



Yearly Status Report - 2016-2017

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	H R COLLEGE OF COMMERCE AND ECONOMICS
Name of the head of the Institution	Principal In-charge CA Parag Thakkar
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02222021329
Mobile no.	9821316802
Registered Email	hriqac@gmail.com
Alternate Email	info@hrcollege.edu
Address	Vidyasagar Principal K.M.Kundnani Chowk, 123, Dinshaw Wachha Road, Churchgate, Mumbai.
City/Town	MUMBAI
State/UT	Maharashtra
Pincode	400020

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	Self financed and grant-in-aid																														
Name of the IQAC co-ordinator/Director	Dr.Madhuri Tikam																														
Phone no/Alternate Phone no.	02222876115																														
Mobile no.	9821569536																														
Registered Email	hriqac@gmail.com																														
Alternate Email	info@hrcollege.edu																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://www.hrcollege.edu/wp-content/uploads/2021/08/PORTAL-AOAR-REPORT-2015-16-2.pdf																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.hrcollege.edu/wp-content/uploads/2021/08/Academic-Calendar-2016-17.pdf																														
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>A</td> <td>87.95</td> <td>2002</td> <td>01-Oct-2002</td> <td>30-Sep-2007</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.46</td> <td>2008</td> <td>04-Feb-2008</td> <td>03-Feb-2013</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.72</td> <td>2013</td> <td>23-Mar-2013</td> <td>22-Mar-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	87.95	2002	01-Oct-2002	30-Sep-2007	2	A	3.46	2008	04-Feb-2008	03-Feb-2013	3	A	3.72	2013	23-Mar-2013	22-Mar-2020
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2	A	3.46	2008	04-Feb-2008	03-Feb-2013																										
3	A	3.72	2013	23-Mar-2013	22-Mar-2020																										
6. Date of Establishment of IQAC	06-Jun-2002																														
7. Internal Quality Assurance System																															

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Faculty Development Programme in association with Lord Meghnad Desai Academy	24-Sep-2016 1	23
Workshop on implementation of B.Voc Course Provide commerce lab to provide experiential learning to students	12-Jan-2017 1	50
Entrepreneurship workshop by MIDAS, School of Entrepreneurship	16-Jan-2017 1	58
Dhanagyan online literacy course by Tata Capital and the centre for Environmental Research and Education- Financial Literacy Programme	15-Dec-2016 15	19
Special guidance lectures for Dyslexic students by in-house faculty to encourage slow learners	17-Dec-2016 6	22
View File		

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
Institution	CPE	UGC	2017 1825	7800000
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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)

EduEdgeProPvt. Ltd. conducted a Certified Capital Markets Programme (CCMP), an industry oriented course at the College.

Kaivalyadhama Yoga Institute conducted Yoga sessions for the youth through the Yoga amp Fitness Club (SYNC) of the College.

Indian Express Limited an Indian news media publishing company conducted Express Talks on various subjects

A 3 day Micro MBA programme was conducted at H.R. College by Dr. Phil Young, in association with Think Education.

Global exposure: In order to provide global exposure in a costeffective manner Think Education Advisory Services LLP delivered a lecture on International Education in India. A 3day Micro MBA programme was conducted at H.R. College by Dr. Phil Young, in association with Think Education. A 6 member team of Enactus HR represented India at Tomsk University, Russia at the Enactus Global Entrepreneurship Summit. A 4 member HR College team represented India at the HSBC and HTU at a business case study competition at Hong Kong.

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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
To organize FDP for faculty	• Seven Faculty Development Programmes were conducted during the academic year for the teaching staff.
To encourage faculty & student publications	• Five faculty members were granted Minor research projects from the University of Mumbai • Faculty members were encouraged to write research papers in International National Journals and apply for Minor research for the university of Mumbai. • Students of Research cell participated in various research paper competitions such as Finacc, Utkarsh and Kommers, Arth Utsav and Ely
To collaborate with various institutions for holistic development	• The college collaborated with several institutions and organized lectures for

of students.	the students by the industry.
To promote health awareness among staff and students	<ul style="list-style-type: none"> • The college has collaborated with Kaivalyadhama, a Yoga Institute to promote Yoga among youth and conduct yoga sessions for the teaching, non teaching staff and students of the college • Celebration of International Yoga day on June 21. • Elysium, an intercollegiate fitness and wellness festival was organised by SYNC club.
To conduct various certificate programs	<ul style="list-style-type: none"> • A Certificate Programme was started on Equity & Derivative Markets in collaboration with Mr. Purv Shah, Freelance Financial Market Trainer • Luxury Brand Management certificate programme • Micro MBA certificate programme by Dr. Phil Young • Flagship Honours Certificate program is successfully conducted every year for the students of the college.(71 students enrolled in the year) • Add on Certificate program is conducted regularly in the subject of Advertising Travel and Tourism Tax Practices
To host different intercollegiate events by the students in college	<p>IQAC initiated various intercollegiate events such as</p> <ul style="list-style-type: none"> • DISCIDIUM: Business and Economic fest • NAANDI: Marathi cultural fest • BREAKTHROUGH: finance festival • CAREER SERIES: introducing different careers to the students • SKILL SERIES: training the students in various skills to make them employable. • ELYSIUM: fitness fest • Off the Cuff: Debating competition • Numero Uno: Interschool and intercollegiate maths fest • Blaze: Business and finance fest • HR fest: Intercollegiate cultural fest
To encourage formation of new students associations	<ul style="list-style-type: none"> • Three new students associations were introduced by IQAC to give students a platform to develop their personalities by organising events for college such as Young Leaders Club, FEMA club, Sindhi Sangat (to promote Sindhi language).
To continue strengthening internationalization at H.R	<p>International Delegation Visits:</p> <ul style="list-style-type: none"> • University of Fribourg, Switzerland • University of Queensland, Australia • International Youth Exchange Programme, Germany
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
IQAC Committee	05-Feb-2018
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	22-Apr-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Following is a brief description and a list of modules currently operational:</p> <p>1) MKCL: Comprehensive record of students' applications, enrolment and admission is maintained under MKCL Software. It facilitates compilation of all records at a centralised place by the office which can be made available to the management. 2) Tally: Use of tally software for keeping and maintaining accounting records of the institution. It creates a ready source for supplying data to various stakeholders like Government, University and other internal stakeholders. 3) SLIM: Library uses SLIM software to keep record of all old and newly purchased books. Students and faculties have access to the books, journals and other business periodicals. 4) Record of Faculty attendance, Admission data, fees collected etc is made available to management on demand. The college has:</p> <ul style="list-style-type: none"> • The Integrated Learning System which has data of students. • The college maintains and updates information regarding the staff on the university and AISHE Portal, MIS portal of the government. The students' information is maintained by the college on MKCL portal of the university.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

HR College provides academic freedom to its staff in curriculum implementation, notwithstanding, the fact that it is affiliated to the University of Mumbai and thus bound to follow the curriculum prescribed by the latter. Faculty members are encouraged to adopt innovative pedagogical methods in coordination with IQAC. Thus the Academic Calendar is prepared by the IQAC at the commencement of the academic year, based on which faculty members prepare teaching plans which are further verified by respective Heads of Departments. Important dates of examinations, project assignments and college results along with events to be held are included in the calendar. The progress of teaching plans is discussed, assessed and monitored in the departmental meetings. Each department puts forth its requirements, regarding reference books related to the curriculum, to the library. Further, teachers also have the autonomy to adopt mid-course deviations and improvise classroom delivery. The college has a Student Academic Council, which is the student representative body comprising class representatives who are invited members to various committee meetings. It provides suggestions on curriculum planning and implementation. Putting together the First Day Brochure which is made for all classes and courses and comprises important information useful for students at the beginning of the year. It includes details of college faculty, time-table, lecture plans, project instructions, schedule and past papers. This brochure is handed over to the students during their Orientation programme held at the beginning of the academic year to which parents, as important stakeholders, are also invited. Submission of daily reports of the lectures conducted during the day and classroom allocation charts, prepared by a designated day in-charge, ensures the smooth delivery of lectures. Student Course Packs and Smart Manuals: These course packs and smart manuals are prepared by all departments and include study material, worksheets, tips for toppers, model question papers and suggested readings. Past University papers are also included with suggested answer guidelines. Examination Manual: The Examination Committee prepares a manual on the evaluation system to ensure uniformity in assessment procedure. Examination Committee Templates: The examination committee prepares schedules for the year based on the examination templates that have been developed with the help of the faculty. These templates are ready notices which can be issued with change of dates. This brings uniformity in the examination process. Website: The College updates its website regularly for effective communication of schedules. Updated database of student with their mobile numbers and emails are used to communicate and reinforce the schedule or communicate the latest changes, if any. The institution creates email groups for both faculty members as well as for students to disseminate the information of schedules.

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
Luxury Brand management	-	17/01/2017	30	YES	Branding, Marketing, Communication
DhanGyan	Nil	15/12/2016	30	YES	Financial Management
Trading Pit	Nil	27/02/2017	30	YES	Share Trading
Corporate	Nil	14/11/2016	30	YES	Public

Social Responsibility						Relation
Summer School	Nil	11/04/2017	30	YES		Marketing, Branding, Financial Management

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	-NIL	Nil
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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
BCom	BACHELOR OF COMMERCE	01/06/2016
BCom	BACHELOR OF ACCOUNTS AND FINANCE	01/06/2016
BCom	BACHELOR OF MASS MEDIA	01/06/2016
BCom	BACHELOR OF MANAGEMENT STUDIES	01/06/2016
BCom	BACHELOR OF BANKING AND INSURANCE	01/06/2016
BVoc	RETAIL MANAGEMENT	01/06/2016
BVoc	TOURISM AND HOSPITALITY	01/06/2016
MCom	ACCOUNTANCY	01/06/2016
BCom	BACHELOR OF FINANCIAL MARKET	01/06/2016
MCom	BUSINESS MANAGEMENT	01/06/2016

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

	Certificate	Diploma Course
Number of Students	136	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
NIL	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	ACCOUNTANCY	62
MCom	MANAGEMENT	46

BCom	BACHELOR OF COMMERCE	1624
BCom	BACHELOR OF MASS MEDIA	59
BCom	BACHELOR OF MANAGEMENT STUDIES	106
BCom	BACHELOR OF BANKING AND INSURANCE	56
BCom	BACHELOR OF FINANCIAL MARKET	60
BVoc	RETAIL & TOURISM	48
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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	No

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

Feedback Obtained

The institution has a robust approach towards curriculum feedback and hence the model involves multiple representatives from each stakeholder group: faculty, alumni, industry experts and students. This system is supervised by leaders of the relevant courses and the coordinators of programs. The system allows real-time improvements and teaching learning innovation when any deficiencies in or potential improvements to individual curricular components are identified by the stakeholders and need to be addressed rapidly. Curriculum evaluations is used to plan future revisions and other improvements in curriculum design. The institution adopts the formative curriculum evaluation model. Feedback is sought on curriculum design and deployment, conduct of examination and question papers, teaching learning. Suggestions from stakeholders are also welcomed. For this purpose, special feedback forms are made available physically and on the website of the college. This feedback is used to enhance the teaching learning process and improve the effectiveness of class room instruction. The curriculum evaluation approach maximizes student involvement and provides opportunities for rapid improvements and development of innovative teaching processes which helps improve educational experiences. Our approach to continuous curricular evaluation involves planned meetings of student representatives with students, teachers and placement coordinators and continuous interaction with industry experts and with alumni. Students make their observations in special groups, on teaching style and content, adherence to the curriculum in special group sessions and clarity of written materials. Thereafter, grey areas are identified and communicated to faculty individually. Based on the recommendations of the stakeholders following programmes were organized. Teachers' Feedback: Feedback was collected from all teachers at the end of the year based on which, 7 faculty development programmes were held in this academic year. A Speed Reading workshop was organized by Dr. Hozefa Bhinderwala. The college witnessed the formation of new students' association viz FEMA, Young Leaders' Club and Sindhi Sangat Employers' Feedback led to curation of a series of workshops to impart employability skills to the

students. Three workshops were held on Resume writing, Group Discussions and Interview Skills. Alumni Feedback led to the organization of a course on Luxury Brand Management facilitated by an alumnus Salman Bukhari. A lecture on Trading in Stock Market was organized by Mr. Yogesh Bhawnani, another alumnus of HR College. DIWALI DICE- An afternoon of Design Innovation Creativity Entrepreneurship Workshop was held at ISDI, One India Bull.

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
MCom	ADVANCED ACCOUNTANCY	120	357	115
MCom	BUSINESS MANAGEMENT	80	207	76
BVoc	RETAIL MANAGEMENT	26	26	26
BCom	BACHELORS OF MASS MEDIA	60	1045	65
BCom	BACHELORS OF FINANCIAL MARKET	60	655	59
BCom	BACHELOR OF ACCOUNTS AND FINANCE	120	1275	133
BCom	BACHELORS OF BANKING AND INSURANCE	60	366	60
BCom	BACHELOR OF MANAGEMENT STUDIES	120	2575	133
BCom	BACHELOR OF COMMERCE	960	2996	930

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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
2016	4110	349	31	Nil	8

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 Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used
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	ICT (LMS, e-Resources)	available	Classrooms		
39	39	12	22	2	10
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)

H.R. College believes in the over-all development of students and offers them aid and assistance to achieve holistic growth. To guarantee every student the opportunity of self-development and growth, the college approaches the students with various counselling services: Academic Guidance: Professors and staff at the college provide academic guidance to all the students. They help them with various notes, summaries and transcripts and are always available for problem solving as well as counselling during and after lectures. This solves most of the doubts the students may have regarding academics. There is a well-defined mentoring system wherein teachers are assigned a fixed number of classes for which schedules are made in batches of 30 to 60. These batches meet at least twice a year to discuss their problems and issues. The college also has a professional counsellor who visits the college twice a week, and counsels students on different study options in India and abroad. She also liaises with all international universities and has developed linkages with leading universities such as Oxford, Cambridge, Warwick, London School of Economics, File to be uploaded Harvard and UC Berkeley. The college held an MBA Preparation Workshop in association with IMS Learning Resources. Yet another seminar was held on Career Opportunities related to Accounting Finance, Analytics and Marketing. Dr. Debashish Pal, academic Director (Applied Economics Programmes), University of Cincinnati, addressed the students on Applied Economics and its scope in careers related to data analysis and statistics. Career Counselling: The College holds lectures and seminars on career guidance by inhouse faculty as well as professionals. They inform students regarding career options in the latter's areas of expertise and interest. Along with these inputs, seminars are held by experts in diverse fields to talk about industry/professional experience, availability of opportunity and the skill requirements necessary in various fields. This provides the students with a comprehensive idea regarding career choice and also proves a valuable and effective resource of career guidance. Learning Disability Counselling: The Special Cell arranges for professional counselling for students with learning disabilities. Psycho-Social Counselling: An inhouse faculty has undertaken the responsibility for counselling students after college hours. Every teacher is assigned a student body wherein the teacher has to play the role of mentor in organising various extra curricular activities by the students for the college. The teachers ensure that in the process of organising every students is given an opportunity to learn various aspects of organising and thereby enhance his or her overall personality.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4459	39	1:114

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
35	30	5	Nil	11

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
Nil	-NIL	Nil	-NIL
No file uploaded.			

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
BCom	2C00346	SEMESTER 6	28/04/2017	09/06/2017
BCom	2C00342	SEMESTER 2	25/04/2017	17/05/2017
BCom	2C00454	SEMESTER 4	16/03/2017	24/04/2017
BCom	2C00146	SEMESTER 6	20/04/2017	27/08/2017
BCom	2C00142	SEMESTER 2	19/04/2017	24/05/2017
BCom	2C00144	SEMESTER 4	17/03/2017	22/04/2017
BCom	2C00452	SEMESTER 2	25/04/2017	17/05/2017
BCom	2C00456	SEMESTER 6	28/04/2017	09/06/2017
BCom	2C00344	SEMESTER 4	16/03/2017	24/04/2017
BCom	2C00252	SEMESTER 2	25/04/2017	17/05/2017

[View File](#)

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

Some of the continuous evaluation practices followed are: Double proof reading of the question papers Project guidelines are published in the booklet along with the date of submission. The booklet is made available to students at the commencement of the academic year. Photocopy and revaluation of answer sheet.

Regular Examination Committee Meetings: These meetings ensure the proper conduct of Examinations and evaluation. Credit Committee: Credit committee formed for the effective Implementation of the credit system, keeps record of CGPA of the students and maintains a database of each student's overall performance. Orientation Programs: Orientation is Organized for the faculty and administrative staff, students and parents to familiarize them with "Choice Based Credit and Grading System" (CBCGS) for smooth implementation of the same.

Online Tests: Online tests are conducted throughout the semester. As part of effective assessment and continuous implementation of the online testing system a unique ID is provided to the students in order to maintain records for all six semesters for CGPA. Mock Online Tests: To familiarize students with the online testing the mock tests are conducted by the institution. Support Literature: First day handbook, brochures, introduction manual containing details of entire curriculum covered in all the semesters are provided to all students. Project Booklets are prepared with detailed guidelines and method of evaluation. Result Audits: Result analysis of online testing is done intensively to identify areas of concern and gauge the strengths of the students. Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived at after discussion with the faculty, head and the principal. Performance of the students in the internal assessment is analysed and students are categorized as slow and advanced learners in their respective subjects. Slow learners are encouraged to improve their performance by joining the Special Cell which organizes lectures for their benefit. There is complete transparency in evaluation which is ensured via the following means- informing students at the beginning of each semester about the components of the assessment process during the semester preparation of internal assessment schedules as per the University calendar which is communicated to the students well in advance ensuring proper conduct of formative tests with two invigilators assigned to each exam hall scheduling of Internal Examination, seating arrangements, hall invigilators listed for

each exam preparation of internal examination question paper with the help of Bloom's taxonomy and subsequent three level scrutiny of these papers by department members and lastly by the Head of the department.

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

The college prepares the academic calendar at the end of the academic year for the next academic year consisting of important dates relating to induction, some regular events, dates of admission for the next year term commencement and closure dates. This schedule is handed over to the students at the beginning of each year to help them plan their studies. This is also included in the "First Day Brochure" which is given to all students as well as uploaded and updated regularly on the institutional website, linked to the MIS e-mail module and SMS module. In case of any change in the dates of any major event the system triggers an SMS and e-mail updating the students instantly. The objective of the academic calendar is to enhance the teaching learning process and set a timeline for the various academic and cultural activities. This not only helps us understand deviations from the planned activities but also instils professional standards and motivates us to adhere to the stipulated timeline. The event dates decided and added to the calendar help in proper time management and also ensure that there are no clashes between important events happening simultaneously.

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)

<https://www.hrcollege.edu/degree-college-3/>

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
4001916	BVoc	TOURISM AND HOSPITALITY	13	13	100
4001916	BVoc	RETAIL MANAGEMENT	35	35	100
CO525	MCom	BUSINESS MANAGEMENT	52	50	96.15
CO525	MCom	ADVANCED ACCOUNTANCY	85	75	88.24
4000156	BCom	BACHELOR OF MASS MEDIA	59	58	98.31
2C01116	BCom	BACHELOR OF MANAGEMENT STUDIES	110	105	95.45
2C00256	BCom	BACHELOR OF FINANCIAL MARKETS	60	60	100

2C00346	BCom	BACHELOR OF BANKING AND INSURANCE	56	56	100
2C00456	BCom	BACHELOR OF ACCOUNTS AND FINANCE	117	116	99.15
2C00146	BCom	BACHELOR OF COMMERCE	890	836	93.93
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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)

<https://www.hrcollege.edu/wp-content/uploads/2021/08/Student-Satisfaction-Survey-Report-2016-2017.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	University of Mumbai	1.26	2.22
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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
GST Panel Discussion	Department of Commerce	20/08/2016
DIWALI DICE An afternoon of Design Innovation Creativity Entrepreneurship workshop	Department of Commerce	24/10/2016
Seminar on Capital Raising: IPO Journey	Department of Commerce	16/12/2016
Seminar on Building a Successful Financial Services Business	Department of Commerce	16/12/2016
Seminar on Challenges of Implementation of IFRS in India	Department of Commerce	17/12/2016
Seminar on Investment Strategy	Department of Commerce	19/12/2016
Seminar on Journey from Entrepreneur to Angel Investor	Department of Commerce	19/12/2016
Seminar on Successful	Department of Commerce	20/12/2016

Entrepreneur		
Seminar on Federal Rates and International Positions	Department of Commerce	21/12/2016
Entrepreneurship workshop by MINDAS	International Programmes Committee (IPC)	16/01/2017
Entrepreneurship Workshop	Department of Commerce	13/02/2017
Workshop on New Horizons In Economic Development	Department of Economics	02/03/2017
Seminar on Untold story of an advertiser	Department of Commerce	11/03/2017
Session on How to write Research Paper	Research Cell	23/06/2016
The Research Scholar of the H.R.	Research Cell	01/08/2016

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	Nil	NIL
No file uploaded.				

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
-	-	-	Jalvruddhi	Project Jalvruddhi is dedicated to revolutionize the manner in which water has been transported and utilized by the houses of rural India since the olden times. As a solution to the problem of water transportation, the villagers were provided with th	15/02/2016

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	3	0

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)
International	Commerce	1	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
Commerce	12
Mathematics	5
Accountancy	1
Economics	1
English	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
NIL	NIL	NIL	Nil	Nil	NIL	Nil
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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
0	0	0	Nil	Nil	Nil	Nil
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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	6	6	13	11
Presented papers	6	11	Nil	Nil
Resource	6	Nil	1	13

persons

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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
Yoga Day	Kaivalyadhama	1	23
Thalessemia Awareness Program	Rotaract Club of Hanging Gardens	1	32
Lokmanya Mahotsav	University Of Mumbai	1	15
Peace Rally	University Of Mumbai	1	26
Quit India Movement	University Of Mumbai	1	49
Tree Plantation	University Of Mumbai	1	25
Disaster Management Training	University Of Mumbai	1	6
Coffee With VC	University Of Mumbai	1	15
Youth For Make In India	University Of Mumbai	1	10
Tiranga Rally	University Of Mumbai	1	25

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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
Project Jalvrudhhi -Social Awareness	Maharashtra Times Award for Social Awareness	Maharashtra Times	80
Social Entrepreneurship- One of the 6 members to represent India at Russia for the same was from Enactus HRC.	Entrepreneurship Contest held at Tomsk University, Russia.	Enactus (Global)	10
HSBC HKU Business Case Study Competition- Enactus H.R. College members represented India	HSBC HKU Business Case Study Competition Kong Walmart Economic Empowerment Grant	HSBC Bank Walmart	4

at Hong Kong
Walmart Economic
Empowerment Grant

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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
Gender Issues	Red Dot Foundations Safe city	Sexual Harassment Awareness Workshop	1	43
Swacch Bharat	University of Mumbai	Waste Management Seminar	1	8
Swacch Bharat	University of Mumbai	Solid Waste Management Seminar	1	10
Swacch Bharat	University of Mumbai	Cleanliness Drive	1	14
Swachh Bharat	HR College	Handwash Project	1	13
Swacch Bharat	HR College	Undertaking of Pledge	1	60
Swacch Bharat	HR College	Library Cleaning	1	12

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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
International rotary youth exchange programme between India Germany	16	Self-funded	30
Students from Deakin university, Australia at H.R College	17	Self-funded	1
King's college London students scholarships/ Students Exchange Programme	2	King's college London	90

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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
REFER FILE	REFER FILE	REFER FILE	Null	Null	REFER FILE
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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
Kaivalyadhama Yoga Institute	23/12/2016	Promote Yoga for the youth through the Yoga Fitness	47
University of Westminster	15/11/2016	Scholarships for deserving students	1
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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
1	0.65

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	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully)	Version	Year of automation
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software	or partially)		
SL1M21	Fully	3.5.0.33.040	1995

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	23522	3684058	326	64795	23848
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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
nil	Nil	Nil	Nil
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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	122	40	1	3	0	22	13	10	43
Added	1	0	0	0	0	0	0	0	1
Total	123	40	1	3	0	22	13	10	44

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

50 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
NIL	0

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
96.45	99.94	71	73.55

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

The college encourages and ensures optimal use of the available physical resources for the physical and academic support facilities. The funds and grants are utilized as per the defined allocations from given sources for
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maintenance and upkeep of such facilities. While making such arrangements, the requirements of the stakeholders are taken into consideration. The College has a methodical approach of providing access to the infrastructure needed for -Curricular and Extra-curricular activities: Sports Council- This looks after different sports activities like Basketball, water polo, football require different facilities and accordingly the facilities are hired for practice. The college has a locational advantage as it is near to Oval Maidan, which is available for sports. The College has MOU with Kaivalyadham Yoga Institute and a Yoga club called "SYNC" which organises Elysium intercollegiate fitness and wellness festival called Elysium. The college collaborates with Kaivalyadhama, a Yoga Institute to promote Yoga among the teaching and non-teaching staff as well as the students. The Library Committee comprising teaching and non teaching staff looks after recommendations regarding purchase of books and journals. The college also maintains a user-friendly library stacked with books, journals and newspapers. New arrivals are exhibited on board and screens. Book exhibitions are conducted in the library and suggested by staff members are included on a regular basis in the library. An open access policy of the library makes it easy for students to explore books and make subject related referencing effective. Special reading facility, and computers provided on the mezzanine help them to access content. The Library is kept open during the vacation for the benefit of the students. The Infrastructure Committee looks after the physical and IT needs of the college. As per its policy the college shares the facilities of the neighboring college of the same management as and when required for various co-curricular and cultural events. The College has a dedicated maintenance and Support Department situated on the second floor. Its team of dedicated electricians, Carpenters, Plumbers, Kariyas, help to maintain facilities in the college. The scrap generated in the college is disposed as per the scrap policy of the college. Computer Lab: The College has 2 computer labs and 10 MBPS leased line. Net used for teaching-learning by the students and faculty. Apart from these computers are set up in classrooms and offices. Computers in the lab are numbered and virus protected. Their annual maintenance, including the setting, repairing and maintenance of lab equipment is completed regularly through the technicians of respective enterprises. The Labs are air conditioned and the conditioners are serviced regularly. The Registrar allocates all duties and sees that the tasks are accomplished to have well-maintained facilities all the time. The college also has Annual Maintenance Contract (AMC) for maintenance of conditioners, internet connections, water -purification along with organised inhouse maintenance to create a comfort zone for teaching learning experiences and clean peaceful ambience for co-curricular and extra-curricular activities.

<http://www.hrcollege.edu/infrastructure-policy/>

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	Institutional Support	5	29735
Financial Support from Other Sources			
a) National	GOI Freeship: EY Scholarship, National School Games Scholarship	170	1324576

b)International	Kings College, London, S.P. Jain Institute of Management Research Scholarship Dubai, Betty Donald Keating Scholarship	4	Nil
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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
ANALYSIS OF UNION BUDGET 2017	22/02/2017	50	Bombay Chartered Accountants Society
DATA ANALYTICS AND CYBER SECURITY	11/01/2017	45	Industry Expert
MICRO MBA BY PHIL YOUNG	02/02/2017	70	THINK Education team
DHANGYAN - TATA CAPITAL FINANCIAL LITERACY COURSE FOR STUDENTS	01/12/2016	170	TATA Capital
CORPORATE SEMINAR SERIES 2016	16/12/2016	650	Industry Expert
SEMINAR ON LISTENING SKILLS EMPATHY	13/08/2016	55	Expert
GLOBAL LECTURE SERIES	16/08/2016	40	Prof. Craig Brandist, University of Sheffield
SEMINAR ON LEARNING A FOREIGN LANGUAGE	09/03/2017	45	International Programmes Committee
HR PULSE WORKSHOP	26/11/2016	270	Experts
ESSENTIAL FUTURE SKILLS FOR PROSPECTIVE EMPLOYEES	20/02/2017	50	Industry Experts

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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
2016	MBA Preparation	130	130	Nil	Nil

	Workshop				
2016	Career Counselling through different seminars and workshops	Nil	570	Nil	Nil
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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	Nil

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
Ernst Young, KPMG, Deloitte, Edelweiss, Darashaw, Endurance, Axis Risk Consulting, Tata Capital, Directi, ICICI Prudential, Panagram, Vito India Advisors Pvt. Ltd., HDFC Securities, Kotak Securities, McKinsey, House of WOW.	90	76	Finrex Treasury Advisors, Nomura IKS Health World of Workshops, Teach for India, Directi-mgt trainee, Reliance Brands, Reliance Communications, Kohinoor Group, Amazon, Cushman and wakefield, Datamatics, PWC Acturial Services, Quantinsti, Schbang, Snackible Sp	42	32
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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
2016	444	BCOM, BAF, BBI, BFM,	Commerce, Management,	ICAI, ICSI. University	CA, CS, MCom, MCA,

		BMS, BVOC, BMM	Mass Media	of Mumbai, University of Hyderabad, IDOL, GLC, KC Law, BTTTC, GJ Advani College, Jamnalal Bajaj, Foreign Universities	MBA, MMS,MMM, MFM, MA, B.Ed, LLB, MHRDM, IDE, Civil Engineering
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
GMAT	218
CAT	1
TOFEL	158
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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
Off D Cuff	inter-collegiate	210
Numero uno	inter-collegiate	750
Discidium	inter-collegiate	150
Nandi 2017	inter-collegiate -colleges-47	47
Blaze 2017	inter-collegiate	1000
Break through 2017	inter-collegiate	170
HR Fest	inter-collegiate	500
Elysium	inter-collegiate	300
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Gold medal	International	1	Nil	448	Sanjeev Nair
2016	10th rank	International	1	Nil	448	Sanjeev Nair
2016	Gold medal	International	1	Nil	896	Sanjana Santosh

2017	4th rank	National	1	Nil	896	Sanjana Santosh
2016	6th rank	International	1	Nil	108	Reeva Sakaria
2016	2nd rank	National	1	Nil	108	Reeva Sakaria
2016	1st place	National	Nil	1	Nil	Team
2016	1st place	National	Nil	1	Nil	Team
2016	1st place	National	Nil	1	Nil	Team
2016	1st place	National	Nil	1	Nil	Team

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

The Students Council being the apex student representative body of H.R. College of Commerce and Economics, not only aims at serving oneself but the community at large. It is one of the few student bodies recognized by the University of Mumbai. Admissions - FYJC to T.Y.B.Com, Unaided Courses and M.Com. Right from the selling of forms, help desk queries, data entry, MKCL, ID card making to crowd management, the work is handled effectively by the Students Council with the support from other clubs. Orientation Programmes The orientation programme held annually, enlightens students about additional courses, international programmes, activities and excellent opportunities available to them at the college. Anti-Ragging squad Aiming to maintain a congenial academic environment, free from student harassment, the anti-ragging squad campaigned in and outside the college premises and took every measure to ensure safety of the students. The week-long campaign ensured maintenance of H.R. Colleges zero tolerance policy towards ragging and harassment. Blood Donation Drive The Students Council and HDFC Bank in association with Bombay Hospital organized a blood donation drive on the college premises. This noble cause was supported generously by students, faculty and associate staff. Numero Uno, 2016 Numero Uno is an inter-collegiate Mathematics Statistics Fest organized by the Students' Council of HR College. It is Mumbai's the largest Mathematics and Statistics festival and received an enthusiastic participation from all colleges across Mumbai. Social Initiatives The members undertook teaching the under-privileged children at institutions such as ADAPT (Able and Disable All People Together) and assisting teachers at the Colaba Municipal School. They also taught the children of the Associate Staff, expressing gratitude for all their services. XXIII International Economics Convention Under the aegis of the HSNC Board, the XXIII International Economics Convention was hosted by H.R. College of Commerce and Economics. With 10 colleges participating, the convention attracted foreign universities like University of West Georgia and New Jersey City University. Econundrum, FinAccIn, Moneta, Monnaie, Ka-Ching, and Blaze. TY and M.Com Farewell A farewell party was organized on February 13, 2017 for over 800 students. The M.Com students and TYs were presented with mementoes, food and melodies of synergy togetherness which gave them memories to cherish. REPRESENTATION IN BODIES The General Secretary of the Students' Council is a member of the Internal Complaints Committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The college conducts various events engaging alumni through guest lectures, certificate programs and get togethers.

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)

Faculty-centric Engagement: The Principal, who heads the college, is assisted in his functioning by three vice Principals, a dedicated staff of teaching and non-teaching members as well as associates. Participation of different stakeholders in decision making is ensured by the presence of different committees dealing with different functions in the college. So even though the principal is the head, all decisions are taken democratically. The management gives importance to collaborative working, bringing together local communities, developers, service providers and other statutory and non-statutory bodies and organizations. The college even involves its alumni in this process. The faculties share the responsibilities of effectively implementing the plans and policies of the college. They also incorporate the latest technology tools in their teaching methodologies. They play an important part in the life of learners and create an everlasting impact on the society through their "guide by the side" role. The faculty also plays a role of the "change agent" of the society by sensitizing students to the needs of different strata and encouraging students to take up social responsibility projects to bring the change. The faculty actively shares with the peers and the students their national and international experiences gained through the developmental programmes and also takes a lead in implementing the learning Participative management is visible via students' empowerment. The college believes in creating a conducive atmosphere for learners to create an enriching environment for themselves. In traditional structures, students are perceived to be at the bottom of the pyramid, but the college reverses the pyramid by allowing students to engage in organizing seminars, workshops, debates etc. which follows the philosophy of 'by the students, for the students.' Students also take active part in the admission process, distribution of result etc. as a matter of duty. To empower the students and encourage them to go beyond the academic pursuits H.R. College always goes the extra mile. Three new students associations were introduced for the developing multifaceted individuals viz Synthesis of Yoga Niyama Council The Young Leaders Club and the FEMA Club. To enhance organizational and leadership skills of H R students, new intercollegiate events were encouraged in various domains. These were Naandi, Discidium and Elysium.

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
Admission of Students	<p>Student admission is governed by the norms of the University of Mumbai and Government of Maharashtra and other regulatory authorities. • Information regarding admission procedure is made available through the Prospectus and the website of the college which also displays the merit list. • To ease out the entire process a help desk is also set up to help students.</p>
Industry Interaction / Collaboration	<p>The college offers many opportunities for engagement with industry leaders throughout the year. Guest lectures, seminars, workshops are organized along with industry visits, internship and placements throughout the year. Industry participation in teaching and planning learning aids to bridge the academia-industry gap and helps in making the students market ready. The corporate seminar series organised by CAMS and IPC from December 16-22, 2016, addressed the following: • Capital Raising: IPO Journey by Sai Venkateshwaran, Partner and Head -Accounting Advisory Services KPMG in India. • Skills for the 21st Century to Survive in the Corporate World by Sandip Ghose, Director, National Institute of Securities Markets. • Building a Successful Financial Services Business by Arvind Hirelekar, CEO Financial Planner, Shree Associates Financial Planners. • Investment Strategy by Sudip Bandyopadhyay, Former Director CEO Reliance Money. • Challenges of Implementation of IFRS in India by Yogesh Sharma, Partner and Head - Audit Assurance BDO India LLP. • Journey from Entrepreneur to Angel Investor by Sanjay Mehta Angel PE Investor, Director CFO Programs@ CORE Media, Investor in Crypto Currency Blockchain. • Successful Entrepreneur by Keshav R. Murugesh, Group Chief Executive, WNS Global Services. • Federal Rates and International Positions by Nilesh Shah, Managing Director, Kotak Mahindra Mutual Fund. • Demonetization Impact on Commodities by S. Ranganathan President CFO Edelweiss Financial Services.</p>

Human Resource Management	Selection of teaching and non-teaching staff is done according to the Mumbai University and Maharashtra government norms.
Library, ICT and Physical Infrastructure / Instrumentation	<p>Faculty members use an air conditioned open access library which is well equipped with a diverse collection of books, CDs, Magazines and Journals. It houses a collection of more than 56,000 books on various topics, 67 international national journals, 3100 e- journals, more than 850 VCDs and 75000 E-books. The library has an N List database with 6000 e-books. In addition it has subscribed to a database which offers e-books for recreational reading and access to e-journals and e-newspapers. The library also has Digital Language Lab Solution for Advanced English to aid language competency. The digital library management software helps managing the institutional repository of the college. SLIM21 Inventory Assistant helps in better collection management and retrieval in future. Each individual item in the library is given a QR code which is scanned with a mobile and which facilitates the speedy retrieval of any title from the collection. The college administration has created a separate maintenance department with a provision of carpenter, plumber and an electrician in order to maintain the infrastructure up to the mark. The associates of the college are only being given these responsibilities due to their day long availability in premises. The college also ensures that the various equipment in the premises are covered under Annual Maintenance Contract (AMC) for its upkeep, service and maintenance</p> <p>Book Bank: The College ensures that buying of textbooks does not burden the economically weaker students. The library issues sets of text books from the Book-Bank to these needy students which they can use for the entire academic year. Including the above mentioned initiatives, the college is making efforts to create a virtual repository for making library resources more accessible to its students and enrich the teaching learning process.</p>
Research and Development	PhD Centre: The College has a University of Mumbai- recognized PhD

centre in Business Economics with 3 students enrolled under Dr. Geeta Nair. The College has two research centres: Business Economics and Business Policy and administration. These are under two guides who are also our in-house faculty. The college encourages faculty to become Ph.D guides from the University. Teachers guide research projects undertaken by students at the undergraduate and post graduate programs. On June 23, 2016 Dr. Geeta Nair conducted a session on 'How To Write Research Papers' which detailed various aspects of research report writing like title, objectives, hypothesis, research methodology, research design, observation, conclusion and a special focus on bibliography or references. The college has a students' association named research cell, where students are encouraged to participate in various research festivals and competitions. They participated and won the following research competitions in the year:

Finacc- Finance Research Festival (R.A.Poddar College) Utkarsh Kommers (SIES College) ArthUtsav-Business and Economics Festival (Nagindas Khandwala College) Elysium: Research and Extension Festival (B.L.Amlani College) Arthanomics- Business and Economics Festival (Jai Hind College) Gnaritas- Business and Economics Festival (Mithibai College) Moneta - Financial Markets Festival (R.A.Poddar College) Ka-Ching- Business and Economics festival (NMIMS College) Finesta- Business and Economics Festival (Mulund College)

The college has set up a research centre in the library on mezzanine floor of the library, where research scholars are allowed to avail the facility of reading and access to computers for research work.

Examination and Evaluation

Online Examinations: In keeping with the importance of the ICT in education the College has continued its online internal examinations. These mock and practice tests conducted online test not only prepare the students for their final exam but have the added advantage of allowing students to appear for examinations from the place they find most comfortable and conducive. The TYB.Com prelims are supported by this system. B. Special Exam Guidance

Lecture for Third Year Students: The College organizes special guidance lectures for the Third-year students to orient them on the Choice Based Grading system (CBGS) and the 75: 25 examination system. C. Standard Operating Procedure (SOPs) by Exam Committee: The Examination Committee has prepared detailed SOPs for all processes relating to setting of question papers, evaluation and assessments. These SOPs serve as guidelines to all faculty members for performing examination related duties effectively. The SOP manual contains the following: - 1. Defining a unit of evaluation process with student centred goals. 2. Setting of question papers which discourage selective study. 3. Detailing of guidelines for examination schedules. 4. Defining the role of Invigilators. 5. Detaining and marking schemes. 6. Setting procedures for checking re-checking of answer books. 7. Organizing the system of moderation i.e. examiners' work checked by a senior faculty/expert in the field who reports to the Chief of Examination. 8. Forming a Redressal Mechanism for addressing grievances of students/parents with relation to examination. 9. Assigning a special day for centralized paper setting for all departments to sit and deliberate to prepare well-balanced question papers. 10. Orientation for FYBCOM students is also held to acquaint them with the recent changes in the curriculum and assessment systems.

Teaching and Learning

A. Competency mapping: It is undertaken by the industry experts to identify skills required by the students for employability. B. Website: The College has built a comprehensive plan to organize the teaching-learning and evaluation schedules to cater to the needs of both students and the faculty members. Its website is updated regularly for effective communication of schedules. An updated database of mobile numbers and emails ids of students is used to communicate and reinforce schedules as well as latest changes, if any. Further email groups for both faculty members as well as for students help in circulating all kinds of academic information. These efforts have helped in gaining high

productivity, clarity and transparency in the teaching- learning system. C. Visits of International Delegations- Such visits help students to understand the latest trends in education abroad as well as the courses and scholarships offered. Besides they learn the importance of building personal relationships in business the art of adaptation to survive in the Indian market and the '5 Ts' - talent, trade, tradition, tourism, technology which are likely to drive Brand Indias progress. For example, the students of the International Programmes Committee (IPC) played host to a delegation from the University of Fribourg, Switzerland on July 4, 2016. Apart from this, on August 22nd 2016, a delegation comprising of 14 MBA students from the University of Queensland, led by Mr. Michael Kasproicz, MD of Venture India, visited H.R. College as a part of their 'Study India Programme'. Counseling students is also emphasized at the college. ' Eduvision 360: Exploring Opportunities Abroad', an information session for students interested in education opportunities abroad, was conducted by Dr. Pratibha Jain, Education Counselor with 30 years of experience in guiding more than 30,000 Students. It gave basic yet crucial advice for doing things students would consider their calling, analyzing their interests and connecting with people from the field. While shedding light on the various aspects related to education and career opportunities abroad, it beckoned students to practically analyze all aspects of studying abroad and not just its glamour. D. Workshops and educational seminars by Academicians, Corporates and Student Bodies: The college hosts seminars, guest lectures for the students across all the disciplines on corporate grooming, Managerial skills, recent trends in the educational sector, international developments to name a few

Curriculum Development

Academic Freedom: Faculty members have the academic freedom to deliver the Curriculum in a relaxed, conducive and effective manner. When suggested by Industry Leaders, Bridge Courses are conducted on topical issues which equip students with necessary skills required

to perform specific jobs. Bridge courses are also conducted for FYBMS students in the subject of accountancy as BMS attracts students from Arts, science and diploma faculty, which help them understand the basics of accounting to bring them at par with the commerce students. Curriculum Development for Bachelor of Vocation (B.Voc): The B.Voc. Course provides a holistic view of the various developments in the industry. The course is designed to provide a unique blend of business and vocational education.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The main purpose behind introducing e-Governance in education is to enhance its quality. The college embarked on its journey of e-governance with the implementation of MKCL which was the requirement of Maharashtra Knowledge Corporation ltd. E-governance provides new ways of communication to the students, teaching , education and organizing and delivering information and service. The college ensures that it informs the staff, associates and students of any notice through the online systems developed. Teachers and students have log- in ids which enable them to connect and have a sound learning system. Following is a brief description and a list of e-governance modules currently operational: comprehensive record of students applications, enrolment and admission maintained under MKCl software compilation of all records at centralised place by the office which can be made available to the management.</p>
<p>Administration</p>	<p>E governance use in administration is nascent yet effective. The college has been using the same to enable a smooth functioning of the college. ICT is used in: - • Admission process • Maintenance of students' personal and other academic records • Submission of class assignments and projects • Monitoring and evaluation • Communications with the stakeholders. The College uses Tally software for keeping and maintaining accounting records of the institution. Library uses SLIM software</p>

	<p>to keep record of all old and newly purchased books. Students and faculties have access to the books, journals and other business periodicals. Record of Faculty attendance, Admission data, fees collected etc is made available to management on demand. The college has:</p> <ul style="list-style-type: none"> • The Integrated Learning System whihas has data of students. • The college maintains and updates information regarding the staff on the university and AISHE Portal, MIS portal of the government. The students' information is maintained by the college on MKCL portal of the university.
Finance and Accounts	<p>The Accounts office uses Tally 6.3 for management and handling of the financial resources of the college. It ensures that revenue statement and balance sheets are managed efficiently. It creates a ready source for supplying data to various stakeholders like Government, University and other internal stakeholders.</p>
Student Admission and Support	<p>The Student Admission and support is a necessary practice to ensure, increased participation in education affairs. Students have a personalized login through which they can access learning resources and timetables thereby saving time and effort.</p> <p>Notices, learning resources, information transaction services, social connectivity for collaboration have also been done through the website which has been developed by TRUTECH. Students can submit feedback to the college regarding the lessons attended and problems faced by them, among others.</p>
Examination	<p>Use of software developed by MKCL (Maharashtra Knowledge Commission Limited) which believes that there exists a great potential in our society to emerge as a knowledge-led economy due to its large but latent 'talent pool' of young population. It assists in the process of exam related matters including uploading students' data, information regarding exam forms fees payment, generating hall tickets seating arrangement at the time of examination. It also facilitates records of attendance of students during the course of examination.</p>

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
Nill	REFER FILE	REFER FILE	REFER FILE	Nill
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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)
2016	Kaivalya dhama Yoga Institute conducted regular yoga classes for teaching and non teaching staff members.	Yoga sessions	21/06/2016	21/06/2016	30	30
2017	Kaivalya dhama Yoga Institute conducted regular yoga classes for teaching and non teaching staff members.	Brainstorming session of peer mentoring programme for librarians assistant librarians of HSNC board colleges	25/04/2017	25/04/2017	Nill	18
2017	Leadership Programme designed by Edelweiss for HR Faculty at Edelweiss House, Kalina by	Nill	25/02/2017	25/02/2017	24	Nill

	Prof. Vijaya Suvarna.					
2016	A one day Faculty Development Programme organized jointly by H.R. College of Commerce Economics and Meghnad Desai Academy of Economics	Nil	24/09/2016	24/09/2016	25	Nil
2017	Workshop on Implementation of B. Voc. Course in Retail	Nil	12/01/2017	12/01/2017	50	Nil
2016	Diwali Dice: An afternoon of Design Innovation Creativity Entrepreneurship	Nil	24/10/2016	24/10/2016	60	2
2016	Critical Thinking Independent Learning Workshop By Prof Paul Regan, Founding Head Teacher United World College	Nil	20/07/2016	20/07/2016	45	Nil

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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
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Refresher course Academic Staff College, University of Mumbai	1	12/12/2016	31/12/2016	20
E-Commerce E-Business	1	26/12/2016	14/01/2017	20
Refresher Course in Mathematics	1	14/09/2016	04/10/2016	20
Short Term Course	1	19/12/2016	24/12/2016	6
Soft Skills Short Term Course	1	19/12/2016	24/12/2016	6
Short Term Course on E-Content	3	19/12/2016	24/12/2016	6
Refresher Course in Mathematics	1	14/09/2016	04/10/2016	21
Refresher Course in E-Commerce E-business	1	26/12/2016	14/01/2017	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	1	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> o Faculty are provided financial assistance for participating in conferences, seminars and workshops. o A fitness centre (college gym) has been provided for the staff. o The college organises regular yearly free health check-up and thalassaemia check-up for the teaching staff. 	<ul style="list-style-type: none"> o Every non-teaching member of the college is medically insured and the policies are sponsored by the college on a regular basis as per the government norms. o The college subsidizes the fees of children of the staff and also the tuition fees of young staff registered for further studies. o The college encourages the non-teaching staff to take advantage of the gymkhana facility. o The children of non-teaching 	<ul style="list-style-type: none"> Students are provided the following- <ul style="list-style-type: none"> o Subsidized Railway Concessions as per the Railway authorities' norms. o Special hygienic conditions in canteen, bathrooms and in the college monitored by registrar of the college. o Student Group Insurance as per the government norms o Sports facilities including partnerships with clubs and playgrounds o Facilitating students with hostel accommodation

staff studying also make use of book bank facilities, special coaching, etc. o Yoga Sessions are organised for them regularly. o The college organises regular yearly free health check-up and thalassaemia check-up for the non-teaching staff. o The college also has corpus of doctors from different hospitals that help the non-teaching staff in medical problems. The management supports non teaching staff in the form of interest free loans and festival allowances.

o The college also waive off the fees and provides the students on the free ships, scholarships of the needy students if students approach the Principal. o The college library provides book bank facility to the students. o The college also has a fitness centre where students are encouraged to use it at subsidized rates. o The college organises regular yearly free health check-up and thalassaemia check-up for the students.

6.4 – Financial Management and Resource Mobilization

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

The institutional mechanism for internal and external audit is broad based and covers all aspects for conduct of audit. Internal Auditing - Checks by means of comparison with previous years accounts - Scrutiny of books of accounts - Vouching of Transactions in books such as Cash Book, Bank Book - Audit Queries - Audit Report. External Auditing - Evaluation of internal control - Ascertaining accuracy of books by posting, carry forwards, totalling and so on. - Verification of assets and liabilities - Submission of audit report.

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
REFER FILE	Nil	REFER FILE
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6.4.3 – Total corpus fund generated

380601.90

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	No	-	Yes	LMC
Administrative	No	-	Yes	LMC

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

The parent bodies support the college in the following ways: - a. They play an active role in the improvement and restructuring of the college and its infrastructure. B. They support the College during examinations by providing assistance to faculty members c. They are a part of the IQAC of the college. D. Parents are a part of the First Year Orientation Program, the Annual Day

Celebration, the annual Satyanarayan Puja, the Alumni meet, etc. and further they encourage the college in all its progressive activities.

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

Developing multi-dimensional skills: The College has sponsored peons to attend classes to acquire vocational skills and computer skills. Eleven college peons have been skilled to become electricians, plumbers, painters, carpenters and masons. **Medical Insurance:** All associates have been covered by the college for medical insurance at an annual cost of Rs.60, 668.00 per annum. Free medical aid at charitable trust hospitals and concessional treatment at leading hospitals such as Bombay Hospital, Jaslok Hospital and Saifee Hospital. **Provision for Loans:** The college supports staff applications for loans from banks. **Material and Physical aids:** Need-based distribution of goods like blankets, household utensils, uniforms is made on a regular basis. Annual Satyanarayan Puja is organized on 14th January every year by the peons sponsored by the college. The college also celebrates Navratri, Holi, Janmashtmi, Diwali and Christmas where teaching and non-teaching staff organise fun filled events. Karmachari Divas is organized by the Students' Council and the Rotaract Club where the students organize picnics, movies and outings for the associates. The institution felicitates staff completing 25 years of service on regular basis.

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

- **Faculty- Research:** With the motivation and support of the IQAC of H.R. College, the research activities and publications of faculty and students enhanced drastically. Five Faculty members were awarded Minor Research Grants from the University of Mumbai. Dr. Geeta Nair conducted a detailed session on various aspects of research report writing like title, objectives, hypothesis, research methodology, research design, observation, conclusion and a special focus on bibliography or references.
- **Students 1. Collaboration:** The College collaborated with many reputed organisations to ensure the holistic development of students. Think Education Advisory Services LLP to deliver world class international education in India. EduEdgePro Pvt. Ltd. to offer a Certified Capital Markets Programme (CCMP) an industry oriented course at H.R. College. Kaivalyadhama Yoga Institute to promote Yoga for the youth through the Yoga Fitness Club SYNC of HR College Think Education provides innovative educational solutions within the K-12 and the Higher Education space, with a focus on teaching learning excellence DhanGyan - TATA 2. Intensification of sports and cultural activities for all round development of students 3. Conduct of Industrial Visits and field trips for experiential learning. 4. Certificate programmes for the students for skill development. Capital Financial Literacy Certificate Course for Students. 5. Formation of the Young Leaders Club of H.R. College with the sole objective of inculcating leadership skills among its members it will organise workshops, guest lectures and events, allowing each and every member to take responsibility for all these activities, thereby allowing over all personality development of the members associated with it.

6.5.5 – Internal Quality Assurance System Details

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

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
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2016	Kaivalyadhama Yoga Institute to promote Yoga for the youth through the Yoga Fitness Club SYNC of HR College.	11/12/2016	11/12/2016	11/12/2017	38
2016	Workshop on implementation of B.Voc Course	12/01/2017	12/01/2017	12/01/2017	50
2016	Special guidance lectures for Dyslexic students	17/12/2016	17/12/2016	23/12/2016	22
2016	For Faculty/Non Teaching Faculty Development Programme in association with Meghnad Desai Academy	24/09/2016	24/09/2016	24/09/2016	25
2017	Brainstorming Session of Peer Mentoring Programme for Librarians and Assistant Librarians of the colleges under the board was held at H.R. College of Commerce Economics	25/04/2017	25/04/2017	25/04/2017	18
2016	Yoga Sessions @ H.R. College	29/12/2016	29/12/2016	29/12/2016	30
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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
Sexual Harassment Awareness Workshop	08/08/2016	08/08/2016	26	Nil
A Seminar On Gender Sensitization	27/02/2017	27/02/2017	18	10

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

Percentage of power requirement of the University met by the renewable energy sources

The institution has facilities for alternate sources of energy and energy conservation measures. Library of the college operates on solar panels in order to ensure a greener environment. The conference room as well as the principals office are equipped with LED bulbs. These measures help to create awareness among students about the steps taken to preserve the environment and to ensure sustainable growth. This forms the potential for creating a better and greener future. Being one of the leading colleges in the city, the college has played a significant role in Going Green. There has been a consistent effort to spread environmental consciousness among the students, staff, and associates in order to make them green citizens. The green initiatives taken to make our college campus eco-friendly include: Energy conservation - The college actively takes efforts for energy conservation and creates awareness among its staff and students about responsible energy usage. ? Orientations of the Students and the Associates towards saving electricity. ? Energy star appliances are used. ? Energy friendly lighter shade paints are used in the classroom. ? Seminars and Workshops on Energy, Renewability and Empowerment. Water Conservation: ? Rainwater Harvesting Project ? Citizen's water helpline to prevent Tap Leaks ? Water Conservation Drive The students of N.S.S are engaged in community services at rural areas where they participate in various activities like dam construction, road building, etc. Efforts for Carbon Neutrality ? Green Hours by the college students and faculty ? Contribution to research and hands on experience by the Students and Faculty ? Seminars, Summer Schools Workshops ? Rainwater harvesting project ? Installation of Solar Project ? Some other initiatives that have made the college carbon neutral- Recycled Plastic used for Garbage Collection for lining the bins. Sparrow shelter project in order to save the urban ecosystem around college. Organic Fertilizers for the flower pots and tree lines. Cleaning of our urban amenities. Awareness drives conducted for the students and citizens. Tree Plantation ? Tree Plantation Drive ? Sapling sent ? Tree Line along the College Boundary Wall and Terrace Garden Hazardous Waste Management ? Segregation of waste at source into dry and wet garbage ? Clean up marshall, as Sheriff of Mumbai Initiative for Clean Mumbai ? Adopting an area for maintaining cleanliness E-waste management ? Collection of E-waste in the computer laboratory the seggregation of dry and wet waste is done in the campus and students are sensitised towards maintaining cleanliness. Special initiatives that are taken in the college to make the campus a sustainable one include: ? Paperless office work ? Exhibitions and E-work ? Debates ? Eco-friendly Ganpati 2016-17 ? NSS organized CII's 'PHENK MAT MUMBAI' (October 1, 2016) HAMARA STATION HAMARI SHAAN (October 2-8, 2016)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	79
Provision for lift	Yes	8
Scribes for examination	Yes	7
Any other similar facility	Yes	72

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
2016	Nil	5	02/10/2016	7	Hamara Station Hamari Shaan	Painting of Railway premises	43
2017	Nil	Nil	01/02/2017	1	Voters' awareness rally	To spread the message among people about the value of voting.	28
2016	Nil	Nil	26/07/2016	1	Thalassaemia Awareness and Screening programme	Explaining the need for an early diagnosis as Thalassaemia is an inherited (genetic) condition affecting the blood.	32
2016	Nil	Nil	13/09/2016	1	Beach Clean Up Drive	Cleaning of the beaches	27
2016	Nil	Nil	01/10/2016	1) CII Launches PHENK MAT MUMBAI	The special campaign Phenk Mat Mumbai, had a	17

vision to
make
Mumbai
clean and
litter
free.

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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	30/06/2016	1) Teaching staff is made aware of Code of Conduct during staff meetings with reference to their duties. 2) Staff Secretary, Chair of Exam Committee also issues guidelines for protocols to be followed during lectures and examination respectively
Non-Teaching Staff	30/06/2016	1) Regular programmes are organised for Non Teaching staff and peons to strictly adhere to code of conduct. 2) Registrar of college issues guidelines for non-teaching staff.
Students	30/06/2016	1) During Orientation of Students of First year degree College, students are made aware of Code of Conduct to be followed in college Premises 2) Code of Conduct is also displayed in college Premises to act as constant reminder

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gurupournima	25/08/2016	25/08/2016	26
Run for Unity	31/10/2016	31/10/2016	23
Constitution Day Celebration	26/11/2016	26/11/2016	191

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

To ensure a healthy and hygienic environment, the college has endured the following practices- • Use of alternative energy sources such as solar power • Rain water Harvesting Facility for water conservation • Use of separate bins for dry and wet waste for effective waste management • Plastic ban policy and its implementation in canteen • Conduct of cleanliness drives • E - waste

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

First Best Practice: Promoting socially conscious intent that develops responsible leadership.

1. **The Context:** The future of the country is shaped in classrooms. To echo this philosophy the institution makes cautious efforts to produce managers at heart. The idea of channelizing the energy of young minds towards betterment of society to achieve social development for a sustainable future is implemented through various action plans.

2. **Objectives:** Rising inequality in our society has been one of the key challenges in India. In order to respond to this concern, it is important to address issues of stakeholders with disadvantages and lack of opportunities to bring them in an environment of equitable opportunities. In the process it leads to holistic development of students involved in creating such opportunities.

3. **The Practice:** At institutional level various student bodies are involved in organising programs, projects and initiatives in both, rural and urban areas to address issues like health, environment, education and employment opportunities. The process involves discussion with people facing the issues, understanding the gravity and making plan of action to execute with help of like minded bunch of students, volunteers and NGOs.

4. **Evidence of Success:**

- Social Projects • Spinning Surprises • Project Jalvruddhi • Project Pahal • Social Entrepreneurship**-One of the 6 members to represent India at Russia for the same was from Enactus HRC. • HSBC HKU Business Case Study Competition - Enactus H.R. College members presented India at Hong Kong Walmart Economic Empowerment Grant • Handwash Project
- Altruistic Activities • Joy of Giving • #BeTheLight - A Diwali Campaign • Yoga Day • Waste Management Seminar • Solid Waste Management Seminar**
- Community Engagement through outreach and awareness programs • Blood Donation Drive • Hamara Station, Hamari Shaan • NSS Residential Camp at Village Gorhe, Palghar • Thalassemia Awareness and Screening Program • Rashtriya Ekta Divas • Voters' Awareness Rally • HR Student Volunteers At Standard Chartered Mumbai Marathon 2017 • Peace Rally • Quit India Movement • Disaster Management Training • Tiranga Rally • Organ Donation Awareness Rally • Cleanliness Drive**

5. **Problems encountered and Resources required:** A big constraint has been acceptance of ideas especially in rural areas. Our student leaders handle the situation with their smart leadership skills. There are limitations of availability of financial resources and geographical reach but with their desire to strive for betterment students through voluntary contribution and corporate collaboration manage to continue the journey towards betterment.

Second Best Practice: Connectedness and Collaborations

1. **The Context:** The whole world has become one village in post globalisation era resulting into creating opportunities and challenges in the field of commerce and finance. Being an institution of commerce and economics, the impact on the stakeholders is even more significant. Partnership with Academic institutions in India and Abroad, corporate collaborations has become need of the hour. In future such proactive approach shall be helpful for success of the institutions.

2. **Objectives:** The modern issues require modern solutions. The challenges and requirements of corporate world cant be fulfilled by lone classroom teaching. The skillsets requires, aptitude to become successful can be imparted through Industry Academia partnership. To mark presence in global platform, to get exposure to social, economic, cultural and behavioural environment, the institution believes in tie ups and associations with Universities, Academic institutions etc. for its faculties and students.

3. **The Practice:** The institution organises various programmes including seminars, workshops, students' exchange programmes, faculty exchange programmes, certificate programmes, soft skill training workshops for quality enhancement in research and education. The constant addition in the partnerships has always been the

priority for the institution to widen the horizons for its stakeholders. 4. Evidence of Success: Meeting with Professor Richard Speed Pro - Vice Chancellor (Regional) Executive Deputy Dean - Faculty of Business, Economics Law Dr. Andrew Summers, Chair Advisory Board Professor Barbara Allan, Dean, Westminster Business School Jacques Michel, Chief Executive Officer and Country Head of India Operations, BNP Paribas SA. Lord Gulam Kaderbhoy Noon Baron Noon MBE, Chancellor Dr. Shaun Curtis, Director of International Exeter Invited by The Bill Melinda Gates Foundation to a high level counsel meeting in Delhi, to meet and seek advice on the foundations work in India. Invited to Quebec National Day Spoke on "Process Food: Potential, Perception and Possibilities" at the "FOODWORLD INDIA 2013"- The Global Convention for Food Business and Industry, the FICCI Food Processing Committees flagship programme at Mumbai. Felicitated by Mr. SanjogParab, President and Executive Committee Members of the Indo-American Society on the honour conferred by ASSOCHAM Ladies League. Principal Dr. Indu Shahani with The Rt Hon The Lord Mayor of London Alderman Fiona Woolf CBE International rotary youth exchange programme between India Germany Students from Deakin university, Australia at H.R College King's college London scholarships Think Education Advisory Services LLP EduEdgeProPvt. Ltd. Kaivalyadhama Yoga Institute TATA Capital ZUMBA Dance Academy by Trupti One School Store Sonakshi Agarwal of One School Store 5. Problems encountered and resources required: The legal framework of education sector and compliances have been hindrance to have open access collaborations. The policy initiatives by Government can be helpful. Nevertheless the institution in its available infrastructure and resources has been able to mark its presence in corporate world and global institutions too.

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

<https://www.hrcollege.edu/connectedness-and-collaborations/>

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

Engaging and empowering students through extensive, experiential learning. "By the students, for the students and of the students", has been driving force behind all policy decisions of the institution. Intellectual engagement of students in each and every activity, accepting recommendations, empowering students by de-centralising processes have been core values inculcated by the institution. Coordination between management, staff, non-teaching staff and students has created line of organisation for successful implementation of institutions vision and mission. Development of students' centric teaching and learning model and reversing the pyramid to take students at the top of the pyramid has been successful strategy. Institution organizes various workshops, programs, seminars engaging students from conceptualization, planning and implementation as per changing dynamics in the world of commerce, economics and on various con - temporary issues. The institution provides exposure to visit industries to obtain practical knowledge and skill sets, NGOs and research institutions for the projects and assignments. The vision and thrust of organization is reflected through the following key activities and initiatives: Institutional Distinctiveness 100 Internship Placements MUMBITE: A bite for every HRite Anti-ragging campaign SYBMS student selected for an Exchange Programme to France. Admissions - FYJC to T.Y.B Com, Unaided Courses and M.Com. Reverse Mentoring Students representation in co-curricular and extra curricular activities is remarkable. Numerous opportunities are provided to students that can help them in developing and polishing various skills which help them to become able leaders. Every year there are remarkable achievements of students in various intra and inter collegiate fests, cultural sports etc. Extensive

opportunities of participative learning is provided to students in the form of guest lectures, panel discussions and Great Conversations by illustrious delegates.

Provide the weblink of the institution

<http://www.hrcollege.edu/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

- The college plans to concentrate on developing a plan to impart simulative learning and entrepreneurial skill sets to students.
- Continue to conduct Corporate Seminar Series and Dialogue series for the students to bridge the academia industry gap.
- The college plans to increase its efforts to offer more global exposure to its faculty and students.
- IQAC to work on the plan of action for the CPE grant utilization.
- To increase employability skills amongst students through conduct of various certificate/ diploma/ short term courses.
- To strengthen the bond between the institution and the alumni by engagement of the body in various activities related to the college.
- Intensify sports and cultural activities for all round development of students
- Encourage Industrial Visits and field trips for experiential learning
- To start more certificate programmes for the students for skill development.