

Academic Audit Report

of

KET's V. G. Vaze College (Autonomous) of Arts, Science and Commerce
Mulund (East)
Mumbai – 400 081

For the Academic Year 2022-23

Under Quality Assurance Initiative

By

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And

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5th October 2023

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9th October 2023

Academic Audit Report: Academic year 2022-23: Arts and Science

The Academic Audit of Arts and Science departments was conducted on 5th October, 2023 in the conference room of V. G. Vaze College (Autonomous), Mulund. The audit was chaired by Prof. (Dr.) Mala Pandurang, Principal Dr. B.M.N. College of Home Science, Matunga and Prof. (Dr.) Shivram Garje, Department of Chemistry, University of Mumbai, Kalina campus as External experts and Prof. (Dr.) Preeta Nilesh, Principal and Dr. Neeta Mehta, IQAC Coordinator as internal experts. Heads of all departments along with their faculty members presented the details of activities carried out by the respective department in Academic Year 2022-23.

Commendations

- The audit was conducted in a professional manner. Time management was very good and all departments had been given a structure to follow, with uniform templates. It was, however, suggested that since presentations were self-explanatory, it was not necessary for the faculty to read out all the details. This suggestion could be communicated to all the faculty for future presentations.
- Principal or IQAC Coordinator can make a brief presentation at the beginning to give a perspective and overview of the ethos and functioning of the institution
- College is to be commended for the range of activities conducted and the involvement of staff in conducting the same.
- Participation of alumni is also evident from the presentations.
- There is ample opportunity for intra-college interdisciplinary and multidisciplinary collaborations
- Students has won several intercollegiate prizes in academic events

Suggestions

- Details must be given in full, such as collaborating agency, timeline, date of event, etc. This data can be presented in tabular format and can include details of fund generation, student progression, industrial visits, activities (date, place, who invited, beneficiaries, timeframe). MOUs can be stipulated as In Progress/MOU in Pipeline/MOU Signed.
- Departments should be encouraged to start bulletins/in-house journals (Social Science Journal/Science Journal). Publications on the part of the faculty in qualitative journals should be encouraged.
- NEP requirements for internships to be introduced. Hence, departments should start liasoning with potential employers, research institutes, etc.
- Action plans should be written with short-term and long-term goals
- It is preferable to plan short-term courses in accordance with UGC guidelines with syllabi sanctioned by the UGC.
- Management should be encouraged to give seed money to Departments for Student-Initiative Project, Teacher-Student Project, Collaborative Projects and Intra-Departmental Projects.
- Heads and Senior Teachers should not be allowed to take leave on the days of the Audit. Teachers who have not been part of the college cannot/should not be asked to make presentations as they are not in a position to answer any queries of the Audit Team.
- Activities organized by the Department for students should not be considered as accomplishments (whether individual or departmental). Individual and Departmental expectations are not to be presented in the AA.
- It is preferable to use the term 'Faculty activities/ accomplishments rather than "individual" accomplishments

- Participation within the college need not be mentioned in faculty activities. Also, invitations to judge competitions are not academic accomplishments and need not be mentioned
- Exchange programmes and collaborations with other colleges/agencies should be initiated
- Value-added and skill-based courses should be introduced by all the departments
- Inter and intra collegiate activities to be encouraged
- Dissertation, projects of students, qualifications of teachers and student strength are not unique features of the departments but part of the requirements.
- Student progression is a very important aspect of the department. It should therefore be covered in the presentation with all data. Data presented should be quantitative and specific.

Department -Wise Report

Department of History and Foundation Course

Strengths discussed

- The experts found the quantum of work done and the diverse topics covered very commendable.
- Department has the potential to take the lead in collaborating with other Departments for the vertical of IKS (Indian Knowledge Systems) as per NEP 2020

Recommendations Received

- To mention the short-term and long-term goals with a proper timeline while explaining about the vision of the department.
- To visit heritage sites such as University of Mumbai Campus at Fort, for a better understanding of the art and architecture.
- To exclude qualifications of teachers from unique features as it is a requirement.
- To quantify data while presenting it, as it is easier to understand.
- To present the data related to internships, collaborative activities, paper presentation, participation of students in a statistical format.
- To participate in more research activities.
- To encourage students to do more research activities and also conducting teacher-student collaborative events and research projects.
- To explicate details of the Foundation Course including result analysis and the events conducted as the department is also in-charge of these courses. t.

Department of Sociology

Highlights of the Presentation:

- The action taken on the feedback which was received in the previous academic audit was highlighted in the presentation, for example, introduction of Criminology paper for FYBA, and collaborative activities with other departments.
- The departmental activities conducted since AA 2021-22 were highlighted along with the unique features and best practices of the department

Strengths discussed:

- Two papers on Research - Quantitative and Qualitative.
- Student Internship Programme.

Developmental areas discussed:

- Internship programs can be made credit-based and the number of interns to be increased.
- Research papers offered by the department can be extended through multi-disciplinary collaborations with other departments.

Recommendations received:

- To develop a clear and specific vision for the Department by assessing the output of past initiatives and creating an action plan for the future.
- To invite experts from respective fields for guest lectures/workshops in Criminology paper.
- To attend FDPs and publish papers in UGC Care List Journals.
- To collaborate with post-graduate departments of other institutions such as Mumbai University.
- To emphasize the link between departmental activities and the curriculum.

Department of Psychology

Developmental Areas:

- Research work on the part of the faculty

Recommendations Received:

- The dates of the events, names of the experts invited along with their designation and the number of beneficiaries to be mentioned in the slides for every activity
- BOS members can be mentioned to indicate outside expertise
- Under faculty accomplishments, all the details in terms of where one is invited, who has issued the invitation and the number of the beneficiaries for the event must be mentioned
- More publications on the part of the faculty are required
- The names of the reputed alumni called for the event should be mentioned along with their designations
- For beginning of the Internship for TY class and PG Programme, time plan must be specified
- One year PG diploma may be introduced
- Industrial projects must be conducted
- Must seek recognition of UGC for value-added courses of the department
- Action taken of the previous audit must be mentioned.

Department of Political Science

Strength

Assistance given to students who are not familiar with English to cope with the syllabus

Recommendations Received

- Organise more guest lectures.
- Field visit to Vidhan Bhavan, GramPanchyat, Parliament building in New Delhi.
- Activities attended at the American Center cannot be termed as collaborative if these are open invitations to other colleges already.
- Students can be mentored to appear for competitive exams
- Mock parliaments can be held in order to give the first-hand experience to the students.

Department of Economics

It was suggested that many activities conducted by the department seemed to be leaning towards other Social Sciences (other than Economics). It was, however, explained to the panel how various theories and economic concepts were used while planning and conducting the activity for the students. The department was asked to make this clearer in the presentation

Strengths discussed

- Number and variations of activities conducted
- Unique features and best practices of the Economics department were highlighted.
- Inclusion of quantitative concepts like Econometrics and Mathematical Economics in the curriculum.

Recommendations Received

- To bring about clarity where the uses of economic concepts come into the picture while planning various activities for the students.
- To mention the NGOs that are being targeted by the department for fulfilling the vision regarding internships by the students. To include specifics regarding the work done in the internships, by the students, from an economic perspective.
- Not to include intra college activities as faculty accomplishments.
- To discuss the possibility of mathematics or statistics as minor option for economics students. (Interdisciplinary and Interdepartmental collaboration of Dept. Of Mathematics and Dept. Of Economics)
- To include a detailed timeline regarding the vision that has been fulfilled (completely or partially) by the department since its last audit.
- To collect information regarding internships or activities conducted by the department under the heads of – objectives set, activities conducted and department specific outcomes achieved by conducting the aforementioned activities.
- Students' progression needs to added.

Department of Hindi

Highlights of the Presentations:

- हिन्दी विभाग द्वारा हर वर्ष मनाए जाने वाले हिन्दी दिवस व हिन्दी सप्ताह तथा कार्यक्रम में हिन्दी के विविध क्षेत्रों के बुलाए जाने वाले विद्वानों के लिए सराहना की।
- तृतीय वर्ष कला के विद्यार्थियों को इंटर्नशिप के लिए भेजे जाने पर उत्साहवर्धन किया तथा अहिन्दी भाषी विद्यार्थियों के लिए चलाए जाने वाले हिन्दी कोर्स सरल हिन्दी के लिए प्रोत्साहित किया।
- झुनझुनवाला के साथ मिलकर किए जानेवाले छात्र संगोष्ठी हेतु बढ़ावा देते हुए उन्होंने इसे विद्यार्थियों के विकास के लिए अत्यंत आवश्यक बताया।

Recommendations Received:

- अन्य भाषा विभाग के साथ कार्यक्रम का संयोजन करना जैसे कार्यशाला, संगोष्ठी।
- महाराष्ट्र राज्य हिन्दी साहित्य अकादमी के संयुक्त तत्वावधान में कार्यक्रम आयोजन करना।
- हिन्दी के विद्यार्थियों के लिए रोजगार संबंधी (प्लेसमेंट) व्यवस्था करना।
- हिन्दी विषय में विद्यार्थियों की संख्या में वृद्धि करने के लिए अभिविन्यास (ओरिएंटेशन) करना।
- नयी शिक्षा नीति के तहत हिन्दी माइनर व मेजर की शुरुआत करना।
- अनुवाद विषयक शिक्षा (सर्टीफिकेट) अथवा सोर्ट टर्म कोर्स शुरू करना।

Department of Marathi

- मराठी विभागाच्या सक्षमीकरणाच्या अनुषंगाने उत्तम चर्चा घडून आली,
- विद्यार्थी जडणघडण भाषा विकासासोबत , व्यवसाय ,नोकरी आणि लघुपाठयक्रम , अभ्यासक्रम तयार करण्यासाठी प्रयत्न, प्रथम ते तृतीय वर्ष विद्यार्थी गुणवत्ता चढता आलेख यावर चर्चा झाली
- मागील वर्ष -२०२२-२३ यातील शिक्षक व विद्यार्थी यशस्विता स्पर्धा , परिषदा (Confrance) शोधनिबंध सादर केले यावर चर्चा केली
- विभागाच्या पुढील ध्येय -धोरणांवर चर्चा झाली
- व्यक्तिमत्वविकासावर आगामी उपक्रम कोणते असतील यावर चर्चा झाली.

Recommendations Received:

- विभागाच्या भविष्यातील ध्येय-उद्दिष्टांत इतर विषयांचे मराठीतून अध्यापन करण्याबाबत विचार होणे.
- अमराठी (अन्य) भाषकांसाठी संवादात्मक मराठी या लघुपाठयक्रमासोबत भाषांतर , अनुवाद व मराठी युनिकोड (टंकलेखन) यावर कार्यशाळा घेणे.

- मराठीतील लेखकांच्या अतिथी व्याख्यानांचे आयोजन करणे.
- बालकवी, कुसुमाग्रज यांसारख्या विख्यात लेखकांच्या जन्मगावी (प्रतिष्ठान स्थळी) क्षेत्रभेट देणे.

Department of English

Highlights of the presentation:

- Research output of the department: 3 PhD registration, regular RACs, Colloquium, etc
- Faculty achievements: Keynote speaker, Papers published in Scopus journal, RAC member to 4 research centres, BoS Member of 5 Autonomous colleges, PhD Referee for 3 Universities

Strengths of the Department

- PhD centre and focus on research
- Good number of research papers presented and published

Developmental Areas

- Appointment of regular faculty members
- Faculty retention issue on account of salary paid
- Allocation of funds for research
- Software and Hardware upgradation of language lab with possible budget of Rs.10 to 12 Lakhs

Recommendations Received

- Not to mention activities conducted in the college under faculty achievement
- To mention the future plans of the faculty members
- To put efforts to improve communication skills of students under NEP
- To put language labs to effective use.
- **Senior faculty should be present for the audit. Junior faculty who is a newcomer was not in a position, understandably, to answer the queries of the peer team.**

Department of BAMMC

Strengths discussed:

- Academic results of the department. (More than 80% of the students scoring O and A+ grades)
- Unique features of the department are activities like CINELITT, Mediaverse & Career Guidance Lecture Series
- Increased scope of the degree programme.

Developmental Areas discussed:

- Individual faculty accomplishments should be more specific with respect to the level of participation in conferences
- A dedicated media lab and a recording studio have continued to be in 'future plans' consecutively for three previous academic audits. They should be in place soon.

Recommendations Received:

- Vision of the department should be more student centric and with a timeline of plans to be realised within the academic year and the achievements or progress quantified.
- Department should be able to give ready data on placement of students. Steps to be taken to address this issue.
- Industrial Visits to be organised with a more specific focus, and not combined with general excursions to tourist spots.

Department of Botany

- **Highlights of presentations:** Pictorial representation of data.

● **Strengths discussed:**

1. Abundance of work done (generation of seed money, collaborations, workshops, and industrial visits) in terms of action taken report.
2. Collective effort of the department for the smooth conduction of different activities.

● **Developmental areas discussed:**

1. Intake capacity of MSc Botany program should be worked upon.
2. Employability Index of the department to be enhanced
3. Quantification of funds generated by the department will give a clearer picture of the income generated.
4. Mode of utilization of those funds should also be indicated.

● **Recommendations received:**

1. Student progression in terms of employability should be given
2. Vision of the department in terms of a timeline for the academic year. Concrete action plan demonstrating the implementation of the proposed activities.
3. Identification of certain industries which could absorb students for projects and employment (environmental industries located in Thane-Belapur region).
4. Identification of staff-led and student-led projects such as Tree Tagging on the campus with seed money from the management.
5. Research based projects cannot be considered as collaborations.

Department of Chemistry

Strengths discussed:

- Internship for M.Sc. final year students in the industries.
- Outreach activities for school children from Dombivli.
- 70% placement of M.Sc. students with an average pay of 3,60,000/- pa.
- Research activities- Ph.D. awarded and research publication.

Developmental Areas discussed:

- Four-year curriculum to be designed.
- Time-bound consultancy services to be initiated

Recommendations Received:

- To plan Interdisciplinary Programme (Overlapping of areas in different subjects)
- The ongoing research work is mainly the field of material sciences. So also take up research in diverse interdisciplinary areas. To carry out Applied type of research.
- Details in the action plan of the department should be more specifically mentioned.

Department of Physics

Strengths discussed:

- Alumni's selection for PG programs in various places (national and international)
- Departmental activities for non-physics students
- Students' projects

Developmental Areas discussed:

- Curriculum under NEP 2020
- Courses for better employability
- Courses for non-science students

Recommendations Received:

- Initiate industry-based internship programs
- Organize live screening of future events similar to Chandrayaan-III

- Science Fest can take up theme of “Space”

Department of Zoology

Highlights of the Presentations:

- The awareness on pet care was initiated through lecture series by the alumnus, Zoologist and Entrepreneur, Mr. Omkar Patil,
- The awareness regarding the conservation of the fauna was accomplished by Excursions and Exhibitions for students and staff of all the Departments.
- The student strength in the Zoology department and consistency in the results of Under-graduate and Postgraduate students were noted
- The student-Teacher collaborative research work has resulted in research publications in reputed Research Journals.

Strengths discussed

- The faculty members have presented and published research papers in different arenas of Zoology in reputed Journals with good Impact factor.
- The students from different departments opting for research work in the Department of Zoology with an inter-departmental approach has led to dissertations and commendable project work.

Developmental Areas discussed

- The setting-up of a pet club in the Department can be initiated through collaborations with veterinary colleges, NGOs and pet care industries according to the ethical guidelines.
- The details of the MOOC Courses have to be inculcated in the feedback of the next academic year
- The collaborations with Central Universities, Research Institutes and Industries have to be developed for academics, research and career opportunities.
- The continuation of research work and publications can be done for the enrichment of research aptitude.

Recommendations Received:

- To initiate collaborations with NGOs to carry out community service for animal care and prevention of animal cruelty.
- The visit and collaboration with DJB College, Chiplun can be put forward as a part of Museum visit and awareness of Conservation of fauna.
- To cope up with the NEP, the dissertations for M.Sc. should be continued with an adequate timeline for research documentation and experimental or field work.
- The regular curricular activities such as mentoring and M. Sc. dissertations can be excluded from the audit presentation.

Department of Post Graduate Diploma in Perfumery and Cosmetic Management

Strengths Discussed:

- Good course as it has wide scope of implementation

Development Areas:

- Collaboration with other colleges in knowledge generation and to start related collaborative courses. For example, Flavours and Sensory Evaluation and Beauty Culture.

Recommendations received:

- Vision should have concrete / time plan, estimated dates of implementations
- Explore the scope of the Course to promote Indigenous Knowledge Development.
- To check provisions under UGC for approval of an Integrated MSc Course of 3 years.

Academic Audit Report: Academic year 2022-23: Commerce and Self-Financing Departments

The Academic audit of Commerce and Self-Financing Departments was conducted on 9th October, 2023 in the conference room of V. G. Vaze College (Autonomous), Mulund. The audit was chaired by CA Monica Lodha, Director, S. K. Somaiya College, Somaiya Vidyavihar University and Prof. (Dr.) Minu Madlani, Principal K. P. B. Hinduja College of Commerce as External experts and Prof. (Dr.) Preeta Nilesh, Principal, Vaze College and Dr. Neeta Mehta, IQAC coordinator as internal expert. Heads of the Departments along with their faculty members presented the details of activities carried out in the academic year 2022-23.

Commendations

About the presentation - College to have uniform format of reporting activities, photographs to be geotagged in the presentations, number of beneficiaries to be mentioned in the activity report, hyperlinks to be added for details of events and placement data to be showcased.

- While conducting any activity and events departmental faculty members should be aware of - as under which NAAC criteria it can be reported.
- All reports & documents to be signed by Co-ordinator/ Head & IQAC Head.
- Incubation center to be operational for all departments.
- Research Publications in the Departments to be improvised.

DEPARTMENT WISE REPORT

Department of Accountancy

- Students Progression to be depicted -as percentage of students opting for further studies, percentage of students placed. Details of placements of students to be incorporated (Class and Company wise) and the placement done through College to be highlighted.
- Incorporation of Basic Knowledge of TALLY as practical component in the syllabi. Workshops on E-filing of IT and GST for students can be organized to give experiential learning to the students.
- Workshops on E-filing of IT for Non-teaching staff can be organized by the Department.
- Taxation Clinic in collaboration with Maharashtra times is good initiative of the Department. Taxation Clinic-a community outreach program can be strengthen by collaborating internally with SFC departments and Commerce Department.
- Research in the department needs to be improvised.

Department of Business Economics

- Syllabus covering Micro and Macro concepts of Business economics to be prepared by taking assistance from the Arts department.
- MOVIENOMICS conducted by the department for the students can be enhanced by encouraging students to search for the video to be showcased.

- Financial Economics components to be incorporated in the syllabus for BCom students in upcoming cycle of syllabus framing. Meanwhile to make students acquainted with Financial Economics - Department can organize Workshop for the existing students.
- Innovative methods like case study for assessing students can be incorporated in continuous assessment.
- Vision statements of the department to be reframed and should align with Vision of the College.
- Working with peers, collaboration with other departments and seeking guidance from the authority is suggested.
- Research in the department needs to be improvised.

Department of Business Law

Strengths discussed:

- Consistent in celebrating the International Human Rights Day for the past three years.
- Orientation lectures on Latin maxims and Legal vocabulary.
- Last Saturday of every month Group discussions are held.
- Mentoring of students for oratory competitions.
- Open Book test
- Case laws, case lets, Flipped classroom methods adopted.

Recommendations

- Role-play and Moot Court to be conducted.
- To collaborate with BMM Department to screen movies related to working of Judiciary
- An open book test as a part of Internal Assessment can be included.
- To organize guest lectures to cover legislations not covered by the syllabi.
- IPR seminars to be conducted in collaboration.
- Certificate courses on Cyber Law and Gender Law to be conducted with credit weightage.

Department of Commerce

- JNPT Visit (by Export elective students) can be shown as Department's Best Practice.
- Incubation center in collaboration with the other departments in the Commerce faculty to be initiated.
- Workshop to - support students to appear for interviews effectively and enhancing soft skills programmes to be organized.
- Encourage students to use the college's UPSC Centre for training opportunities.
- Since Ms. Suchitra Poojari has her own platform for training NET/SET candidates, the interested MCom students should be made aware of such activities and convert the same in MOOC of the Department / College.
- Vision statement to be articulated into achievable goals & objectives ..
- To create awareness about Sustainable Development Goals of United Nations by the poster competition can be organized.
- Industrial visits for students, student engagement program and incubations cell are to be projected as best practices of department
- Generate awareness of NET/SET coaching in Post Graduates students.
- Research in the department needs to be improvised.

Department of Mathematics

- Workshops and Guest lectures on various topics to be organized

- Vision of the department should be articulated into short-term and long-term goals & Objectives.
- Department has to develop skills for solving real-time problems.
- Department requires to work on its best practice.
- For non-maths background students admitted in FYBCom students bridge courses to be organized.
- Use of different teaching pedagogies to make the subject interesting for the students.
- More workshops in which departmental staff members can be a resource person to be organized and value addition programs to be conducted.
- Change in working of department to be brought about: research paper presentations to be undertaken and more collaborative work with other departments to be conducted.
- Certification courses in Excel for non teaching staff can be curated and it can be projected as best practice of the department.
- Department should work on MOOCS and encourage to take up courses from Swayam and NPTEL.

Department of Environment Studies

- To execute following programs in coordination with Commerce Department
 - Student activities based on SDG (Sustainable Development Goals of United Nations)
- To conduct/Participate in the Green Audit of the college.

BVOC (T&H) Department

Strength Discussed:

- Cruise Internship was appreciated.

Developmental Areas Discussed:

- Teaching plan to be prepared and shared with students.
- Vision statement of the department to be reframed

Recommendation Received:

- Feedback taken for the guest session over Google Forms is to be shared in PPT with a clickable link.
- Every report should be signed by the head of the department.
- Visiting faculty achievements and their details to be included
- Work on weaknesses and challenges of the department.
- Maintain records of all department activities like program attendance and Geotagged photographs.

Department of Information Technology

Strengths discussed:

- Unique features of the department. (GitHub, Mini Avishkar, Inventrix, Guest Lecture Series)
- Providing Software solutions.
- Training for Departmental Google Site Development

Developmental Areas discussed:

- Spelling error on presentation slides to be avoided.
- Students should be motivated for innovation and for online MOOCS courses.

Recommendations Received:

- Training sessions for e-content development to be conducted.
- To collaborate with companies like TCS and google.
- Digital literacy program to be organized. Students of SY and TY can be given a digital literacy program as project work.
- To identify the areas for digital transformation of the college and small guided projects to develop Application to address those areas can be assigned to the students .
- Department to work with University of Mumbai (distance education) to develop E-content for students.
- Facilitate teachers/ students for developing MOOC for the College.

Department of Biotechnology**Strengths discussed:**

- Hands-on training for students offered by the department was discussed.
- Internships for students discussed.

Developmental Areas discussed:

- Development in terms of equipment and infrastructure discussed.

Recommendations received:

- Re-apply for DBT STAR scheme.
- Formal MOU for collaboration with other Institutes for projects, internships and placements and more foreign collaboration before NAAC 2025 to be initiated. .
- Projects to students on the topic hygiene canteen, junk food avoidance and eating healthy can be undertaken.

Department of Accounting and Finance (BAF), Banking And Insurance (BBI) & Management Studies (BMS)**Strengths discussed**

- BMS - The entrepreneurial fest Udyakta
- BAF - Investors Club
- BBI - Community outreach program conducted for Senior Citizens of Mulund to educate them about cyber-crimes and digital payment.

Recommendations Received:

- Encouraging faculties to publish research papers.
- Feedback from stakeholders to be taken and to be documented on a regular basis.
- NSE - Mock Stock from brokers portal can be initiated for stock market training of students .
- BBI & BAF department was suggested to collaborate with the Accounts Department (Taxation Clinic) for their activities which are related to taxation.
- Investor club, financial literacy and Udyokata can be showcased as best practices of the department.
- Udoyakata to be conducted on a larger scale.
- Dr. Amit Breed and Dr. Aarti Shah to work for the Entrepreneurship Cell.
- Job Mela for students to be conducted
- "Earn and Learn" to be emphasized.
- Research in the department needs to be improvised.

Signatures of Academic Audit Team

M-l Pandurang

Prof (Dr.) Mala Pandurang, Principal, Dr. BMN College of Home Science

Garje

Prof (Dr.) Shivram Garje, Department of Chemistry, University of Mumbai

MS Madlani

Dr. Minu Madlani, Principal, K. P. B. Hinduja College of Commerce

Monica Lodha

CA Monica Lodha, Director, S. K. Somaiya College

Signature of Principal

Preeta Niles

Prof (Dr.) Preeta Niles

Signature of IQAC Coordinator

Neeta Mehta

Dr. Neeta Mehta