SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

VISHWESHWAR EDUCATION SOCIETY'S WESTERN COLLEGE OF COMMERCE AND BUSINESS MANAGEMENT

VISHWESHWAR EDUCATION SOCIETYS, WESTERN COLLEGE OF
COMMERCE AND BUSINESS MANAGEMENT, PLOT NO 2, SECTOR 9,
SANPADA, NAVI MUMBAI, 400705
400705
www.wccbm.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Western College of Commerce & Business Management is conveniently located in the heart of Navi Mumbai City at Sanpada. The college host four undergraduate degree programmes - B.Com., B.Sc. (IT), B.M.S and BCom. (Accounting & Finance). To fulfil the Institution's vision WCCBM strives to offer the industries with new breeds of talented young professional workforce, thereby creating an atmosphere of professionalism within the campus. Western College of Commerce & Business Management endeavours to create an environment that can mould the youth of India into excellent citizens, convinced of meaning and purpose of life and imbued with a broader National vision and these youngsters can eventually act as agents of change in a complex and challenging world at large. The Institute aims to provide holistic development to the students, where they not only achieve various skills but also learn to have the right attitude in all spheres of life. On joining the WCCBM, the students become a part of a strong and lively community, working within a framework which provides a stimulating and supportive environment for the exchange of ideas and intellectual development. We focus not merely on academic excellence, but also on values and objectives such as Employability, Entrepreneurship, Philanthropy and Research & Innovation thus ensuring that our students become good and ethical human beings.

Vision

VISION OF THE SOCIETY

Vishweshwar Education Society seeks to create institutions of distinction in the field of education to fulfil social and business requirements by holistically developing future achievers and leaders.

VISION OF WCCBM

To be an institution of distinction in the field of education to fulfil social and business requirements by holistically developing future achievers and leaders.

Mission

MISSION

1. To holistically develop human resources and deliver industry ready workforce.

2. To disseminate knowledge by providing innovative pedagogy with excellent infrastructure.

3. To extend knowledge and its application beyond the boundaries of its campus.

4. To serve and stimulate society by inculcating in students intellectual cultural and human sensitivities along with technological and professional expertise, and a distinct purpose in life.

5. To provide a support system for entrepreneurship and innovation.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- STRENGTH:

We are one of the reputed colleges providing holistic development of the youth in Navi Mumbai offering 4 undergraduates programmes. We are fortunate to have a supportive and visionary management which enables the holistic development of the students.

- The College is centrally located at Sanpada, 5 minutes walking to two railway stations connecting to Mumbai Harbour line and central line located in the cosmopolitan city of NAVI MUMBAI and is well connected by all other mean of transport.

- A Visionary, supportive and proactive Leadership from the management.

- An active IQAC.

- Complete E governance with effective ERP, Software and open-source software support systems.

- Competent and dedicated staff.

- The only College in Navi Mumbai with NCC and 2 NSS units, Best NSS unit awarded by University of Mumbai recognising the philanthropical work of the institution.

- The College has a network guide environmental sustainability planning.

- The College promotes skill development, and certification to minimise the gap between industry need and syllabus.

- College attracts good quality students.

- The College lays strong emphasis on holistic development of students through curricular, extra and co-curricular activities.

- Students have won overall championship and prizes in cultural, sports and events at national level.

- Every classroom is ICT enabled, the faculty members adopt ICT for teaching, learning and evaluation process.

- The College every year organizes faculty development programmes for academic enrichment of faculties.

- The College has young, dynamic and committed administrative staff.

- The College maintains strong ties with vibrant alumni through western legacy association conducting various activities for the students, staff and society.

- Center for professional certification examination for Charted accountancy and Company Secretary as well ACCA study center.

Institutional Weakness

- WEAKNESSES:

WCCBM's weaknesses are identified through brainstorming sessions with management and stakeholders and stakeholder's feedback analysis reports. The feedback and reports help in constituting new infrastructure, policies and practices that will enable the institution to function more effectively.

- The College being affiliated to the University of Mumbai must adhere to the curriculum and examination system designed by the University. Thus, the institution does not have the freedom to make flexible curriculum. Restrictions from the affiliating university in bringing in flexibility into curriculum and syllabi.

- The College has limited Academic-Industry collaborations.

- The College has limited functional MOUs with organizations for Internships and placements.

- Even though we have a hostel facility it is inadequate residential facilities for students.

- The teacher student ratio is high which limits the individual attention given to students.

- Limited scope of expanding physical infrastructure, Space for Expansion in the present campus is limited.

- Lack of research funding from government and non-government agencies.

- The College has to work on setting up P.G and a Ph.D. research center.

- The students need more scholarship support.

Institutional Opportunity

- OPPORTUNITIES

WCCBM has a plethora of opportunities, providing the platform for the institution to harness its strength. We aim to achieve our vision seeking to create institutions of distinction in the field of education in order to fulfil

social and business requirements by holistically developing future achievers and leaders. To be an institution of distinction in the field of education in order to fulfil social and business requirements by holistically developing future achievers and leaders.

- To start more professional and need-based programmes.

- More Add-on courses, which can supplement existing courses, can be increased.

- There can be MOUs with corporates and foreign Universities and an International Exchange Program can be sought after.

- Increased Alumni-engagement for institutional development, placement and collaborations.

- The College being Multi Stream offers an opportunity to introduce more interdisciplinary courses.

- Generating more funding opportunities through networking.

- Existing infrastructure can be put to optimum utilization.

- For the promotion of research of good standards few software can be purchased.

- Increasing use of alternative sources of energy needs to be explored.

- The College can set up a Ph.D research centre in the near future.

Institutional Challenge

- CHALLENGES:

- The College faces challenges in motivating students to be career oriented and to participate in activities in large numbers.

- Developing WCCBM brand outside Maharashtra.

- Strengthening Industry-Academia linkage.

- Motivating students to undertake internships, field visits, etc., in programmes where it is not compulsory is difficult.

- Persuading students to make better use of library resources does not often give expected results.

- Making all stakeholders ERP trained to support the E-Governance system is difficult.

- Associating with industries for strengthening Industry Academia interface involves a number of formalities.

- The responses of students and availability of trainers are not encouraging in introducing more certificate courses in emerging areas of Business and IT.

- Continuous upgrade of the computer infrastructure involves high costs.

- Incentivising research and motivating the faculty for more research.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criterion I:

1. Curriculum Planning and Implementation

All programs and courses offered at the institute adhere to the distribution of teaching days each semester, following the curriculum outlined by the University of Mumbai (UoM). Over the past five years, UoM has revised approximately 54% of the curriculum.

The Head of the Department (HOD) and academic coordinator ensure efficient academic processes through a choice-based teaching Workload distribution. The timetable coordinator, in alignment with the academic calendar, designs the department timetable encompassing theory sessions, laboratory sessions, and tutorials. Course coordinators are responsible for creating comprehensive course materials, including laboratory manuals and course files with lesson plans, question banks, and University question papers as well as maintaining Academic Diary.

All teaching-learning data is systematically uploaded onto the LMS Linways system, of which login page is published on college website (https://wccbmd.linways.com/). To maintain quality, course files undergo regular audits conducted by an appointed team of experts from the institute.

1.2 Academic Flexibility

University of Mumbai (UoM) has taken the initiative to enhance its curriculum of all programmes every five years, WCCBM has organised certificate courses over the past five years. This proactive approach to widen the framework and add value to the syllabus reflects a commitment to providing students with a well-rounded education that goes beyond the traditional curriculum.

1.3 Curriculum Enrichment

In the past five years, the University of Mumbai (UoM) has proactively aimed to raise awareness among students about diverse social, environmental, and professional issues. This initiative involved incorporating cross-cutting themes such as gender equality, environmental sustainability, professional ethics, and human values into 138 courses. Notably, a total of 67.64% courses within the university's curriculum have been structured to offer students experiential learning opportunities. Faculty members have dedicated efforts to foster innovation among students, providing them with hands-on experiences in their specific academic disciplines.

The activities organised by NSS, NCC & DLLE have aided students in building socially sensitive characters.

1.4 Feedback System

Feedback is taken from significant stakeholders, analysis report is discussed on significant meetings, after resolutions it is displayed on the website along with Action Taken Reports (ATRs).

Teaching-learning and Evaluation

Criterion II:

Teaching, Learning and Evaluation:

Enrollment Percentage:

Western College enables smooth and efficient admission process. In accordance with the rules of the University of Mumbai, the admission process is transparent and done on a merit basis.

Enrollment Percentage is 82% Percentage of seats filled against seats reserved for various categories during the last five years is 51.44%

Student Teacher Ratio: Student – Full time Teacher Ratio 35:1

Teaching- Learning Process

Teachers use student-centric methodologies which include Experiential Learning (practical, presentations, viva-voce etc.), Participative Learning (tutorials and industrial visits), Problem Methodologies (class assignments, practical sessions, and case studies) and ICT tools (PPTs, YouTube videos, LMS developed on Microsoft 365 and Linways).

Methods prioritising student engagement and learning enhancement include:

- Field and Industrial Visits.

- Seminars, competitions, and quizzes.

- Skill development programs.

- Utilization of various technological resources such as computers, laptops, Smart Boards, projectors, Visualizers and online classes through platforms like Microsoft 365 & Teams.

- Implementation of digital exam software.

Teacher Profile and Quality

Percentage of full-time teachers against sanctioned posts during the last five years is 100 % Percentage of full-

time teachers with NET/SET/SLET/ Ph. D. Etc. during the last five years 20.39 %

Evaluation Process and Reforms

The College conducts FY and SY examinations as per the rules and guidelines provided by the University of Mumbai. For TY University transmits question papers digitally one hour before the examinations. Assessment of answer books is done through Online Marking System (OMS).

Resolution of student grievances related to exams are resolved as per Examination Manual. CCTV cameras are employed to confirm and address student complaints.

A dedicated counter addresses grievances related to exams.

Student Performance and Learning Outcome

Over the past five years, the pass percentage of students has averaged 83%.

The program outcomes (POs) and course outcomes (COs) for all programs, along with the syllabus, are accessible on the website, in the library, and within respective departments. The regular evaluation of students to gauge the achievement of POs and COs encompasses various aspects, including:

- Semester Examinations

- Internal Assessments.

- Internships, Placements, Pursuit of Higher Studies.

Research, Innovations and Extension

Criterion III:

Research, Innovations and Extension

Resource Mobilization for research

A Research and Development Cell is established consistently monitors research activities. 1 teacher have received research grant of INR 48000/- for 1 project. Fund mobilization is done for student's research projects.

Innovation Ecosystem

44 Workshop/seminars/Conference on IPR/ Research Methodology and skill developments were organized.

Research Publications and Awards

48 research articles were published. 31 book chapters and proceeding articles are published and a total of 42

awards for extension activities.

Extension Activities

The institute has successfully organised 130 extension and outreach programmes. Awards from governmental and non-governmental agencies have been received such as Best NSS Unit from University of Mumbai.

Collaboration

Over the past five years, the college has established 23 formal and operational Memorandums of Understanding (MoUs) and collaborations. These partnerships focus on knowledge exchange, internships, field trips, faculty and student exchanges, and research initiatives. The collaborations encompass both inter-institutional and institution-industry engagements. More than 50 activities have been conducted under these MoUs and collaborations, including field visits, joint lecture series, etc

Infrastructure and Learning Resources

Criterion IV:

Infrastructure and Learning Resources

Physical facilities

- Western College of Commerce & Business Management Campus spreads over 1.30 acres with a built-up area of 4967.62 square meter.

- A total of 20 classrooms in the college work in two shifts and each programme of the College has specific rooms set aside for each division within 2 shifts. The College has well-equipped ICT enabled classrooms.

- The College has 3 Multipurpose computer laboratories with 100Mbps internet speed.

- 145 computers exclusively for the students with an 8.22:1 student- computer ratio.

- The College campus is provided with 180 LAN points for computer and office spaces.

- Campus is under CCTV surveillance for safety and security purposes.

- The canteen area is open for all on the ground floor, with a variety of food items.

Library as a learning resource

- The College Library has more than 10323 books, 40 plus nonbook material and 11 journals on various subjects.

- The library is automated with Koha software, Union library and automated user exit-entry recording

system.

- The average footfall of students is 276 every year.

- The college library provides free internet facilities to all regular students and staff.

- The library organizes the Best Library User Award and Book exhibition every year.

IT Infrastructure

- College building consists of 3 floors and Wi-Fi installed on every floor with a bandwidth speed of 100 mbps.

- IT support team looks into e-waste management every year.

- 145 computers available for student use.

- 20 Laptops are allocated to departments, every person in administration is allocated with a computer system at college office, office is automated using ERP software for Accounts, Online admission and examination.

Maintenance of Campus Infrastructure:

The college allocates a substantial budget for the upkeep of both physical and academic facilities.

Other Facilities:

- College has a Students Council Room, Boy's and Girl's Common Room, NSS Room, NCC Room, Placement Room.

- Sanitary napkin vending machine.

- A smart Board is provided.

- Individual cubicles are provided for Administrative Staff with internet connectivity.

- A separate Faculty Room with a Locker facility and internet connectivity is provided for faculties.

- Portable wheelchairs and ramp lift facilities are available.

Student Support and Progression

Criterion V:

Student Support and Progression ,Students Support

A total of 4049 students have received benefits from scholarships provided by both the government and the college. A scholarship amounts totalling Rs.1,11,49,318 /- was disbursed during this period.

The college conducted 18 soft skills events, 31 language and communication skills events, 54 life skills events (covering Yoga, physical fitness, health, and hygiene), and 6 ICT/computing skills, recent trends related events in the assessment period.

Additionally, 35 career counselling and guidance programs were organized, benefiting a total of 2683 students (48.21% of the student population).

The college has established a redressal mechanism to address any complaints or grievances from students. Awareness about the anti-ragging policy on campus is disseminated through various means, including the prospectus, on-campus notices, and the college website.

Student Progression

More than 58% Students either progressed to higher studies or were placed during this period.

141 students cleared the competitive exams like JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations etc.

Student Participation and Activities

A total of 56 Awards/medals were won for outstanding performances in sports / cultural activities during this period. Students participated in 114 events either Cultural or Sports during this period.

Alumni Engagement

Western Legacy Alumni Association (WLAA) is a registered association. Strong support of Alumni to the Institution Special contribution by Alumni through Lectures, Financial aid, donations in kind etc.

Governance, Leadership and Management

Criterion VI:

Governance, Leadership and Management

Institutional vision and leadership

The vision and mission permeate all institutional activities, and our college is characterised by holistic development for students, outstanding interpersonal relationships, complete transparency, and a participative management approach.

Strategy development and deployment

Participatory leadership is guaranteed across all levels, encompassing management, the Principal, teaching and non-teaching staff, as well as stakeholders. The college's organizational structure is designed to facilitate efficient execution of both academic and administrative functions. Admissions and recruitments are conducted with transparency, and a robust E-governance framework has been implemented in Administration, Finance & Accounts, Admission, and Examination processes.

Faculty empowerment strategies

The institution has implemented a performance appraisal system and feedback mechanism, facilitating the assessment and motivation of teachers to enhance their skills.

Various welfare schemes offered by the Government, the management, and the college are accessible to the staff. Financial support, including coverage for conference/workshop attendance and membership fees for professional bodies, was extended to 61.84% of teachers on an average in the assessment period. Furthermore, 83.7% of both teaching and non-teaching staff actively participated in faculty development programs and professional development/administrative training programs.

Financial management and resource mobilization

WCCBM's budget is meticulously crafted, considering the needs of each department, administrative office, and various college committees. Close monitoring of budget utilization is maintained, and the college conducts regular financial audits to ensure the optimal utilization of infrastructure.

Internal Quality Assurance System

Departmental information and documents underwent digitisation, and a coding system was implemented for organised storage.

Annual meetings of the Internal Quality Assurance Cell (IQAC) are conducted regularly, encompassing the collection, analysis, and utilisation of curriculum feedback for continuous quality enhancement.

IQAC organizes capacity-building workshops and conferences, fostering collaborative initiatives that contribute to the enrichment of the research and academic environment.

Periodic reviews of the teaching-learning process are undertaken by IQAC through academic audits.

The college actively participates in the National Institutional Ranking Framework (NIRF).

Institutional Values and Best Practices

Criterion VII:

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

The Institution has facilities for alternate sources of energy and energy conservation measures like solar power enabled lights, LED lights, energy conservation awareness signage boards, observing no AC seasons etc. The management of the various types of degradable and nondegradable are recycled and used. Rainwater harvesting is done by storing the water in a ground water tank. The campus is surrounded with garden and lawn is maintained. The campus has ramps and lift facilities along with divyangjan friendly washrooms and portable wheelchair to enable barrier free environment for divyangjan.

Western college of Commerce and Business Management is an ISO 9000:2015 certified institution, Gender audits, Academic and Administrative Audit, Green audit and Energy audits are conducted in regular intervals. The campus is clean and green is evident in the feedback . WCCBM do beyond the campus environmental promotion and sustainability activities through NSS, NCC and DLLE along with other departments and associations.

Best Practice: I

Western Verve

 "Western Verve" is a year long competition where various departments collaborate to organise a diverse range of activities. Students from different academic disciplines come together to showcase their talents and skills through competitions, performances, workshops, exhibitions etc. The fest promotes cross-disciplinary interaction, fostering a sense of unity and teamwork among students. With its inclusive approach and vibrant atmosphere, the Interdepartmental College Fest enriches the college experience and strengthens the sense of community within the institution. As a result, students and college has received numerous awards and appreciation.

Best Practice: II

Digitizing Education and Empowering Communities

WCCBM has enabled students to empower communities by leverage technology to use online platforms. Students enabling community to enhance their skill and knowledge in digitalised payments and trade. This grassroots effort promotes transparency in trade and cashless dealing. Through interactive projects and virtual initiatives, students bridge gaps, ensuring equitable access to education. This student-led movement transforms traditional learning paradigms, embracing digital solutions to empower communities by imparting valuable skills, fostering collaboration, and driving positive societal change.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Vishweshwar Education Society's Western College of Commerce and Business Management
Address	VISHWESHWAR EDUCATION SOCIETYS, WESTERN COLLEGE OF COMMERCE AND BUSINESS MANAGEMENT, PLOT NO 2, SECTOR 9, SANPADA, NAVI MUMBAI, 400705
City	Navi Mumbai
State	Maharashtra
Pin	400705
Website	www.wccbm.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	NITHYA VARGHESE	022-27750554	8657860712	022-2775076 4	wccbmcollege@gm ail.com
IQAC / CIQA coordinator	SAVITA MOHITE	022-27750237	9920346110	022-2775076 4	savita@wccbm.ac.i n

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	University of Mumbai	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	VISHWESHWAR EDUCATION SOCIETYS, WESTERN COLLEGE OF COMMERCE AND BUSINESS MANAGEMENT, PLOT NO 2, SECTOR 9, SANPADA, NAVI MUMBAI, 400705	Urban	1.3	2911.78

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BSc,Information Technology And Mathematics,Information Technology	36	Higher Secondary Certification	English	144	142
UG	BMS,Management Studies,	36	Higher Secondary Certification	English	72	72
UG	BCom,Commerce And Allied Courses,	36	Higher Secondary Certification	English	240	160
UG	BCom,Commerce And Allied Courses,Accounting and Finance	36	Higher Secondary Certification	English	72	67

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				34			
Recruited	0	0	0	0	0	0	0	0	6	28	0	34
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				14
Recruited	6	8	0	14
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	2	2	0	4
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	27	0	32
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	561	0	0	0	561
	Female	559	0	0	0	559
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	64	66	69	62
	Female	51	50	62	65
	Others	0	0	0	0
ST	Male	6	6	3	2
	Female	7	7	5	2
	Others	0	0	0	0
OBC	Male	100	90	80	73
	Female	120	110	91	83
	Others	0	0	0	0
General	Male	428	415	397	364
	Female	346	358	342	352
	Others	0	0	0	0
Others	Male	36	40	34	31
	Female	35	39	40	39
	Others	0	0	0	0
Total		1193	1181	1123	1073

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Western College of Commerce and Business Management, affiliated to University of Mumbai, meticulously follows all university norms, UGC guidelines, and regulations set by the Ministry of Education and Government of Maharashtra. Aligned with the broader vision of the National Education Policy, the Vishweshwar Education Society provides holistic education across various academic levels. WCCBM fosters student development in academics, sports, arts, NSS, NCC, and DLLE. The university's curriculum, featuring credit-based courses, conforms to NEP credit transfer objectives. Notably, Western Verve, an interdepartmental rolling trophy competition, seminars, guidance lectures, and the Galaxia fest offer students diverse opportunities for holistic development.
2. Academic bank of credits (ABC):	WCCBM is an affiliated institute and follows a choice-based credit system as per the directive of Affiliating University. Academic bank of credits is implemented by Affiliating University's circular no DBoEE/ICC/2022-23/16 dated 31 December 2022 our all Degree and Self-financing courses students have created ABC ID which shall facilitate students for multiple entries and exit points in their academic programmes.
3. Skill development:	Our institution places a substantial focus on cultivating well-rounded skills in students for workforce readiness. Emphasizing an Industry-Institution Interface, Internship Initiatives, and Skill Development Programs through the Placement and Center for Skill Fostering, our strategic partnerships with renowned organizations like Tata Strive, Satyam Institute, Quantum Learning, Techno Serve, ICT Academy, ICAI, IASI foster employability skill among students. Collaborations with NPTEL SWYAM chapter and similar digital platforms provide students with access to short-term courses. These initiatives align with the National Education Policy (NEP), enhancing our students' employability.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution employs an innovative teaching-learning approach, integrating the Indian knowledge system to instill values and ethics in students. Emphasising the significance of national events, it actively engages in activities fostering a sense of belonging and social responsibility. The curriculum covers vital topics like Indian Ethos, Ethical

	Practices, Cultural and Linguistic Plurality, Indian Constitution, and Cultural Studies. Providing a comprehensive understanding, these topics contribute to preserving cultural diversity and maintaining a distinctive identity through various association initiatives.
5. Focus on Outcome based education (OBE):	The college prioritizes an Outcomes-Based Education (OBE) curriculum, meeting regional and global needs. Our implementation features well-defined Programme Outcomes and Course Outcomes, aligning with the revised Bloom's Taxonomy. Emphasizing social responsiveness and ethics, our learning outcomes empower students to contribute actively to the nation's well-being. Course Outcomes (COs) with Programme Outcomes (POs) synergises in line with National Education Policy (NEP) guidelines
6. Distance education/online education:	The pandemic has driven educational institutions nationwide to utilise digital platforms extensively for online classes, conferences, and meetings, ushering in a hybrid teaching and learning approach. The experience gained during closures has removed constraints on accessing online resources for educators and students. Faculty members are actively encouraged to participate in online refresher courses, orientation programs, short-term courses, workshops, and professional development initiatives, fostering exposure and expertise in the evolving era of teaching and learning.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Student Council acts as Electoral Literacy Club (ELC).
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Student Council members function for creating awareness about the electoral process.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from,	The college actively fosters awareness about the electoral process and participation. Regular programs conducted by the College in association with Navi Mumbai Municipal Corporation (NMMC) and the Election Commission focus on educating students

assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	about electoral procedures. The college also actively participates in initiatives related to linking Voter IDs with Aadhar cards and registering new voter IDs, contributing to the promotion of electoral awareness and civic engagement among the student community.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Annually, the Institute actively advocates for electoral literacy through the NSS Unit, NCC, and DLLE. Collaborating with the Navi Mumbai Municipal Corporation (NMMC), the institution conducts awareness campaigns to facilitate the registration of new voters. This dedicated effort reflects the institution's commitment to promoting civic awareness and encouraging active participation in the democratic process.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The college provides support to students facing difficulties in enrollment and actively promotes awareness for continued enrollment for Voter's ID.

11-03-2024 04:12:00

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1193	1181	1123	1073	995

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 34

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
34	30	30	29	29

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
101.73	70.48	72.25	115.40	66.56

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Western College of Commerce and Business Management, (WCCBM), follows the norms of the University of Affiliation, University of Mumbai. The college enshrines the vision of holistically developing future achievers and leaders. Participative management is reflected through the academic and non-academic processes rendered by the stakeholders prevalent in the institution namely Management, the Principal, the Teaching staff, and the Administrative and Non-teaching staff with certitude.

Effective Curriculum Planning:

WCCBM has a detailed and self-explanatory Annual Academic Calendar.

- Teaching Plans are submitted by each faculty to the HOD's for approval and certified by Principal.

- Regular departmental meetings are conducted to deliberate on curriculum Planning & implementation.

- Academic Diary is maintained by each faculty to record daily teaching-learning practices.

- The college has a well-established LMS system where the daily lecture timetable assigned to the teaching staff is displayed and attendance is recorded online and can be viewed by the students through their respective login ID's.

- All the examination dates including internal and external are pre-planned and updated in the academic calendar.

Effective Curriculum Delivery:

- Bridge courses are conducted for First-year students to enable them to bridge the gap between the courses uninitiated in the secondary level but are being offered at the undergraduate level in the current programmes to help them gain proficiency in the same.

- Remedial courses are conducted by the faculty in their respective courses to enhance the performance of the students who don't fare well in theory courses.

- Regular Parent-teacher meetings are organised after the conduct of Internal Exams to update the Guardians concerning the grades of their wards.

- Every Classroom is ICT-enabled to support E-content for the effective delivery of lectures as per the current trends and requisites of the teaching-learning environment.

- Competitive exams and career counselling are imparted to the learners for favourable prospects to guide them to be able to perform and cater to the essentials of the industry.

Academic Calendar:

- Academic Calendar and Planning Committee ensure effective planning and monitoring of the academic, Co-Curricular, and extra-curricular activities as mentioned in the academic calendar of the institution.

- The quarterly meeting of the Academic Calendar and Planning Committee is conducted to take the review of the activities sched uled and implemented.

The Academic Calendar and Planning Committee submits the Minutes of the Meeting to the IQAC to apprise them about the same.

Continuous Internal Assessment

- The University of Mumbai has prescribed the format of continuous Internal Assessment through its ordinances which is suitably executed by the Exam department of the college.

- Case studies, Practicals, and Presentations are planned by the respective departments and implemented in the curriculum delivery process.

- Internal Marks are uploaded, and the grades are disclosed to the students through the ERP system which can be noted by them through their respective login IDs.

Timely feedback is obtained from all the stakeholders such as students, teachers, Alumni and employers and measures are undertaken to implement the changes as recommendations are received. IQAC of the college continuously encourages and monitors the teaching-learning process to enhance the quality.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 35

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 78.67

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1082	678	735	980	903

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

WCCBM believes in the principle of harmonious living and synchronicity. The aim of dissemination of knowledge is for building powerful and humane individuals and the WCCBM strives to ensure every youth irrespective of gender, caste and creed intermingle delightfully.

Professional Ethics:

Management and leadership skills are developed in the students through management and marketing subjects such as Principles of Management and Marketing, Commerce, Human Resource Management, Accounting Standards and many more which are outright examples of dealings in a principled manner. These courses help in fostering the values of professionalism and civility among the youth.

Gender:

Issues surrounding women's health, discrimination, gender inequality, subordination, feminism, family dynamics, gender sensitivity, self-perception, Women expatriation, gender equality, the lives of tribal women including their challenges, exploitation, etc are part of curriculum.

Human Values

Democracy, Election and Good Governance- UG first year Introduction to Indian Constitution. Human values of consideration and courtesy are brought to the forefront with communication-based activities in the classroom. This instils among the student's thoughtfulness and empathy for fellow beings which are much needed human values seemingly less prevalent today. Economics curricula include issues related to Poverty and Unemployment, Economic Development & Planning etc.

Foundation course is a popular subject taught across all the programmes. It tries to establish a stable foundation among the students. It deals with issues namely, gender disparities, prejudices, stereotypes experienced in society and how one could overcome them by sensitising the students about these issues who in turn could function as catalysts of change. Human values are also taken up through the curriculum of NCC and NSS. Respecting Human rights and prevention of violations that occur on account of gender, race, caste etc., is dealt with in the form of plays, songs, and street plays.

Environment and Sustainability

Environmental studies are compulsory credit course for all UG second year students. Environmental science helps in spreading awareness about conscious use of resources. It is followed through tree plantation drives organised every year in the form of various social awareness activities in the campus. Conservation of resources & forests being of vital significance for the survival of mankind.

In the programme of B.Sc. (Information Technology) in certain courses as well this concept of going green gets reflected since minimum usage of stationery is encouraged while performing practical of the courses. The course of Economics lays emphasis on sustainable development. The faculty also emphasises the path of economical living through the concept of Optimum utilisation of available resources.

National integration is celebrated through various days thus imbibing the beauty of unity within diversity. Foundation course in NCC and extension activities of NSS, NCC, DLLE also regularly organise Seminars, cultural events, and street plays on these issues.

Apart from regular courses which disseminates and deals with cross cutting issues, the WCCBM aims to brings out team building and coordination among the youth.

Thus, adequate exposure and sensitisation is given to the students with regards to cross-cutting issues prevalent in society

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 55.66

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 664

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 81.72

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
483	365	399	450	333

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
504	504	480	504	492

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 51.45

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
140	107	132	148	112

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
252	252	240	252	246

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 35.09

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

WCCBM engages diverse students in respect of social, family and educational background. We have slow learners, advanced learners and students with distinctive kind of abilities and attributes. Every department strives to implement student centric methods in the teaching learning process.

Experiential Learning:

- Projects – Research projects and field projects are allocated to the students.

- Practicals and Lab sessions: Every course related to computers, environmental studies, foundation course, NCC has practical or physical activities associated.

- Industrial Visits and Study Tours: Visits to companies, offices, banks, RBI, SBI, software companies are visited by the students as a part of co-curricular activity.

- Poster Making competitions and exhibitions are organized.

Participative Learning:

- Activities like role play, poster making competition, debate, case studies, brainstorming sessions and classroom seminars are organized.

- Students participate in conferences, seminars, workshops and in various competitions to enhance their skills.

- Students contribute their original work to the annual magazine Westerly which gives them a platform to contribute their original content.

- NCC and NSS are statutory student units which enhance community based, social and self-discipline skills.

- DLLE has multiple projects which enable entrepreneurship development skills and confidence in the students.

- Students are given various assignments to improve their writing skills.

- Students are engaged in Intra and Inter collegiate competitions to build teamwork, leadership qualities and self-confidence.

- Marketing is taught with various activities like product launch, advertising your product and selling their products which develops entrepreneurship skills among the students.

- Problem solving methodology

- Regular Assignment based on problem

- Class presentation

- On the spot topic discussion

- Career counselling session by teachers regarding various career options.

Teachers use ICT enabled tools for effective teaching-learning processes.

- The teachers at Western College try to make the best use of technology in their teaching process whenever it is possible. ICT has made better and swifter communication where presentation of ideas has become effective and relevant. It acts as an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database.

- WCCBM owns a high - speed Wi-Fi Enabled Campus to stay connected, learn and teach. All classrooms are ICT enabled to support the teaching learning process.

- The college has 3 well equipped Computer Labs.

- Teachers own e-content developed by themselves which helps them to make classroom sessions more interactive and vision based.

- Covid 19 was a learning experience which created opportunities to acquaint teachers with e-classroom methods, educational podcasting, e classrooms, audios, videos, google docs, keynotes, simulators, Java, Oracle (SQL), Oracle Live, gaming apps., Drawing tools etc.

- Microsoft 365 is a platform providing multiple options to meet, share and learn.

- For communication LMS, emails and WhatsApp are used.

- Teachers most often use ICTs for 'routine tasks' (lesson plan development, information presentation, basic information searches on the Internet, record keeping and so on). Faculty is adapting to the usage of ICT tools to provide quality education to the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
34	30	30	29	29

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 23.68

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
10	08	07	06	05

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The College has an examination committee that has appointed a chairperson for examination (CE), two clerks and two peons for smooth functioning of examination. The college has adopted a choice-based credit system since 2017 as per the guidelines of affiliated university.

Examination dates are planned and added to the academic calendar prepared at the beginning of the academic year.

The examination department of affiliated university provides question papers through an online secured portal.

Centralised Assessment Program (CAP) is organized by university through on screen marking(OSM) and college has internal CAP center for all internal and college conducted examinations.

Transparent Mechanism of Examination

- *Declaration of Schedule of examination on LMS, Academic Calendar, Notice Board, Website, Whatsapp Group as well as in the regular lectures.*

- *CAP Evaluation.*

- *Internal Moderation*

- *External Moderation*

- *Results of Internal examinations are shared to students and parents through LMS and during the Parents Teachers Meeting.*

- *Results of internal and external examinations are displayed on notice boards, LMS and uploaded on the university portal visible to the students.*

The Chairperson of Examination explains the entire examination process during the annual orientation to the students.

During examinations the seating arrangements are allocated by the University of Mumbai and the seating arrangements are displayed daily on the noticeboard.

University appoints flying squads to inspect the examination centers.

CE appoints internal supervisors and internal flying squads.

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time-bound and efficient.

Efficient implementation of the examination grievance mechanism

The affiliating university prescribed a mechanism for addressing student grievance during examination which the institution follows.

- The examination department has displayed a process chart to address the grievance communication process.

- The college examination and unfair means committee plays a significant role in resolving grievances related to internal and external examination.

- To ensure attending grievances at internal level and their timely redressal the examination and unfair means committee, faculty in charges and HODs work carefully in coordination.

- According to affiliating university, students are entitled for verification and re-evaluation of the answer book. They can apply for the same by filling in a form, if any changes in the marks are observed a new marksheet is issued to the student.

- Any grievances like misplacing ID card or hall ticket are immediately addressed by examination or administrative department. In the case of hall ticket a duplicate hall ticket is issued immediately.

Mentor-Mentee, teachers work efficiently to solve the questions and queries related to the examinations promptly to the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Western College of Commerce and Business Management is affiliated to the University of Mumbai and follows the affiliated university syllabus and curriculum. We adopt student-centric teaching and learning methodology in delivery of course, continuous assessments are planned to achieve stated objectives and outcomes of the courses. The University has stated PO/COs in their prescribed syllabus of some courses. For other courses the respective departments frame the Cos. Defined POs and Cos are verified by IQAC and are displayed.

Display of POs and COs:

- POs and Cos are displayed on the institutional website.

- During the orientation program each department's POs and Cos are explained to the students and parents.

- POs and COs are communicated to the students again during each course in its first lecture.

- Students are asked to note down the COs and POs in their first page of subject notebooks so that they are aware about the same.

The IQAC has organized workshops on the attainment of POs and Cos. While defining POs, PSOs and Cos Blooms Textinomy 2001 was followed. The POs and Cos are aligned to the learning objectives. Following the UGC guidelines POs and Cos are designed to ensure complete comprehensive learning experiences.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of POs and COs are evaluated.

- The course outcomes and their mapping with program outcomes and program specific outcomes are elaborately discussed and derived by the departments.

- We focus on measuring student performance, i.e. outcomes at different levels of assessment using direct and indirect methods of evaluation.

- *Following is the process used by the college for POs and COs attainment mapping:*

- Learning objectives are the basis to identify the Cos.

- CO attainment process is carried out considering Blooms Testimony parameters.

- *Attainment of Cos and POs*

- To track the progress of POs and COs, we have identified assessment methods including direct and indirect.

Direct Method Tools:

- Internal Test Scores.

- Final examination score.

- Class participation, assignments, projects etc. scores.

- Project work scores

- The total attainment level of a student through direct method is a combination of 75 % external and 25% internal assessment as prescribed by affiliating university.

The Indirect Method Tool:

- **Feedback of Third Year students through an Exit survey on POs and Cos attainment.**

Procedure for assessing the attainment

- PO/CO attainment guidelines are provided through a PO CO manual.

- A common advanced formula based excel sheet is used to calculate the attainment.

- Pre-defined 3 level Rubrics is used to compute the attainment.

- The overall attainment is compared to the targeted level. Further analysis is done to judge the attainment level. If the expected level is not achieved, then extra measures are taken to improve the class. This system ensures quality education.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 82.7

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
231	311	283	319	261

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
358	405	294	329	313

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 1

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	01	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident.

- Western College of Commerce and Business Management (WCCBM) established IIC (WCCBM's Innovation Council) cell in the academic year 2022-23

- NISP policy has been adopted in the academic year 2022-23. WCCBM has initiated the efforts for implementing the National innovation and start-up policy (NISP) under the aegis of the Ministry of Education's Innovation Cell (MIC). The policy aims at promoting innovation and start-up culture among the students and faculty of the Institute.

- The WCCBM has created an ecosystem for innovation including an incubation centre and other initiatives for the creation and transfer of knowledge. The WCCBM conducted 44 events of

various nature like workshops/ seminars, conferences on Innovation, Research methodology, Intellectual Property Rights (IPR) and startups.

- The institute has created an ecosystem for Research and Innovation by recruiting & developing desirable human resource, taking initiative for creation & dissemination of knowledge and establishing state of the art infrastructure.

- The details are as under:

- Promoting Innovation: The College has created an Innovation & Entrepreneurship Development Cell (IEDC) and WCCBM Innovation Council (IIC) for promoting innovation & entrepreneurship activities. The formation of IIC is as per the guidelines of Ministry of Education & AICTE.

- Encouraging Startup Related activities: Students are encouraged to present their innovative through annual projects, Exhubitions and business plan competitions. The WCCBM is tactively engaged with students, faculties and staff in innovation and entrepreneurship-related activities. we create a space for Collaboration, Co-creation, Business Relationships and Knowledge Exchange with in the campus.

- To acquaint students and staff with Indian Culture various activities were conducted: 6 events like workshops, seminars, talk, Yoga on Indian Culture was organised the planning is underway to conduct a workshop on Indian Knowledge System in short future.

- College is linked with the Centre for Incubation and Business Acceleration CIBA Navi Mumbai to incubate innovative ideas of students that benefits them to considerable extent.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 44

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
05	07	01	13	18

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.53

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2	2	5	1	8

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.91

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
24	2	1	3	1

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Development, and impact thereof during the last five years.

- Education encompasses not only the academic pursuit of knowledge but also the wholesome development of personality. This belief is reflected in the 130 extension activities organized by the college under the heads of NSS, DLLE & NCC benefiting more than 8000 people in the community during the assessment Period.

NSS:

- The college has undertaken several extension activities in the last five years under the National Service Scheme Which was recognized and awarded by University of Mumbai with Best College

NSS Unit Award and Best Program officer award.

- The NSS unit begins its activities every year by celebrating International Yoga Day, followed by other activities such as Disaster management training, self-defense training for girls, a Road safety campaign, Pulse polio immunization, Tree plantation, a Blood donation campaign and Thalassemia testing and a Health Check-up drive.

- In Swachha Bharat Abhiyan NSS unit conducted various activities like a cleanliness drive to clean streets, common places, hospitals, schools, and colleges, and maintenance and repair of cremation grounds and playgrounds.

- In the Awareness drive NSS unit organized various seminars on Aids awareness, organ donation awareness, Malaria awareness, and Waste Management. For the prevention of disease awareness the college organized rallies, door to door campaigns, and students performed street plays.

- The Shramdan programme was conducted in Ashray special school, Sanpada.

- During covid NSS volunteers distributed mask, Medicine to needy along with awareness messages to localites.

NCC:

- In the year 2020-21, the college got permission to open a self-financed National Cadets Corps unit.

- Under the NCC unit, various activities are conducted like Tree plantation, Shivaji Jayanti celebration, and seminars on drug awareness.

- NCC Cadets are involved in social activities like Blood donation, cleanliness drive, support to Local Police department as when required in department for any activities or events within the society like Ganesh Utsav volunteering.

- NCC cadets also support Municipality department and help them for campaigning activity. NCC cadet MH21SDA617590 GCSUO Shubham Godse was selected and participated in All India Thal Saink Camp (Army attachment Camp) and Represented Maharashtra Directorate at Delhi.

- Our cadets donated 105 books to Late Chintamani Ganpad Vasker school along with clothes to needy people.

- NCC Celebrated International Yoga Day, Independence Day, NCC RISING DAY, Pulwama Attack commemoration day. cleanliness drive at Seashore and Rallys, Kargil Vijay Diwas- motivational speech, AIDs awareness guest lectures and Rallys, Tribute to Mumbai Terror attack during the assessment period.

DLLE:

- Under the Department of Lifelong Learning and Extension (DLLE) the college has undertaken several extension activities beginning with a Career exhibition, Event on Azadi ke 75 saal, Sapling collection drive with tree plantation.

- Events like Flag distribution, World Peace Day, Plastic recycling seminar, ban plastic seminar, Unity of Diversity, Seminar on Human trafficking, was organised.

- Retail festival with Annapurna Yojana Project stalls, Joy of sharing by helping needy people with food supplies, groceries, stationery & food in slum area, the distribution of mask and biscuits during the pandemic etc.

- During the pandemic period (Covid 19) DLLE students arranged a motivational video about awareness of the pandemic.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

No	Name of the Activity/Recognition	Name of the Award	Awarding Government/Recognized Bodies	Year of Award
1	Appreciation Momento	Contribution to Financial Literacy FinMahotsav2022	National Stock Exchange	2022-23
2	Appreciation Momento	Blood Donation Camp	University of Mumbai	2022-23
3	Appreciation Letter	Awareness and Donations to Orphanage	Jeevan Jyoti Ashalaya	2022-23
4	Appreciation Letter	Voter's Registration Awareness Drive	Navi Mumbai Municipal Corporation (NMMC)	2022-23
5	Appreciation Letter	Tree Plantation Rally & Cleanliness Drive	Mankivli Lowjee	2022-23

6	Appreciation Letter	Cleanliness Drive	OWE Village Gram Panchayat	2022-23
7	Appreciation Momento	Sports Day with Disabled Children	Palvit Foundation	2022-23
8	Blood Donation Camp	Appreciation to NSS, WCCBM	L.T.M.GHospital, Sion, Mumbai	2021-22
9	Blood Donation Camp	Certificate of Appreciation to NSS, WCCBM	NMMC Blood Bank, Vashi	2021-22
10	Social Awareness and Service (NSS Unit)	Appreciation Letter to NSS Unit	Corporator of Sanpada - Sector 5	2021-22
11	Social Awareness and Service (NSS Unit)	Appreciation Letter to NSS Unit	Corporator of Sanpada - Sector 10	2021-22
12	Work Done by NCC Cadet	Appreciation to NCC, WCCBM	Corporator of Sanpada	2021-22
13	POWADA Singing and Video Making in Virtual UDDAN Festival	Second Prize to the Students of DLLE, WCCBM	Department of Lifelong Learning & Extension, University of Mumbai	2021-22
14	Social Awareness (NSS Unit)	Appreciation Letter to NSS Unit	Corporator of Sanpada - Sector 5	2020-21
15	Social Awareness (NSS Unit)	Appreciation Letter to NSS Unit	Corporator of Sanpada - Sector 10	2020-21
16	Poster Making in UDDAN Fest	First Prize to DLLE, WCCBM	Department of Lifelong Learning & Extension, University of Mumbai	2019-20
17	Skit Competition in UDDAN Fest	Consolation Prize to the Students of DLLE, WCCBM	Department of Lifelong Learning & Extension, University of Mumbai	2019-20
18	Blood Donation Camp	Appreciation to NSS, WCCBM	NMMC Blood Bank, Vashi	2019-20
19	Cleanliness Drive	Appreciation to WCCBM	Khushiyaan Foundation (Beach Worriers)	2019-20
20	Social Awareness and Service (NSS Unit)	Letter to NSS Unit	Corporator of Sanpada - Sector 5	2019-20
21	Social Awareness and Service (NSS	Letter to NSS Unit	Corporator of Sanpada - Sector	2019-20

	Unit)		10	
22	Yoga Session for NCC Cadets during Combined Annual Training Camp-403 at Sanpada	Letter to Asst. Prof. H.G. Pradhan	3 Maharashtrian Battalion NCC	2018-19
23	Work Done by NSS Students such as Tree Plantation, Cleanliness Drive for Gram Panchayat of Shirdhon	Appreciation to NSS, WCCBM	Gram Panchayat Shirdhon, Panvel	2018-19
24	Donated 600 Books in Library and One Computer to Gram Panchayat Shirdhon, Panvel	Appreciation to NSS, WCCBM	Gram Panchayat Shirdhon, Panvel	2018-19
25	Blood Donation Camp	Certificate of Appreciation to NSS, WCCBM	NMMC Blood Bank, Vashi	2018-19
26	Blood Donation Camp	Certificate of Appreciation to NSS, WCCBM	THINK Foundation, Kalina - NGO	2018-19
27	Thalassemia Minor Screening Camp	Appreciation to NSS, WCCBM	THINK Foundation, Kalina - NGO	2018-19
28	Social Awareness and Service (NSS Unit)	Appreciation Letter to NSS Unit	Corporator of Sanpada - Sector 5	2018-19
29	Social Awareness and Service (NSS Unit)	Appreciation Letter to NSS Unit	Corporator of Sanpada - Sector 10	2018-19

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 130

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
61	24	1	28	16

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 23

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Teaching – learning:

- The 18 classrooms are well ventilated and well equipped for holding regular lectures. All classes have ICT facilities and codeless mics.

- The staff room is WIFI & ICT enabled spacious and well ventilated; it is with air conditioners and attached washroom facility.

ICT & LMS:

Infrastructure facility available to be in line with the academic growth requirements are:

- The college has three air-conditioned computer laboratories. with internet facilities and LCD and ICT facilities with Projectors and the latest software has been set up with new machines.

- Microsoft 365 education campus license. College has an online teaching learning and administrative process.

- Every classroom is facilitated with WIFI & ICT facilities.

- UPS power backup.

- 15 Printers, 2 copiers and 2 scanners.

- Every teacher is provided with laptops for smooth functioning of lectures with ICT facilities.

- LMS system (My school board/ Linways) is used for teaching learning process & Koha software is used for library maintenance and management.

- Paper shredding machine at examination room.

- Facilities for Cultural and sports activities and others:

A student council room with musical instruments, microphones, speakers and other facilities.

A playground with cricket pitch, football court and for playing and practicing different sports activities is available.

A gymnasium with all modern amenities for exercises sports and fitness support.

A medical and counselling room for student's counseling

Boy's common room and girl's common room.

Conference room with an 80-seating capacity for meetings and conferences with a smart board for presentations.

Fully equipped auditorium.

Placement cell room.

Incubation center for startup support.

The National Service Scheme (NSS) Room is adequately furnished with a computer, printer and storeroom.

The National Cadet Corps (NCC) Room is adequately furnished with air rifles, computer, printer and storeroom.

 Hostel: College has hostel facilities for staff, as well as for students.

A lift, ramp, wheelchair and disable friendly washrooms are available for differently abled students.

The College has adopted a group accident insurance policy for students and staff.

Water coolers with modern filtration systems have been installed on each floor for the use of staff and students.

IT Security:

- Squid Proxy Firewall scans for any intrusion prevention system network traffic to actively block attacks. Entire Network is protected with Quick Heal Endpoint Security Antivirus Software.

- Maintenance of server logs

- Provision for server backup.

- Provision for firewall.

- Round the clock CCTV Monitoring on the Ground Floor (Admin Office PC Ground Floor) and in Entrance Security PC, Principal's PC.

- Website – Secure Hosting.

- Use of official Email Id for communications to all staff members. Secure database for exam purposes, question papers, Results and important documents etc., secure college login portal for ERP software, individual login credentials for all students.

- List of Licensed Software Tally, Microsoft, Windows Academic OLV, Microsoft Visual Studio Academic OLV (MKCL) etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 11.75

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
4.42	3.56	12.33	29.47	0.33

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The College library is on the third floor of the College building. The library is provided with proper ventilation, lights, and fans along with 8 computers for 2 for staff, 6 for OPAC & research facility along with a photocopier machine. It is fully automated with LMS support.

- There is a reading area for students, with a seating capacity of 120 users.

- The library is wi-fi enabled and under CCTV surveillance.

- The library uses cloud-hosted Koha Library management software (ILMS), KOHA is a free software integrated library system (ILS) Koha is distributed (license) under the GPL -3.0. Name of ILMS Software: KOHA, Name of Automation: Open-source Integrated Library System, Version: 22.05.06.000. The installed software has functionalities that enable a library to manage its operations, viz., acquisition of books and other materials, creation and maintenance of its catalogue database, circulation of its holdings, etc. It is maintained as per international standards: MARC-21, Core Metadata Standards. The version of the KOHA is 22.05.06.000, fully automated.

- As the Koha server is cloud-based, the users can use the service of WEB-OPAC from anywhere.

- The Circulation module of the software (Koha) covers all the operations like Issue, Return and Renewal with total details of members, and membership records.

Access to material:

- The library has an open access system for books and periodicals. Students can select books of their interest.

- A scholar card is given to the meritorious students of SY and TY classes against which they can borrow and use books till the end of the semester.

- A special card is given to the students pursuing professional courses like CA, CS, I.C.W.A. or Competitive Exams like Maharashtra Public Services Commission and Union Public Service Commission, Bank Exam, Mumbai Police Exam.

- The library also has a Mumbai University BC Book Bank scheme funded by the University of Mumbai for the reserved category students.

- The library has a college Special Book Bank Scheme for Divyangjan and EBC students.

Acquisition and procurement of resources:

- Online Public Access Catalogue is available to the students for searching books of their interest.

- Every department is provided with a library budget. Books are acquired by order from the department or by approval of the head of department and the Principal. The needs of the students and faculty regarding textbooks and reference books are duly considered.

- The library has constituted a Best Library User Award to encourage the reading habit among students and Teachers.

- Proper inspection and physical verification of stock takes place at the end of every academic year.

- Pest control of library books and records is done every year by the maintenance department.

Safety & Security

- There is a property counter where the students deposit their bags.

- Damage to the books is claimed by fines. Lost books must be replaced by the borrower who lost them.

- Suggestion Box is kept in the library.

- The library is equipped with fire safety equipment.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Computer Labs:

The WCCBM had focused consistently on improving IT infrastructure and Applications development for Academic and Research support.

The buildings have been enabled internet service with 100mbps bandwidths on 24x7 support, providing anytime anywhere access to knowledge and learning resources, keeping in line with demand from students and faculty.

The internet bandwidth has been enhanced from 50 Mbps to 100mbps over the last five years, so that the academic and research activities can be handled with better connectivity.

Over 145 LAN points were augmented across the campus computer and office spaces.

The campus backbone network was upgraded from 50 MBPS to 100 MBPS backbone and WiFi Access points over 15 numbers were deployed across the campus in both academic blocks and hostel blocks for 24X7 internet service for enabling students and faculty to stay connected and access the academic content, anywhere in the campus.

A server room was built to manage network operations efficiently and hosted all the Rack & Blade servers with continuous power supply. This server room manage networks and internet as well as maintain and provide Computing facility with Network connectivity, across the buildings.

The System Maintenance cell (SMC) consisting of all the system staff will work under one roof taking care of the Network, Hardware, Software, Projector and Ups maintenance activities of the WCCBM.

For any request sent to the concerned mail ID SMC@wccbm.ac.in the SMC will assign the job to the corresponding resource person to sort it out and the same will be intimated to the person requested and the assigned person. SMC will monitor the process until the issues raised get solved. Provision of internet connectivity to the building is managed by SMC system staff.

Provided internet connectivity to entire building including hostel with 24/7 service.

Firewall has been deployed for handling enhanced load on Network and Applications catering to academic and administrative processes, thereby providing a secure campus Network.

- Over 145 Desktops were deployed across the Campus to give Computing facility to the Students and Faculty for Hands on practical sessions as per requirement.

- Implemented Biometric Systems for Staff attendance across the campus.

- SMC (Systems Maintenance Cell) is implemented to provide all System, Network and UPS related support for the Students and Staff.

- AMC (Annual Maintenance Contract) for IT equipments & UPS is entirely managed by SMC.

- Paid software: MS Windows, Office 365, Visual Studio Professional.

- Open access software: Net Beans, Packet Tracer, Power Bi, Java, Turbo C++, R Lab, Sci Lab, Linux, Q-GIS, Visual Studio Community 2022, Android Studio – Flutter, MYSQL, SQL Server, Oracle, Python, Tally.

- Electronic Lab: Digital Kit for performing digital practical of Logic gates, mux, de mux, encoder, decoder, CEDAR Logic – DLE, Embedded Kit for performing practical of traffic 8085 Microprocessor Kit control, wave generation, Elevator control.

- Intercom Facility: The College is well connected with a well-planned Local Network with line intercom facilities with MTNL Principal, Office, Library & the entire department is well interconnected through the intercom facility.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 8.23

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 145

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 36.1

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
52.56	30.46	17.27	31.38	22.28

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 72.76

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1163	901	667	924	394

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 48.21

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
751	512	41	650	729

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 59.79

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
126	223	155	166	170

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
231	311	283	319	261

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 24.96

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
30	42	17	34	18

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 57

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
31	10	02	07	07

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 23.4

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
49	19	07	21	21

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

WCCBM and the Alumni Association jointly believe in creating and maintaining association with its alumni. It provides an interface and greater prospects for establishing a lasting bond between the alumni, staff, and current students and provides internship opportunities for the students at the institute.

It has contributed significantly through financial and non-financial means in the past years to improve the facilities and infrastructure of the college.

It also provides suggestions through feedback which helps the institution to improve the curriculum to meet industrial expectations.

The General Body Meeting of the Association is convened once a year and the future activities are planned for the upcoming year.

WCCBM alumni are currently working in various positions all over the globe and proving their mettle in all spheres of management through experience sharing sessions.

. *Objectives of the Alumni association:*

- Developing Student Community: Connecting the past and present students of the WCCBM and promoting and encouraging friendly relations between them.

- Diversify programs and services to increase meaningful engagement of the stakeholders.

- To provide and disseminate information, regarding their Alma Mater.

- To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society.

- To organise and coordinate reunion activities of the Alumni to foster a spirit of gratitude towards their Alma Mater.

- To build a bridge between college life and career, to introduce present students to the professional

world and to make them proactive in facing the challenges that may emerge in the future.

- To provide job opportunities to fresh bachelors through references of professionals.

- To conduct orientation and training programs for students on various topics to enhance their skills.

To create awareness among students about the scope of their subject in the professional world.

- To provide a platform for students to develop their qualities.

- To participate in social welfare activities for social accountability.

Contribution of the Alumni Association:

- The Alumni members donate books and study materials to the college library.

- Various social welfare and awareness activities are organised by the institute such as Swachh Abhiyaan, Tree plantation, Blood Donation Camp, Free Medical and eye test camp, Covid Vaccination drive and many more to create self-reliance among the present students and especially the poor and the needy.

- They provide career and vocational guidance for professional and career development.

- The members of the Association get every type of possible assistance from their alma mater.

Activities:

- Alumni Meets: The faculty interact with the alumni of the organisation to understand their progress.

- Reunion: Students get together are organised and incorporated with cultural activities, games, and memories are etched.

- Experience Sharing Sessions: Alumni share their experiences of interviews they attended, industrial environments etc

- Promoting Institute Events: Alumni associates with various events conducted at WCCBM. One of the significant events at WCCBM "GALAXIAIFEST" is a Cultural and sports event which has gained prominence and popularity over the years. Alumni take an active role in planning organising and promoting "GALAXIA" as well as the branding of the institute.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision

To be an institution of distinction in education to fulfill social and business requirements by holistically developing future achievers and leaders.

Mission

1. To holistically develop human resources and deliver industry ready workforce.

2. To disseminate knowledge by providing innovative pedagogy with excellent infrastructure.

3. To extend knowledge and its application beyond the boundaries of its campus.

4. To serve and stimulate society by inculcating in students intellectual cultural and human sensitivities along with technological and professional expertise, and a distinct purpose in life.

5. To provide a support system for entrepreneurship and innovation.

- Governance by Vishweshwar Education Society:

- Vishweshwar Education Society a unit of Malankara Orthodox Syrian Church (MOSC) traces our heritage back to the missionary efforts of the first century C.E. and share the nation's history for the last 20 centuries, to fully integrate the socio-cultural setting of India by contributing magnanimously to the fields of education and health care through enormous number of reputed schools, medical and engineering institutes, all over India. The prestigious MOCCB, under the tutelage of Malankara Orthodox Syrian Church (MOSC) run VES Trust's Group of Institutes, are pioneers in education in Mumbai well known for its chain of educational institutes established all over Maharashtra and Gujarat.

- Western College of Commerce and Business Management (WCCBM) is a unit of this institute, and we strive to meet the vision and mission. Democracy is the core philosophy of the parent body followed by WCCBM in all the activities and practices of the college. The vision and mission statement implies the objectives of attending overall development of the students, i. e. inculcation of personal, professional and behavioral skills of students and on the other hand striving to embrace the dynamic environment of NEP 2020 Policy implementation. The entire

governance system of WCCBM is evidence of this philosophy.

- Decentralization and Participation:

- WCCBM is the reflection of Vishweshwar Education Society, and the social and academic mind-set is seen in the academic and administrative structure. The organizational structure is self-explanatory on the methods of decentralized and participative management.

- The pioneer body is the General body, followed by the College Development Committee (CDC) which is the steering authority where all financial, infrastructural facilities, administrative decisions and policies are framed and challenges resolved.

- The principal is the Head of the Institution (HOI) shares academic and administrative responsibilities with Heads of Departments (HOD's), chairpersons and Coordinator of various committees, associations and administrative staff.

- IQAC acts as an initiating, monitoring and nodal agency in facilitating perfect coordination and harmony among all academic sections and mechanism of college through frequent meeting and interactions.

- Every staff and student play a significant role in the organizational development, and they are part of various statutory and non-statutory committees. Implementation of these activities are monitored by academic calendar and planning committee (ACPC) regularly.

- Rapport with all stakeholders has been maintained through activities like Orientation programme, parent teacher's meetings, alumni meet in accordance with the vision and mission of the institution.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Administrative set up

The leadership of the VES trust along with the governing body and College Development Committee (CDC) forms the long-term perspective plan. It also provides general guidelines for quality policy to create conducive learning environment and presents the ethos of academic excellence.

- Principal is the head of the college and holds the ultimate responsibility for the smooth functioning of the institution.

- The commitment of staff, accountability, appropriate allocation of resources, monitoring, evaluation systems along with employee involvement eases the navigation and deployment of perspective plan successfully. Resulting into achieving the institutional strategic goal, adapting to changing circumstances, and thriving with competitive advantage. The institutional strategic plans enable to achieve recognition as an exceptional educational institution addressing social and business needs by nurturing well-rounded future achievers and leaders.

- The management pre-empted the National Education Policy and have planned for vertically increasing the capacity of building to accommodate 4 years degree and University of Mumbai has long devised a credit-based assessment and certification framework which is a unique differentiator in the education and skill development landscape.

Deployment of strategic Plan:

The long-term perspective plan is made by College Development Committee (CDC) for a term of 15 years. The Internal Quality Assurance Committee (IQAC) formulates the short-term strategic plans and gets it sanctioned in the CDC meeting.

- The institution implements these short-term plans through various committees, associations, departments to achieve specific annual goals. Meetings of departments, associations and committees foster open discussion to deliberate on strategic plans.

- The fundamental elements of WCCBM's strategic plan encompass employability, fostering entrepreneurship, promoting research, and contributing to societal well-being within a specified framework. These plans prioritize engagement with all stakeholders and focuses on equipping students with holistic development.

- Institutional policies aid Effective and Efficient deployment of plans:

- Institutional policies play a crucial role in ensuring the effective and efficient deployment of plans within an organization. These policies serve as guidelines and frameworks that govern various aspects of decision-making, operations, and behaviour within the institution.

- Institutional polices are designed as per overall strategic objectives and followed by university norms, which helps to provide a structure of compliance, helping to mitigate risk, foster

accountability and maintain organisation's integrity and reputation.

Appointment, Service rules & Procedures:

- WCCBM follows Service rules and regulations of University of Mumbai, State Government of Maharashtra and UGC.

- VES takes the information about vacant positions from its colleges, and it is scrutinized by the management and by taking the permission of affiliating university and State Govt. of Maharashtra; the advertisement is given in newspaper of the vacant positions.

- Recruitment process is executed as per the rules and regulations of UGC and Government. Performance of faculties is evaluated through Academic Performance Indicators (API) and Performance Based Appraisal System (PBAS) mechanism.

- API is an important parameter for promotion of faculty under Career Advancement Scheme (CAS).

- Administrative staff of college is promoted on basis of seniority and reservation norms of Government of Maharashtra.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)

Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Appraisal System:

Key Performance Indicator (KPI): It is used for assessment of administrative performance of the principal by the governing body of VES as per the guidelines of Govt. of Maharashtra.

Performance Based Appraisal System (PBAS) for faculty: Performances of each faculty is evaluated with the help of performance-based appraisal system as per the guidelines of UGC and affiliating university approved in the IQAC and CDC meetings. Performance of faculty under teaching, learning, evaluation, curricular, extension, professional development and research contribution is assessed by the IQAC for promotions.

Confidential Reports (CR) of Non-teaching Staff in Service Book: CRs are used to evaluate performance of non-teaching staff. The principal assesses the performance and communicates the same to parent institution. The confidential reports are considered by the management for the promotion of non-teaching staff.

Staff Welfare Measures:

- College encourages teaching staff for pursuing higher studies, orientation/ refresher/ FDP and short-term courses. Non-teaching staff is also encouraged for training programmes.

- Provision of casual/ duty/ maternity/ paternity/ study leaves.

- Farewell and family ceremonies of employees celebrated.

- Medical bill reimbursement in case of accident during working hours for support staff.

- PF, Gratuity, loan as per approved by governing body.

- Financial assistance and advance payment against salary is made available for teaching and non-teaching staff.

- Group insurance, Hostel facility as per availability, childcare facilities, transportation subsidies, and flexible work arrangements are some of the other welfare benefits.

- Moreover, institutions provide avenues for recreational activities, social events, and wellness programs to promote work-life balance and stress management.

- Additionally, WCCBM offers counseling services by a professional counsellor.

- By prioritizing employee welfare, institutions demonstrate their commitment to creating a supportive and inclusive work environment, which, in turn, fosters loyalty, commitment, and productivity among staff members.

Avenues for Career Development/Progression:

- Institutions investing in their employees' professional development and career progression provide a range of opportunities for skill enhancement, learning, and advancement. These opportunities include workshops, seminars, conferences, and training programs relevant to employees' roles and career aspirations.

- Moreover, WCCBM supports staff members in pursuing further education, certifications, or professional credentials to expand their knowledge and expertise. They also encourage participation in research projects, publications, and collaborative initiatives to foster intellectual growth and innovation.

- To Summarise, we prioritize the well-being and professional development of the staff and implement a range of measures, including performance appraisal systems, welfare initiatives, and avenues for career development and progression. These measures not only enhance employee satisfaction and morale but also contribute to organizational effectiveness and productivity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 63.16

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
19	21	20	17	19

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 75.27

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
29	32	26	29	24

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
8	5	8	5	8

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

- Strategies for mobilization of funds:

The college has developed its own strategy for mobilization and utilization of resources and funds as

follows:

- Collection of fees from students.

- Collection of fees for certificate courses.

- Conduct Examination like, Chartered Accountant (CA) Company Secretary (CS) and other government examinations.

- Avail government and non-government scholarships for students.

- Approach individuals and philanthropists for support of research and student welfare activities.

- Appeal to alumni for financial and non-financial support.

- Utilize bank interest earned on fixed deposits.

- Strategies for optimal utilization of resources:

- The parent institution monitors utilization of financial resources of the college.

- Various departments submit their requirements and probable expenses to the office superintendent.

- The principal reviews the budgetary provision and funds available and under the guidance of the principal, the office prepares the budget and presents it before the College Development Committee (CDC) for approval.

- The CDC reviews the financial position of the college and gives its approval.

- The institute then sends it to the parent institute for final consideration.

- The governing body scrutinizes the budget and approves it.

- After receiving an approved budget from the parent institute, CDC prepares a road map for optimum utilization and mobilization of available funds.

- Infrastructural augmentation and renovation are carried out under the supervision of the architect and building supervisor appointed by the parent institute.

- Purchase Committee looks after quotations and tenders and sanctions by procedure laid down by the governing body.

- The secretary of parent institute verifies the budgetary provision through the auditor and gives

approval for the same.

- The audit department of the parent institution monitors the entire business of financial permissions and its appropriate utilizations.

- The college maintains accounts for all financial transactions. All receivables and payments are clearly mentioned in the cashbook and ledgers.

- The fees collected from students by way of different un-aided, add-on and self-financed courses are used by the college to meet expenditure incurred on these courses as well as augmentation of physical and academic facilities.

- The college makes optimum use of infrastructure, library and human resources.

- Financial Audits (Internal and External):

- The college has a mechanism for adequate internal checking through continuous auditing of its financial transactions. Finance and accounts are maintained systematically.

- The internal audit is conducted after every six months. External audit is conducted once a year at parent institute level.

- A chartered accountant is appointed for internal and external audits.

- The parent institute sends annual audit report finalized by CA to the college for compliances.

- After signing the audit report is discussed in the CDC of the college. After the discussion with CDC, the Principal completes the compliance report and submits it to the parent institute.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the

incremental improvement in various activities

Response:

The IQAC of the college, established in 2017 has initiated many quality sustenance and enhancement measures during the last 5 years. The IQAC, through many proactive initiatives, has succeeded in internalisation of quality cultures and institutionalisation of best practices.

OBJECTIVES OF IQAC:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and best practices.

Quality Improvement Framework for Educational Institutions

I. Benchmarks:

- Academic: Graduation rate, student learning outcomes, faculty qualifications, student publications, curriculum relevance.

- Administrative: Efficiency, transparency, grievance redressal time, communication effectiveness, financial management.

- Infrastructural: Classrooms, labs, library resources, IT infrastructure, accessibility, safety standards.

Develop parameters for each of the NAAC's 7 Criteria:

- Curricular Aspects

- Teaching-Learning and Evaluation

- Research, Consultancy and Extension

- Infrastructure and Learning Resources

- Student Support and Progression

- Governance and Leadership

- Institutional Values and Social Responsibility

Learner-Centric Environment:

- Foster interactive learning methods (e.g., discussions, projects, simulations).

- Provide accessible learning resources and technologies.

- Offer faculty development programs on technology integration and pedagogy.

Feedback System:

- Develop mechanisms for collecting feedback from students, faculty, staff, and alumni (surveys, meetings, forums).

- Analyze feedback to identify areas for improvement.

- Report findings and implement action plans based on feedback.

- Prepare Annual Teaching Reports (ATRs) and future implementation plans.

Dissemination and Collaboration:

- Share quality parameters and initiatives with all stakeholders.

- Organize workshops, seminars, and conferences on quality improvement.

Quality Reporting System:

- Implement documentation methods for effective feedback and improvement plans.

- Develop a Management Information System (MIS) for data collection and analysis.

Quality Coordination and Maintenance:

- Establish a committee to coordinate quality-related activities.

- Promote and share best practices within and beyond the institution.

- Maintain accurate institutional databases through MIS.

Audits and Reports:

- Conduct regular academic and administrative audits with action-taken reports.

- Prepare and submit Internal Quality Assurance Cell (IQAC) reports as per NAAC guidelines.

Accreditation:

- Fulfill all accreditation requirements.

- Maintain effective communication and coordination with NAAC.

Major Contributions by IQAC –WCCBM:

Enhancing Functional Efficiency:

- Organized seminars, workshops, and training programs for faculty, students, and support staff on various topics related to quality education.

- Initiated collaborative programs in curriculum review, best practices dissemination, and innovative practices implementation.

- Institutionalized quality improvement through seminars, reporting systems, and continuous monitoring.

Promoting Effective Teaching and Learning:

- Developed comprehensive course files with teaching plans, pedagogical approaches, content details, assessment plans, and learner-centric activities.

- Conducted periodical academic audits to evaluate the effectiveness of teaching-learning processes.

- Promoted the integration of ICT in teaching and learning through faculty training and sensitization programs.

Overall Impact:

- Faculty's functional efficiency through skill development and knowledge sharing.

- Established a quality culture of continuous improvement within the institution.

- Enhanced the teaching-learning experience for both faculty and students.

The IQAC-WCCBM has played a pivotal role in fostering a quality-driven academic environment by:

- Organizing capacity-building programmes for various stakeholders.

- Facilitating collaborative initiatives for curriculum enhancement and best practice sharing.

- Implementing mechanisms for continuous improvement in teaching-learning processes.

- Promoting the use of technology in education delivery.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Promotion of Gender Equity:

Equality and Equity are fundamentals of human existence. Western college also strongly believes and advocates the policy of parity. Equality in the treatment of men and women is meted out in accordance with their needs.

- Gender equity is upheld throughout the hiring process in the NSS, NCC, DLLE departments wherein boys and girls are encouraged to be active volunteers and a feeling of fairness is generated and boosted.

- The Women development cell takes earnest interest and initiative to conduct various programmes on gender equity and promotes them through meetings and seminars. The committee is also responsible to undertake awareness programmes on gender sensitization and women empowerment in the campus.

- The Internal Complaints committee is a significant committee that investigates the complaints of harassment, if any, received from the teaching, non-teaching staff and students. This committee ensures stringent action in the event of any untoward incident irrespective of the gender of the stakeholder. It takes initiative to guide them when in duress and promote their well-being.

- Grievance Redressal cell: Grievance redressal cell of the institution acts as a vigorous mechanism to redress issues if any of the students and members of the teaching and non-teaching staff. Although it doesn't face any major grievances, any member can approach the Grievance Redressal Cell with their problems and seek a satisfactory solution for the same.

- Departments such as DLLE, NSS, and NCC frequently organises activities through their extension cells. Activities conducted by varied departments such as these help in spreading awareness on women's safety and propagate gender sensitivity visibly displayed through street plays, rallies and camps by student volunteers.

- Strict implementation of Anti-Ragging- The institute is very alert and watchful to matters pertaining to any kind of harassment. It has constituted a robust Anti-ragging Committee as per the UGC guidelines with the faculty heading the team. The Anti-ragging committee conducts awareness drives to prevent ragging. Any case of complaint in the form of ragging if received is

dealt with stringently leading to punitive action.

Safety and Security:

- Western College creates a safe environment and ensures that students feel comfortable and safe without any fear. The institute has never encountered a complaint reflecting a feeling of insecurity.

- Entire campus has a boundary wall for safety Security check points at campus entry.

- There is 24/7 Security on the campus. They are responsible for keeping the environment on the campus safe.

- No vendor / visitor is allowed inside without entry in the register. They are issued Vendor/ Visitor passes.

- CCTVs are deployed across the campus for round the clock surveillance on every floor, classrooms, Labs and Library.

- Fire safety is important- College has a Fire alarm system. Firefighting system and portable fire extinguishers are installed on the college campus.

- The entire campus is a no-smoking zone; no student or staff can smoke or consume tobacco on the campus.

- There is a Separate hostel facility for men and women with dedicated wardens.

All of the above measures administered by the Institution helps to instil a safe and secure environment in the campus.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**

5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Western college believes in the principle of unity in diversity and therefore all associated respect all religions and culture alike. Harmonious living and peaceful co-existence are the motto and ideals propagated by the college. These values and ideals are celebrated in the form of different festivals and act as a window to each other's culture and establish amicable relations and facilitate maintaining religious, social and communal harmony. The college is conscious of its role and significance in society as a synergist bringing about affirmative changes in the society. Through awareness of transmission of rights and duties of all associated with the institution, it has tried to earn a distinct reputation among its community.

Cultural and Regional Diversity: Celebration of Festivals like Diwali help to illuminate the lives of people around. Christmas celebration lays emphasis on the joy of giving wherein gifts are exchanged among the staff under the secret Santa activity. Garba festivity helps one to instil integration amidst revelry. Observance of Traditional Days enables the students to showcase the diversity of the vibrant culture inherent in the civilisation of the nation.

Social Harmony: Myriad programmes are organised by the college to mould the students into socially responsible citizens. Every year, different stakeholders of the College offer donations to Orphanages in terms of money, clothes or groceries to uplift the less privileged.

Physical growth and mental enhancement: The college organises awareness programmes for maladies such as Aids that raise awareness about the importance of engaging youth in its prevention and treatment. Marathons are organised as a way to promote physical fitness, endurance, and teamwork among individuals. All the students actively engage and involve themselves in manifold activities such as pulse polio campaigns, Blood donation drives which help them reform public health and contribute to the welfare of society. The joy of sharing activities bolsters those deprived of necessities thus instilling among the students a feeling of empathy.

Environment and sustainability:

Campaigns such as Anti-Pollution and Plastic ban activities help the students to work towards a sustainable ecosystem. Volunteers go all out at the grassroots to clean the community's surroundings such as villages and nearby areas and collect different types of waste while segregating them into wet and dry and using various methods for disposal.

Communal Harmony: Celebration of national days such as Republic Day and Independence Day promotes nationalism and inculcates patriotic fervour among the youth. Students perform activities like raising awareness of constitutional rights and historical achievements, thereby acting as a catalyst of transformation. Constitution Day is observed on November 26th to disseminate constitutional values among the students and honour its adoption. Gandhi Jayanti celebration encourages the students to emulate Gandhian ideologies of truth and nonviolence, and to contribute to the nation's peace and development.

Linguistic Diversity: Events like poetry recitations, poster displays, competitions, and expert lectures held like Hindi Diwas, Marathi Bhasha Gaurav Diwas, and Vachan Prerna Din help to promote India's linguistic diversity.

These varied activities have helped the institute to gain a respectable status in society among its prominent stakeholders, the students and the staff.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Title of the Best Practice

 1. Title of the Best Practice: Western Verve

Strengthening the students of western by encouraging them to participate in extra-curricular, inter-collegiate events and making them self-reliant to handle and participate in these events independently

Goals

To encourage social confidence and help build a positive persona.

To make the students discover their innate qualities and showcase their talent through participation in various performing arts and events.

The exposure of getting hands-on experience in managing a team and its dynamics, working in resource constraints, dealing with unexpected glitches etc.

The Context

Students are often ignorant that their all-around personality development depends not only on their academic performance but also on participating in co-curricular and extra-curricular activities. Hence there is a need to motivate students to join and participate in activities which will aid in building a vivacious charisma.

The Practice

A cultural committee comprising of students is formed at the beginning of the academic year. An election is held for the posts of General Secretary, cultural leader and assistant cultural leader. The committee members and the teacher cultural co-coordinator advertise the events held at an intra-collegiate and intercollegiate level. They are briefed about the inter-collegiate youth festival organized by the University of Mumbai, various inter-collegiate events organized by various colleges and groups in the city of Mumbai and the institution level activities organised as well as western verve, the intra-collegiate festival organized by their alma mater. Western verve is a three-day event conducted by Western college which aids the students to help build relationships, understand different perspectives and engage other cultures. Western verve hosts a variety of events like Group Dance, Singing, Stone Painting, best out of Waste, Mehndi, Rangoli, Photography, Reels, Stand-up Comedy, Mock stock, Debate, Solo Dance, Personality Hunt, Carrom, Chess, Arm Wrestling, and Treasure Hunt.

The cultural group has sub-groups; the Decoration team, public relations, Report/minutes writing team and the discipline team. Each of these sub-groups has a student leader who works closely with the teacher In-charge. Three students take the responsibility as overall in-charge, that is, the General Secretary (GS), Cultural Leader (CL) and Assistant Cultural Leader (ACL).

Students join either of these groups depending on their interests. Apart from the performers, students are also encouraged to manage the backstage activities in a department like sound system, set designing, management of costumes, make-up etc.

It is a matter of great pride for the college to note that our alumni students volunteer to support the cultural group as directors and choreographers. A team of alumni students also provides guidance and support to students in managing the backstage activities.

Evidence of success

In 2019 our talented group of students from western college won the 1st prize in folk dance in the youth festival an inter-collegiate event organized by Mumbai university. After two years of the pandemic, youth festival was conducted again in 2022 and by their hard work and diligence, the students secured 1st rank in folk dance. The competition was tough but that didn't intimidate our students and there was a surge in the number of participants for different events conducted in the Youth festival.

Every year the senior students strive to increase student participation in cultural activities. As a result, there is a substantial increase in the number of students involved in the cultural group. Our cultural group students have excelled in various competitions and have won many awards and prizes. It is sometimes challenging for the GS, CL, ACL and the Management Team to balance the multiple events being organised in various colleges and balancing them with academics. All these pose serious challenges for many participants.

Intended to be a platform to position students of various streams under one common roof of participation to explore, learn, share and innovate, Western college witnesses a perfect blend of an array of colorful activities ranging from literary bent to theatre-based events and cultural events amongst others. Western verve draws the best talent from the students, covering areas ranging from music and drama to literary events, games and creative explosion etc.

This cultural fest Provides a wonderful platform to the student community at large to showcase different shades of their skill, talent, creativity and knowledge, as well as to manage crises in the form of paucity of funds or resources and infrastructure.

The fund for Western Verve is arranged by the entry fees collected from the students. The college has kept different entry fees for various events. The College finance department also funds the activities in the advent of shortage of funds, for purchasing certificates and trophies.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Digitizing Education and Empowering Communities

Objectives of the Practice:

1. To promote social concern among students through exposure to the community.

1. To empower community people to find a solution to their day-to-day problems.

1. To develop leadership skills among students to become agents of social change.

1. To offer knowledge and skills gained in higher education to society.

1. To instil among the students the use of technology and aid the community in using the same.

1. To facilitate online platforms and equip the students to face challenges and to yield opportunities in the future with confidence.

1. To extend knowledge of digital payment and help empower small businesses and individuals by facilitating easier and secure transactions.

The Context:

WCCBM has realised that the conventional methods need to be complemented with modern ICT to acquire and disseminate knowledge, to keep pace with the fast-changing digital world and the students' evolving aspirations. In the same spirit, the Institution was conscious of the fact that ICT will have a deep impact on the education system in the future. In this context, Western College proactively undertook the process of total digitalization since the pandemic. All administrative and accounting processes have entirely been shifted to the digital mode.

The Practice:

- Faculty members, enter attendance in the portal. In the event of any student remaining absent for lectures, a message is sent to the concerned parents for their knowledge.

- Semester and Internal marks results are published in Linways.

- Reports of poor performers and irregular students are available with the HOD/ class in-charges, who counsel those students and intimate the parents, if required.

- Course material of the concerned subject is provided in Linways app.

-     5. The college office employs 100% digital methods for receipt and disbursal of payments, fees, and remuneration.
-     NSS, NCC and DLLE students have aided and trained hawkers and small-time
- shopkeepers in the community to use digital method.

Evidence of Success

- WCCBM works with complete E governance, by introducing automation in the administrative work. Fully automated, wireless office with 24x7 internet facility, ERP system and College staff uses laptops with Microsoft Outlook app to communicate.

- All staff and students are provided with Microsoft 365 email ID with One Drives to secure data.

- Students use linways app for daily timetable and parents for checking their ward's attendance.

- Our college is a recipient of NSS Best unit award.

- Our college Community is recognised by Government, NGO's and other organizations.

- 100% of College activities are digitalized.

Problems Encountered and Resources Required:

- Students faced interaction issues while communicating with the community.

- Faculty members faced challenges in changing the perception of students towards Digital Education.

- Varied levels of technical know-how, at times, is a challenge to have all the teachers on the same page.

- The lack of smart phones, laptops etc. among a few students posed encumbrances in transforming into digitalisation mode.

- Online teaching-learning was difficult for the students who don't have Laptops and Personal Computers at home.

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

5. CONCLUSION

Additional Information :

OUR CORE VALUES ARE:

Wisdom:

Excellence:

Sustainability:

Teamwork and Collaboration:

Efficiency:

Respect:

Noble:

OBJECTIVES:

The objectives extracted from Vision and Mission of the college is divided into four focused areas:

1. Employability:

- To minimise the gap between syllabus and industry requirement by improving quality of education.

- To create all possible networks and platforms for internship, training and placements.

- To improve the quality of potential employees by providing necessary skill trainings.

- To increase placements.

- To upscale the employees to industry relevant workforce.

1. Entrepreneurship:

- To orient students towards a positive and creative role of society.

- To prepare the students to be self-reliant.

- To register under the initiatives of Government of India for Entrepreneurship programs.

- To develop IPR, Innovation and EDP Cell.

- To have an incubation cell within the campus to support the startup needs.

- To Collaborate with various centers and incubation providers to support start ups.

- To find support for startup funding.

1. Philanthropy:

- To enhance community service and take initiatives in uplifting society.

- To provide platform to youth for community service.

- To achieve holistic development of students.

- To provide a platform for cultural, athletic and social development of students.

- To make a sustainable environment.

- To implement sustainable green initiatives.

1. Research & Innovation:

- To create sustainable culture for research and innovation.

- To develop labs for social science research.

- To apply and try to get research grants sufficient for research and development activities.

- To increase IPR awareness.

- To Increase IPR (increasing numbers of Copyrights, patients published and registered)

- To increase infrastructure and collaborations for innovation.

- To start with clubs for research and innovation.

Concluding Remarks :

Western College of Commerce & Business Management is conveniently located in the heart of Navi Mumbai

City at Sanpada. The college host four undergraduate degree programmes - B.Com., B.Sc. (IT), B.M.S and BCom. (Accounting & Finance). To fulfil the Institution's vision WCCBM strives to offer the industries with new breeds of talented young professional workforce, thereby creating an atmosphere of professionalism within the campus. Western College of Commerce & Business Management endeavours to create an environment that can mould the youth of India into excellent citizens, convinced of meaning and purpose of life and imbued with a broader National vision and these youngsters can eventually act as agents of change in a complex and challenging world at large. The Institute aims to provide holistic development to the students, where they not only achieve various skills but also learn to have the right attitude in all spheres of life. On joining the WCCBM, the students become a part of a strong and lively community, working within a framework which provides a stimulating and supportive environment for the exchange of ideas and intellectual development. We focus not merely on academic excellence, but also on values and objectives such as Employability, Entrepreneurship, Philanthropy and Research & Innovation thus ensuring that our students become good and ethical human beings.