**Uttari Bharat Sabha's**

# Ramanand Arya D.A.V. College
## The Annual Quality Assurance Report (AQAR) of the IQAC

# 2011 - 2012

## Part – A

## 1. Details of the Institution

1.1 Name of the Institution

> Ramanand Arya D.A.V. College

1.2 Address Line 1

> Veer Savarkar Marg (Station Road), Datar Colony

Address Line 2

> Bhandup East

City/Town

> MUMBAI

State

> Maharashtra

Pin Code

> 400 042

Institution e-mail address

> **info@radav.org**

Contact Nos.

> 022-25662921 (Office)

Name of the Head of the Institution:

> **Dr. Ajay Bhamare**

Tel. No. with STD Code:

> 022 – 2566 0513

Mobile:

> 09833552608

Name of the IQAC Co-ordinator:     Ms. Janine Almeida

Mobile:     09892804881

IQAC e-mail address:     iqacradav@gmail.com

1.3 **NAAC Track ID***(For ex. MHCOGN 18879)*

1.4 **NAAC Executive Committee No. & Date:**     EC / 32 / 365  dated03.05.04
      *(For Example EC/32/A&A/143 dated 3-5-2004.*
      *This EC no. is available in the right corner- bottom*
      *of your institution's Accreditation Certificate)*

1.5 Website address:     **www.radav.org**

Web-link of the AQAR:     **www.radav.org/naac/AQAR2011-12.pdf**

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|-----------------------|-----------------|
| 1 | 1st Cycle | **B** | **74.00** | **2004 - 05** | **2008 - 09** |
| 2 | 2nd Cycle | | | | |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

1.7 Date of Establishment of IQAC :     DD/MM/YYYY     **01.07.2005**

1.8 **AQAR for the year** *(for example 2010-11)*     **2011 - 12**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

    i. **AQAR 2009-10 submitted to NAAC on 15/11/2014**
    ii.    **AQAR 2010-11 submitted to NAAC on 17/11/2014**
    iii.    AQAR_____ _____ (DD/MM/YYYY)
    iv.    AQAR_____ _____ (DD/MM/YYYY)

## 1.10 Institutional Status

University      State | - |    Central | - |    Deemed | - |    Private | - |

Affiliated College      Yes | √ |    No | - |

Constituent College      Yes | - |    No | - |

Autonomous college of UGC      Yes | - |    No | - |

Regulatory Agency approved Institution      Yes | -- |    No | √ |

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution    Co-education | √ |    Men | - |    Women | - |
     Urban | √ |    Rural | -- |    Tribal | -- |

Financial Status    Grant-in-aid | -- |    UGC 2(f) | √ |    UGC 12B | √ |
     Grant-in-aid + Self Financing | √ |    Totally Self-financing | -- |

## 1.11 Type of Faculty/Programme

Arts | -- |   Science |   |   Commerce | √ | Law | - | PEI (Phys Edu) | -- |

TEI (Edu) | -- |   Engineering | - |   Health Science | -- |   Management | - |

Others (Specify)    | --------------------------------------------- |

1.12 Name of the Affiliating University *(for the Colleges)*    **University of Mumbai**

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

**Yes   - Minority  Status  (Linguistic)**

| | | | |
|---|---|---|---|
| Autonomy by State/Central Govt. / University | ----- | | |
| University with Potential for Excellence | ----- | UGC-CPE | ----- |
| DST Star Scheme | ----- | UGC-CE | ----- |
| UGC-Special Assistance Programme | ----- | DST-FIST | ----- |
| UGC-Innovative PG programmes | ----- | Any other (*Specify*) | ----- |
| UGC-COP Programmes | ----- | | |

## 2. IQAC Composition and Activities

| | |
|---|---|
| 2.1 No. of Teachers | 6 |
| 2.2 No. of Administrative/Technical staff | 1 |
| 2.3 No. of students | 1 |
| 2.4 No. of Management representatives | 1 |
| 2.5 No. of Alumni | 1 |
| 2. 6  No. of any other stakeholder and community representatives | 1 |
| 2.7 No. of Employers/ Industrialists | ----- |
| 2.8  No. of other External Experts | ----- |
| 2.9 Total No. of members | 11 |

2.10 No. of IQAC meetings held    [ 2 ]

2.11 No. of meetings with various stakeholders:Total No. [ 4 ]  Faculty [ 3 ]

Non-Teaching Staff Students [ 1 ]  Alumni [ --- ]  Others [ --- ]

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ---- ]  No [ √ ]

If yes, mention the amount   [ ------- ]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [ Nil ]  International [ -- ]  National [ -- ]  State [ -- ]  Institution Level [ Nil ]

(ii) Themes: [ ------- ]

2.14 Significant Activities and contributions made by IQAC

IQAC in its meetings gave suggestions regarding improvement of infrastructure, conducting of workshops, improving the Teaching – Learning process, promoting research activities by the faculty. IQAC emphasised the need to encourage students to participate in sports, cultural and NSS (National Service Scheme) activities.

2.15  Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

| Plan of Action | Achievements |
|---|---|
| To improve the infrastructure of the college. | • Paver blocks were laid around the college building, within the compound.<br>• One additional entrance was provided for easy access |

| | |
|---|---|
| | to the college.<br>• Re plastering and repainting of the entire college building was done.<br>• Biometric Machine was installed for recording the attendance of staff.<br>• Currency notes counting machine was installed in the college office.<br>• Seven steel cup boards were acquired during the year.<br>• Laser high speed printer was installed in the Examination Room. |
| To conduct lectures and workshops through subject experts from other institutions to supplement the class room study. | • Mr. Ketan Vira, a Financial Expert addressed the students of Third Year Bachelor of Management Studies on International Finance during April 2012.<br>• A seminar for Third Year BBI and BAF students on Human Resource Management was conducted by Mr. Kuldeep Singh Soun during January 2012.<br>• Dr. Vilasini Patkar from R J College, Ghatkopar, Mumbai conducted a seminar on Case Studies in Commerce for B Com students.<br>• Dr. Vilasini Patkar also gave a guidance seminar on Export Marketing.<br>• Prof. Nitin Kadam, Chartered Accountant, and a faculty of V K Krishna Menon College guided our M Com students in the subject of Advanced Costing.<br>• Prof. Ravi Bombardekar, Chartered Accountant, and a faculty in Model College, Dombivli guided Third Year B Com students in the subject of Management Accountancy.<br>• Prof. Yogesh Patel, Chartered Accountant, and a faculty in S K Somaiya College, Mumbai College guided our M Com students in the subject of Advanced Accountancy.<br>• A presentation was made by Mr. Prathamesh Rane, |

| | |
|---|---|
| | Assistant Manager, Varad Exim & Transport Ltd on Export Import Procedures.<br><br>• Prof. Deepak Raverkar from the Department of Commerce, Bhausaheb Nene College of Arts, Science and Commerce, Pen, Dist : Raigad gave a guidance lecture in the subject of Marketing and Human Resource Management.<br><br>• Dr. Rashmi Wagale, Department of Economics, R J College, Ghatkopar, Mumbai gave a guidance lecture to the students in the subject of Economics.<br><br>• Seminar on "Higher Studies in Management" was conducted by the Wellinker Institute of Management on December 2nd, 2011.<br><br>• Workshop on "Analysing Personality Traits" was conducted by Edventus Business Partners on July 28th and 29th, 2011.<br><br>• Workshop on "Group Discussion and Interview" was conducted by the Triumphant Institute of Management Education (TIME) on February 1, 2012.<br><br>• Public Prosecutor Advocate Molina Thakur was the Resource Person at the seminar organized in the subject of Business Law for the students of Second year Bachelor of Commerce on the theme of "The State of Judiciary and the Legal Profession".<br><br>• Mr. Jayant Marathe of Tata Consultancy Services organized a seminar on "Aptitude Test and Interview Skills" for B Sc IT students. |
| To assist the students in developing their personal skills. | • The students participated in a workshop on "Confidence Building and Corporate World" at Kalidas Auditorium, Mulund, Mumbai on November 27, 2011. |
| To provide opportunities to students to acquire | • The students of Bachelor of Management Studies undertook an Industrial Tour to Lonavla and Pune |

| | |
|---|---|
| practical knowledge about the functioning of different industries and institutions through field visits and tours. | during February 2012. They visited Maganlal Chikki Factory, Lonavla and Auto Cluster Development & Research Institute, Chinchwad.<br><br>• An Industrial Tour was organized for students of BBI and BAF on January 18th and 19th, 2012 to gain practical knowledge about the working of some industrial units in Pune.<br><br>• Our students were taken on a study tour to Reserve Bank of India's Monetary Museum at Fort, Mumbai. |
| To assist the students in Job Placement. | • HDFC Life Insurance conducted Campus Interviews on December 9, 2011 for Third Year BBI and BAF students. |
| To promote the inherent talents of students in academic and other fields and help them to showcase their talents. | • Our students participated in the "VISION" programme organized by the SIES College, Sion, Mumbai during the year in a Quiz competition.<br><br>• The self financing course students participated in a Quiz Competition organized during February 2012 in the college. |
| To provide the opportunities to students and faculty to enhance their knowledge. | • The students of Second Year BAF attended the conference on "International Banking and Finance " held at D.Y. Patil College, Belapur, Maharashtra on November 19, 2011. |
| To conduct special programmes to empower women students. | • A workshop was conducted by an expert in Martial Arts, Mr. Kurshid Engineer for girl students on "Self Defence Techniques" in four batches during September 26th to 28th, 2012. |
| To facilitate the students in excelling in various sports events by providing them the opportunities. | Our students participated in the following sports events at the University level :<br><br>• The college Women's Kabaddi team qualified in the Inter Zonal matches conducted at Chiplun on September 15th and 16th , 2011 and reached the fourth place. |

|  |  |
|---|---|
|  | • The college Annual Sports Day was held on November 18, 2011 at Dadoji Kondev Stadium, Thane. <br><br> • Our students participated in the Inter collegiate Box Cricket Match at Pragati College, Dombivli on 23.08.11 and won the 1st prize. <br> • They also won the 1st Runner Up position in the Inter Collegiate Box Cricket Match held on 03.12.11 at Chanakya Institute. <br> • The students of our college took part in the Inter – Collegiate Games held on 15.12.11 at S. M. Shetty College, Powai, Mumbai. They won the First Prize in the Need for Speed event and the Second Prize in the FIFA game. <br> • Our student Vishal Mendhe of Second Year BAF took part in the Badminton Championship at the University level. |
| To organize special lectures for students who are in need of special attention. | • 55 undergraduate students participated in the programme conducted by Pacific Training & Consulting Services on "Spoken English and Personality Development" . This activity was conducted under the Remedial Coaching Scheme from March 5th to 26th, 2012. |
| To assist the Non – Teaching Staff in improving their competency and skills. | • Pacific Training & Consultancy Services conducted a training programme on "Competency Development" for 15 non-teaching staff during 15th March 2012 to 24th March 2012. |
| To facilitate weaker students in improving their competencies at par with other students. | • A programme was organized through Pacific Training & Consultancy Services during 15th March 2012 to 24th March 2012 on "Spoken English and Personality Development" under the Equal Opportunity Scheme of UGC for our students. |

\* Attach the Academic Calendar of the year as Annexure.

**The academic programmes were conducted as per the guidelines of the University of Mumbai. Separate Academic Calendarwas not made for this year.**

2.15 Whether the AQAR was placed in statutory body          Yes  | √ |  No  | --- |

　　　　　Management | √ |　　Syndicate | --- |　　　Any other body | --- |

Provide the details of the action taken

| The Management approved the AQAR and assured the IQAC of their support in implementing the plan of action. |

# Part – B
## Criterion – I

# 1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---|---|---|---|---|
| PhD | -- | -- | -- | -- |
| PG | ---- | ---- | 1 | -- |
| UG | 1 | -- | 4 | 2 |
| PG Diploma | -- | -- | -- | |
| Advanced Diploma | -- | -- | -- | 1 |
| Diploma | -- | -- | -- | 3 |
| Certificate | -- | -- | -- | -- |
| Others | -- | -- | -- | -- |
| Total | 1 | Nil | 5 | 6 |

| | | | | |
|---|---|---|---|---|
| Interdisciplinary | ---- | ---- | ---- | ---- |
| Innovative | ---- | ---- | ---- | ---- |

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

**We are following the syllabus and system of the University of Mumbai.**

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|---|---|
| Semester | 5 |
| Trimester | Nil |
| Annual | 1 |

1.3 Feedback from stakeholders*Alumni [ -- ]   Parents [ -- ]   Employers [ -- ]   Students [ -- ]
   *(On all aspects)*

Mode of feedback   :Online [ -- ]   Manual [ -- ]   Co-operating schools (for PEI) [ -- ]

*\*Please provide an analysis of the feedback in the Annexure*

**No formal feedback system was used. However, informal discussions were held by the   Principal / Vice Principal / HOD / Faculty  with the students on the teaching learning process, quality of infrastructure, services and other facilities. Suggestions and complaints were  attended to wherever feasible.**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> **The syllabus for all courses are decided by the Board of Studies of the University of Mumbai. The Board periodically reviews the Syllabus and modifies it to suit the current requirements.**

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> **No new Department / Centre introduced during the year.**

# Criterion – II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|---|---|---|---|---|
| **17** | **8** | **9** | **Nil** | **Nil** |

2.2 No. of permanent faculty with Ph.D.:  **3**

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|---|---|---|---|---|---|---|---|---|---|
| R | V | R | V | R | V | R | V | R | V |
| **29** | **Nil** | **Nil** | **Nil** | **Nil** | **Nil** | **Nil** | **Nil** | **29** | **Nil** |

2.4 No. of Guest and Visiting faculty and Temporary faculty   **----**   **3**   **21**

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---|---|---|---|
| Attended Seminars/ Workshops | 1 | 6 | |

| | | | |
|---|---|---|---|
| Presented papers | 1 | 15 | |
| Resource Persons | | **1** | |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> **The teaching methods were enhanced by using OHP projector, LCD Projector and Role Plays. Students were also provided practical training in using accounting software. Case study discussions were conducted among students.**

2.7  Total No. of actual teaching days
during this academic year

> **180**

2.8  Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions)

> **The examination system implemented by the college is according to the norms and guidelines set by the University of Mumbai from time to time.**

2.9  No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development  workshop

| 1 | - | 12 |
|---|---|---|

2.10 Average percentage of attendance of students

> **71**

2.11 Course / Programme wise distribution of  pass  percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | I % | II % | III  % | Pass % |
| **B. Com** | **470** | **7** | **68** | **13** | **0** | **88** |
| **BMS** | **47** | **0** | **55** | **4** | **11** | **70** |

| | | | | | | |
|---|---|---|---|---|---|---|
| BBI | 54 | 0 | 72 | 18 | 6 | 96 |
| BAF | 60 | 0 | 82 | 2 | 8 | 92 |
| B Sc IT | 94 | 1 | 36 | 12 | 18 | 67 |
| M.Com | 16 | 0 | 6 | 50 | 19 | 75 |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

**In staff meetings the IQAC positively influenced the Teaching and Learning Process.**

**This year the college subscribed to N-LIST, INFLIBNET - an internet based service whereby the faculty could access a number of e-journals and e-books and share the knowledge with the students.**

**25 e-journals from ICFAI were also made available to the faculty.**

**Faculty was encouraged to use the newly acquired resources.**

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|---|
| Refresher courses | --- |
| UGC – Faculty Improvement Programme | ----- |
| HRD programmes | ------ |
| Orientation programmes | ------ |
| Faculty exchange programme | ------- |
| Staff training conducted by the university | ------ |
| Staff training conducted by other institutions | ------- |
| Summer / Winter schools, Workshops, etc. | **12** |
| Others | ----- |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | **39** | **10** | **NIL** | **3** |
| Technical Staff | -- | -- | -- | -- |

# Criterion – III

## 3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> **The IQAC encouraged faculty to present and publish research papers and pursue further research. The faculty were also encouraged to register for Ph D and M Phil..**

3.2    Details regarding major projects

|                   | Completed | Ongoing | Sanctioned | Submitted |
|-------------------|-----------|---------|------------|-----------|
| Number            | ---       | ---     | ---        | ---       |
| Outlay in Rs. Lakhs | ---     | ---     | ---        | ---       |

3.3    Details regarding minor projects

|                   | Completed | Ongoing | Sanctioned | Submitted |
|-------------------|-----------|---------|------------|-----------|
| Number            | ---       | ---     | ---        | ---       |
| Outlay in Rs. Lakhs | ---     | ---     | ---        | ---       |

3.4    Details on research publications

|                          | International | National | Others |
|--------------------------|--------------|----------|--------|
| Peer Review Journals     | ---          | ---      | ---    |
| Non-Peer Review Journals | ---          | 1        | 2      |
| e-Journals               | ---          | ---      | ---    |
| Conference proceedings   | ---          | ---      | ---    |

3.5 Details on Impact factor of publications:

Range [ -- ]    Average [ -- ]    h-index [ -- ]    Nos. in SCOPUS [ -- ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

**Research funds were not received during the year.**

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|-----------------------|---------------|----------------------------|------------------------|----------|
| Major projects        | ---           | ---                        | ---                    | ---      |

| | | | | |
|---|---|---|---|---|
| Minor Projects | --- | --- | --- | --- |
| Interdisciplinary Projects | --- | --- | --- | --- |
| Industry sponsored | --- | --- | --- | --- |
| Projects sponsored by the University/ College | --- | --- | --- | --- |
| Students research projects *(other than compulsory by the University)* | -- | --- | --- | --- |
| Any other(Specify) | --- | --- | --- | --- |
| Total | --- | --- | --- | --- |

3.7 No. of books published      `---`

i) With ISBN No.      `----`

Chapters in Edited Books      `----`

ii) Without ISBN No.      `---`

3.8 No. of University Departments receiving funds from   :  **NA**

UGC-SAP  `---`     CAS  `---`      DST-FIST  `---`

DPE  `---`      DBT Scheme/funds  `---`

3.9 For  colleges

Autonomy  `---`      CPE / CE  `---`      DBT Star Scheme  `---`

INSPIRE  `---`      Any Other (specify  `---`

3.10 Revenue generated through consultancy      **Nil**

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | -- | -- | -- | -- | **14** |

| | | | | | |
|---|---|---|---|---|---|
| Sponsoring agencies | -- | -- | -- | -- | **College Management** |

3.12 No. of faculty served as experts, chairpersons or resource persons    | 4 |  | -- |  | 1 |

3.13 No. of collaborations    International :    | Nil |    National :    | Nil |    Any other :    | Nil |

3.14 No. of linkages created during this year    | 4 |

3.15 Total budget for research for current year in lakhs :

From Funding agency    | Nil |    From Management of University/College    **Rs. 1 lakh from Management**

Total    **Rs. 1 Lakh**

3.16 No. of patents received this year :    **N A**

| Type of Patent | | Number |
|---|---|---|
| National | Applied | -- |
| | Granted | -- |
| International | Applied | -- |
| | Granted | -- |
| Commercialised | Applied | -- |
| | Granted | -- |

3.17 No. of research awards/ recognitions    received by faculty and research fellowsof the institute in the year

| Total | International | National | State | University | Dist | College |
|---|---|---|---|---|---|---|
| Nil | Nil | Nil | Nil | Nil | Nil | Nil |

3.18No. of faculty from the Institution    | NIL |
who are Ph. D. Guides
and students registered under them    | NIL |

3.19 No. of Ph.D. awarded by faculty from the Institution    | ---- |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [ Nil ]  SRF [ Nil ]  Project Fellows [ **Nil** ]  Any other [ **Nil** ]

3.21 No. of students Participated in NSS events:

University level [ **65** ]  State level [ **Nil** ]

National level [ **Nil** ]  International level [ **Nil** ]

3.22 No. of students participated in NCC events:    **Not Applicable**

University level [ --- ]  State level [ --- ]

National level [ --- ]  International level [ --- ]

3.23 No. of Awards won in NSS:

University level [ ---- ]  State level [ ---- ]

National level [ ---- ]  International level [ ---- ]

3.24 No. of awards won in NCC : **Not Applicable .**

University level [ --- ]  State level [ --- ]

National level [ --- ]  International level [ --- ]

3.25 No. of Extension activities organized

University forum [ -- ]  College forum [ -- ]

NCC [ NA ]  NSS [ **14** ]  Any other [ -- ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

**UNIVERSITY FORUM**

- **Our National Service Scheme (NSS) Unit volunteers participated in the Tree Plantation Drive conducted by the University of Mumbai at its campus and planted 57 saplings on 03.06.11.**
- **The NSS volunteers participated in the Swami Vivekanand Jayanti programme held at Ravindra NatyaMandir on 12.01.12.**

**OTHER FORUMS**

- The NSS members attended along with the Programme Officer during September 7ᵗʰ to 9ᵗʰ, 2011 the "Youth Sensitization and Awareness" training program organized by the Centre for Study of Society and Secularism (CSSS) at Bio-Medical Ethic Centre, St. Pious Campus, Goregaon East, Mumbai.
- The NSS volunteers of our college assisted the Mumbai Police during the Ganesh Festival on September 11ᵗʰ, 13ᵗʰ and 15ᵗʰ in crowd management during the Visarjan activities in Bhandup village.
- Our NSS students also participated in the Disaster Management Workshop conducted on 03.12.11 at VazeKelkar College, Mulund, Mumbai.
- Volunteers from the NSS unit took part in a Special Rural Residential Camp during January 2012 from the 25ᵗʰ to 31ˢᵗ at Khopoli. During the camp, they conducted various activities relating to Health Consciousness, Legal Awareness, National Integration and Women Empowerment.

**COLLEGE FORUM**

- The NSS volunteers organized a Malaria Awareness Campaign for our college students and faculty on 22.06.11 in association with doctors from the Bruhan Mumbai Municipal Corporation.
- An awareness campaign was conducted on 28.06.11 in the class rooms about the need for Blood Donation and Thalessemia Check – up.
- This was followed up by a Blood Donation Camp organized by the NSS volunteers in association with doctors from LokmanyaTilak Municipal Hospital, Sion, Mumbai on 29.06.11. Third year undergraduate students were also offered a Free Thalessemia Check – Up on this occasion.
- On 06.07.11, the NSS students organized a Door – to – Door awareness campaign among the residents of Bhandup East locality on the precautions to be taken against Malaria.
- The NSS Unit organized a Poster Making Competition among the students on the themes : " We Need Food, Not War", "We Need Education and Peace", "World Peace Day" and "Sadbhavana Divas".
- The NSS Day was observed by the college on 24.09.11 through a special event on that day, wherein the students who had actively participated in NSS activities were presented certificates by the Principal.
- On the birth anniversary of Mahatma Gandhi (02.10.11), 235 students of the college attended the Gandhi Ganga program organized by the NSS unit in association with Bombay Sarvodaya Mandal. On this occasion, the book on Gandhiji's teachings was distributed among the participants.
- The NSS group organized an Awareness Lecture, followed by a Street Play regarding AIDS and HIV for our students on 29.10.11.

# 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|---|---|---|---|
| Campus area | **63112 sq.ft.** | **Nil** | --- | **63112 sq.ft.** |
| Class rooms | **17 big**<br>**11 small** | **Nil** | | **17 big**<br>**11 small** |
| Laboratories | **3**<br>**(IT Labs)** | **Nil** | | **3**<br>**( IT Labs)** |
| Seminar Halls | **2** | **-** | | **2** |
| No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year. | **84** | **8**<br>**Desk Top Computers** | | **92 – 4 = 88**<br>** |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | **6.52482** | | |
| Others | | | | |

** **Note : Out of total 92 Desk Top computers, 4 in the office were scrapped during the year due to non-functioning.   Hence the physical closing stock is 88 nos.**

## Improvements  made  to  building  structure  during the  year  :

| |
|---|
| • **Creation of two main gates for easy access to the college building.** |
| • **Paver blocks were fixed in the area in front of the college building & within the college compound.** |
| • **Re-plastering and repainting of the entire building.** |

4.2 Computerization of administration and library:

The college acquired a new software "Codestring Software Solution" to implement the new Credit Based Grading System (CBGS).

The library started using SOUL software for computerising the details of books available in the library.

Additional equipments such as Laser Printers, Lap tops and Desk Top computers were acquired by the college. (Please refer to 4.1)

4.3 Library services:

|  | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
|  | No. | Value | No. | Value | No. | Value |
| Text Books | 5691 | 664960 | 366 | 49965 | 6057 | 714925 |
| Reference Books | 6946 | 1704055 | 548 | 250213 | 7494 | 1954268 |
| e-Books |  |  |  |  |  |  |
| Journals |  |  | 72 | 88637 |  |  |
| e-Journals | 3 | 0 | 25 | 0 | 28 | 0 |
| Digital Database |  |  | -- | -- | -- | -- |
| CD & Video |  |  | -- | -- | -- | -- |
| Others (Newspapers) | 15 | 11260 | -- | -- | 15 | 11260 |

**Note: In addition to the above, the library also purchased 175 text books for Rs. 20566 under the UGC grant for remedial coaching. The library was getting 3 e-journals free at the beginning of the year. 25 e-journals were provided free by ICFAI Press during the year. The value of newspapers and journals shown refers to the subscription paid during the year.)**

4.4 Technology up gradation (overall)

|  | Total Computers | Computer Labs (03) | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 84 | 72 | 40 | 03 | -- | 08 | -- | 1 |
| Added | 08 | -- | 10 | 01 | -- | 06 | -- | 1 |
| Total | 92-04=88 | 72 | 50 | 04 | -- | 14-04**=10 | -- | 2 |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> **The college acquired a new software "Codestring Software Solution" to implement the new Credit Based Grading System (CBGS).**
>
> **Faculty were trained by the librarian on locating E-journals and E-books through the N-List, INFLIBNET**

4.6  Amount spent on maintenance in lakhs :

i)  ICT

| 1.233 |
|---|

ii)  Campus Infrastructure and facilities

| 7.37771 |
|---|

iii) Equipments

| 0.19501 |
|---|

iv) Others

| 0.17648 |
|---|

**Total :**

| 8.9822 |
|---|

# Criterion – V

# 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> **The IQAC suggested ways in which students should be informed about the various student support services of the college. Information about the various student support services was communicated to the students through the updated prospectus, Signage, Notice Boards and circulars. The college also has active website.**

5.2 Efforts made by the institution for tracking the progression

> **The academic performance of the students as well as the attendance records are maintained by the college. Shortage of attendance, if any is communicated to the student, and sometimes to their parents. The academic results of the college are compared with the University results and discussed with the faculty for necessary additional efforts in improving teaching.**
>
> **During the year, 41 students who graduated from our college secured admission for post graduation in our college.**

5.3 (a) Total Number of students  :

| UG | PG | Ph. D. | Others |
|---|---|---|---|
| **2375** | **66** | **--** | **---** |

(b) No. of students outside the state        :

| 5 |
|---|

(c) No. of international students          :

| Nil |
|---|

<u>**Indian  Students**</u>          **Men**                                          **Women**

| No | % |
| --- | --- |
| **1307** | **54** |

| No | % |
| --- | --- |
| **1134** | **46** |

| | Last Year | | | | | This Year | | | | |
| Gen | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2222** | **117** | **07** | **144** | **03** | **2493** | **2193** | **106** | **05** | **136** | **01** | **2441** |

Demand ratio    **2.38**       Dropout %    **<1**

**Against 941 seats available in First Year of all courses put together, 2242 applications were received during 2011- 12**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

**Nil**

No. of students beneficiaries    **NA**

5.5 No. of students qualified in these examinations:    **Nil**

NET   ----     SET/SLET   ----     GATE   ----     CAT   ----

IAS/IPS etc   ----     State PSC   ----     UPSC   ----     Others   ----

5.6 Details of student counselling and career guidance

**Campus interviews were conducted by the following organizations :**

- **HDFC Life Insurance on December 9, 2011 for Third Year BBI and BAF students.**
- **Wipro BPO Solutions on January 11th, 2012.**

**Career Guidance Workshops were conducted during the year through the following institutions :**

No. of students benefitted: **Over 110 students participated in these programmes.**

5.7 Details of campus placement

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| **2** | **65** | **-** | ----- |

5.8 Details of gender sensitization programmes

> **A Street Play on the importance of Dress Code was organized by the Women Development Cell of the college on July 16, 2011.**
>
> **A poster competition on "Women's Issues" was also held on December 8,**

## 5.9 Students Activities

5.9.1    No. of students participated in Sports, Games and other events

State/ University level   **10**   National level   03   International level   ----

No. of students participated in cultural events

State/ University level   ----   National level   ---   International level   ---

5.9.2    No. of medals /awards won by students in Sports, Games and other events

Sports  : State/ University level   **24**   National level   **03**   International level   ----

Cultural: State/ University level   ---   National level   --   International level   ----

5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution | **174** | **2069338** |
| Financial support from government | **73** | **703214** |
| Financial support from other sources | **Nil** | **Nil** |
| Number of students who received International/ National recognitions | **Nil** | **Nil** |

5.11 Student organized / initiatives

Fairs/Fests :State/ University level [ **Nil** ]   National level [ **Nil** ]   International level [ **Nil** ]

Exhibition :State/ University level [ **Nil** ]   National level [ **Nil** ]   International level [ **Nil** ]

5.12   No. of social initiatives undertaken by the students:

> **Students who are volunteers of the NSS took part in various activities as listed under 3.26.**

5.13 Major grievances of students (if any) redressed:

**No major grievances were received from the students during the year.**

# Criterion – VI

## 6.  Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**VISION**

6.2 Does the Institution has a management Information System

| YES |
| --- |

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

> **Faculty attended workshops and orientation programs relating to revised syllabus conducted by the University of Mumbai at various colleges during the year. They were part of the deliberations which took place in these workshops.**

6.3.2   Teaching and Learning

> **Efforts were made to improve the Teaching and Learning process through the following means :**
> - **Guest speakers and experts were invited to address the students on various subjects and to give a practical insight into the theoretical concepts taught in the class.**
> - **Regular staff and departmental meetings were held to understand the issues faced in the teaching – learning process so that they could be resolved satisfactorily.**

6.3.3  Examination and Evaluation

- **All examinations were conducted in accordance with the University norms and guidelines.**
- **The examination activities were conducted through a specially constituted Examination Committee.**
- **The students' performance in the examination was analysed and weaker students were guided.**
- **Examination Calendar for the year was prepared by the Examination Committee at the beginning of the year.**

6.3.4  Research and Development

- **Ms. Madhubala Swami, Head of the Department of Economics was on Faculty Improvement Programme (FIP) leave for pursuing her research activities.**
- **Dr. Sushma Patil from the Department of Commerce was recognised as the Ph. D guide by the North Maharashtra University, Jalgaon.**
- **Ms. Rajlaxmi Dash, the Librarian was awarded the Ph.D by the Behrampur University, Odissa.**

6.3.5  Library, ICT and physical infrastructure / instrumentation

- **A separate display shelf was introduced to display new Reference Books acquired by the library.**
- **E-Journals and E-books were made available to the faculty and students.**

6.3.6  Human Resource Management

> - **Regular meetings were held with the faculty to plan and implement the various activities for the year..**
> - **Committees were formed to implement the action plans of the year in various spheres of activities.**

6.3.7 Faculty and Staff recruitment

> **Recruitment of faculty and staff was done as per the norms of the University of Mumbai.**

6.3.8 Industry Interaction / Collaboration

> **Industrial visits were organized for the students. Resource persons from various corporate organisations / offices were invited to address them.**

6.3.9 Admission of Students

> **Admission process was done as per the norms specified by the University of Mumbai.**

6.4 Welfare schemes for

| Teaching | Employees Cooperative Credit Society provided loans at low rate of interest. |
|---|---|
| Non Teaching | Employees Cooperative Credit Society provided loans at low rate of interest. Personal Insurance Policy from Oriental Insurance Company was provided to them by the management. |
| Students | Covered by the Students' Safety Policy of Oriental Insurance Company Limited. |

6.5 Total corpus fund generated      **Nil**

6.6 Whether annual financial audit has been done      Yes  √      No  ------

6.7 Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | Internal |
|---|---|---|

| | Yes/No | Agency | Yes/No | Authority |
|---|---|---|---|---|
| Academic | **No** | ---- | **No** | ---- |
| Administrative | **No** | ---- | **No** | ---- |

6.8 Does the University/ Autonomous College declares results within 30 days?

**NOT APPLICABLE  (N A)**

For UG Programmes     Yes     [ -- ]     No     [ -- ]

For PG Programmes     Yes     [ -- ]     No     [ -- ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

**NOT  APPLICABLE**

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

**NOT  APPLICABLE**

6.11 Activities and support from the Alumni Association

**Our alumni, Advocate Mr. Dilip Devadiga of Bombay High Court, delivered a lecture on " Indian Contract Act, 1872" to the students of Second year B Com.**

6.12 Activities and support from the Parent – Teacher Association

**The Parent – Teacher Association was not formed during this year.  However any suggestions and genuine complaints from parents were addressed and resolved by the faculty and administration.**

6.13 Development programmes for support staff

**Pacific Training & Consultancy Services conducted a training programme on "Competency Development" for 15 non-teaching staff during 15th March 2012 to 24th March 2012.**

6.14 Initiatives taken by the institution to make the campus eco-friendly

- **Used papers and files were recycled and reused.**
- **Paver blocks which were laid helped in preventing the wastage of rain water**

# Criterion – VII

## 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the

functioning of the institution. Give details.

> **In the subject of Advertising, different Power Point Presentations, Videos were shown to the students in order to involve them in the subject. This helped them to understand the intricacies of the subject.**
>
> **Students are exposed to practical training of accounting by using latest version of the software, "Tally ERP 9".**

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the

beginning of the year

> **Information regarding the Action Taken on the plan of action is provided in 2.15 in Part A of this report.**

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> - **Guidance Lectures were held for students of Third Year wherein faculty from other colleges / university were invited to guide our students to excel in the University examinations.**
> - **Thalessemia blood screening test was organized for the students of Third**

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- **In the subject of Foundation Course and Environmental Studies, the faculty focussed on discussing various issues relating to the environment.**
- **A competition "Best out of Waste" was organised for the students to encourage them to think ways of making the best use of waste generated in the society.**

7.5  Whether environmental audit was conducted?      **Yes**    ⬚ ----      **No**    ⬚ √

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Dr. Rajpal Hande, Director, BCUD (Board for College and University Development), was the Chief Guest in the Annual Day function of our college.**

**Eminent Marathi poet and scholar, Mr. Pravin Davne, was the Guest of Honour on the occasion.**

8. <u>**Plans of institution for next year**</u>

- **To renovate the Conference Room.**
- **To start a Research Centre in Commerce.**
- **To create separate Examination Rooms : one for aided courses and the**

*Name* **Ms. Janine Almeida**                                    *Name* **Dr. Ajay M.Bhamare**

_____                    _____

*Signature of the Coordinator, IQAC*                    *Signature of the Chairperson, IQAC*

_____***_____

**Annexure I**

**Abbreviations:**

       CAS     -     Career Advanced Scheme

| | | |
|---|---|---|
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET | - | National Eligibility Test |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |

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