



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Bhavna Trust Junior and Degree College Of Commerce and Science
• Name of the Head of the institution	Dr. Aruna J. Singham
• Designation	I/C Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9869076258
• Mobile no	9769947324
• Registered e-mail	arunajsingham@gmail.com
• Alternate e-mail	principal@bhavnatrustcollege.com
• Address	Plot No. 5, Sunder Baug, Raje Shivaji Chowk, V.N.Purav Marg, Deonar-Chembur
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400088
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	Mumbai University				
• Name of the IQAC Coordinator	Mrs. Ritu Sharma				
• Phone No.	9769947324				
• Alternate phone No.	9869312586				
• Mobile	9769947324				
• IQAC e-mail address	naac@bhavnatrustscollege.com				
• Alternate Email address	btdcnaac01@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://bhavnatrustscollege.com/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://bhavnatrustscollege.com/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.89	2024	30/05/2024	29/05/2029
6.Date of Establishment of IQAC			19/03/2019		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
<ul style="list-style-type: none"> If yes, mention the amount 	125000
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
1)Planned and strategized implementation of NEP 2)Organization of national level seminar on IPR 3)OBE Mapping for examination according to Bloom's Taxonomy 4)MOUs and collaboration with academic institutes and organizations 5)Canteen Renovated as per IQAC suggestion	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
Implementation of NEP- 2020	Multiple deliberations conducted by the NEP Committee, Integrities of NEP were discussed at teacher's forums, Syllabus framed as per Govt. of Maharashtra guidelines and University of Mumbai.
Development of Training & Placement opportunities	Some of the Certificate courses sponsored by the management and few are by charging nominal fee from the students . Increased focus on placement cell by appointing more number placement officers and increased number of placement drives.
Collaborations with industry & research institutions	More number of MOUs signed with different institution . Guided UG and PG students for research projects/ internships with industry collaborations
Curriculum Enrichment	Curriculum revisions and restructuring with inputs from Board of Studies for evaluating cross cutting issues, local regional-national and global need. Enhanced the bouquet of Value added courses offered to the students. Registration of the college for Academic Bank of Credits and registering all students. Faculties attended workshop organized by University of Mumbai on Curriculum
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
common development committee(CDC)	19/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	15/01/2024

15. Multidisciplinary / interdisciplinary

Our college, affiliated with the University of Mumbai, follows a Choice-Based Credit System (CBCS). As an affiliated college, our course structure and content adhere to the guidelines set by the parent university, following the UGC recommendations. Our leadership is actively paving the way for the successful introduction of multidisciplinary and interdisciplinary education. This approach will equip our students with the essential skills needed in the Future. While we anticipate further details on the implementation of this educational approach in the coming months, we are fully supportive of and prepared to embrace this change within our college. To foster well-rounded development in students, our college regularly offers certificate courses with an Interdisciplinary focus, hosts conferences, seminars, and workshops to facilitate diverse and innovative teaching and learning experiences. Additionally, students across all programs engage with subjects related to the environment, gender, and professional ethics. In alignment with the guidelines of the National Education Policy -2020, the college is dedicated to enhancing its teaching and learning methods by integrating Multidisciplinary and Interdisciplinary elements

16. Academic bank of credits (ABC):

The National Education Policy -2020 aims to enhance curriculum flexibility and facilitate academic mobility, utilizing a credit transfer system that supports multiple entry and exit points for students. In line with the University of Mumbai's Circular No. DBDEE/ICF/2022-23/14 dated October 21, 2022, our institution has taken proactive steps to implement the Academic Bank of Credits (ABC). To do so, university has established a centralized database that aligns with our college's data, where we'll track academic credits earned from various courses. Additionally, we've put in place the necessary technical support infrastructure, appointed faculty member as Nodal officer, conducted college-wide awareness

campaigns, held orientation sessions, and generated ABC IDs. All relevant information has been duly submitted to the University in Excel format for proper record-keeping and administration.

17.Skill development:

Our college offers a range of programs that include Certificate courses designed to impart valuable skills such as Management, Accounting, and Communication skills. Our institution places a strong emphasis on skill development, not only within the regular curriculum but also through co-curricular activities. We provide certificate programs with skill focused components, covering a diverse array of topics such as Tally ERP, GST, Advanced Excel, Digital Marketing, Android Application Development, Python Programming Cloud Computing and Database Management, among others.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Preserving and promoting India's cultural heritage should be a top priority for the nation, as it is vital for both its identity and economy. A key aspect of this effort is integrating the Indian Knowledge System, particularly through education in Indian languages. Language is essential to culture and the arts, influencing communication among family, authority figures, and the broader community. Thus, to safeguard and enhance a culture, it is crucial to protect and promote its languages. At Bhavna Trust College, we benefit from faculty members proficient in various Indian languages, such as Hindi and Marathi. This linguistic diversity among our staff presents a valuable opportunity to strengthen the Indian Knowledge System. Our institution actively promotes local languages through discussions and seminars focused on Hindi and Marathi. Furthermore, we have established significant partnerships to support these initiatives, including MOUs with organizations like Prajapati Brahmakumari for meditation and the Marathi Wangmay Mandal. We also celebrate important occasions such as International Yoga Day, Aashadi Ekadashi, Independence Day, and Republic Day to reinforce our commitment to these values and traditions.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college implements undergraduate and postgraduate programs introduced by the affiliating university, complete with clearly defined Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The university has designed these courses to focus on cognitive abilities, including Remembering, Understanding, Applying, Analyzing, Evaluating, and Creative

Thinking. To facilitate an outcome-based education, the college has restructured its teaching, learning, and evaluation processes to align with this approach. These intended outcomes are discussed with students at the beginning of each syllabus transaction. Faculty members have been trained on the detailed structure of Bloom's Taxonomy, emphasizing the cognitive domain. Our next objective is to enhance proficiency in creating assessment questions that align with the course outcomes and Bloom's Taxonomy. The final step involves evaluating student outcomes through a mapping process that links assessments to these outcomes. Members of the Internal Quality Assurance Cell (IQAC), alongside selected faculty, participate in seminars and workshops organized by the affiliating university to gain insights into effectively mapping and assessing Course Outcomes. Internal assessments contribute 25% and semester-end examinations contribute 75% to the attainment of POs and PSOs. Additionally, indirect assessment of POs and PSOs is conducted through an exit survey, which accounts for 20% of the evaluation process.

20.Distance education/online education:

Online teaching and learning at our institution is facilitated through various platforms such as Google Meet, Zoom, and Microsoft Teams. Learning materials are distributed via Google Classroom and WhatsApp videos, while assessments are conducted using Google Forms. We employ a blended approach that combines online and traditional methods, offering certificate courses in an online. In addition, we regularly host online classes and webinars on a diverse range of topics, ensuring active engagement in virtual classrooms. Our college also serves as a study center for the M.Sc. (IT) program from the University of Mumbai. To support uninterrupted online education, the entire campus is equipped with Wi-Fi. With the implementation of the National Education Policy (NEP), we are committed to seamlessly facilitating distance and online education in accordance with the recommendations of NEP 2020. The following ICT facilities are developed by the college as prerequisites of distance / online education ensure its preparedness for NEP:

Separate website of library

<https://bhavnatrustcollege.com/category/library/> for provision of e-resources
 Wi-Fi facility with 500 mbps bandwidth
 Upgraded ICT and Smart Board facility by procuring 19 new computers and laptops
 Created power point presentations and study materials in soft forms.
 Trained faculty for use of software and social media for effective teaching.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	06
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	614
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	220
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	111
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	19
File Description	Documents
Data Template	View File
3.2	19

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	17593884
4.3 Total number of computers on campus for academic purposes	102

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Bhavna Trust Junior & Degree College, affiliated with the University of Mumbai, strictly follows the university-prescribed curriculum while fostering academic excellence and professional competency through academic flexibility. At the start of the academic year, the Internal Quality Assurance Cell (IQAC), Principal, and Coordinators conduct brainstorming sessions to plan teaching-learning activities based on the outcomes of the previous year. Workload allocation for teachers is done per their expertise and University guidelines. The IQAC finalizes academic and co-curricular activities, and an academic calendar is prepared, disseminated on the website, and shared with all stakeholders. A detailed timetable is circulated, and teaching plans are created at the semester's beginning. The institution emphasizes diverse teaching pedagogies, including blended lectures, participative and experiential learning, ICT tools, and computer-based learning alongside traditional methods. Orientation programs acquaint students with examination patterns, learning resources, and institutional codes of conduct. Continuous Internal Evaluation (CIE) involves structured planning, question paper preparation, assessments, and timely dissemination of internal marks. The calendar outlines key dates for admissions, classes,

exams, workshops, seminars, and extracurricular activities, ensuring holistic student engagement through NSS, DLLE, and other initiatives. Regular reviews during IQAC and parent-teacher meetings ensure adherence to academic goals.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bhavnatrustscollege.com/1-1-1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The internal and university assessment structure for theory and practical courses of UG is as tabulated:

CONTINUOUS INTERNAL EVALUATION :

THEORY 20 MARKS

PRACTICAL 50 MARKS

ALL COURSES EXCEPT CONVENTIONAL UG/PG COURSES

B.Sc.(IT) , B. Sc.(CS)

CONTINUOUS EVALUATION

COMPREHENSIVE TEST /VIVA

PRACTICAL

JOURNAL

COMPREHENSIVE TEST/VIVA

20

05

30

10

10

Continuous Internal Evaluation process:

1. Announcement of overall structure schedule of CIE
2. Setting of Question papers
3. Conduct of Internal Assessment/Test/practical
4. Dissemination of internal assessment marks
5. Action is taken for the improvement of student performance
6. Submitting Internal Assessment marks to university

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bhavnatrustscollege.com/1-1-1/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

A. All of the above

Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

06

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

05

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

612

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Mission and Vision of the College align with the core values outlined by NAAC, guiding activities to instill a value system among students. These initiatives address cross-cutting issues, fostering holistic development and a positive outlook on life, career, and happiness.

Gender: Foundation courses across all programs include topics on social problems, contemporary societal challenges, and gender issues to promote awareness and sensitivity.

Environment and Sustainability: Environmental Studies, a first-year course in the commerce program, educates students on issues like Sustainable Development, Climate Change, and Environmental Management, aligning with the Sustainable Development Goals (SDGs). Activities such as Tree Plantation Drives, visits to Maharashtra Nature Park, Plastic Ban Drives, Swachhata Pakhwada, eco-friendly Ganesh idol workshops, and e-waste collection further enhance sustainability awareness.

Professional Ethics: Courses like Organizational Behavior, Business Environment, and Ethics and Corporate Governance integrate professional ethics. Additionally, the B.Sc. (I.T.) curriculum includes a unit on Cyber Crime, emphasizing ethical online behavior.

Human Values: The Commerce Department, through student clubs and councils, conducts value-driven activities such as Blood Donation Drives, food donation for flood-affected areas, visits to Children's Aids Society, and NSS camps at old-age homes. These efforts instill moral values and societal virtues among students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

243

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

274

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://bhavnatrustscollege.com/feedback-reports/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bhavnatrustscollege.com/feedback-reports/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

294

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

55

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

After enrolling first-year students, the college identifies advanced learners based on SSC and HSC scores, class participation, and internal exam performance.

Strategies for Slow Learners: Remedial classes are conducted post-syllabus completion to enhance understanding for slow learners, absentees, and students engaged in sports. Group study sessions with advanced learners promote peer learning. Tutors provide academic and personal counseling, along with bilingual explanations for better comprehension. Simple lecture notes and self-study materials are available, alongside extempore talks for those with communication challenges. Real-world examples are used for topic explanations, and students are encouraged to read newspapers daily to improve their skills. Key points are reiterated during lectures to reinforce learning.

Strategies for Quick Learners: Advanced learners receive special attention from faculty for in-depth knowledge on specific topics. They tackle challenging question banks and have access to a book bank, extra resources, and online materials. Special workshops and add-on courses are offered, alongside participation in debates and quizzes. Students are encouraged to review provided YouTube links and engage in mini-projects with faculty support. Additionally, they are motivated to pursue civil service exams and participate in extracurricular activities, benefiting from leadership training through curricular and co-curricular engagements.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/category/all-events/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
614	19

File Description	Documents
Any additional information	View File

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

The IQAC promotes a student-centric approach to teaching by integrating diverse pedagogical techniques alongside traditional lectures. Key measures include experiential learning through practical demonstrations, hands-on experiences, educational tours, and participation in NSS camps and DLLE activities. Group discussions and departmental educational trips further enhance student engagement. Students are encouraged to partake in co-curricular and extracurricular activities, such as the annual inter-collegiate fest FREAK, which fosters planning and organizational skills.

Participative learning is emphasized through group assignments, projects, and case studies, strengthening theoretical knowledge and developing collaborative skills. Activities like seminars, quizzes, and competitions stimulate critical thinking and promote unity in diversity.

To enhance problem-solving abilities, the curriculum incorporates current affairs studies, business games, and quizzes. ICT tools play a significant role, with smart classrooms equipped with projectors and various teaching aids. Teachers utilize software like Adobe PDF, MS Office, and platforms such as Google Classroom and Zoom to facilitate effective learning. This approach not only enriches the educational experience but also adapts to diverse student

backgrounds, ensuring robust learning outcomes, especially during the pandemic.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://bhavnatrustscollege.com/category/all-events/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers leverage ICT-enabled tools to enhance the teaching-learning process, making education more interactive and engaging. Smart classrooms equipped with projectors and digital teaching aids allow for dynamic presentations and visual learning. Educators utilize software such as Adobe PDF and MS Office to create informative materials and facilitate assignments.

Online platforms like Google Classroom and WhatsApp support seamless communication and collaboration, enabling students to access resources and participate in discussions anytime, anywhere. Virtual meeting tools like Zoom and Google Meet facilitate real-time interactions, essential for remote learning, particularly during the pandemic and for certificate courses.

Additionally, teachers incorporate multimedia resources, including videos and interactive simulations, to illustrate complex concepts and cater to various learning styles. This integration of technology not only enriches the curriculum but also encourages student participation and critical thinking. By embracing innovative ICT strategies, educators can address diverse learning needs, ensuring a more personalized and effective educational experience for all students. Overall, the use of these tools fosters a collaborative learning environment that enhances both understanding and retention of knowledge.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

03

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

19

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment mechanism at the college is designed to be transparent and robust, ensuring fair evaluation of student performance. Information about the assessment process is provided to students and parents during the First Year orientation. An Examination Committee, comprising members from both Undergraduate and Postgraduate departments, oversees internal assessments, ensuring rigorous procedures.

Assessments are conducted frequently throughout the semester using diverse methods such as quizzes, presentations, group projects, practical evaluations, and unit tests. This approach not only measures knowledge but also encourages active participation and collaboration among students. Clear guidelines for each assessment are established, with criteria and weightage communicated in advance.

For unit tests, the committee ensures timely display of examination timetables and seating arrangements. Syllabi are shared by subject teachers, and question papers are meticulously verified and stored securely. Accommodations for students with learning disabilities, such as separate seating and additional time, are provided as per university guidelines. Attendance is accurately recorded, and any instances of unfair activity are reported to the Unfair Means Committee.

Regular updates on student progress are shared with both students and parents, fostering open communication. Overall, this structured

internal assessment mechanism enhances learning outcomes and supports student development effectively.

File Description	Documents
Any additional information	View File
Link for additional information	https://bhavnatrustscollege.com/wp-content/uploads/2024/12/sop-exam-signed.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The mechanism for addressing internal examination-related grievances at the college is designed to be transparent, time-bound, and efficient. Students are informed about the grievance redressal process during orientation, ensuring they understand how to voice their concerns. A dedicated Grievance Redressal Committee, comprising faculty members and student representatives, is responsible for handling complaints related to internal assessments.

Students can submit their grievances through a formal written application, which is acknowledged promptly. The committee reviews each complaint thoroughly and conducts investigations if necessary. Clear timelines are established for each stage of the process, ensuring that grievances are addressed within a specified timeframe, typically within two weeks.

To maintain transparency, the outcomes of grievance resolutions are communicated to the concerned students, along with explanations of the decisions made. Regular meetings are held to assess patterns in grievances, allowing the committee to identify systemic issues and improve processes.

Additionally, feedback from students regarding the grievance mechanism is collected periodically to enhance its effectiveness. By prioritizing transparency and efficiency, the college ensures that students feel heard and supported, fostering a positive academic environment and promoting trust in the examination system.

File Description	Documents
Any additional information	View File
Link for additional information	https://bhavnatrustscollege.com/wp-content/uploads/2024/12/sop-exam-signed.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

At our institution, we emphasize clarity and accessibility in our program outcomes, program specific outcomes and course outcomes. All outcomes for each program are clearly defined and prominently featured on our official website, making it easy for both faculty and students to access this important information. Each course syllabus provided by affiliating university (Mumbai University) includes the specific course outcomes, and every question in the question paper is aligned with these course outcomes.

This transparency fosters a shared understanding of the educational goals and expectations associated with each programme. We communicate these outcomes through various channels, including orientation sessions, academic handbooks, and regular updates during faculty meetings.

Students are encouraged to familiarize themselves with the specific outcomes of their courses, which enhances their learning experience and helps them align their personal academic goals with institutional objectives. Faculty members are also equipped with resources and training to effectively integrate these outcomes into their teaching practices.

To assess the attainment of POs, PSOs, and COs, the College employs a structured process that includes both direct and indirect assessment methods. Direct assessment involves internal evaluations (25%) and external exams (75% for innovative courses; 100% for traditional courses). A correlation matrix helps set target attainment levels for each PO/PSO based on the performance of students. Indirect assessment is conducted through an exit survey targeting recent graduates, collecting feedback on their educational experiences and the extent to which programme outcomes were achieved. This comprehensive approach ensures continuous improvement and alignment with institutional goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bhavnatrustcollege.com/program-outcomes/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Obtain POs/PSOs attainment table through direct assessment methods:
 For BMS final POs , PSOs and COs attainment table for Batch
 2021-24:- (Example)

CO Attainments

S.No

Co's Number

CO Attainments

1

CO1

2.66

2

CO2

2.2

3

CO3

2.31

4

CO4

2.2

CO- PO/PSO ATTAINMENT

PO1

PO2

PO3

PO4

PO5

PSO1

PSO2

PSO3

PSO4

CO1

3

1

3

3

1

0

3

0

0

CO2

3

3

3

3

3

1

1

0

3

CO3

3

3

3

3

3

1

1

0

3

CO4

3

3

3

3

3

1

3

0

3

PO ATTAINMENT

2.3425

2.279

2.3425

2.3425

2.279

2.23667

2.38625

0

2.23667

For attainment of POs, PSOs and COs, same procedure shall be

followed for all undergraduate and postgraduate programme

- The performance and progress of the students is continuously and closely monitored by the faculty through various learning activities during the programme and their learning outcome is measured and communicated to both parents and students. The result analysis of the performance of the students helps in understanding the student's level of understanding of the subject.
- On declaration of Results, analysis is done, toppers are identified and results are displayed on the notice board, mark sheets are distributed and performance is discussed with parents. Student with failure in one/two course/subjects are allowed to keep term for the next Semester

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bhavnatrustcollege.com/program-outcomes/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

65

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bhavnatrustcollege.com/examination-result-notice/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://bhavnatrustcollege.com/wp-content/uploads/2024/12/students_feedback_final.pdf

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 year (INR in Lakhs)

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

1.25

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://bhavnatrustcollege.com/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

A robust research ecosystem is essential for achieving excellence in higher education. Institution has adopted well-defined policies to support research activities, such as creating research committees, providing seed funding, and encouraging interdisciplinary collaboration.

IQAC of Bhavna Trust Junior and Degree College of Commerce and Science in order to instill research and creative thinking among the students and faculties organizes Research Workshops, Faculty Development Programs, E- Learning Sessions and ICT for faculty members and students to develop digital literacy. The Cell encourages the faculty members to attend many multidisciplinary Research Conferences at International and National Levels for research activities. A number of workshops & Faculty Development programs on Intellectual Property Rights are conducted by experts to motivate and to empower students with entrepreneurial skills.

The IQAC has established an Entrepreneurship Development Cell comprising of faculty members and students. The purpose is to mentor students to develop their innovative skills. Faculty members are encouraged to undertake projects funded by government agencies like UGC, ICSSR other organizations. The college has worked out to establish MOUs, linkages, and collaborations with Industries and Institutions both to share innovative start-ups and ideas with the College. The college has also planned the publication of multidisciplinary research journals.

A duly constituted Research and Development Cell is in place. College Principal as an approved guide in the J.J.T, University of Rajasthan and resource person for many research initiatives and

presently four faculties are pursuing Ph.D.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustscollege.com/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

38

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	https://bhavnatrustscollege.com/degree-college-staff/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

16

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

During the year 2023-24 the NSS unit conducted events and activities related to Environment like Environment Day, Tree Plantation Drive, Beach cleaning, Eco Ganesh Idol Making, Cleanliness Drive, Swachh Bharat Rally, Clean Campus, Crowd control, Poster Making, Paper/Cotton Bag Distribution, segregation of Waste, Plastic Bandi Drive, Cybercrime Awareness, voters awareness, E Waste Collection.

The NSS unit conducted events and activities related to Health and Hygiene such as International yoga day, Helmet awareness, Anti-Drug Rally, Awareness about malaria dengue, work shop on psychological health , workshop on CPR, Fit India Daud, Anti-smoking, anti tobacco drive, Street play on HIV/AIDS in adopted area, Organ donation, First aid box preparation, Anti drugs addiction, Road Safety Awareness with Mumbai Police ,Gender Equity and Awareness of menstrual health

WDC brings about awareness and sensitivity about women's problem through celebration of International Women's Day, seminar on topics like sexual harassment, Vishakha Guidelines, gender equity, cyber security for women's , Menstrual Hygiene, distribution of sanitary pads etc.

The college has an active Department of Life Long Learning and Education(DLLE) unit which develops Enteprenuership skills by conducting Food stalls and small business initiatives. The students conduct survey on the status of women in the nearby area.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/category/nss/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

55

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

07

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

23

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has ICT infrastructure required to support teaching and learning. Information technology is now a vital component of any institution's operations. Therefore, the Institute regularly refreshes its IT infrastructure to satisfy the needs of the many stakeholders. There are 102 computers at the Institute . Through the addition of new equipment or the updating of old equipment, the computers have been gradually improved. There are enough desktop computers in computer labs to maintain the student-to-computer ratio. There are five smart classrooms and twelve ICT classrooms in the college. Fifteen Raspberry Pi kits have been acquired by the college. Generally speaking, everyone has access to computers and the internet.

There is internet access in the exam room. Additionally, it has a webcam-equipped computer, a paper shredder, and a photocopying gadget for use in home and university exams Windows and antivirus software are regularly updated, The IT specialist also keeps an eye on network and LAN connections. Where necessary, the college's computers are linked to printers and scanners. All areas of the campus are monitored by CCTV.

Sr. No

Item

Area/ No. of Units

1

Computers (Including Computer Labs)

102

2

AV Room

01

3

Printers/Scanner

14

4

Photo Copier / Xerox Machine + Paper Shredder

02 +01

5

CCTV

84

6

Internet

500Mbps

7

IoT Kits

15

8

Biometric Attendance System

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustscollege.com/category/infrastructure/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Cultural: - College has provided number of facilities for supporting extracurricular activities related to culture, creativity, arts and recreation. One auditorium with seating capacity of about 200 people for conducting literary and cultural events. College has established cultural committee comprising of staff and student member. The cultural committee actively organizes different events throughout the year apart from these events the committee organizes Student-intercolligate festival , Fresher’s day celebration, cultural fest and annual day celebration etc every year.

Yoga center:Yoga classes are arranged weakly at Yoga Center for students and staff members by Yoga teacher.

Sports and Games:- Bhavna Trust Degree college has been established in 1972.It took the responsibility not only to provide the necessary infrastructure that helps the students to inculcate good habit of playing games but also to develop the sportsmanship.

1) The college has multipurpose TURF for outdoor games like Cricket, Badminton, Football and Kabaddi.

2) The indoor games like Table Tennis, Carrom, Chess are facilitate in College Gymkhana which is having an area of nearly 775 Sq.feet.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustscollege.com/category/infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

22

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bhavnatrustscollege.com/category/infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

17593884

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library plays a vital role in the continuous progress of the institution. Bhavna Trust College Library is situated on the ground floor of the College covering an area of 1625.98 sq. ft.

- The library has a separate website and it is linked to the college website with all the library details.
- An average 46 users used the library daily in 2023-2024.
- The ICT section has 3 computers with 500 MBPS internet and Wi-Fi facilities for staff and students. These computers are used to access various e-resources.
- Along with the books, encyclopedias, and dictionaries, library maintains Question Papers of all the streams for reference, College Magazines, etc.
- The library organizes various events to inculcate reading habits among the students and announces the Best Library User award on the Annual day.
- The library has spent 1,80,883 rupees on the purchase of books, journals, and other library materials in the years 2023-2024.

SERVICES PROVIDED BY LIBRARY

- Computerized Issue / Return / Renewal Service
- New arrival Display
- Internet facility
- Reference Service
- Open Access Resources through the library website
- Library Orientation to new members of the library
- Reading Hall
- Book Bank facility
- CCTV surveillance for security reinforcement

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/view/bhavnatrustcollege/library/home

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.883

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

46

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the increasing demand for internet access in educational campuses due to evolving standard of education and flexibility offered by the internet- universities, college's educational institutes etc. are keenly stepping forward to set up secured and stable wired or Wi-Fi network campuses for their students.

Internet facility is available for both faculty and students on the campus with 500MBPS line. The college provides internet facility to all faculty members in all the system of the institute irrespective of the department to preserve and download materials for academic purposes as and when required. Wi-Fi connectivity is available in and around the campus. Obsolete computers are duly replaced and new ones are procured. All systems are duly monitored and students are also taught to use them with utmost care and precaution. College has upgraded its old classrooms to smart classrooms and Information and communication technology classroom (ICT).The Institution is fully equipped and installed with closed circuit television (CCTV) for the purpose of Safety and close observation.

Sr No.

Item

No.of Units

1

ICT/Smart classroom

17

2

CCTV

84

3

Language lab

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustcollege.com/category/infrastructure/

4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

17593884

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has well established procedure of maintaining and utilizing academic and support facilities.

Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide congenial learning environment. Classrooms, staffroom, seminar hall and laboratories etc. are cleaned and maintained regularly by non-teaching staff assigned for each floor. The library staff is clearly instructed in the care and handling of library documents particularly during processing, shelving and conveyance of documents. Classrooms with furniture, teaching aids and laboratories are maintained by respective department staff and attendants and supervised by the respective coordinators. Seminarhall and auditorium cleanliness is taken care of by the housekeeping team. For accessing the facilities the organizing faculty/staff member submits an application through coordinators and date of event is registered and hall is accessed on priority basis. The annual maintenance includes the required software installation, antivirus and up gradation .To minimizes e-waste projectors, computers printers are serviced and reused. The sports equipment ground and Turf are supervised and maintained by the faculty members of sport dept. The maintainance of equipment for water pumping, plants, sewage, Elevator are undertaken as per their preventive maintenance schedule and guidelines by the equipment supplier. Amenity like canteen is maintained by respective service provider on annual contract.

Green environmental aspects: Garden, rain water harvesting system is maintained by gardener every day and frequently by national service scheme volunteers as a service activity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustcollege.com/category/infrastructure/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

19

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

614

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://bhavnatrustcollege.com/1.2.2/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

614

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

324

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

08

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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 year

5.3.1.1 - 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 year.

13

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our institution provide opportunities for students to engage in various activities, develop leadership skills, and contribute to decision-making processes.

Empowering Student Voices: Institutions that Foster Representation and Engagement Institutions of higher learning play a vital role in shaping the minds of future leaders, entrepreneurs, and change-makers. To ensure that students are equipped with the skills, knowledge, and experience necessary to succeed, many institutions prioritize student representation and engagement. This write-up highlights institutions that excel in facilitating student participation in various administrative, extracurricular, and co-curricular activities.

Administrative Representation

Effective student representation in administrative decision-making processes is crucial for creating a student-centric learning environment. Institutions like:

Extracurricular Engagement

Extracurricular activities foster personal growth, teamwork, and leadership skills. Institutions that encourage student participation in extracurricular activities include: 1. The university promotes a vibrant culture of sports and cultural activities, with regular inter-collegiate competitions and university-level events that foster teamwork, creativity, and excellence among students."

Co-Curricular Opportunities Co-curricular activities bridge the gap

between academic and extracurricular pursuits, enriching the learning experience. Student Organizations and Governance Student organizations and governance structures play a vital role in promoting student representation and engagement. Institutions that support student organizations and governance include: 1. MAHA DBT: MAHA DBT provides resources and support for student affairs professionals, promoting student engagement and success. 2. Student Council Committee: The SCM offers training and resources for student leaders, enhancing their ability to represent and serve their peers.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/5-3-2/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

35

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

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

Our institution has successfully established a robust alumni network, which plays a pivotal role in fostering continuous engagement and mutual growth between former students and the institution. The alumni association was registered with the aim of creating a dynamic platform where alumni can connect, contribute,

and collaborate with their alma mater. Through this network, we aim to keep alumni informed about the institution's progress, updates, and achievements, while also providing opportunities for them to give back in various ways, such as mentorship, guest lectures, internships, and donations.

The registered alumni association works to facilitate professional networking and career development for current students, offering them access to valuable insights from graduates in diverse fields. Regular events such as alumni meets, webinars, and reunions are organized to strengthen the bond between alumni and the institution. Our distinguished alumni have been generously sharing their expertise with our current students through guest lectures, inspiring the next generation of leaders."

Furthermore, the association serves as a valuable source of feedback, helping the institution to assess its educational programs, infrastructure, and overall environment. This collaborative relationship contributes to the institution's continuous improvement, ensuring that our academic and extracurricular offerings remain relevant and aligned with industry standards. The alumni network, thus, forms an integral part of our institutional framework, enriching the learning experience for students and sustaining a strong legacy of excellence.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/category/all-events/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Efficient and Effective functioning of an institution can be benchmarked by the policies and practices it has derived in the following areas of governance:

- Value addition in Education and Technologies
- Blueprint of Development and Deployment
- Faculty Empowerment Strategies
- Financial Management
- Socio Economics commitments.
- Entrepreneurship Development
- Quality assurance
- Human resource management

The governing board comprises of distinguished administrators, academicians and faculty representatives. It is the visionary leadership of Governing Board Members and Principal that the college has developed a culture of excellence, dedication, hard work and selfless services which gives continual improvement in the functioning of our College.

The Vision & Mission makes the College the most favourable and promising place to achieve technical competence and research. The College works on four pillars of philosophy viz. Academic excellence, professional competence of students, social commitment and innovation & research.

The governing board and the Principal have frequent meetings where plans are made in compliance with the stated Vision and Mission. The college has constituted several committees where the Coordinators, faculty, non-teaching staff and students play an important role in the planning and implementation of activities. Each committee constitutes the faculty coordinator and members as the decision making body, for effective leadership in tune with vision and mission of the college.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/vision-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute emphasizes the importance of decentralizing authority at various functional levels, fostering active and efficient engagement in academic activities to achieve the Institution's goals. The Director (Trust) offers overall guidance to the Institute. At the institutional level, the Director, in collaboration with the Principal, Academics, Student Council, and other key personnel, supervises both curricular and extracurricular initiatives. To promote decentralization and encourage active involvement in the institution's operations, key positions with clearly defined roles and responsibilities are established alongside other functional staff.

To support decentralization and foster active participation in the Institute's operations, key roles with clearly defined responsibilities are created, alongside other functional positions, ensuring effective collaboration and accountability throughout the organization.

These positions empower staff and functionaries to take ownership and contribute actively to the Institute's dynamic functioning.

To reinforce decentralization and encourage broader participation in the Institute's operations, the organization has created specialized roles with clearly defined responsibilities. These positions, alongside other functional units, enable effective decision-making, promote accountability, and empower individuals to actively contribute to the Institute's success.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/institutional-organogram/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective and strategic plan is developed by the IQAC. The Institution works to accomplish the perspective plan. To accomplish the desired goal of institutions the management of the Institution IQAC, director and faculty members and various committees works and

non-teaching staff on the perspective plan. To accomplish the strategic and perspective plan the institutions conducts meeting of the concern committees and perspective plan is put on the floor for the open discussion. After the discussion and feedback from various stakeholder the perspective plan is approved by the Management and IQAC. Institute strategic plan for present and future includes the following:

- Sign MoU with industry for training
- University approved curriculum is strictly adhered to, and faculty members and students are encouraged to accept online short-term courses to enhance skills and technical abilities.
- Industrial and Field Visits
- Internships projects for students
- Organize Workshops/Training for Faculty

The Implementation of these plans have yielded:

- Number of faculty members pursuing Doctoral program, in the institute have increased .
- Student Involvement in the institute activity has also improved and students started to learn management skills in organising various activities in the campus.
- Students from the socially deprived section of society were accepted with minimal fee

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bhavnatrustcollege.com/institutional-perspective-plan-2021-2025/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Governing Body:

The chairman heads the governing body and the executive committee of the institution. The Correspondent, Secretary and other members of

the College Management Board are part of the decision-making bodies and committees responsible for the effective management of the College operations. The management gives sufficient authorization to the Principal to function to achieve the vision and mission of the institution.

Administrative Set Up:

The Principal effectively takes forward the day-to-day management of the College in its academic and administrative matters. She has team of Departmental Heads, the IQAC Coordinator, the Teachers, and the Head Clerk to assist her in the discharge of this work. The administrative setup is followed as governing bodies, academic council (Principal, HOD's, staff & students)

Service Rules, Procedures, Recruitment and Promotion Policies:

. The recruitment rules for the teaching staff are along with the eligibility criteria designed as per UGC (University Grants Commission) .The promotional opportunities for teaching and non-teaching staff are according to the rules and regulations of the institution.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/policies/
Link to Organogram of the institution webpage	https://bhavnatrustscollege.com/institutional-organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare Measures for Teaching and Non-Teaching Staff

In any institution the well-being of staff members plays a crucial role in enhancing productivity, job satisfaction, and overall institutional performance. Some Welfare measures for both teaching and non-teaching staff are:

- Provident Fund (PF)

Provident Fund is a savings scheme designed to help employees save for retirement. All the staff benefit from this scheme.

- Loan Facilities

Offering loan facilities is another important welfare measure that can assist employees in times of financial need. Institute offers Interestfree loan to the staff .

- Free Medical Checkups

Routine health checkups are vital in preventing long-term health issues. Institute provides free medical checkups to staff to monitor their health regularly.

- Canteen Facilities

Providing subsidized meals in the -campus canteenis an important welfare measure for staff.

- Parking Facilities

For employees who commute to work by private vehicles, parking facilities are provided by the college .

- Training and Development Programs

FDP ,seminar and workshops for Professional development for the staff is arranged by the college from time to time

Childcare Facilities

For staff with young children, offering on-campus childcare facilities can be a significant welfare measure. Institute provides daycare services to staff to balance their family responsibilities more effectively.

- Celebrating Women’s Day in Educational Institutions

Women’s Day is celebrated to emphasize the importance of gender inclusivity, recognizing women's achievements .

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/wp-content/uploads/2024/08/HR-policy-scanned.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

05

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

19

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

29

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A performance appraisal system for teaching and non-teaching staff

is essential for the continuous improvement of an educational institution. It helps assess the efficiency, effectiveness, and professional development of employees, which in turn supports institutional growth and student success. Here's a comprehensive framework that is applied to both teaching and non-teaching staff:

Purpose of the Performance Appraisal System

- Identify strengths and weaknesses
- Set development goals
- Reward and recognition
- Feedback mechanism
- Alignment with institutional goals

The performance of teaching staff can be evaluated on various parameters:

- Teaching Effectiveness
- Course Delivery
- Lesson Planning & Curriculum Delivery
- Assessment and Feedback
- Student Engagement & Interaction
- Research & Scholarly Activities
- Research Output
- Contributions to Academic Development
- Professional Development
- Workshops and Training
- Innovation in Teaching.
- Service to Institution
- Examination duties
- Publications
- Paper presentations
- Extracurricular Involvement
- Mentoring and Guidance
- Committee Involvement
- Student Feedback
- Punctuality and Professionalism

Non-teaching staff, including administrative, technical, support, and maintenance staff, are evaluated based on different parameters:

- Job Knowledge & Competency
- Skills required: Handling tasks effectively, including use of technology or specific tools relevant to their roles.
- Quality of Work
- Communication Skills

- Teamwork & Collaboration
- Adaptability & Problem-Solving
- Punctuality and Attendance
- Professionalism
- Initiative and Self-Development

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/wp-content/uploads/2024/08/HR-policy-scanned.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financial audit ensures transparency, crucial for the institution's smooth functioning. Both internal and external audits are conducted regularly.

Internal Audit:

- Conducted continuously after every financial transaction by the institution itself.
- Purchase procedures follow a structured approach, including calling for quotations and price comparisons.
- Audit reports are reviewed, corrections made, and clarifications submitted as audit replies.

External Audit:

- Conducted annually after the financial year ends.
- A Chartered Accountant audits revenue expenditure bills and vouchers, providing an Auditor's Report to ensure statements are fair and accurate.
- An external auditor appointed by the Management audits the Society's financial statements, ensuring compliance with Indian accounting standards.

Optimal Fund Utilization:

As a self-financed institution, the college has a well-defined policy for managing funds effectively:

- Fees collected are used for staff salaries and academic activities.
- All transactions are routed through the bank via authorized personnel, using cheques or electronic modes.

Recurring expenses: Salaries, academic activities, transport, maintenance, and research. Non-recurring expenses: Infrastructure upgrades, equipment, and construction.

Space optimization is a priority due to Mumbai's space constraints, with multi-purpose use of seminar, conference, and IT rooms for academic activities ensuring resource efficiency.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/visit-to-rbi-monetary-museum-and-bombay-stock-exchange/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

71500

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Resource mobilization is monitored by the Management .There are established processes for the planning and allocation of financial resources. The institution has developed strategies for ensuring transparency in the monetary aspect of the institution. The income and expenditure of the institution are subjected to regular internal and external audits. The financial resource management is supported

by the Institute strategic plan. The deployment of resources making creative and effective use of resources on the Infrastructure. Institute has a self-financed system .

Sources of funds are as follows:

Fees: Fees charged from the students for the various courses .

Our resource mobilization policy and procedures are as follows:

- The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings
- Regular internal audits from the Chartered Accountant and external audits make sure that the mobilization of the resources is being done properly.
- The time-table committee looks after the proper utilization of classrooms and laboratories.
- To ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/6-4-3/
Upload any additional information	View File

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

IQAC is major policy making and implementing unit in our college. It strives hard for upgrading the college support facilities and infrastructure to meet the standards of higher education and growing need of students.

Following are two examples of best practices institutionalized:

Academic Audit through IQAC :

The college takes academic audit every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension

activity, collaboration, innovative and best practices, assignment, ICT based activity, students' competition, seminar and workshop are organized for better performance.

Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

Implementation of Green practices in the campus:

The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, Save Power, Awareness Programme on Renewable Energy and e-Waste Management. For the better implementation of green practices, IQAC distributed these activities among various departments. IQAC constantly takes the feedback about the proper result-oriented implementation of these activities through academic audit every year. Because of these practices, eco-friendly and pollution free college campus and social awareness about renewable energy and e-waste management is developed in the community.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/6-5-1/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance and strictly followed, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students compulsorily attends the Orientation Programme, in which they are made aware of the uniqueness of the

Education system, the teaching learning process, the system of continuous evaluation, various cocurricular activities, discipline and culture of the Institute. All students are also given a guidance of the campus and the various facilities.

Feedback from students is also taken individually by teachers for their respective courses, through IQAC. Students are also free to approach the Principal of the Institute for feedback and suggestions.

The teaching-learning processes are reviewed, based on the IQAC recommendations. The major initiatives are below:

- Automation of Admission Processes - Provision for online fee payment
- Curriculum Development Workshops in many subjects
- Green initiatives in Campus - tree plantation etc.
- MoUs with prestigious Institutes, Universities, Govt. agencies

In addition to IQAC the Institute also considers the recommendations of the Advisory Committee on Education which regularly reviews the progress and makes necessary recommendations in an advisory capacity.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/6-5-2/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bhavnatrustcollege.com/igac-minutes-and-action-taken/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Bhavna Trust Degree College has taken several measures during the academic year 2023-2024 to promote gender equity and sensitization on campus. The institution has integrated Gender equity into both curricular and co-curricular activities, emphasizing the importance of gender equality, respect, and awareness. Gender sensitization workshops, seminars, and awareness campaigns are conducted regularly to foster a culture of inclusivity. Co-curricular activities such as debates, discussions, and cultural events often revolve around issues of gender justice, empowering students to understand and address societal challenges related to gender. The college provides specific facilities to support women's well-being and safety on campus:

Safety and Security: The campus is equipped with security personnel, CCTV surveillance, and well-lit areas, ensuring a safe environment for all students, particularly women.

Counseling: Professional counseling services are available for students, including dedicated support for women facing personal, academic, or emotional issues.

Common Rooms: Girls common rooms are available, offering spaces for relaxation and socialization, fostering a supportive atmosphere. The college has a daycare center for staffkids, which enables to balance their academic and professional responsibilities.

File Description	Documents
Annual gender sensitization action plan	https://bhavnatrustcollege.com/7-1-1/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bhavnatrustcollege.com/7-1-1/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

In the academic year 2023-2024, Bhavna Trust Degree College has taken significant steps towards environmental sustainability through effective waste management practices. The college has implemented a comprehensive approach to handle various types of waste responsibly.

- 1. Solid Waste Management:** Waste is segregated into biodegradable and non-biodegradable categories. Separate bins are strategically placed across the campus to ensure proper disposal, and biodegradable waste is composted to minimize landfill impact.
- 2. Liquid Waste Management:** The college follows strict guidelines for managing liquid waste, particularly from sanitation facilities. Wastewater is treated through advanced filtration systems to meet environmental standards before being safely discharged.
- 3. E-waste Management:** Old electronic equipment, such as computers and other devices, is collected and handed over to certified e-waste disposal agencies. This ensures that the

disposal is in line with environmental regulations and prevents harmful pollutants from affecting the environment.

4. **Waste Recycling System:** The college has set up designated recycling bins for materials like paper and plastic. This initiative encourages students and staff to actively participate in reducing waste, thereby promoting a culture of sustainability.

These initiatives reflect Bhavna Trust Degree College's strong commitment to environmental responsibility and its ongoing efforts to create a sustainable and eco-friendly campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Bhavna Trust Degree College is dedicated to fostering an inclusive environment that promotes tolerance, harmony, and respect for cultural, regional, linguistic, communal, socioeconomic, and other diversities. The college ensures that all individuals, irrespective of their background, feel valued and supported.

To promote inclusivity, the college celebrates a variety of cultural festivals such as Diwali, Eid, Christmas, and Holi, creating opportunities for students from different backgrounds to come together, share traditions, and learn from one another. These celebrations foster cross-cultural understanding and unity.

In addition, the college organizes workshops and seminars focused on diversity, inclusion, and social justice, educating students and staff on the importance of respecting differences and promoting equality. The curriculum incorporates discussions on national unity, communal harmony, and human rights, reinforcing the values of inclusivity and mutual respect.

To further support equal opportunities, Bhavna Trust Degree College offers scholarships, mentorship programs, and counseling services to students from marginalized communities. These initiatives help bridge socioeconomic divides and ensure a sense of belonging for all students.

Through these efforts, the college creates a nurturing environment where diversity is celebrated, helping students grow into responsible, compassionate citizens committed to promoting harmony and understanding in society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Bhavna Trust Degree College places a strong emphasis on nurturing responsible citizenship by sensitizing students and employees to the constitutional obligations outlined in the Constitution of India. The institution integrates human values and professional ethics into its educational framework through various activities aimed at fostering a sense of duty, rights, and responsibilities.

The college organizes regular workshops, seminars, and guest lectures to educate students about the fundamental rights and duties of Indian citizens, as enshrined in the Constitution. These sessions focus on concepts such as equality, justice, secularism, and the importance of upholding the rule of law.

To further reinforce these principles, the college conducts debate and essay competitions on topics related to constitutional values, encouraging students to reflect on and articulate their understanding of citizenship responsibilities. Additionally, programs like "Constitution Day" are observed to mark the significance of the Constitution and to promote awareness of democratic principles.

Community service initiatives, such as awareness campaigns on social justice, voting rights, and environmental duties, allow students to engage actively with their roles as responsible citizens. By fostering these values, Bhavna Trust Degree College ensures that its students are equipped to contribute meaningfully to society and uphold the ideals of justice, equality, and freedom as outlined in the Constitution of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bhavnatrustscollege.com/7-1-9/
Any other relevant information	https://bhavnatrustscollege.com/criteria-3-4-3-nss/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **A. All of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Bhavna Trust Degree College is dedicated to creating a dynamic learning environment by actively celebrating national and international commemorative days, events, and festivals throughout the year. The institution organizes a range of activities to honor significant occasions, fostering a sense of unity, cultural appreciation, and social awareness.

National days like Independence Day, Republic Day, and Gandhi Jayanti are celebrated with flag hoisting ceremonies, cultural programs, and discussions that reflect on India's rich history and

the values of freedom, democracy, and peace. These events serve to inspire pride and patriotism among students and faculty.

On international commemorative days such as International Women's Day, World Environment Day, and Earth Day, the college conducts seminars, workshops, and awareness campaigns. These events focus on global issues such as gender equality, environmental sustainability, and human rights, encouraging students to become responsible global citizens.

Festivals like Diwali, Christmas, Eid, and Holi are celebrated with cultural performances, traditional cuisine, and festive decorations, promoting inclusivity and celebrating the diverse traditions of India and the world.

By organizing such events, Bhavna Trust Degree College not only marks significant dates but also creates an atmosphere of respect, understanding, and cultural exchange, enriching the educational experience for all.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1: The Community Yoga Centre (Nurturing Well-Being)

Context: The Community Yoga Centre aims to improve the physical and mental health of the local community by offering accessible yoga, mindfulness, and wellness workshops to people of all ages and fitness levels.

Practice: The centre provides free or affordable sessions and engages in local health fairs to increase its impact. Volunteers are actively involved in promoting community well-being.

Challenges & Resources:

- Lack of awareness, accessibility, and cultural differences require better promotional strategies, additional locations, and cultural sensitivity.
- Administrative support, local partnerships, and effective communication are essential for outreach.

Conclusion: Strategic outreach and collaboration will ensure the centre's ongoing contribution to community well-being.

Best Practice 2: Empowering Education through the Book Bank Scheme

Context: The Book Bank Scheme at Bhavna Trust Junior & Degree College helps underprivileged students access textbooks at 40% of the printed price, ensuring equal educational opportunities.

Practice: The scheme prioritizes disadvantaged students (ST/SC/OBCA) for preferential access, while others can borrow books for a nominal fee, reducing financial barriers to education.

Key Steps:

- Administrative support and trustee funding are crucial for sustainability.
- Faculty involvement ensures quality book selection.
- Library infrastructure investments and clear lending guidelines ensure smooth operation.

Conclusion: With strategic planning and collaboration, the scheme offers inclusive education, overcoming challenges and supporting all students.

File Description	Documents
Best practices in the Institutional website	https://bhavnatrustscollege.com/7.2.1/
Any other relevant information	https://bhavnatrustscollege.com/wp-content/uploads/2024/12/INTERNATIONAL-YOGA-DAY.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In the academic year 2023-2024, Bhavna Trust Degree College has made remarkable strides in fostering entrepreneurial skills, which has

become one of its key institutional priorities. The college successfully launched a series of specialized workshops and training programs aimed at empowering students with the knowledge and practical skills needed to thrive in the corporate world. These initiatives included sessions on business ideation, financial literacy, and startup management, which were conducted in collaboration with industry professionals and successful entrepreneurs.

Additionally, the college established an entrepreneurial incubator, providing students with resources, mentorship, and networking opportunities to transform their business ideas into viable startups. This hands-on approach allowed students to develop real-world problem-solving skills while gaining insight into the challenges and rewards of entrepreneurship.

Bhavna Trust also supported student participation in various inter-college competitions, where several students were acknowledged for their creative and innovative ideas. This emphasis on fostering entrepreneurial skills has significantly enhanced the employability of students while cultivating a strong culture of innovation, self-reliance, and leadership within the college. By empowering students to think critically and act entrepreneurially, the institution is reinforcing its commitment to preparing them for success in an increasingly dynamic and competitive global marketplace.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Bhavna Trust Junior & Degree College, affiliated with the University of Mumbai, strictly follows the university-prescribed curriculum while fostering academic excellence and professional competency through academic flexibility. At the start of the academic year, the Internal Quality Assurance Cell (IQAC), Principal, and Coordinators conduct brainstorming sessions to plan teaching-learning activities based on the outcomes of the previous year. Workload allocation for teachers is done per their expertise and University guidelines. The IQAC finalizes academic and co-curricular activities, and an academic calendar is prepared, disseminated on the website, and shared with all stakeholders. A detailed timetable is circulated, and teaching plans are created at the semester's beginning. The institution emphasizes diverse teaching pedagogies, including blended lectures, participative and experiential learning, ICT tools, and computer-based learning alongside traditional methods. Orientation programs acquaint students with examination patterns, learning resources, and institutional codes of conduct. Continuous Internal Evaluation (CIE) involves structured planning, question paper preparation, assessments, and timely dissemination of internal marks. The calendar outlines key dates for admissions, classes, exams, workshops, seminars, and extracurricular activities, ensuring holistic student engagement through NSS, DLLE, and other initiatives. Regular reviews during IQAC and parent-teacher meetings ensure adherence to academic goals.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bhavnatrustcollege.com/1-1-1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The internal and university assessment structure for theory and

practical courses of UG is as tabulated:

CONTINUOUS INTERNAL EVALUATION :

THEORY 20 MARKS

PRACTICAL 50 MARKS

ALL COURSES EXCEPT CONVENTIONAL UG/PG COURSES

B.Sc.(IT) , B. Sc.(CS)

CONTINUOUS EVALUATION

COMPREHENSIVE TEST /VIVA

PRACTICAL

JOURNAL

COMPREHENSIVE TEST/VIVA

20

05

30

10

10

Continuous Internal Evaluation process:

1. Announcement of overall structure schedule of CIE
2. Setting of Question papers
3. Conduct of Internal Assessment/Test/practical
4. Dissemination of internal assessment marks
5. Action is taken for the improvement of student performance

6. Submitting Internal Assessment marks to university

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bhavnatrustcollege.com/1-1-1/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

06

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

05

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

612

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Mission and Vision of the College align with the core values outlined by NAAC, guiding activities to instill a value system among students. These initiatives address cross-cutting issues, fostering holistic development and a positive outlook on life, career, and happiness.

Gender: Foundation courses across all programs include topics on social problems, contemporary societal challenges, and gender issues to promote awareness and sensitivity.

Environment and Sustainability: Environmental Studies, a first-year course in the commerce program, educates students on issues like Sustainable Development, Climate Change, and Environmental Management, aligning with the Sustainable Development Goals (SDGs). Activities such as Tree Plantation Drives, visits to Maharashtra Nature Park, Plastic Ban Drives, Swachhata Pakhwada,

eco-friendly Ganesh idol workshops, and e-waste collection further enhance sustainability awareness.

Professional Ethics: Courses like Organizational Behavior, Business Environment, and Ethics and Corporate Governance integrate professional ethics. Additionally, the B.Sc. (I.T.) curriculum includes a unit on Cyber Crime, emphasizing ethical online behavior.

Human Values: The Commerce Department, through student clubs and councils, conducts value-driven activities such as Blood Donation Drives, food donation for flood-affected areas, visits to Children's Aids Society, and NSS camps at old-age homes. These efforts instill moral values and societal virtues among students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

243

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
274	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://bhavnatrustcollege.com/feedback-reports/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bhavnatrustcollege.com/feedback-reports/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

2.1.1 - Enrolment Number Number of students admitted during the year**2.1.1.1 - Number of students admitted during the year**

294

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

55

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

After enrolling first-year students, the college identifies advanced learners based on SSC and HSC scores, class participation, and internal exam performance.

Strategies for Slow Learners: Remedial classes are conducted post-syllabus completion to enhance understanding for slow learners, absentees, and students engaged in sports. Group study sessions with advanced learners promote peer learning. Tutors provide academic and personal counseling, along with bilingual explanations for better comprehension. Simple lecture notes and self-study materials are available, alongside extempore talks for those with communication challenges. Real-world examples are used for topic explanations, and students are encouraged to read newspapers daily to improve their skills. Key points are reiterated during lectures to reinforce learning.

Strategies for Quick Learners: Advanced learners receive special

attention from faculty for in-depth knowledge on specific topics. They tackle challenging question banks and have access to a book bank, extra resources, and online materials. Special workshops and add-on courses are offered, alongside participation in debates and quizzes. Students are encouraged to review provided YouTube links and engage in mini-projects with faculty support. Additionally, they are motivated to pursue civil service exams and participate in extracurricular activities, benefiting from leadership training through curricular and co-curricular engagements.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/category/all-events/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
614	19

File Description	Documents
Any additional information	View File

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

The IQAC promotes a student-centric approach to teaching by integrating diverse pedagogical techniques alongside traditional lectures. Key measures include experiential learning through practical demonstrations, hands-on experiences, educational tours, and participation in NSS camps and DLLE activities. Group discussions and departmental educational trips further enhance student engagement. Students are encouraged to partake in co-curricular and extracurricular activities, such as the annual inter-collegiate fest FREAK, which fosters planning and organizational skills.

Participative learning is emphasized through group assignments, projects, and case studies, strengthening theoretical knowledge and developing collaborative skills. Activities like seminars, quizzes, and competitions stimulate critical thinking and promote unity in diversity.

To enhance problem-solving abilities, the curriculum incorporates current affairs studies, business games, and quizzes. ICT tools play a significant role, with smart classrooms equipped with projectors and various teaching aids. Teachers utilize software like Adobe PDF, MS Office, and platforms such as Google Classroom and Zoom to facilitate effective learning. This approach not only enriches the educational experience but also adapts to diverse student backgrounds, ensuring robust learning outcomes, especially during the pandemic.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://bhavnatrustcollege.com/category/all-events/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers leverage ICT-enabled tools to enhance the teaching-learning process, making education more interactive and engaging. Smart classrooms equipped with projectors and digital teaching aids allow for dynamic presentations and visual learning. Educators utilize software such as Adobe PDF and MS Office to create informative materials and facilitate assignments.

Online platforms like Google Classroom and WhatsApp support seamless communication and collaboration, enabling students to access resources and participate in discussions anytime, anywhere. Virtual meeting tools like Zoom and Google Meet facilitate real-time interactions, essential for remote learning, particularly during the pandemic and for certificate courses.

Additionally, teachers incorporate multimedia resources, including videos and interactive simulations, to illustrate complex concepts and cater to various learning styles. This integration of technology not only enriches the curriculum but also encourages student participation and critical thinking. By

embracing innovative ICT strategies, educators can address diverse learning needs, ensuring a more personalized and effective educational experience for all students. Overall, the use of these tools fosters a collaborative learning environment that enhances both understanding and retention of knowledge.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

03

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

19

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment mechanism at the college is designed to be transparent and robust, ensuring fair evaluation of student performance. Information about the assessment process is provided to students and parents during the First Year orientation. An Examination Committee, comprising members from both Undergraduate and Postgraduate departments, oversees internal assessments, ensuring rigorous procedures.

Assessments are conducted frequently throughout the semester using diverse methods such as quizzes, presentations, group

projects, practical evaluations, and unit tests. This approach not only measures knowledge but also encourages active participation and collaboration among students. Clear guidelines for each assessment are established, with criteria and weightage communicated in advance.

For unit tests, the committee ensures timely display of examination timetables and seating arrangements. Syllabi are shared by subject teachers, and question papers are meticulously verified and stored securely. Accommodations for students with learning disabilities, such as separate seating and additional time, are provided as per university guidelines. Attendance is accurately recorded, and any instances of unfair activity are reported to the Unfair Means Committee.

Regular updates on student progress are shared with both students and parents, fostering open communication. Overall, this structured internal assessment mechanism enhances learning outcomes and supports student development effectively.

File Description	Documents
Any additional information	View File
Link for additional information	https://bhavnatrustcollege.com/wp-content/uploads/2024/12/sop-exam-signed.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The mechanism for addressing internal examination-related grievances at the college is designed to be transparent, time-bound, and efficient. Students are informed about the grievance redressal process during orientation, ensuring they understand how to voice their concerns. A dedicated Grievance Redressal Committee, comprising faculty members and student representatives, is responsible for handling complaints related to internal assessments.

Students can submit their grievances through a formal written application, which is acknowledged promptly. The committee reviews each complaint thoroughly and conducts investigations if necessary. Clear timelines are established for each stage of the process, ensuring that grievances are addressed within a specified timeframe, typically within two weeks.

To maintain transparency, the outcomes of grievance resolutions are communicated to the concerned students, along with explanations of the decisions made. Regular meetings are held to assess patterns in grievances, allowing the committee to identify systemic issues and improve processes.

Additionally, feedback from students regarding the grievance mechanism is collected periodically to enhance its effectiveness. By prioritizing transparency and efficiency, the college ensures that students feel heard and supported, fostering a positive academic environment and promoting trust in the examination system.

File Description	Documents
Any additional information	View File
Link for additional information	https://bhavnatrustcollege.com/wp-content/uploads/2024/12/sop-exam-signed.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

At our institution, we emphasize clarity and accessibility in our program outcomes, program specific outcomes and course outcomes. All outcomes for each program are clearly defined and prominently featured on our official website, making it easy for both faculty and students to access this important information. Each course syllabus provided by affiliating university (Mumbai University) includes the specific course outcomes, and every question in the question paper is aligned with these course outcomes.

This transparency fosters a shared understanding of the educational goals and expectations associated with each programme. We communicate these outcomes through various channels, including orientation sessions, academic handbooks, and regular updates during faculty meetings.

Students are encouraged to familiarize themselves with the specific outcomes of their courses, which enhances their learning experience and helps them align their personal academic goals with institutional objectives. Faculty members are also equipped with resources and training to effectively integrate these outcomes into their teaching practices.

To assess the attainment of POs, PSOs, and COs, the College employs a structured process that includes both direct and indirect assessment methods. Direct assessment involves internal evaluations (25%) and external exams (75% for innovative courses; 100% for traditional courses). A correlation matrix helps set target attainment levels for each PO/PSO based on the performance of students. Indirect assessment is conducted through an exit survey targeting recent graduates, collecting feedback on their educational experiences and the extent to which programme outcomes were achieved. This comprehensive approach ensures continuous improvement and alignment with institutional goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bhavnatrustcollege.com/program-outcomes/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Obtain POs/PSOs attainment table through direct assessment methods: For BMS final POs , PSOs and COs attainment table for Batch 2021-24:- (Example)

CO Attainments

S.No

Co's Number

CO Attainments

1

CO1

2.66

2

CO2

2.2

3

CO3

2.31

4

CO4

2.2

CO- PO/PSO ATTAINMENT

PO1

PO2

PO3

PO4

PO5

PSO1

PSO2

PSO3

PSO4

CO1

3

1

3

3

1

0

3

0

0

CO2

3

3

3

3

3

1

1

0

3

CO3

3

3

3

3

3

1

1

0

3

CO4

3

3

3

3

3

1

3

0

3

PO ATTAINMENT

2.3425

2.279

2.3425

2.3425

2.279

2.23667

2.38625

0

2.23667

For attainment of POs, PSOs and COs, same procedure shall be followed for all undergraduate and postgraduate programme

- The performance and progress of the students is continuously and closely monitored by the faculty through various learning activities during the programme and their learning outcome is measured and communicated to both parents and students. The result analysis of the performance of the students helps in understanding the student's level of understanding of the subject.
- On declaration of Results, analysis is done, toppers are identified and results are displayed on the notice board, marksheets are distributed and performance is discussed with parents. Student with failure in one/two course/subjects are allowed to keep term for the next Semester

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bhavnatrustcollege.com/program-outcomes/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

65

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bhavnatrustcollege.com/examination-result-notice/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://bhavnatrustcollege.com/wp-content/uploads/2024/12/students_feedback_final.pdf

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 year (INR in Lakhs)

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

1.25

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://bhavnatrustcollege.com/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

A robust research ecosystem is essential for achieving excellence in higher education. Institution has adopted well-defined policies to support research activities, such as creating research committees, providing seed funding, and encouraging interdisciplinary collaboration.

IQAC of Bhavna Trust Junior and Degree College of Commerce and Science in order to instill research and creative thinking among the students and faculties organizes Research Workshops, Faculty Development Programs, E- Learning Sessions and ICT for faculty members and students to develop digital literacy. The Cell encourages the faculty members to attend many multidisciplinary Research Conferences at International and National Levels for research activities. A number of workshops & Faculty Development programs on Intellectual Property Rights are conducted by experts to motivate and to empower students with entrepreneurial skills.

The IQAC has established an Entrepreneurship Development Cell comprising of faculty members and students. The purpose is to mentor students to develop their innovative skills. Faculty members are encouraged to undertake projects funded by government agencies like UGC, ICSSR other organizations. The college has worked out to establish MOUs, linkages, and collaborations with Industries and Institutions both to share innovative start-ups and ideas with the College. The college has also planned the publication of multidisciplinary research journals.

A duly constituted Research and Development Cell is in place. College Principal as an approved guide in the J.J.T, University of Rajasthan and resource person for many research initiatives and presently four faculties are pursuing Ph.D.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustcollege.com/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

38

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	https://bhavnatrustscollege.com/degree-college-staff/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

During the year 2023-24 the NSS unit conducted events and

activities related to Environment like Environment Day, Tree Plantation Drive, Beach cleaning, Eco Ganesh Idol Making, Cleanliness Drive, Swachh Bharat Rally, Clean Campus, Crowd control, Poster Making, Paper/Cotton Bag Distribution, segregation of Waste, Plastic Bandi Drive, Cybercrime Awareness, voters awareness, E Waste Collection.

The NSS unit conducted events and activities related to Health and Hygiene such as International yoga day, Helmet awareness, Anti-Drug Rally, Awareness about malaria dengue, work shop on psychological health , workshop on CPR, Fit India Daud, Anti-smoking, anti tobacco drive, Street play on HIV/AIDS in adopted area, Organ donation, First aid box preparation, Anti drugs addiction, Road Safety Awareness with Mumbai Police ,Gender Equity and Awareness of menstrual health

WDC brings about awareness and sensitivity about women’s problem through celebration of International Women’s Day, seminar on topics like sexual harassment, Vishakha Guidelines, gender equity, cyber security for women’s , Menstrual Hygiene, distribution of sanitary pads etc.

The college has an active Department of Life Long Learning and Education(DLLE) unit which develops Entepreneurship skills by conducting Food stalls and small business initiatives. The students conduct survey on the status of women in the nearby area.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/category/nss/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

55

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

07

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

23

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has ICT infrastructure required to support teaching and learning. Information technology is now a vital component of any institution's operations. Therefore, the Institute regularly

refreshes its IT infrastructure to satisfy the needs of the many stakeholders. There are 102 computers at the Institute . Through the addition of new equipment or the updating of old equipment, the computers have been gradually improved. There are enough desktop computers in computer labs to maintain the student-to-computer ratio. There are five smart classrooms and twelve ICT classrooms in the college. Fifteen Raspberry Pi kits have been acquired by the college. Generally speaking, everyone has access to computers and the internet.

There is internet access in the exam room. Additionally, it has a webcam-equipped computer, a paper shredder, and a photocopying gadget for use in home and university exams Windows and antivirus software are regularly updated, The IT specialist also keeps an eye on network and LAN connections. Where necessary, the college's computers are linked to printers and scanners. All areas of the campus are monitored by CCTV.

Sr. No

Item

Area/ No. of Units

1

Computers (Including Computer Labs)

102

2

AV Room

01

3

Printers/Scanner

14

4

Photo Copier / Xerox Machine + Paper Shredder

02 +01

5

CCTV

84

6

Internet

500Mbps

7

IoT Kits

15

8

Biometric Attendance System

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustscollege.com/category/infrastructure/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Cultural: - College has provided number of facilities for supporting extracurricular activities related to culture, creativity, arts and recreation. One auditorium with seating capacity of about 200 people for conducting literary and cultural events. College has established cultural committee comprising of

staff and student member. The cultural committee actively organizes different events throughout the year apart from these events the committee organizes Student -intercollegiate festival , Fresher's day celebration, cultural fest and annual day celebration etc every year.

Yoga center:Yoga classes are arranged weekly at Yoga Center for students and staff members by Yoga teacher.

Sports and Games:- Bhavna Trust Degree college has been established in 1972.It took the responsibility not only to provide the necessary infrastructure that helps the students to inculcate good habit of playing games but also to develop the sportsmanship.

1) The college has multipurpose TURF for outdoor games like Cricket, Badminton, Football and Kabaddi.

2) The indoor games like Table Tennis, Carrom, Chess are facilitated in College Gymkhana which is having an area of nearly 775 Sq.feet.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustcollege.com/category/infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

22

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bhavnatrustcollege.com/category/infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

17593884

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library plays a vital role in the continuous progress of the institution. Bhavna Trust College Library is situated on the ground floor of the College covering an area of 1625.98 sq. ft.

- The library has a separate website and it is linked to the college website with all the library details.
- An average 46 users used the library daily in 2023-2024.
- The ICT section has 3 computers with 500 MBPS internet and Wi-Fi facilities for staff and students. These computers are used to access various e-resources.
- Along with the books, encyclopedias, and dictionaries, library maintains Question Papers of all the streams for reference, College Magazines, etc.
- The library organizes various events to inculcate reading habits among the students and announces the Best Library User award on the Annual day.
- The library has spent 1,80,883 rupees on the purchase of books, journals, and other library materials in the years 2023-2024.

SERVICES PROVIDED BY LIBRARY

- Computerized Issue / Return / Renewal Service
- New arrival Display
- Internet facility

- Reference Service
- Open Access Resources through the library website
- Library Orientation to new members of the library
- Reading Hall
- Book Bank facility
- CCTV surveillance for security reinforcement

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/view/bhavnatrustcollege/library/home

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.883

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

46

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the increasing demand for internet access in educational campuses due to evolving standard of education and flexibility offered by the internet- universities, college's educational institutes etc. are keenly stepping forward to set up secured and stable wired or Wi-Fi network campuses for their students.

Internet facility is available for both faculty and students on the campus with 500MBPS line. The college provides internet facility to all faculty members in all the system of the institute irrespective of the department to preserve and download materials for academic purposes as and when required. Wi-Fi connectivity is available in and around the campus. Obsolete computers are duly replaced and new ones are procured. All systems are duly monitored and students are also taught to use them with utmost care and precaution. College has upgraded its old classrooms to smart classrooms and Information and communication technology classroom (ICT).The Institution is fully equipped and installed with closed circuit television (CCTV) for the purpose of Safety and close observation.

Sr No.
Item
No.of Units
1
ICT/Smart classroom
17
2
CCTV
84
3
Language lab
01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustscollege.com/category/infrastructure/

4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
17593884	
File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>The college has well established procedure of maintaining and utilizing academic and support facilities.</p> <p>Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide congenial learning environment. Classrooms, staffroom, seminar hall and laboratories etc. are cleaned and maintained regularly by non-teaching staff assigned for each floor. The library staff is clearly instructed in the care and handling of library documents particularly during processing, shelving and conveyance of documents. Classrooms with furniture, teaching aids and laboratories are maintained by respective department staff and attendants and supervised by the respective</p>	

coordinators. Seminar hall and auditorium cleanliness is taken care of by the housekeeping team. For accessing the facilities the organizing faculty/staff member submits an application through coordinators and date of event is registered and hall is accessed on priority basis. The annual maintenance includes the required software installation, antivirus and up gradation. To minimize e-waste projectors, computers printers are serviced and reused. The sports equipment ground and Turf are supervised and maintained by the faculty members of sport dept. The maintenance of equipment for water pumping, plants, sewage, Elevator are undertaken as per their preventive maintenance schedule and guidelines by the equipment supplier. Amenity like canteen is maintained by respective service provider on annual contract.

Green environmental aspects: Garden, rain water harvesting system is maintained by gardener every day and frequently by national service scheme volunteers as a service activity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bhavnatrustscollege.com/category/infrastructure/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

19

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

614

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://bhavnatrustcollege.com/1.2.2/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

614

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

324

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

13	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

08	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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 year

5.3.1.1 - 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 year.

13

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students’ representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our institution provide opportunities for students to engage in various activities, develop leadership skills, and contribute to decision-making processes.

Empowering Student Voices: Institutions that Foster Representation and Engagement Institutions of higher learning play a vital role in shaping the minds of future leaders, entrepreneurs, and change-makers. To ensure that students are equipped with the skills, knowledge, and experience necessary to succeed, many institutions prioritize student representation and engagement. This write-up highlights institutions that excel in facilitating student participation in various administrative, extracurricular, and co-curricular activities.

Administrative Representation

Effective student representation in administrative decision-making processes is crucial for creating a student-centric learning environment. Institutions like:

Extracurricular Engagement

Extracurricular activities foster personal growth, teamwork, and leadership skills. Institutions that encourage student participation in extracurricular activities include: 1. The university promotes a vibrant culture of sports and cultural activities, with regular inter-collegiate competitions and university-level events that foster teamwork, creativity, and excellence among students."

Co-Curricular Opportunities Co-curricular activities bridge the gap between academic and extracurricular pursuits, enriching the learning experience. Student Organizations and Governance Student organizations and governance structures play a vital role in promoting student representation and engagement. Institutions that support student organizations and governance include: 1. **MAHA DBT:** MAHA DBT provides resources and support for student affairs professionals, promoting student engagement and success. 2. **Student Council Committee:** The SCM offers training and resources for student leaders, enhancing their ability to represent and serve their peers.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/5-3-2/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

35

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

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

Our institution has successfully established a robust alumni network, which plays a pivotal role in fostering continuous engagement and mutual growth between former students and the institution. The alumni association was registered with the aim of creating a dynamic platform where alumni can connect, contribute, and collaborate with their alma mater. Through this network, we aim to keep alumni informed about the institution's progress, updates, and achievements, while also providing opportunities for them to give back in various ways, such as mentorship, guest lectures, internships, and donations.

The registered alumni association works to facilitate professional networking and career development for current students, offering them access to valuable insights from graduates in diverse fields. Regular events such as alumni meets, webinars, and reunions are organized to strengthen the bond between alumni and the institution. Our distinguished alumni have been generously sharing their expertise with our current students through guest lectures, inspiring the next generation of leaders."

Furthermore, the association serves as a valuable source of feedback, helping the institution to assess its educational programs, infrastructure, and overall environment. This collaborative relationship contributes to the institution's continuous improvement, ensuring that our academic and extracurricular offerings remain relevant and aligned with industry standards. The alumni network, thus, forms an integral part of our institutional framework, enriching the learning experience for students and sustaining a strong legacy of excellence.

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/category/all-events/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Efficient and Effective functioning of an institution can be benchmarked by the policies and practices it has derived in the following areas of governance:</p> <ul style="list-style-type: none"> • Value addition in Education and Technologies • Blueprint of Development and Deployment • Faculty Empowerment Strategies • Financial Management • Socio Economics commitments. • Entrepreneurship Development • Quality assurance • Human resource management <p>The governing board comprises of distinguished administrators, academicians and faculty representatives. It is the visionary leadership of Governing Board Members and Principal that the college has developed a culture of excellence, dedication, hard work and selfless services which gives continual improvement in the functioning of our College.</p> <p>The Vision & Mission makes the College the most favourable and promising place to achieve technical competence and research. The College works on four pillars of philosophy viz. Academic excellence, professional competence of students, social commitment and innovation & research.</p> <p>The governing board and the Principal have frequent meetings where plans are made in compliance with the stated Vision and Mission. The college has constituted several committees where the Coordinators, faculty, non-teaching staff and students play an important role in the planning and implementation of activities. Each committee constitutes the faculty coordinator and members as</p>	

the decision making body, for effective leadership in tune with vision and mission of the college.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/vision-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute emphasizes the importance of decentralizing authority at various functional levels, fostering active and efficient engagement in academic activities to achieve the Institution's goals. The Director (Trust) offers overall guidance to the Institute. At the institutional level, the Director, in collaboration with the Principal, Academics, Student Council, and other key personnel, supervises both curricular and extracurricular initiatives. To promote decentralization and encourage active involvement in the institution's operations, key positions with clearly defined roles and responsibilities are established alongside other functional staff.

To support decentralization and foster active participation in the Institute's operations, key roles with clearly defined responsibilities are created, alongside other functional positions, ensuring effective collaboration and accountability throughout the organization.

These positions empower staff and functionaries to take ownership and contribute actively to the Institute's dynamic functioning.

To reinforce decentralization and encourage broader participation in the Institute's operations, the organization has created specialized roles with clearly defined responsibilities. These positions, alongside other functional units, enable effective decision-making, promote accountability, and empower individuals to actively contribute to the Institute's success.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/institutional-organogram/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective and strategic plan is developed by the IQAC. The Institution works to accomplish the perspective plan. To accomplish the desired goal of institutions the management of the Institution IQAC, director and faculty members and various committees works and non-teaching staff on the perspective plan. To accomplish the strategic and perspective plan the institutions conducts meeting of the concern committees and perspective plan is put on the floor for the open discussion. After the discussion and feedback from various stakeholder the perspective plan is approved by the Management and IQAC. Institute strategic plan for present and future includes the following:

- Sign MoU with industry for training
- University approved curriculum is strictly adhered to, and faculty members and students are encouraged to accept online short-term courses to enhance skills and technical abilities.
- Industrial and Field Visits
- Internships projects for students
- Organize Workshops/Training for Faculty

The Implementation of these plans have yielded:

- Number of faculty members pursuing Doctoral program, in the institute have increased .
- Student Involvement in the institute activity has also improved and students started to learn management skills in organising varies activities in the campus.
- Students from the socially deprived section of society were accepted with minimal fee

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bhavnatrustcollege.com/institutional-perspective-plan-2021-2025/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Governing Body:

The chairman heads the governing body and the executive committee of the institution. The Correspondent, Secretary and other members of the College Management Board are part of the decision-making bodies and committees responsible for the effective management of the College operations. The management gives sufficient authorization to the Principal to function to achieve the vision and mission of the institution.

Administrative Set Up:

The Principal effectively takes forward the day-to-day management of the College in its academic and administrative matters. She has team of Departmental Heads, the IQAC Coordinator, the Teachers, and the Head Clerk to assist her in the discharge of this work. The administrative setup is followed as governing bodies, academic council (Principal, HOD's, staff & students)

Service Rules, Procedures, Recruitment and Promotion Policies:

. The recruitment rules for the teaching staff are along with the eligibility criteria designed as per UGC (University Grants Commission) .The promotional opportunities for teaching and non-teaching staff are according to the rules and regulations of the institution.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/policies/
Link to Organogram of the institution webpage	https://bhavnatrustscollege.com/institutional-organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare Measures for Teaching and Non-Teaching Staff

In any institution the well-being of staff members plays a crucial role in enhancing productivity, job satisfaction, and overall institutional performance. Some Welfare measures for both teaching and non-teaching staff are:

- **Provident Fund (PF)**

Provident Fund is a savings scheme designed to help employees save for retirement. All the staff benefit from this scheme.

- **Loan Facilities**

Offering loan facilities is another important welfare measure

that can assist employees in times of financial need. Institute offers Interestfree loan to the staff .

- Free Medical Checkups

Routine health checkups are vital in preventing long-term health issues. Institute provides free medical checkups to staff to monitor their health regularly.

- Canteen Facilities

Providing subsidized meals in the -campus canteenis an important welfare measure for staff.

- Parking Facilities

For employees who commute to work by private vehicles, parking facilities are provided by the college .

- Training and Development Programs

FDP ,seminar and workshops for Professional development for the staff is arranged by the college from time to time

Childcare Facilities

For staff with young children, offering on-campus childcare facilities can be a significant welfare measure. Institute provides daycare services to staff to balance their family responsibilities more effectively.

•Celebrating Women's Day in Educational Institutions

Women's Day is celebrated toemphasizethe importance of gender inclusivity, recognizing women's achievements .

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/wp-content/uploads/2024/08/HR-policy-scanned.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

05

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

19

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

29

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A performance appraisal system for teaching and non-teaching staff is essential for the continuous improvement of an educational institution. It helps assess the efficiency, effectiveness, and professional development of employees, which in turn supports institutional growth and student success. Here's a comprehensive framework that is applied to both teaching and non-teaching staff:

Purpose of the Performance Appraisal System

- Identify strengths and weaknesses
- Set development goals
- Reward and recognition
- Feedback mechanism
- Alignment with institutional goals

The performance of teaching staff can be evaluated on various parameters:

- Teaching Effectiveness
- Course Delivery
- Lesson Planning & Curriculum Delivery
- Assessment and Feedback
- Student Engagement & Interaction
- Research & Scholarly Activities
- Research Output
- Contributions to Academic Development
- Professional Development
- Workshops and Training

- Innovation in Teaching.
- Service to Institution
- Examination duties
- Publications
- Paper presentations
- Extracurricular Involvement
- Mentoring and Guidance
- Committee Involvement
- Student Feedback
- Punctuality and Professionalism

Non-teaching staff, including administrative, technical, support, and maintenance staff, are evaluated based on different parameters:

- Job Knowledge & Competency
- Skills required: Handling tasks effectively, including use of technology or specific tools relevant to their roles.
- Quality of Work
- Communication Skills
- Teamwork & Collaboration
- Adaptability & Problem-Solving
- Punctuality and Attendance
- Professionalism
- Initiative and Self-Development

File Description	Documents
Paste link for additional information	https://bhavnatrustcollege.com/wp-content/uploads/2024/08/HR-policy-scanned.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financial audit ensures transparency, crucial for the institution's smooth functioning. Both internal and external audits are conducted regularly.

Internal Audit:

- Conducted continuously after every financial transaction by

the institution itself.

- Purchase procedures follow a structured approach, including calling for quotations and price comparisons.
- Audit reports are reviewed, corrections made, and clarifications submitted as audit replies.

External Audit:

- Conducted annually after the financial year ends.
- A Chartered Accountant audits revenue expenditure bills and vouchers, providing an Auditor's Report to ensure statements are fair and accurate.
- An external auditor appointed by the Management audits the Society's financial statements, ensuring compliance with Indian accounting standards.

Optimal Fund Utilization:

As a self-financed institution, the college has a well-defined policy for managing funds effectively:

- Fees collected are used for staff salaries and academic activities.
- All transactions are routed through the bank via authorized personnel, using cheques or electronic modes.

Recurring expenses: Salaries, academic activities, transport, maintenance, and research. Non-recurring expenses: Infrastructure upgrades, equipment, and construction.

Space optimization is a priority due to Mumbai's space constraints, with multi-purpose use of seminar, conference, and IT rooms for academic activities ensuring resource efficiency.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/visit-to-rbi-monetary-museum-and-bombay-stock-exchange/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

71500

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Resource mobilization is monitored by the Management .There are established processes for the planning and allocation of financial resources. The institution has developed strategies for ensuring transparency in the monetary aspect of the institution. The income and expenditure of the institution are subjected to regular internal and external audits. The financial resource management is supported by the Institute strategic plan. The deployment of resources making creative and effective use of resources on the Infrastructure. Institute has a self-financedsystem .

Sources of funds are as follows:

Fees: Fees charged from the students for the various courses .

Our resource mobilization policy and procedures are as follows:

- The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings
- Regular internal audits from the Chartered Accountant and external audits make sure that the mobilization of the resources is being done properly.
- The time-table committee looks after the proper utilization of classrooms and laboratories.
- To ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/6-4-3/
Upload any additional information	View File

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

IQAC is major policy making and implementing unit in our college. It strives hard for upgrading the college support facilities and infrastructure to meet the standards of higher education and growing need of students.

Following are two examples of best practices institutionalized:

Academic Audit through IQAC :

The college takes academic audit every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, students' competition, seminar and workshop are organized for better performance.

Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

Implementation of Green practices in the campus:

The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, Save Power, Awareness Programme on Renewable Energy and e- Waste Management. For the better implementation of green practices, IQAC distributed these activities among various departments. IQAC constantly takes the feedback about the proper result-oriented implementation of these activities through academic audit every year. Because of these practices, eco-

friendly and pollution free college campus and social awareness about renewable energy and e-waste management is developed in the community.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/6-5-1/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance and strictly followed, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students compulsorily attends the Orientation Programme, in which they are made aware of the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, various cocurricular activities, discipline and culture of the Institute. All students are also given a guidance of the campus and the various facilities.

Feedback from students is also taken individually by teachers for their respective courses, through IQAC. Students are also free to approach the Principal of the Institute for feedback and suggestions.

The teaching-learning processes are reviewed, based on the IQAC recommendations. The major initiatives are below:

- Automation of Admission Processes - Provision for online fee payment
- Curriculum Development Workshops in many subjects
- Green initiatives in Campus - tree plantation etc.
- MoUs with prestigious Institutes, Universities, Govt.

agencies

In addition to IQAC the Institute also considers the recommendations of the Advisory Committee on Education which regularly reviews the progress and makes necessary recommendations in an advisory capacity.

File Description	Documents
Paste link for additional information	https://bhavnatrustscollege.com/6-5-2/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bhavnatrustscollege.com/iqac-minutes-and-action-taken/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Bhavna Trust Degree College has taken several measures during the

academic year 2023-2024 to promote gender equity and sensitization on campus. The institution has integrated Gender equity into both curricular and co-curricular activities, emphasizing the importance of gender equality, respect, and awareness. Gender sensitization workshops, seminars, and awareness campaigns are conducted regularly to foster a culture of inclusivity. Co-curricular activities such as debates, discussions, and cultural events often revolve around issues of gender justice, empowering students to understand and address societal challenges related to gender. The college provides specific facilities to support women's well-being and safety on campus: **Safety and Security:** The campus is equipped with security personnel, CCTV surveillance, and well-lit areas, ensuring a safe environment for all students, particularly women. **Counseling:** Professional counseling services are available for students, including dedicated support for women facing personal, academic, or emotional issues. **Common Rooms:** Girls common rooms are available, offering spaces for relaxation and socialization, fostering a supportive atmosphere. The college has a daycare center for staffkids, which enables to balance their academic and professional responsibilities.

File Description	Documents
Annual gender sensitization action plan	https://bhavnatrustscollege.com/7-1-1/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bhavnatrustscollege.com/7-1-1/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

In the academic year 2023-2024, Bhavna Trust Degree College has taken significant steps towards environmental sustainability through effective waste management practices. The college has implemented a comprehensive approach to handle various types of waste responsibly.

1. **Solid Waste Management:** Waste is segregated into biodegradable and non-biodegradable categories. Separate bins are strategically placed across the campus to ensure proper disposal, and biodegradable waste is composted to minimize landfill impact.
2. **Liquid Waste Management:** The college follows strict guidelines for managing liquid waste, particularly from sanitation facilities. Wastewater is treated through advanced filtration systems to meet environmental standards before being safely discharged.
3. **E-waste Management:** Old electronic equipment, such as computers and other devices, is collected and handed over to certified e-waste disposal agencies. This ensures that the disposal is in line with environmental regulations and prevents harmful pollutants from affecting the environment.
4. **Waste Recycling System:** The college has set up designated recycling bins for materials like paper and plastic. This initiative encourages students and staff to actively participate in reducing waste, thereby promoting a culture of sustainability.

These initiatives reflect Bhavna Trust Degree College's strong commitment to environmental responsibility and its ongoing efforts to create a sustainable and eco-friendly campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction

A. Any 4 or all of the above

of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
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File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Bhavna Trust Degree College is dedicated to fostering an inclusive environment that promotes tolerance, harmony, and respect for cultural, regional, linguistic, communal, socioeconomic, and other diversities. The college ensures that all individuals, irrespective of their background, feel valued

and supported.

To promote inclusivity, the college celebrates a variety of cultural festivals such as Diwali, Eid, Christmas, and Holi, creating opportunities for students from different backgrounds to come together, share traditions, and learn from one another. These celebrations foster cross-cultural understanding and unity.

In addition, the college organizes workshops and seminars focused on diversity, inclusion, and social justice, educating students and staff on the importance of respecting differences and promoting equality. The curriculum incorporates discussions on national unity, communal harmony, and human rights, reinforcing the values of inclusivity and mutual respect.

To further support equal opportunities, Bhavna Trust Degree College offers scholarships, mentorship programs, and counseling services to students from marginalized communities. These initiatives help bridge socioeconomic divides and ensure a sense of belonging for all students.

Through these efforts, the college creates a nurturing environment where diversity is celebrated, helping students grow into responsible, compassionate citizens committed to promoting harmony and understanding in society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Bhavna Trust Degree College places a strong emphasis on nurturing responsible citizenship by sensitizing students and employees to the constitutional obligations outlined in the Constitution of India. The institution integrates human values and professional ethics into its educational framework through various activities aimed at fostering a sense of duty, rights, and responsibilities.

The college organizes regular workshops, seminars, and guest lectures to educate students about the fundamental rights and

duties of Indian citizens, as enshrined in the Constitution. These sessions focus on concepts such as equality, justice, secularism, and the importance of upholding the rule of law.

To further reinforce these principles, the college conducts debate and essay competitions on topics related to constitutional values, encouraging students to reflect on and articulate their understanding of citizenship responsibilities. Additionally, programs like "Constitution Day" are observed to mark the significance of the Constitution and to promote awareness of democratic principles.

Community service initiatives, such as awareness campaigns on social justice, voting rights, and environmental duties, allow students to engage actively with their roles as responsible citizens. By fostering these values, Bhavna Trust Degree College ensures that its students are equipped to contribute meaningfully to society and uphold the ideals of justice, equality, and freedom as outlined in the Constitution of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bhavnatrustcollege.com/7-1-9/
Any other relevant information	https://bhavnatrustcollege.com/criteria-3-4-3-nss/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Bhavna Trust Degree College is dedicated to creating a dynamic learning environment by actively celebrating national and international commemorative days, events, and festivals throughout the year. The institution organizes a range of activities to honor significant occasions, fostering a sense of unity, cultural appreciation, and social awareness.

National days like Independence Day, Republic Day, and Gandhi Jayanti are celebrated with flag hoisting ceremonies, cultural programs, and discussions that reflect on India's rich history and the values of freedom, democracy, and peace. These events serve to inspire pride and patriotism among students and faculty.

On international commemorative days such as International Women's Day, World Environment Day, and Earth Day, the college conducts seminars, workshops, and awareness campaigns. These events focus on global issues such as gender equality, environmental sustainability, and human rights, encouraging students to become responsible global citizens.

Festivals like Diwali, Christmas, Eid, and Holi are celebrated with cultural performances, traditional cuisine, and festive decorations, promoting inclusivity and celebrating the diverse traditions of India and the world.

By organizing such events, Bhavna Trust Degree College not only marks significant dates but also creates an atmosphere of respect, understanding, and cultural exchange, enriching the educational experience for all.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1: The Community Yoga Centre (Nurturing Well-Being)

Context: The Community Yoga Centre aims to improve the physical and mental health of the local community by offering accessible yoga, mindfulness, and wellness workshops to people of all ages and fitness levels.

Practice: The centre provides free or affordable sessions and engages in local health fairs to increase its impact. Volunteers are actively involved in promoting community well-being.

Challenges & Resources:

- Lack of awareness, accessibility, and cultural differences require better promotional strategies, additional locations, and cultural sensitivity.
- Administrative support, local partnerships, and effective communication are essential for outreach.

Conclusion: Strategic outreach and collaboration will ensure the centre's ongoing contribution to community well-being.

Best Practice 2: Empowering Education through the Book Bank Scheme

Context: The Book Bank Scheme at Bhavna Trust Junior & Degree College helps underprivileged students access textbooks at 40% of the printed price, ensuring equal educational opportunities.

Practice: The scheme prioritizes disadvantaged students (ST/SC/OBCA) for preferential access, while others can borrow

books for a nominal fee, reducing financial barriers to education.

Key Steps:

- Administrative support and trustee funding are crucial for sustainability.
- Faculty involvement ensures quality book selection.
- Library infrastructure investments and clear lending guidelines ensure smooth operation.

Conclusion: With strategic planning and collaboration, the scheme offers inclusive education, overcoming challenges and supporting all students.

File Description	Documents
Best practices in the Institutional website	https://bhavnatrustscollege.com/7.2.1/
Any other relevant information	https://bhavnatrustscollege.com/wp-content/uploads/2024/12/INTERNATIONAL-YOGA-DAY.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In the academic year 2023-2024, Bhavna Trust Degree College has made remarkable strides in fostering entrepreneurial skills, which has become one of its key institutional priorities. The college successfully launched a series of specialized workshops and training programs aimed at empowering students with the knowledge and practical skills needed to thrive in the corporate world. These initiatives included sessions on business ideation, financial literacy, and startup management, which were conducted in collaboration with industry professionals and successful entrepreneurs.

Additionally, the college established an entrepreneurial incubator, providing students with resources, mentorship, and networking opportunities to transform their business ideas into viable startups. This hands-on approach allowed students to develop real-world problem-solving skills while gaining insight into the challenges and rewards of entrepreneurship.

Bhavna Trust also supported student participation in various inter-college competitions, where several students were acknowledged for their creative and innovative ideas. This emphasis on fostering entrepreneurial skills has significantly enhanced the employability of students while cultivating a strong culture of innovation, self-reliance, and leadership within the college. By empowering students to think critically and act entrepreneurially, the institution is reinforcing its commitment to preparing them for success in an increasingly dynamic and competitive global marketplace.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To organize more workshops, seminars and conferences for the inculcating research, innovation and development skills in the students and staff.
- To provide certificate courses for value based teaching and learning for the students.
- To sensitize and support students for participation in community and societal development programmes To promote and develop collaboration (MOU) with institutional and corporate houses.
- To continue to provide congenial learning environment for holistic development of Students, Faculty and Supporting Staff To continue to provide holistic value based education.
- To impart and enrich entrepreneurial skills.
- To encourage and support the experiential learning through offering project and field study work.
- To conduct various activities that will help students and staff to develop these skills.
- To support and promote welfare measures for the students and staff.
- To improve Teaching Learning & Evaluation process.
- To Strengthen Alumni