



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS
AND
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)
E-mail : info@mvlucollege.in

Academic and Administrative Audit Report: 2021-22, 2022-23 & 2023-24

ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Audit Committee Team:

	Academic Audit Committee
Convenor:	Dr. Kanchan Fulmali Incharge Principal Dahanukar College, Mumbai
Members :	Prof. Dr. Vinita Pimpale Vice Principal, Department of Commerce and Management, R A Podar College of Commerce and Economics (Autonomous), Matunga, Mumbai 400019
	Dr. Shvaji Pawar, Vice-Principal, PTVAs Mulund College of Commerce (Autonomous) Mumbai 400080



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To

The Principal Dr. Mahendra Kanojia

SHETH L.U.J. & SIR M.V. COLLEGE OF ARTS, SCIENCE & COMMERCE,

Dr. S. Radhakrishnan, A S Marg,

Andheri East, Mumbai, Maharashtra 400069

Subject: Report of Academic & Administrative Audit

We are grateful that the institution decided to perform an Academic and Administrative Audit (AAA) for the academic years 2021-22, 2022-23 & 2023-24. We appreciate the invitation to conduct AAA from the Management, Internal Quality Assurance Cell (IQAC), and Principal.

The report is based on three factors that committee members observed:

- A) Institute Information
- B) Administrative Audit
- C) Academic Audit

We appreciate the important information and cooperation provided by the management, principal, coordinators, teaching and support staff, students, and stakeholders during the AAA assessment.

We believe that the observations and recommendations made by the AAA committee will be useful for the college's further planning and development.


Academic & Administrative Committee



Convenor Dr. Kanchan Fulmali

Member Prof. Dr. Vinita Pimpale

Member Dr. Shvaji Pawar

Signature with Date


25/06/24



25/06/24



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FRAMEWORK AND METHODOLOGY ADOPTED FOR AAA

As requested by the college, the external members conducted the external Academic and Administrative Audit (AAA) of SHETH L.U.J. & SIR M.V. COLLEGE OF ARTS, SCIENCE & COMMERCE for the academic years 2020–2021 and 2021–2022.

The audit's goal is to confirm that campus procedures are in line with the administrative policies that the department and the institution have adopted.

The committee's observations are based on information that the college authorities have made available or supplied, as well as on their following discussions with the relevant staff and authorities. When necessary, a review of the pertinent papers is conducted.

The audit is carried out without bias.

Following the audit, the external AAA audit members submit the recommendations to the college in unanimity.

Academic & Administrative Committee

Signature with Date

Convenor Dr. Kanchan Fulmali

Member Prof. Dr. Vinita Pimpale

Member Dr. Shvaji Pawar

[Handwritten Signature]
25/6/24

[Handwritten Signature]
25/06/24

Academic and Administrative Audit Report: 2021-22, 2022-23 & 2023-24

Part 1: INSTITUTE PROFILE

1.1 Establishment Information

1.	Name and Address of College	Laxmi Charitable Trust Sheth L.U. Jhaveri College of Arts, & Sir M. V. College of Science & Commerce
2.	Telephone Number	022-66992022 022-66992023
3.	E-mail & Website	info@mvlucollge.in www.mvlucollege.in
4.	Year of Establishment	June, 1963
5.	Status of College	Co-education College
6.	Name of the Principal	Dr. Mahendra Gulabchad Kanojia
7.	Affiliation status	Yearly Affiliated
8.	2(f) and 12(B) status	included as per letter F. No.1-1/2023(CPP- I/C) dated April, 24, 2024
9.	Name of the Trust	Laxmi Charitable Trust
10.	College Development Committee	Exists and Functional
11.	Registration number of the trust	E 2516 (Bom)
12.	IQAC	April 16, 2018
13.	Type of College	Aided & Unaided

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1.2 Courses, Intake and student strength (2021-22, 2022-23, 2023-24)

Sr. No	Courses	Intake Capacity (First Year)	Strength of Student (First, Second and Third Year)
A.Y. 2021-22			
1.	B.A.M.M.C	60	161
2.	B.Sc. Comp. Sci.	60	147
3.	B.Sc. Biotech	35	105
4.	B.Sc. I.T.	60	137
A.Y. 2022-23			
1.	B.A.M.M.C	60	149
2.	B.Sc. Comp. Sci.	60	144
3.	B.Sc. Biotech	35	99
4.	B.Sc. I.T.	60	150
A.Y. 2023-24			
1.	B.A.M.M.C	60	105
2.	B.Sc. Comp. Sci.	60	162
3.	B.Sc. Biotech	35	95
4.	B.Sc. I.T.	60	156

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PART 2: ADMINISTRATIVE AUDIT

The following criteria were used to review the infrastructural facilities of the college.

2.1 INFRASTRUCTURE

Sr. No.	Particulars	Observations
1.	Total area of the campus	2.57 acre
2.	Campus ownership	Owner
3.	Washroom facility for staff	Yes
4.	Washroom facility for students	Yes
5.	Ladies Common Room	Yes
6.	Staff Room	Yes
7.	Auditorium	Yes
8.	Administrative office	Yes
9.	Parking space	Yes

2.2 HUMAN RESOURCE

A) Details of Human Resource available

Sr. No.	Particulars	2021-22	2022-23	2023-24
1.	Total Teaching Staff (Including Principal, and Visiting Staff)	25	30	36
2.	Total Technical Staff	2	2	2
3.	Clerks and other Office Staff	9	9	9
4.	Librarian	1	1	1

Academic and Administrative Audit Report: 2021-22, 2022-23 & 2023-24

B) Efforts for Human Resource Development

Sr. No.	Particulars	Observations
1.	Mode of Salary	Credited to Bank Account
2.	Feedback and appraisal system	Yes
3.	Employee Welfare Activities	Yes

C) Admission Process:

As per the norms prescribed by University of Mumbai

2.3 Computational Facilities

Sr. No.	Particulars	Observations
1.	Number of computers	144
2.	Internet bandwidth	100 MBPS
3.	Campus Wi-Fi	Yes. JIO FIBRE

2.4 LIBRARY

Sr. No.	Particulars	Observations
1.	Area of Library	176.52 sq.mtrs
2.	Book Bank Facility	Yes
3.	Issue/Return Register	Yes
4.	Library Hours	9:00 A. M. to 3:00 P. M.

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2.5 Training and Placement Cell

Sr. No.	Particulars	Observations
1.	Placement Cell	Yes
2.	Student Placement	Year 2021 - 22 = 0 Year 2022 - 23 = 3 Year 2023 - 24 = 5
3.	Students Progression	Year 2021 - 22 = 35 Year 2022 - 23 = 27 Year 2023 - 24 = Still not received

2.6 STUDENTS SUPPORT SCHEME

Sr. No.	Particulars	Observations
1.	Counselling / Mentoring	Yes
2.	Special Scholarship for students*	Yes
3.	Alumni Association	Yes (at college level, no government registration)
4.	Internship	Yes
5.	Placement	Yes
6.	Industrial Visit	Yes

*Number of UG and PG students getting financial assistance, scholarships/freeships etc from the university/state/central government/college.

Academic Year 2021-22

Scholarships		
Name of the Scholarships scheme	No. of Beneficiaries	Amount
Government of India Post Matric Scholarship	1	11557.60+(2 nd instalment pending)
State Minority Scholarship Part II (DHE)	1	5000
Total	2	16557.60

Academic and Administrative Audit Report: 2021-22, 2022-23 & 2023-24

Academic Year 2022-23

Scholarships		
Name of the Scholarships scheme	No. of Beneficiaries	Amount
Government of India Post Matric Scholarship	1	13900+(2 nd instalment pending)
National Scholarship Portal	1	payment not received yet
KUTUMBA foundation Scholarship	1	39568
Laxmi Charitable Trust's Scholarship	5	75000
Financial Assistance for Research Publication	3	18000
Academic Toppers Scholarship	24	24000
Total	35	170468

Academic Year 2023-24

Scholarships		
Name of the Scholarships scheme	No. of Beneficiaries	Amount
Government of India Post Matric Scholarship	2	23657.60(both students received only 1 st instalments, 2 nd pending)
Laxmi Charitable Trust's Scholarship	5	50000
Financial Assistance for Research Publication	8	18997
KUTUMBA foundation Scholarship	1	payment not received yet
Total	16	92654.60

2.7 GRIEVANCE REDRESSAL COMMITTEES

Sr. No.	Particulars	Observations
1.	Anti-Ragging cell	Yes
2.	Women Development Cell	Yes
3.	Grievance Cell	Yes
4.	Internal Complaint Committee (ICC)	Yes

**Reserve Category
Academic Year 2021-22**

Programme Name	Number of seats sanctioned	Number of Students admitted	Number of students admitted from reserved category					
			SC	ST	OBC	Divyangjan	General	Others
B.A.M.M.C	60	55	05	01	02	00	46	01
B.Sc. Comp. Sci.	60	51	02	00	04	00	42	03
B.Sc. Biotech	35	35	00	00	01	00	34	00
B.Sc. I.T.	60	40	00	00	04	00	35	01
Total	215	181	07	01	11	00	120	05

Academic and Administrative Audit Report: 2021-22, 2022-23 & 2023-24

Academic Year 2022-23

Programme Name	Number of seats sanctioned	Number of Students admitted	Number of students admitted from reserved category					
			SC	ST	OBC	Divyangjan	General	Others
B.A.M.M.C	60	57	01	01	03	00	51	01
B.Sc. Comp. Sci.	60	59	02	00	05	00	52	00
B.Sc. Biotech	60	32	01	00	03	00	27	01
B.Sc. I.T.	60	60	02	00	08	00	48	02
Total	215	208	06	01	19	00	178	04

Academic Year 2023-24

Programme Name	Number of seats sanctioned	Number of Students admitted	Number of students admitted from reserved category					
			SC	ST	OBC	Divyangjan	General	Others
B.A.M.M.C	60	47	04	00	05	00	38	00
B.Sc. Comp. Sci.	60	60	02	00	06	00	52	00
B.Sc. Biotech	60	35	02	00	04	00	28	01
B.Sc. I.T.	60	59	02	00	09	00	46	02
Total	215	201	10	00	24	00	164	03

Academic and Administrative Audit Report: 2021-22, 2022-23 & 2023-24

2.8 Other Essential Facility

Sr. No.	Particulars	Observations
1	Fire Fighting system	Yes
2	Canteen	Yes
3	Drainage Facility	Yes
4	CCTV	Yes
5	Incubation & Research Centre	Yes
6	Research Cell	Yes
7	Overall Maintenance	Yes
8	Drinking water with water filter machine	Yes

PART 3 R & D EXTENSION ACTIVITIES

Sr. No.	Particulars	Observations
1	Research funds sanctioned and received from various agencies	Colleges give financial aid to teachers and students for research. No government grants received.
2	Workshops/Seminars conducted on Intellectual Property Rights (IPR)	Year 2021 - 22 = 01 Year 2022 - 23 = 01 Year 2023 - 24 = 02
3	Faculty participation in seminars/conferences during the year	2021-22 = 11 2022-23 = 14 2023-24 = 14
4	MOUs signed with industry and academics	1(e waste)+1(catalyse) = 02
5	Number of extension and outreach activities	Year 2021 - 22 = 02 Year 2022 - 23 = 02 Year 2023 - 24 = 04
6	International & National Research publication. (in the journal noticed on UGC website	Year 2021 - 22 = 4 Year 2022 - 23 = 8 Year 2023 - 24 = 14

Institutional Strength

- Prior to implementation, all the matters pertaining to academics and administrative issues are discussed in the meetings, in which suggestions and ideas from all the staff members are welcomed and supported by the management.
- The College supports students from all cultural, religious, ethnic along with educational and financial diversities.
- Since the College is centrally located it is easily accessible from Andheri East railway station, metro as well as by road.
- The college is armed with ICT tools in the library, IT labs and in classrooms.
- All the departments and the administration office have computer systems and good Wi-Fi internet connectivity.
- Smart Classrooms with fixed as well as portable projectors are employed for student centric teaching and learning.
- For encouraging holistic development, various add-on certification courses such as CEC Certified Software, IOT based automation, Digital Marketing and Graphic Designing are conducted.
- Library is well equipped with nearly 60,000 books, research papers, journals, magazines, and newspapers along with e-resources like Koha, N-List, etc.
- To foster industry academia connection, industrial visits, seminars, webinars, workshops are organized periodically by all departments on diverse topics.
- With faculty guidance, Computer Science and IT department students have research publications at undergraduate level.
- Smooth functioning of the administrative activities is constantly monitored by the management.
- Online payment of fees via UPI and Credit/Debit Cards is offered which is user friendly for students and parents.
- To provide a platform for showcasing the hidden talents and creating healthy competitive spirit, cultural, sports activities are conducted both at intra and inter college level.
- The college architecture is extremely spacious with a well maintained gymkhana (sports room) and a playground.
- Student counselling, mentoring and grooming sessions are held regularly to aid students cope with the course, mental wellbeing and for ensuring regular attendance.
- Parent teacher meetings are conducted on a regular basis to inform parents about student progress, addressing gaps in learning.
- Due to effective student centric teaching learning, pass percentage has improved and students are motivated to pursue higher studies.
- The college management deploys an open door policy for all the stakeholders.
- All the academic and administrative staff members are highly exceptional in their respective fields with a strong foundation of values and morals.
- Alumni network of the college provides industrial and employment connections and collaborates in college activities by participating as judges for various events.
- The College highlights environment protection and conservation by adopting diverse eco-friendly measures.

Institutional Weakness

Since the college lacks autonomy status, modification of course and syllabus along with assessment criteria and weightage has limitations.

- Very negligible amounts of funds are received as donations from sponsors for conducting various activities. Also, as all the courses are self-financed (unaided), the government aid is not available.
- As the college lacks hostel amenities, it limits the admission of students from other states.
- Since the junior college section is not available, hence the inhouse students are not available.
- Since, the masters programme is not available, very few students undertake extensive research projects, as the project cannot be continued further due to limited timespan.
- Many of our students come from economically disadvantaged backgrounds, they work to uphold their families which has a negative impact on their academic achievement.

Institutional Opportunity

- If autonomy is granted, the college will be able to enrich its standards of instruction as new courses, syllabus and holistic approaches in imparting knowledge & evaluation can be executed.
- There is scope to conduct more add on certification courses especially in the Department of Biotechnology through partnerships with industry stakeholders.
- There is an opportunity to enhance ICT in every classroom.
- The college can encourage research in the Biotechnology and BAMMC departments.
- The college can fabricate stronger relationships between industry and academia to develop application-based skills that will boost research initiatives and make students better job candidates.
- There is more scope in increasing the number of cultural and sports activities which will include novel competitions to challenge skills of the participants.
- The college's spacious infrastructure can be best utilized for various student activities.

Institutional Challenge

- Many students from lower income groups are first generation college learners, with parents/ guardians having negligible education can occasionally be a barrier to their ability to choose the right future path.
- It is challenging to stop students dropping out before completing the course due to their poor financial status.
- There exists a challenge to improve student placements as immense coaching is required to make them prospective job candidates and foster entrepreneurial potential.
- It is difficult to create industry related amendments in the fixed, rigid curriculum structure.

FUTURE PLANS:

1. Upgradation / augmenting the college ICT infrastructure.
2. Applying for University affiliated UG/ PG courses post NAAC accreditation.
3. Applying for Autonomous status post NAAC accreditation.
4. To strengthen Research Culture amongst students and teaching staff.
5. Increase student placements.
6. Introduce industry trending addon courses to bridge the gap between academics and industry.

OBSERVATION:

- More Institutional collaboration needed.
- Add courses can be added along with the existing ones
- The college should be promoting their existing programs

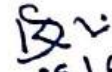
RECOMMENDATIONS BY AAA:

College can apply to Unvi to start new professional programs.

Academic & Administrative Committee

Signature with Date

Convenor Dr. Kanchan Fulmali


25/6/24

Member Prof. Dr. Vinita Pimpale



Member Dr. Shvaji Pawar


25/06/24

ENERGY AUDIT

STUDY PERIOD (TWO YEARS) 2022 - 2023 & 2023 - 2024

Sustainability study

AUDIT REPORT

Studied for

Laxmi Charitable Trust's

Sheth L.U.J. and Sir M.V. College

Dr.S.Radhakrishnan Marg, Andheri (East),

Mumbai - 400069, Maharashtra, India

Studied in the capacity of

Accredited and Certified GBP



Website: <https://thegreenviosolutions.co.in/>

Email: greenviosolutions@gmail.com

Disclaimer

The Audit Team has prepared this report for the **Laxmi Charitable Trust's Sheth L.U.J. and Sir M.V. College** located Dr.S.Radhakrishnan Marg, Andheri (East) Mumbai - 400069, Maharashtra, India based on input data submitted by the Institute analysed by the team to the best of their abilities.

The details have been consolidated and thoroughly studied as per the various guidelines for Green Buildings available in National and International Standards; the report has been generated based on comparative analysis of the existing facilities and the prerequisites formulated by various standards. The inputs derived are a result of the inspection and research. These will further enhance and develop a Healthy and Sustainable Institution.

These can be implemented phase wise or as a whole depending on the decision taken by the internal team. The warranty or undertaking, expressed or implied is made and no responsibility is accepted by Audit Team in this report or for any direct or consequential loss arising from any use of the information, statements or forecasts in the report.

The audit is a thorough study based on the inspection and investigation of data collected over a period of time and should not be used for any legal action. This is the property of Greenvio Solutions and should not be copied or regenerated in any form.

Greenvio Solutions

Developing Healthy and Sustainable Environments

We are an Environmental and Architectural Design Consultancy firm

Sustainable Academe is our department for conducting Audits

Palghar District, Maharashtra- 401208

sustainableacademe@gmail.com

Introduction

About the Institute

The Institute proposes "Excellence Compassion Integrity Responsibility Accountability Gender Equality Diversity Technological Advancement"

About the Energy audit

The following documentation is based on the consumption practice of the premises on a regular working day.

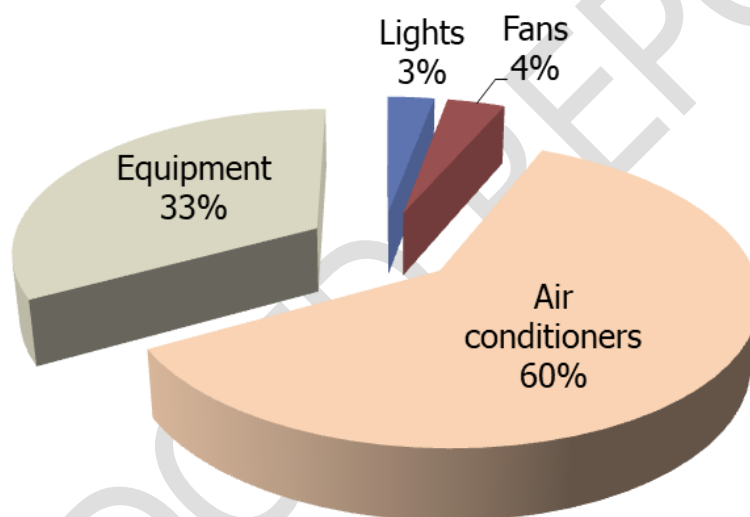


Figure 1: Summary of the calculated electrical consumption as per inventory

The above graph shows that air conditioners consume 60% whereas the equipment consume 33% while the fans consume 4% and the lights consume 3% of the total calculated electrical energy.

