



R. J. COLLEGE of Arts, Science & Commerce (Empowered Autonomous)

(Hindi Vidya Prachar Samiti's) **RAMNIRANJAN JHUNJHUNWALA COLLEGE of Arts, Science & Commerce**

Opposite Ghatkopar Railway Station, Ghatkopar (West), Mumbai - 400086, Maharashtra, INDIA.

Website: www.rjcollege.edu.in • Email : rjcollege@rjcollege.edu.in • Tel No. + 91 22 25151763

College is recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Affiliated to UNIVERSITY OF MUMBAI II NAAC Re-Accredited 'A' Grade (CGPA: 3.10)

IQAC ACTION TAKEN REPORT 2023- 2024

Sr. No.	Criteria wise action taken as IQAC initiative	Action taken
1	Criteria I: Curricular aspects	
	1.1.1 QLM Curricula developed and mapped	Curriculum framework is in alignment with Programme specific outcome and mapped with POs, PSOs, Cos. Successful implementation of NEP at first year undergraduate level and first year Post graduate level across faculty. Nep booklet prepared and displayed on college website.
	Syllabus revision	First year all UG and PG programs redesigned as per NEP. All departments revised the syllabus for Major and Minor subjects. New Courses under OE/GE, IKS, VSEC, AEC, VEC designed by all departments to provide Interdisciplinary/multidisciplinary flexibility to learners
	1.1.2 QLM Focus on employability/entrepreneurship/s	Mapping of syllabus to show focus on these attributes like employability/entrepreneurship/skill



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	kill development	development.
	1.2.1 QnM New courses introduced.	New Courses Introduced First year UG Program all courses. First year PG Program courses New courses introduced 776 Total number of courses : 1655
	New Program Introduced	B Sc Medical Laboratory Technology, B Sc Medical Imaging Technology, B.Sc. Fashion Design, B.Sc. Interior Design, B Sc VFX and Animation, BBA Data Analytics and Management, B Sc Data Science and Artificial Intelligence, M A Clinical Psychology. All Programs aligned with NEP
	CBCS/elective course system	ALL
	1.3.1 QLM Integration of cross cutting issues in the curriculum SDG and NEP	Curriculum mapped and available on website
	1.3.2 QnM Value added courses	35 value-added courses conducted for skill enhancement. Information available on college website, Brochure
	1.3.3 QnM Students enrolled	All courses had good response. Decision was taken to close down B VOC and



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		PG ESDM Programs due to poor response from students
	1.3.4 QnM field projects/internships/projects	All Programs have at least one component in the curriculum for practical and Industry focus with emphasis on field projects/ research projects/ internships/OJT/ practical hands on training. 100 % students have completed
	1.4.1 Feedback for design of syllabus	Structured Feedback form made, feedback taken from stakeholders like students, teachers , peer teachers, employers/industry, alumni analyzed, discussed in respective subject Board of Studies and action taken
2.	Criteria II: Teaching, Learning and Evaluation	
	2.1.1 QnM Student enrolment	All seats filled as per sanctioned strength
	2.1.2 QnM Average percentage for reservation	College has linguistic minority and norms as per Government rules and regulations followed.
	2.2.1 QIM Assessing the learning level of students	Student self analysis, Online assessment level to assess slow and advanced learners and teaching as per student profile. Slow learners remedial coaching, extra coaching, advanced learners problem-based learning, NPTEL,



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		projects, resources for emerging areas,
	2.2.2 QnM student: teacher ratio	Due to non sanctioning of posts by government vacant positions in aided sections have increased. However the posts sanctioned by the management are all filled in (100%)
	2.3.1 QIM Student centric methods	Interactive teaching learning process, chalk and talk was supplemented by ICT enabled teaching. Experiential learning by way of practical's, field projects, industrial visits, role play, case studies, flipped class room, project based learning, POGIL, kinesthetics, Gaming, self learning through videos followed by discussion, asynchronous learning, student seminars, presentations
	2.3.2 QIM ICT enabled tools	Online resources NPTEL, COURSERA, Swayam, e-content, video, seminar, videography, content in google classroom (LMS), teacher prepared quiz using various tools, teaching material
	2.3.2(QnM) Mentor mentee	Each department has mentor mentee generated mentor mentee and to ensure that mentors effectively interact with the mentee. Mentors interacted with the mentee to discuss about the academics and personal issues if any. Clear guidelines are provided to the mentors for the interaction sessions with




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		the mentees.
2.3.4 (QIM) Academic calendar Teaching plans		Academic calendar is uploaded on website, departmental meeting, committees, co and extra curricular activities, continuous evaluations, term end examination, celebrations, teaching plan prepared by teachers and shared with students. Plan for implantation of Nep at first year UG and PG levels
2.4.1 QnM Average percent of full time to sanctioned post		NOC not given by Government of Maharashtra appointments of teachers made on contractual basis so that academic work is not compromised
2.4.2 QnM Full time teacher with Ph D		49 teachers are with Ph D
2.4.3 Teaching experience of teachers Average		Approximately 14 years
2.5.1 QnM Last date of examination and date of result declaration		Average 12 days
2.5.2 QnM Student complaints		Nil
2.5.3 QIM IT integration		Examination conducted in normal mode, continuous evaluation, project, viva, video preparation, seminar, presentations. Practical's. Student counselling became a




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		priority.
	2.6.1 QIM POs, COs	Displayed on website Results analyzed and course attainment calculated
	2.6.2 QIM Attainment of outcomes	Evaluated by multimode of evaluation
	2.7.1 Student satisfaction survey	Conducted online available on website
3	Criteria III Research Consultancy and Extension activities	
	3.1.1 QIM Research policy, IPR policy, Consultancy policy, IT policy drafted discussed	All policies have been formulated, passed by Governing body and uploaded on college website
	3.1.2 QnM Proposal invited	Seed money given to teachers as well as students Rs 5.76 lakhs granted
	3.1.3 QnM	Motivate teachers to compete for fellowship information made available
	3.2.1 QnM Grants received	DST ISRO ICSSR
	3.2.2 QnM Research project of teacher	Dr Devraj Pawar Dr Kiran Kolwankar




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		Dr Baishakhi Dutta Dr Sucheta Joshi
	3.2.3 Q&M Research guides	Dr A D Sawant, Dr Himanshu Dawda, Dr Anil Avhad, Dr Jahnavi Bhagwat, Dr Kiran Kolwankar, Dr Vaishali Raikwar, Dr Baishakhi Dutta, Dr Shashi Mishra, Dr Mithilesh Sharma, Dr Neeta Chakravarty, Dr Amit Valmiki, Dr Saraswarthy Moorthy, Dr Mangesh Panchal, Dr Manisha Bhattacharya, Dr Sanket Tikare , Dr Rina Puradkar Pitale,
	Dept with research projects	Physics. Geography Economics Organized lectures to motivate teachers to undertake research project Seed money for teachers and students
	3.3.1 QIM Created Hub for innovation, incubation, dedicated research centres	Lectures and workshops organized under the cell. Dedicated research centers in the departments of Chemistry, Botany, Zoology, Physics, Incubation and innovation cell organized competition "Invotex". First prize for innovation in competition held by CIIA. First Prize at Innovation competition at Intercollegiate level
	QnM Workshops on research	workshops on IPR and Entrepreneurship were




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	methodology, IPR, Entrepreneurship, skills	<p>organized.</p> <p>One Patent granted , One examined</p> <p>Conducted Course work of 6 credits on research methodology for all colleges</p>
	3.4.1 QnM Code of ethics	<p>All policies have been displayed on college website www.rjcollege.edu.in</p> <p>Research ethics in course work, institutional ethics committee present, plagiarism check software subscribed, Research Advisory Committee very active</p>
	3.4.2 QnM Ph D registered/teacher	<p>A Google classroom has been exclusively created to upload all documents, research papers published by teachers.</p>
	3.4.3 QnM Research papers	<p>Teachers publish in UGC CARE list journals</p>
	<p>3.4.4 QnM Books/chapters</p> <p>3.4.5 QnM Scopus index</p> <p>3.4.6QnM Bibliometrics</p>	<p>Books/chapters written by teachers</p>
	3.5.1QnM Revenue generated in consultancy	<p>ITCOT: 6 Lakhs</p> <p>PM Mitra Scheme Amravati: 4.78 Lakhs</p>



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		Bajaj Electricals Foundation : 1.98 Lakhs
	3.5.2 QnM Total amount spent on developing facilities for consultancy	All facilities can be used for consultancy work
	3.6.1 QIM Neighborhood community activities	<p>Extension activities to contribute to achieving UNSDG.</p> <p>Sensitization and awareness were created for holistic development of the students.</p> <p>Wide range of extension activities were carried out by students of NSS, NCC, DLLE and Rotaract. They also participated in Swatch Bharat Abyan, making of voters ID, Pulse polio, blood donation etc.</p> <p>77 extension activities conducted</p> <p>45 awards for extension activities</p>
	3.7.2 QnM functional MOU	11 MOU for women empowerment, promotion of National language, protection of environment, student training etc.
	3.7.1 QnM Linkages and Collaborative activities	49 collaboration Extension activities carried out in collaboration with Government and non-government organizations, student training, internships, research projects, workshops.
4	Criteria IV Infrastructure and	




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	Learning resource	
	4.1.1 QIM Adequate infrastructure	College has adequate infrastructure for teaching and learning process. The Laboratories are equipped with modern facilities. There are multiple sets of equipment. All classrooms are ICT enabled. Central instrumentation facility. Modernization of Infrastructure
	4.1.2 QIM Sports, gymnasium, auditorium etc.	The existing infrastructure was augmented since the students were not on premises and the Gymkhana has been modernized. Mats for yoga, taekwondo, boxing, kits for cricket, fencing, volleyball, basketball. Facilities for indoor games chess, table tennis, carrom A facilitation Centre for Divangjan has been made. Upgradation of Seminar Hall
	4.2.1 QIM	Library and Information Centre well stocked books, periodical and journals and e resources fully automated SOUL software. Knimbus digital library, NLIST, INFLIBNET, Databases, departmental libraries, Web OPAC for remote access
	4.1.3 QnM ICT enabled	ICT enabled class rooms



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		Smart Classrooms Total class rooms 50
	4.2.1 QIM Library automation 4.2.2 QnM Institution Access	The library is automated SOUL Web OPAC Digital databases and e resources
	4.3.1 QIM IT policy and updating IT facilities	I T policy available on website.
	4.3.3 QnM Bandwidth	300MBps
	4.3.4 QnM Facilities	Wi fi Campus
	4.4.1 QnM Expenditure on maintenance	Fire wall Microsoft Campus Licensed software AMC
	4.4.2 QIM Procedures for utilizing facilities	Procedures for utilizing facilities in place Policies and guidelines are in place



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	Criteria V Student Support and Progression	
	QnM Free ships and scholarships NGO	Help lines have been provided to students to enable them to fill forms for free ships and scholarships.
	5.1.3 QnM Capacity building and skills (soft skills, language and communication, life skills, trends in technology)	Every department has conducted programs to hone the soft skills among the students guest lecture make them aware of the recent advances in technology. Alumni engagement has been mainly in the form of career counseling sessions and to help the students in placement.
	5.1.4 QnM Career counseling, competitive exams	Department wise sessions on career and how to choose them. Expert sessions for preparing for competitive examinations.
	5.1.5 QnM Grievances, sexual harassment etc.	Committees, awareness programs, zero tolerance, open door policy, suggestion boxes, help lines displayed in strategic positions and website
	5.2.1 QnM Placements	Full time placement officer available on




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		campus Preplacement training Partnership with NGO to conduct placement drive for Divyangjan Placement drives
	5.2.2 QnM Student progression	Local chapter of NPTEL and mentoring students for selection of course and helping in completion of the course.
	5.3.1 QnM sports/cultural events	Annual sports day was organized in University of Mumbai stadium at Marine lines. "Reflections" annual cultural festival In addition every department has a fest which has components of co curricular, cultural, fine and performing arts and sports competitions
	5.3.2 QIM student council	Student council constituted as per University of Mumbai guidelines. Vibrant student council organizes in programs for promoting harmonious relationship among peers, teachers day celebrations, traditional day, food fest. Student representation in statutory committees like IQAC, CDC, ICC, CWDC, Anti ragging, grievance redressal etc.




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	5.3.3. QnM Cultural events organized /competitions organized	Every department has a departmental fest which conducts year round programs for holistic development of the students.
	5.4.1 QIM Alumni support	Alumni conducted sessions on Careers and Placements Felicitation of illustrious alumni during academic prize distribution program Alumni provided funds for student support Alumni representation in BOS for curriculum reforms
	5.4.2 QnM Alumni contribution financial	Alumni contributed to assist in students and college development
	Criteria VI Governance leadership and Management 6.1.1 QIM Effective leadership	All areas of administration are through usage of technology. Student life cycle from admission to exit is maintained online. Organogram members in various committees' minutes of all meetings of statutory bodies are available on the college website ensuring transparency. Teachers have been encouraged to learn emerging technologies, FDPs have been organized and special training programs have been conducted. Teachers have been




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		provided with financial support to attend the seminars/training programs etc.
	6.1.2 QIM Decentralization and Participative management	Effective communication organogram available on website, in charges for various departmental activities, participative management of all processes in college through empowered committees.
	6.2.1. QIM Strategic planning/perspective plan	Strategic plan effectively deployed automation of processes in the institution, empowerment of faculty and support staff. Student support for progression and career. Perspective plan displayed on college website for 2018-2023 and 2023 to 2032
	6.2.2 QIM Organogram	Available on college website indicate flow of information in administration college office, laboratories, library, teaching faculty
	6.2.3 QIM e governance	E governance for student life cycle starting with admission, attendance, evaluation, CLOs, grade cards, transcripts, verification, transfer certificates. Accounts, salary, PF, EPF, TDS, online payments




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		Library automation
	6.3.1 QIM Welfare schemes	<p>All statutory welfare schemes in place</p> <p>Staff employees welfare fund managed by staff with a unit in the college</p> <p>Free uniform, washing allowance for support staff</p> <p>Free milk for support staff of chemistry department.</p> <p>Safety Kit for non teaching staff of chemistry Department</p> <p>Returnable festival advance</p> <p>Welfare schemes for wards of support staff in admission and recruitment</p> <p>Staff picnic sponsored by management.</p> <p>Free health checkup, capacity building training programs for staff</p> <p>Payment of seed money for research, financial assistance to attend seminars, conferences etc.</p> <p>Incentives and recognition of staff at various forums</p> <p>" R J SADABHAR" Quality Initiative for helping</p>




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		employees after retirement.
	6.3.2QnM Financial support for teachers to attend conferences/seminars etc	All teachers who apply for financial assistance are provided
	6.3.3QnM Training professional development/administrative	Training programs are conducted for teaching staff and administrative staff for professional development
	6.3.4 QnM FDP, orientation, refresher courses 6.4.1 QIM Internal and external audit	12 teachers attended FDP, orientation and refresher courses. Internal and external audit conducted by statutory auditor appointed by the managing committee of Hindi vidya Prachar samiti
	6.4.2 QnM Funds/Grants received from NGO, philanthropist	Some amount received in Philanthropist funds
	6.4.3 QIM Strategies for fund mobilization	Fees Salary grant from government Funds for projects Alumni funds Philanthropist funds




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		Funds from trust for student fees Funds as free ships and scholarships from government
	6.5.1QIM IQAC Institutionalization of quality assurance strategies	Regular monthly meetings of IQAC facilitating documentation of all qualitative initiatives of the college Staff empowerment by way of conducting training, workshops initiated and institutionalized by IQAC
	6.5.2 QIM Review of teaching learning process	Academic and administrative audit Sharing of best practices in teaching learning and evaluation by departments Feed back mechanism analysis and follow up
	6.5.3QnM Quality assurance initiatives	NAAC sponsored academic support Two Day National Webinar on "Transforming Higher Educational Institutions Aligning with National Education Policy (NEP)" Annual academic and administrative audit by external peer team. Funds are mainly mobilized from fees received from self financing courses, grants for research from government and industry. Continuous inbuilt review mechanism. Student feedback. Sharing of best practices




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		among the departments Quality assurance initiatives included continuous improvement by analysis of feedback obtained from various stake holders
	Criterion VII Institutional values and Best Practices 7.1.1 QIM Gender equity programmes	Gender policy uploaded on website and gender audit conducted. Empowered committees like ICC, CWDC, Gender equity and Gender Champion ensure gender equity in the premises. Various programs are conducted to ensure gender equity, inclusive environment and to maintain a congenial atmosphere in the premises. Special care is taken for differently abled students and staff by way of providing necessary assistance, lift, ramp, reading software, scribes, etc. Rules and regulations are notified on college website and prospectus We as an Institution firmly believe in Unity in Diversity and celebrate wide range of National and International Day
	7.1.3 Waste management	Solid and liquid waste managed by minimizing their usage. Recycling is practiced wherever possible. Biodegradable waste are turned into compost. Aligning with UNSDG




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7.1.4 Water conservation	To conserve water there is ring well College with regular audits. Waste water is recycled through recycling unit. Sensor based taps for conserving water. Prevention of water leakage UNSDG
7.1.5 Green campus	Trees and biodiversity are maintained in spite of small premises. Plastics are banned in the premises. The SAFAI bank recycles multilaminate plastics. Awareness programs are conducted Way forward sustaining all the eco-friendly practices. College has been certified for quality management systems for processes, environment. Yearly conduct of green audit, UNSDG
7.1.6 Quality audits	The following quality audits have been conducted Academic and Administrative audit Departmental accreditation by external Peer ISO certification Green Audit Environment Audit Energy Audit NAAC Accreditation 4 th Cycle




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	7.1.7 Disabled friendly	Inclusive premises Wheelchair Ramp Special equipment's Human assistance Inclusive website Scribes Washrooms Signages Lifts
	7.1.8 QIM Inclusive environment	All departments conduct programs to create a congenial atmosphere for students to have a pleasant campus experience. Programs are conducted to sensitize students regarding various societal issues, well-being of students.
	7.1.9 QIM Student sensitization	
	7.1.10 QnM Code of conduct	Annual conduct of awareness regarding institutional code of conduct, professional ethics




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	7.1.11 National and International day celebration	Students celebrate various commemorative days, national and international days are celebrated to create awareness about the importance of social reformers, role models, protection to environment and development of youth as a responsible citizen.
	Best Practices	<ol style="list-style-type: none">1 Wide range of Extension activities even during Pandemic2 Student centric teaching techniques3.Alumni engagement: Career counseling, felicitation, medical camp, guest lecture, recruitment4.Quick Student Services5 Cycle expedition by NCC Cadets6 Solid liquid waste management7 Encouraging sports by hiring ground and world class coaches.8 Earn while Learn scheme.9 Reading room facility to our own students and outsiders with extended timings and all days10 Women empowerment Jeevandhara Kendra in collaboration with Sambhav Foundation CSR of L Oreal.



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		<p>11 Clean campus and green campus</p> <p>12 Monthly meeting of IQAC, every first Thursday of the month</p> <p>13 Project Based Learning</p> <p>14 Student mentoring by teachers</p> <p>15. Enhancing students life skills by offering wide range of value-added certificate courses</p> <p>Wide range of value based courses</p> <p>16. Plethora of co and extracurricular activities organized by the Associations and clubs for capacity building and skill enhancement of students for their holistic development.</p> <p>17. Just in time teaching</p> <p>18. Open House for showing answer scripts to students</p> <p>19. Annual training Program for Library support staff.</p> <p>20 Annual Intercollegiate events for non teaching staff</p>
	Institutional distinctiveness	<p>Resilience is our Institutional distinctiveness. Normalcy quickly returned to the campus. All activities are conducted on campus. Sports men and women returned to the grounds. All</p>




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		curriculum restructured for NEP implementation in 2023.
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Dr Himanshu Dawda

Principal & Chairman IQAC

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Dr Bhusan Arekar

IQAC Coordinator

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