITD The Institute organized its Fourth National Conference on Management and Technology entitled "NCMAT 2020, Leveraging, Innovations Management and Technology for Vision 2025". As a part of quality improvement initiative, all the faculty members, director together discussed to conduct the national conference, as per the academic calendar on the last Saturday of February, 29th February, 2020. This year DES's NMITD collaborated with Parle Tilak Vidyalyaya Association's Institute of Management for the said conference. Accordingly an MOU was signed for the same. It also received the association of University of Mumbai for the conference. The Conference Committee, closely worked with all the faculty members and student representatives to implement the same. The editorial board which was headed by Director and Associate Director was working closely for publishing the Conference proceedings with UGC Care listed Journal so as to give a good platform for the researchers. Conference also gave the faculties, students and research scholars a platform to network and gained immensely from the deliberations and discussions during the conference. The proceedings were published in the UGC Care Listed, Special Edition of the Journal of Arts, Humanities and Social Sciences, Shodh Sarita, Vol 7. Issue 25 January to March 2020 ISSN 2348-2397 . Link: Conference Link <http://www.nmitd.edu.in/conferences/> Case Study : Happy Manager's HUB initiative by DES's NMITD HR Batch 2019-2021 The HR batch 2019-2021 of DES's NMITD started the Happy Managers Hub on 28th May, 2020 with a vision of spreading peace, wisdom and optimism in the world. Dr Kasturi R Naik suggested the HR students to conduct a webinar during lock down for the subject Training

Development and in the process of discussion the students themselves came up with an innovative idea of starting the Happy Managers Hub. The idea of starting this hub during lock down was initiated by the students with an intention to spread optimism during lock down. The said webinar "Stinky-Fish" was streamed live on You Tube on 29th June by the students which was in collaboration with VKID Hub and Edu Hub. It got massive response and was also assessed under the subject Training Development. During the events Dr Kasturi R. Naik Ms Renuka Savant with VKID Hub partner Suvir Naik mentored the students. Conducting regular board meetings, designing interesting marketing strategies for each week, maintaining a record of tasks done, assigning weekly tasks to all the members, employer branding and customer engagement was solely handled by the 11 HR students of NMITD batch 2019-2021. At present, the students are voluntarily running the hub and they also have certain future plans for the Happy Manager's Hub as well.

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
Industry Interaction / Collaboration	The Institute has initiated a programme called Institute-Industry-Interaction (3I's) for awaking the students about latest industry trends, skills, and scope. The experts from various industries such as LotusKnowlwealth Pvt. Ltd., One Star, Spanco Marketing, Fitstart, have been invited to train the students for the same. NMITD has collaborated with "MEETCS" to conduct Value Added Programmes, Preplacement Preparatory Programme, etc. Faculty members are giving their expertise and conducting consultancy and management development programmes for the Corporates. Through the Setu Program of the Institute, students learn from their Alumni who are Practicing Managers, Data Scientist, Analyst and Technocrats as also Successful Entrepreneurs.
Research and Development	The Institute believes in enriching the knowledge of students through research. The research cell of the Institute conducts National Conference on technology and management in association with University of Mumbai. All students are encouraged to contribute to the research conference by writing research articles and publish them in ISBN Journal. There has been a remarkable increase in research journal papers from UGC CARE Listed Journal. The research cell motivates the faculty members for pursuing Ph.D.

Degree. Also, Institute has applied for research center to University of Mumbai to facilitate research activities and allow our doctorate faculty members to be University research guide.

Human Resource Management

Based on suggestion of first NAAC peer team visit to Institute, recruitment procedure is executed at Institute to regularize the teaching staff. The recruitment procedure is executed based on HR policies of DES, following the roster norms. The Institute also follows centralized HR policies for teaching and non-teaching appraisal system. The appraisal forms are filled by staff individually and submitted to admin incharge. The admin incharge and Director evaluates the self appraisal forms and include their remarks based on staff performance. These appraisal documents are maintained in personal files of staff in office and referred for annual increments. The Institute motivates staff to upgrade themselves by attending AICTE/ UGC approved FDPs or workshops as well as staff appear for various certification courses for their skill enhancement. This enhancement helps staff and thus to Institute to work with advanced approach in their respective key roles in various committees.

Curriculum Development

The rich and diverse experience of our staff members are utilized by the University of Mumbai for Curriculum Development of MCA (Master of Computer Application) An Academic Committee is in place for both MCA and MMS programmes. During this year, most MCA Faculty members and few MMS faculty members were a part of committee regarding the contents of the new two-year MCA Syllabus. Their recommendations were a part of Syllabus Framing Committee of UoM. For keeping the learning cutting edge, IQAC and faculty has regular interactions with Alumni, Corporates and Parents to take their inputs regarding additions to the syllabus.

Teaching and Learning

DES's NMITD emphasizes on constructivist learning, where the students are not passive recipient of information and learning but are proactively involved in learning. This happens through experiential learning,

social learning, and reflective learning. Through various activities like learning through Internships, Innovative Inter Collegiate Competition like BSE (IPF) sponsored Share Bazaar, Case Study Presentations, Katha - Learning Management lessons through Performative Story Telling. Similarly MCA students also have innovative competition and hackathon, where they experience live process of app making, debugging, ethical hacking and other such skills which would make them job ready.

Examination and Evaluation

The Institute has well constituted committees to handle examinations as per the University of Mumbai norms. These committees work in co-ordination with each other. This ensures smooth conduction of examinations, prevention of any malpractices in examinations, resolving exam related grievances if any, 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. Both the programmes follow the Choice based syllabus and grading of the University of Mumbai

Library, ICT and Physical Infrastructure / Instrumentation

Library is handled by centralized ERP. Adequate number of printed, online /e-journals and e-books have been subscribed along with national and international journals. It also has a collection of research papers, projects published by teachers and students which are now digitized. EBSCO, eBook Business Core Collection, Equitylevers World Pvt. Ltd ,SAGE Publications, NDL, SWAYAM are the e-resources available. Licensed software of Microsoft Teams ensured smooth conduction of online sessions, courses creating an online lecture repository. Adequate physical infrastructure with classrooms, IT equipment, sports equipment, AC Gymnasium, canteen, common areas, parking, Water purifier/Cooler , Sanitary Napkin Machine and recreational facilities exists

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), Government

of Maharashtra. The students must appear for the entrance examinations as per the DTE norms to be eligible for admission. There is a Dedicated Admissions Committee who handles all the queries, does counselling and helps the students and their parents in the entire admission process which lasts for more than 3 months. The Institute is a facilitation centre for DTE Admission process

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

E-governance area	Details
<p>Planning and Development</p>	<p>Digitalized planning and developmental efforts are focused by minimizing use of papers, sharing documents through Google Drive and using official mail IDs for official data exchange. • Academic calendar, timetable is uploaded on website for students and timely update through messages. • Notifications regarding admissions, CAP rounds are published on website as well as interested students enquire about admissions by filling up online enquiry form on website. • Important circulars regarding government, non-government scholarships as well as admissions are uploaded on website time to time to update students about it. • CDC meetings, IQAC meetings, training on new ERP system are carried out online during lockdown period. • The faculties and students attend many online FDPs such as ATAL FDP, UHVs trainings as well as Certification Courses, which are authenticated by recognized bodies.</p>
<p>Administration</p>	<ul style="list-style-type: none"> • Official mail ids given by Parent organization are used for communication as well as for attending meetings. • The web portals of AICTE, DTE and University are kept updated time to time according to their notifications. • Academic Audit information and affiliation related information is updated to university through portal. • The staff information related to their achievements, research publications etc is maintained through ERP of Institute. • Collecting feedback and analyzing it is conducted online through Microsoft Teams Forms and mail communication.
<p>Finance and Accounts</p>	<ul style="list-style-type: none"> • Institute's financial transactions are handled through different online banking services and all accounts

records are connected through centralized ERP and Tally software. • All students prefer to pay fees online through Institutional ERP system. • The reports like students' fee receipt, Form 16 or any other financial reports are generated through centralized ERP. • Online payments and receipts are well-appreciated by all stakeholders of Institute.

Student Admission and Support

• The students support activities such as admission process, attendance, internal and semester end examination till generation of bonafide like certificates are supported by centralized ERP Process i.e. GEMS ERP. • After confirmation of admission, enrollment process is executed for new student in ERP where profile for new student is created as information and documents repository. • Students accepted well the online payment process for fees where students can receive receipts immediately. • Students can also apply for bonafide as well as transcripts through ERP system. • Paperless journals, assignments and project reports are implemented in this year due to which final year project presentations as well as viva-voce were conducted smoothly even in lockdown period. • Lecture repositories are created in the secured environment of Microsoft Teams' Institutional Logins for students who cant attend lectures and practicals online due to network connectivity issues. This activity is initiated specially for lockdown period.

Examination

• The exam module of ERP is strongly connected with students' profile. • 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 internal exams, final project presentations, semester end examinations and viva-voce for first half 2020 are conducted online through Microsoft Teams based on University

Guidelines during lockdown situation. The attendance reports and evaluation sheets are generated and maintained by examination committee in secured environment of Microsoft Teams Institutional Logins.

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
2019	Mrs. Deepa Honrao	Multidisciplinary National Conference - Vishleshan	Viva college	1000
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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	"Heal Your Life" based on Louis Hay Principles	Nil	08/09/2019	08/09/2019	13	Nil
2019	Nil	ERP Implementation Training	06/06/2020	06/06/2020	13	9
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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
AICTE- FDP on Online Course on Examination Reforms	5	29/04/2020	02/05/2020	4
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

12	13	14	16
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Mediclaim for Family 2. Provident Fund 3.Group Gratuity 4.Personal Laptops 5. Maternity Benefits 6.Group Insurance 7. Local Doctor Tie-up for emergency 8. Counsellor 9. Recreation Room	1. Mediclaim for Family 2. Provident Fund 3.Group Gratuity 4. Leave Encashment after 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	1.Two Scholar Library Cards issued to each top 3 rankers of the Institute 2.Book Bank 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 and external audit is carried out on regular basis. Internal audit is administered periodically twice or thrice a year, where the persons from central office come and check the financial transactions administered 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 completed by the statutory auditor appointed by the Deccan Education Society at the end of the financial year. To avoid audit objections the Institute has set a mechanism. 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 prepared and presented to CDC (College Development Committee) and further sent to the central office for budget scrutiny. After the scrutiny budget is approved 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
Happy Valley Developers,Vandana Vijay Ranade,Vandana S Shingnapurkar,Shri Mukund Bhavan Trust,Shri.Dilip Yeshwant Oak,Garware Bestretch Limited	54800000	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

54800000

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	University of Mumbai	Yes	DES, Institute-IQAC
Administrative	Yes	University of Mumbai	Yes	DES

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

- Participation in Grievance Redressal Mechanism
- Supporting the Institute for Anti ragging initiatives
- Channelizing Industry relations
- Sponsorship in kind for Intercollegiate event
- Assistance for ISR activities

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

1. Training sessions for online activities
2. Motivating Library staff to attend workshops and conferences
3. Reimbursement to librarian and assistant

librarian for attending various workshops 4. Training sessions on new ERP implementation 5. Training Programme on functioning of various committees at DES

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

1. Proposal submitted to University of Mumbai for Research Center at the Institute 2. Proposal of faculty members submitted to University of Mumbai for Post Graduate Recognition and Research Guide 3. Collaboration with NISM for certificate course on Financial Securities 4. Implementation of soft copy of practical journals for MCA as Green Practice Initiative 5. Formation of Board of Advisory (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
2019	Research Promotional Activities	07/09/2019	01/07/2019	30/06/2020	250

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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
Discussion on "Mental Health of Women"	03/08/2020	03/08/2020	14	Nil
Workshop on "Heal Your Life" With Focus On Relationship & Change Management	08/09/2019	08/09/2019	7	4

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

1) Energy Saving/Cost Saving Bulbs/Tube Lights: During the said year the Institute has replaced all the regular tube lights and bulb fittings with latest LED bulbs. Besides, all the Air Conditioners installed in the laboratories are of 4 star and 5 star ratings to ensure least power consumption and optimum utilization. The infrastructure and location of the Institute ensures healthy ventilation and light. This helps in lesser consumption and

utilization of artificial lights thereby helping in saving electricity cost. 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 as far as possible. Throughout the campus, this awareness is generated through posters and pictorial messages. This is encouraged by use of reusable/cotton bags for any events or throughout campus, carrying own bottles for water, use of stainless steel glasses, plates and spoons wherever possible. 3) Potable Drinking Water: The water supply of the Institute is provided by the Municipal Corporation of Greater Mumbai (MCGM). In order to supply purified and hygienic drinking water, the Institute has in place Aqua guard Water Purifiers along with coolers fitted in the campus. The Institute has a ring well/ bore well in the campus. The said 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. It has tie-up with M/s MPCB for collecting and disposing e-waste generated on campus. Printer Cartridges are most often refilled and not disposed. Wherever refilling is not possible, the cartridge is returned to the manufacturer.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	Yes	3
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	3

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
2019	1	1	09/12/2019	1	Project Trishna	Drinking Water distribution	32
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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)
Teachers	01/07/2019	The teachers shall, 1. Always be punctual in

		<p>attending to duties. 2. Always teach the curriculum after making thorough preparation for the subject to be taught. 3. Treat all students with love and affection and be just and impartial. 4. Guide the students in their physical, social, intellectual, moral development. 5. Take notice of the individual needs and change teaching pedagogy accordingly. 6. Refrain from inciting students against other students and staff. 7. Set a standard of dress, speech and behaviour. 8. Respect basic human dignity of children. 9. Respect Indian culture and develop positive attitudes towards it among students.</p>
Students	01/07/2019	<p>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'.</p>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Workshop on Anti-Corruption Laws	31/10/2019	31/10/2019	59
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Institute has ERP (Enterprise Resource Planning) software system for academic, library, and administrative tasks to reduce paperwork. 2. The Institute has ensured the electrical wiring of the campus based on the prescribed code to prevent 'transmission losses of energy due to the inferior quality of electrical wires and appliances. 3. The Institute encourages a Plastic-free campus, avoiding the use of plastic and creating awareness among students and staff. 4. In conference and function encouraging the use of paper bags. 5. Activities like Beach cleaning are conducting for environmental awareness. 6. Spreading awareness about the health hazards of addiction through murals, posters and awareness campaigns. 7. Management of e-waste in association with MPCB (Maharashtra Pollution Control Board). 8. Use of separate bins for the segregation and collection of dry and wet waste. 9. Use of Compost Pits for generating natural fertilizers. 10. Presence of Bore well/ Ring well/ Rainwater harvesting within the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I 1.1 Title of the Best Practice - Katha: Learning through storytelling refers to a process in which learning is structured around a narrative or story as a means of 'sense making'. Management Concepts were enacted through various stories from the various Indian Ethos and traditional fables. 1.2. The Context: India has an age old tradition of performative storytelling that is theatrical, innovative and uses body language as well. This is used as an important technique used for soft skills and communication among the MMS students. Storytelling is viewed as a vocation and storytellers are required to develop skills in the appropriate use of language, communicating with impact, insight and sensitivity. 1.3. Objective of the Practice: 1. Establish a Learning Objective which is in sync with central message of the story. 2. Breakdown complicated Topics and make them fun to understand like teaching Derivatives using Story Telling from the traditional fables. 3. Effective Presentation through a Narrative Arc which ensures the attention of the audience to make your point. 4. As an effective Communication tool for engaging a group/ team. 5. The human mind is a story processor, not a logic processor. 1.4. The Practice: Katha - What is your Story? - A Power Packed Storytelling Practice, conducted for MMS 2019-21 batch .Most of the MMS students shared stories from Indian traditional ethos and fables. Some shared their life stories to capture some of the Management lessons they learnt. The Voice Gym which helps to sensitize the students to the importance of Voice Modulation for the Managers was also well received by the batch. 1.5 Evidence of Success: After the Katha Practice, the students shed their inhibitions and were able to engage with their audience and teams. They were able to crystallize their thoughts and were more effective in their verbal communication. They understood the importance of body language, role of emotions in communication and how to make effective presentation. Performative storytelling goes beyond storytelling by integrating collaborative creative elements of theatre-making to bring home some of the management lesson from Indian Ethos of Management. 1.6. Problems Encountered and Resources Required The practice is facilitated by use of ice breakers, activities, videos, role plays and interactions to help participants sharpen their understanding. Requirements include conference hall with PA system, projector for videos, lap top with connectivity port with projector, speakers for videos and seating

arrangements. 1.7 Notes (Optional) Any Academic Institute can start this practice and DES's NMITD would be willing to facilitate Katha - Story Telling Practice. Best Practice II: Title of the Best Practice --- Paperless Departments and Effective Use of Virtual Platforms According to suggestions of IQAC, as part of green initiative, both departments-MCA and MMS along with admin department always try to reduce use of paper by creating and sharing documents on drives and mails, displaying important notifications on websites and sending messages to students. This enforces paperless working by all extents in the Institute. 2.2 The Context As Institute is growing, it has been observed that number of hard copies of files are increasing and it is very important to have proper cupboards and naming conventions to store and preserve previous years' files. Along with, storage constraints, it is difficult to search any specific documents of previous years. The hard copies of practical journals also take huge amount of space to store. In order to overcome this problem, it was suggested by IQAC to reduce use of papers or printouts whenever possible by sharing e-copies of documents with necessary staff. Also, it was suggested to maintain e-copies of practical journals which is followed by MCA department for all practicals and this practice was appreciated by University.

2.3. Objectives of the Practice 1. E-copies of Documents can be found and retrieved with ease using paperless office. This can save a significant amount of time required in searching the document. 2. The paperless working helps multiple users to access the same document at the same time with more ease and convenience. 3. With respect to storage and space involved, the paperless departments provide bigger and more efficient storage. Large amounts of documents can be stored on a single server with proper security measures which eliminates need of bulky file cabinets. 4. The retrieval of documents is possible without moving physically from one location to another in the office. 5. Sharing of e-copies is very easy irrespective of work location and time. 6. Tracking of students practical performance becomes very easy due to sharing of performed practicals and outputs on Google drive. The date and time of uploading of practicals related documents can be easily tracked by respective faculties on Google drive. 7. Staff can access e-copies of documents irrespective of their location. 2.4. The Practice As suggested by IQAC, staff members generate and maintain e-copies of documents such as notices, minutes of meetings, timetables, notification of exams and placement drives etc. These documents are circulated among respective stakeholders through mails or Google drive. Important circulars and notices are circulated among students through ERP as well as Institutional website. Official social media pages (Facebook/ LinkedIn) of Institute are also used for declaration and mass-circulation of any activities/ workshop. DES, the parent organization has procured registered logins of Office 365 for all staff members and students. Through these registered login ids, users can access/ create documents on Office365, they can attend the online meetings on Microsoft Teams platform. This facility was extremely helpful to the Institute during the pandemic period. Online lectures, presentations, lab sessions, guest sessions, University exams were conducted online through this platform. Attendance sheets, meetings notes are generated through this portal for conducted sessions. This transformation of all offline activities to online activities on virtual platform was smooth since the Institute has already started many paperless activities prior to pandemic. 2.5 Evidence of Success: During lockdown, the response of students for online teaching was very positive and encouraging attendance was observed in online sessions. The journals and assignments were maintained on Google Drive, Teams and tracked timely. With the help of online mentoring and project guidance sessions, teachers and students were connected even in lockdown. Due to prior implementation of paperless working in departments, hardly any admin work or academic activities got affected or delayed in Work From Home situation. Virtual meetings of staff and management on registered platforms helped the management representative and staff members to work in coordination and

maintain positive moral among team in difficult situation of pandemic. Some of the important activities which are executed effectively due to Paperless working and effective use of virtual platforms: 1. Submission of AQAR 2018-19 2. Regular CDC meetings, Departmental Meetings, etc. 3. University Examinations including internals, final project presentations 4. Placement Activities 5. Webinars with industry persons 6. Online certification courses 7. Training and Development Programs

2.6 Problems Encountered and Resources Required: Some staff members were not user friendly about use of ERP, Microsoft Teams and Google Drive for paperless working. Expert faculty members provided training to these staff members about effective use of virtual platform for admin work. The faculty members teaching subjects like Mathematics, Finance found it difficult to demonstrate calculations in online method. So collectively, staff members started using OneNote and Whiteboard applications to teach such mathematical subjects effectively by showing calculations at runtime. Some students were facing network connectivity problems or some of them don't have laptops or PCs at home to attend online sessions. In the view of that the technical team of Institute has taken decision to record each online session and make it available to all students, so that any student can listen at any time. Application settings are configured on mobile phones so that the student can attend the sessions on mobile as well.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://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

Aikyam (??????) Oneness @ NMITD - Together we stand united amidst Covid19

DES's NMITD have developed an ecosystem of effective communication as an institutional social responsibility. DES's NMITD is an active agent of social change. Our staff and students are increasingly responsive to community-based development initiatives. Being active agents of social change is not only considered a strategic priority but is also seen as a much needed responsibility. Sensitization of students and staff is the key agenda behind any of our social initiatives and we are committed to being a socially responsible group of educational institutions. With millions around the world in lockdown due to the COVID-19 pandemic, technology has provided the much-needed ability to stay connected with students, teaching fraternity, non-teaching staff and university authorities. Many who avoided digital communication tools have had to adapt to avoid personal and professional isolation. Trust is the cornerstone of strong leadership. Dynamic Leadership @ DES's NMITD, was proactive and at the forefront with virtual internships, starting online lectures, converting the opportunity to conduct online value added courses and empowering the faculty. Faculty was in touch with the students through online lectures and mentoring value based webinars enhancing the skill sets of students and keeping their morale high. Non-teaching staff was in touch with the University of Mumbai, DTE and used to update all stakeholders with the latest circulars and GR. Free initiatives were launched by the students like the Happy Manager's Hub Faculty members - Dr. Anita P Bobade taking a series of 6 free online webinars for Students, Housewives and Women Self Help Groups (SHG) to empower them with Financial Education. Dr. Kasturi R Naik conducted 4 webinars on "Emotional Resilience" for students and faculties to enable you to be self-aware and manage your emotional state, rather than getting overpowered by your emotions and affecting your mind and body. Mrs. Deepa Honrao conducted Certificate Course for "Developing Simple Web Pages" In today's tecno-centric world, this helped students to make their own

web pages, websites, HTML, Joomla. Prof. Rahul Wadekar closely working with the Mumbai Police Force in managing and helping the needy stricken with COVID-19. Our student Mr. Santosh Gupta too has been working closely with an NGO nearly helping close to 500 families with the supply of ration and necessary items. On the research front, our parent organization, Deccan Education Society had invited research papers regarding the impact of COVID19 on different sectors and their solutions Another project which was taken up was speaking to NGO and documenting the work done by NGO within Mumbai and Thane region and whether they needed any more funding or expertise to reach out to people. The objective behind these activities was to help the government authorities in their fight against COVID-19 and help gain a better perspective on the same. In spite of the lockdown and working remotely, we felt oneness with our organization and all the stakeholders felt a sense of camaraderie and hence coping amidst this lockdown helped to make life "normal".

Provide the weblink of the institution

<https://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

- Establishment of Satellite Center as ISR activity
- Application for Increase in Intake
- Outcome based education
- Employability enhancement
- Creating Knowledge Repository of Online Lectures and Practicals
- Developing Market Relevant Programs and Initiatives

Establishment of Satellite Center as ISR initiative: The Satellite Centre is an innovative concept that has been promoted in the Maharashtra Public Universities Act, 2016. Satellite centers are expected to cater higher education needs of rural, hilly, and tribal parts of Maharashtra thereby increasing the Gross Enrolment Ratio. As per the guidelines, we are proposing to start satellite center in a hilly and tribal part located in Palghar district. Details of the location are as follows- Vanavasi Vidhyarthi Vastigruha, Talasari it's the first service project started in 1967 by late Madhavrao Kane. Fifty years back Talasari and adjoining tribal area were highly socially and economically backward with almost no medical facilities. The malnutrition was on higher side and also kids were deprived from education. The population of Talasari is 61000. The average literacy rate of Talsari is 50 compared to 85 of Maharashtra. Schedule Tribe (ST) constitutes majority of total population of Talasari. Application for Increase in Intake: The Institute imparts professional education in Management and Technology, is affiliated to AICTE, DTE and University of Mumbai. NMITD has received B Grade (2.99) in NAAC, 2019. It is with this background that the subsequent sections in the report propose an expansion of intake by 60 seats for MCA Department of NMITD, in order to leverage from the opportunity of more than 100 enquiries for MCA course, market trends present, from a time-tested academic system. The Institute plans to comply the requirements stated by AICTE Approval Process in coming academic year. 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 implemented it. Based on training given to faculty members, they have started implementing CO Attainment, CO-PO Mapping, implementing Course exit survey etc. 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. IOT, Advanced excel and Financial markets, certification course on Tableau etc. Creating Knowledge Repository of Online Lectures and Practicals: Due to spread of pandemic, as per guidance of University of Mumbai and DES, Institute has implemented online lecturing and lab sessions during lockdown period. The idea is well accepted by students. The Institute plans to prepare Knowledge Repository of Online Lectures and Practical sessions which are conducted by faculty members so that the students who are at remote places and face network

problems can get access to these sessions at any time. At the same time, the students can listen the lectures or perform practicals again if they have such repository.