

**ANNUAL QUALITY ASSURANCE REPORT  
OF  
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**YEAR: 2013-2014**

Submitted to  
**NATIONAL ASSESSMENT & ACCREDITATION COUNCIL  
(NAAC)**

BY

RSET's



**Ghanshyamdas Saraf**  
**college of arts & commerce**  
**EDUCATION EMPOWERS**

**Affiliated to University of Mumbai**

**Swami Vivekanand Road, Malad (West), Mumbai-400 064**

**Tel. No. : +91 66812345/66812350**

**www.saraf college.org\*gsgc @rajasthani.org.in**

## Foreword:

Ghanshyamdas Saraf College is a wing of Rajasthani Sammelan Campus imparting undergraduate and post graduate commerce education. It has been accredited with 'A' grade in 2004 and reaccredited once again with 'A' grade with 3.23 CGPA in 2013. It also has ISO 9001-2008 certification to its credit.

The Celebrations for re-accreditations by NAAC with 'A' Grade was attended by dignitaries that included Chief Guest Dr. Rajan Welukar, Vice Chancellor, University of Mumbai, Guest of honour Dr. Naresh Chandra, Pro Vice Chancellor, University of Mumbai, Prin. S.T. Gadade, Chairman, Board of Studies Accountancy, University of Mumbai, Dr. Madhu Nair, Dean Commerce faculty and Principals of other colleges. Teaching, non-teaching staff and students who actively participated in NAAC re-accreditation were also felicitated on this occasion.

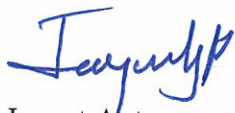
During the academic year 2013-14, the Department of Accountancy organised a Faculty development programme jointly with Board of Studies Accountancy, University of Mumbai on the topic 'Use of Accounting Software'. The Department of Economics Organised, a one day National Conference on 'Vision for inclusive Growth in India'.

The college has successfully implemented the new Semester Based Credit and Grading System of Evaluation for F.Y.B.Com, S.Y.B.Com and T.Y.B.Com students.

This academic year 2013-14, the total student strength has increased from 4290 to 4317. Along with quantitative progress, we are equally concentrating on improving quality standards of our students and the college in general. Our girls Kabbadi team secured second place at the university level Kabbadi tournament. Miss Minal Jadhav and Miss Pooja Jadhav were selected as national players by kabbadi federation.

Our management is very keen to provide to our students a conducive atmosphere through infrastructural development. Our college is equipped with state-of-the-art facilities such as a six storied spacious building, Durgadevi Saraf Auditorium, Kirandevi Saraf Learning Centre with audio visual facilities, a well stocked library, a gymnasium and games room, good canteen, air-conditioned communication centre and a luxurious Draupadidevi Sanwarmal Women's Hostel which accommodates more than 100 girl students.

With such an excellent infrastructure, experienced and qualified faculty and efficient administrative staff, we look forward to achieve better results in the years to come.

  
Dr. Jayant Apte  
I/C Principal





## Members of the Quality Advisory Committee (QAC): 2013-14

| Sr. No. | Name                           | Designation                         |
|---------|--------------------------------|-------------------------------------|
| 1       | Dr. Sujata Karmarkar           | Principal / Chairperson             |
| 2       | Shri Banwarilal Jhunjhunwala   | Trustee, Management                 |
| 3       | Shri Madhavprasad Khemka       | Member, Management                  |
| 4       | CA Kailash Kejriwal            | Co-ordinator, IQAC                  |
| 5       | Shri Ramesh Rathod             | Office Superintendent               |
| 6       | Mrs. Flory D'souza             | Head Clerk                          |
| 7       | Ms. Shamim Balsania (Commerce) | Cultural Secretary                  |
| 8       | Ms. Neha Sharma (Self Finance) | General Secretary                   |
| 9       | Mrs. Daksha Kapadia            | Department of Economics             |
| 10      | Mrs. Nilima Majumdar           | Department of Accountancy           |
| 11      | Dr. Vandana Dube               | Department of Law                   |
| 12      | Mrs. Snehalata Sharma          | Department of Foundation Course     |
| 13      | Dr. Anil Dhindhime             | Department of Environmental Studies |
| 14      | Dr. Shripad Joshi              | Department of Commerce              |
| 15      | Dr. Seema Agarwal              | Department of Maths & Stats         |
| 16      | Mr. Rajkumar Jaiswal           | Department of Maths & Stats         |
| 17      | Mrs. Shubhangi Dharma          | Self Financing Courses              |
| 18      | Mrs. Ulka Sardesai             | Librarian                           |

## Members of the Internal Quality Assurance Cell (IQAC): 2013-14

| Sr. No. | Name                  | Designation |
|---------|-----------------------|-------------|
| 1       | CA Ashwat Desai       | Convener    |
| 2       | Dr. Vandana Dube      | Member      |
| 3       | Mrs. Shubhangi Dharma | Member      |
| 4       | Ms. Sonali Khade      | Member      |

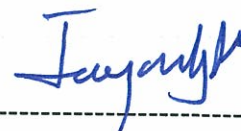
CA Ashwat R. Desai



Signature of IQAC Convener



I/C Principal Dr. Jayant Apte



Signature of IQAC  
Chairperson

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2013-14

#### I. Details of the Institution

1.1 Name of the Institution

GHANSHYAMDAS SARAF COLLEGE OF ARTS  
AND COMMERCE

1.2 Address Line 1

RSET Campus

Address Line 2

SUNDAR NAGAR, S.V. ROAD,  
MALAD (W)

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400064

Institution e-mail address

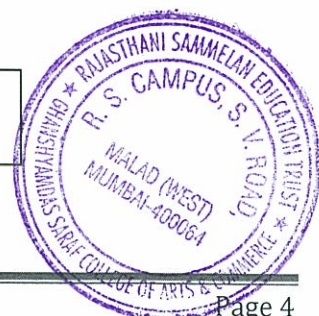
gsgc@rajasthani.org.in

Contact Nos.

022-6681235/ 66812345

Name of the Head of the Institution:

DR. SUJATA KARMARKAR





Tel. No. with STD Code:

022-66812345

Mobile:

9969995066

Name of the IQAC Co-ordinator:

PROF. ASHWAT R. DESAI

Mobile:

9321153535

IQAC e-mail address:

naac@sarafcollege.org

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(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)

EC/PCRAR/63/10

1.5 Website address:

www.sarafcollege.org

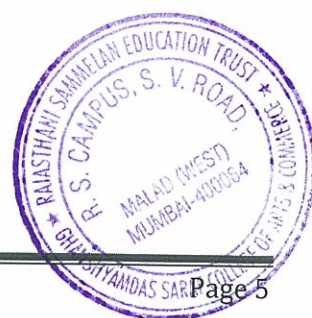
Web-link of the AQAR:

www.rset.edu.in/gsc/naac

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       | 1 <sup>st</sup> Cycle | A     | -    | 2004                  | 16/2/2004<br>To<br>15/2/2009 |
| 2       | 2 <sup>nd</sup> Cycle | A     | 3.23 | 2013                  | 23/3/2013<br>To<br>23/3/2018 |
| 3       | 3 <sup>rd</sup> Cycle | -     | -    | -                     | -                            |
| 4       | 4 <sup>th</sup> Cycle | -     | -    | -                     | -                            |



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

16/12/2004

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

- i. AQAR 2008-2009 submitted on 09/06/2010
- ii. AQAR 2009-2010 submitted on 27/11/2010
- iii. AQAR 2010-2011 submitted on 14/05/2011
- iv. AQAR 2011-2012 submitted on 31/10/2013
- v. AQAR 2012-2013 submitted on 03/08/2018

1.9 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 ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

-





1.11 Name of the Affiliating University (*for the Colleges*)

University of Mumbai

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

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 04

2.2 No. of Administrative/Technical staff 02

2.3 No. of students 01

2.4 No. of Management representatives 01

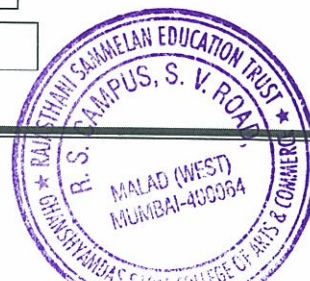
2.5 No. of Alumni 01

2.6 No. of any other stakeholder and  
community representatives 01

2.7 No. of Employers/ Industrialists 01

2.8 No. of other External Experts 01

2.9 Total No. of members 12



2.10 No. of IQAC meetings held

06

2.11 No. of meetings with various stakeholders:

No.

01

Faculty

02

Non-Teaching Staff

01

Alumni

01

Others

01

2.12 Has IQAC received any funding from UGC during the year? Yes



No



If yes, mention the amount\*

Total Fund Received During the Year

Rs. 420,000 Out of which:

Rs. 120,000- Organising National Conference.

Rs.300,000- Establishment and Monitoring of IQAC

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

02

International

-

National

01

State

-

Institution Level

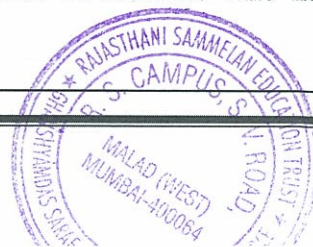
01

(ii) Themes

1. College has organised a Faculty Development Programme jointly with Board of Studies Accountancy, University of Mumbai on the topic **“Use of Accountancy Software”**.
2. Department of Economics of College has organised a National Conference on the topic **“Vision for Inclusive Growth in India”**.

2.14 Significant Activities and contributions made by IQAC

- Organise National Conference.
- Sensitize students to the need for environmental conservation.
- Social Awareness
- Facilitating increased research output and an enhanced research climate.
- Guest Lecture by subject expert to help enhance academic performance
- Remedial lectures to help improve performance of students who need more inputs.





## 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 Enhancement and the outcome achieved by the end of the year \*

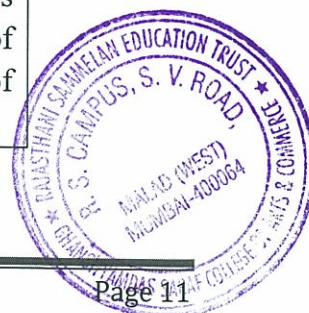
| Plan of Action                                                                                                                                                                                                                  | Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li><b>To organise National Conference, Seminar, Workshop.</b></li> <li><b>To sensitize students to the need for environmental conservation.</b></li> <li><b>Social Awareness</b></li> </ul> | <ul style="list-style-type: none"> <li>The Department of Economics in Association with the UGC organized a National Conference on "Vision for Inclusive Growth in India"</li> <li>Department of Accountancy organised a faculty development programme jointly with University Of Mumbai, on the topic 'Use of Accounting Software.'</li> <li>Tree plantation was organized on 26<sup>th</sup> July 2013 in the college campus where 40 saplings were planted in which 32 volunteers participated.</li> <li>To create awareness about Resource conservation, our Students of NSS actively completed energy saving project</li> <li>Our volunteer's actively participated in paper bags making project where about 700 Paper bags were prepared and distributed among vendors and chemists to reduce use of plastic bag.</li> <li>The Women Development Cell (WDC) organised a seminar based on gender issues..</li> <li>NSS unit has conducted community based Education project at Punarvas School,</li> </ul> |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>Goregaon (W) to help mentally challenged children.</p> <ul style="list-style-type: none"> <li>• Health project was conducted at M.W. Desai Municipal hospital, Malad (E) to give moral support and create health awareness among patients &amp; their relatives.</li> <li>• Essay writing competition was organized by the Department of Life Long learning and Extension (DLLE). Theme of the competition was related to social issues and women's issues.</li> <li>• Poster making competition was organized by the Department of Life Long learning and Extension (DLLE). Theme of the competition was related to social issues and women's issues.</li> <li>• Department of Life Long learning and Extension (DLLE) organized a guest lecture on for all students of the college. The talk was addressed by Mrs. Mangla Marathe, a social activist. She talked on different women's issues such as dowry, women empowerment, education, sexual harassment etc. Students participated and took oath to remove evils from society.</li> <li>• The Department of Life Long learning and Extension (DLLE) students undertook a project called SWS i.e. Survey of Women's Status in our society. Under this project all students of DLLE conducted a survey based on questionnaire..</li> <li>• Peace Rally was organised by NSS students.</li> <li>• Women Development Cell (WDC) students celebrated</li> </ul> |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



|                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <b>Facilitating increased research output and an enhanced research climate.</b></li> <li>• <b>Staff Development</b></li> </ul> | <p>Valentines Day i.e. 14<sup>th</sup> February with senior citizens in 'Aadhar old age home'. The purpose of this visit was to sensitize the students on the importance of devoting time for senior citizen.</p> <ul style="list-style-type: none"> <li>• The Blood donation Drive was conducted by NSS unit in college campus on 27<sup>th</sup> august 2013.</li> <li>• Special Residential Camp was held at Chandrapada village in Naigon from 8<sup>th</sup> November to 14<sup>th</sup> November 2013, for creating awareness of about Cleanliness and hygiene for villagers.</li> <li>• NSS volunteer actively participated in campaign for registration of voters organised by NGO "Vote for Better India".</li> <li>• Visit was conducted for students at local Newspaper Press at Vasai on 28<sup>th</sup> February. The visit was conducted to make students aware about Journalism.</li> <li>• Two Students and a faculty from college, Prof. Archana Mainkar presented their research project in 'Avishkar 2014' organised by University of Mumbai.</li> <li>• One of Our M.Com students won second prize at State level Research Project Competition held at Jalgaon.</li> <li>• Some of Our faculty Members are appointed as paper setters of TY examination of University of Mumbai.</li> </ul> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

*\*Refer Annexure 1 A for Academic calendar.*



2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

The Report was placed in governing body meeting and necessary action was taken.

## Part – B

### Criterion – I

#### I. 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                    | 0                             | --                                         | 0                                   | --                                                 |
| PG                     | 02                            | --                                         | 02                                  | --                                                 |
| UG                     | 07                            | --                                         | 06                                  | --                                                 |
| PG Diploma             | 0                             | --                                         | 0                                   | --                                                 |
| Advanced Diploma       | 0                             | --                                         | 0                                   | --                                                 |
| Diploma                | 0                             | --                                         | 0                                   | --                                                 |
| Certificate            | 0                             | --                                         | 0                                   | --                                                 |
| Others                 | 0                             | --                                         | 0                                   | --                                                 |
| <b>Total</b>           | <b>09</b>                     | <b>--</b>                                  | <b>09</b>                           | <b>--</b>                                          |
| Interdisciplinary      | -                             | -                                          | -                                   | --                                                 |
| Innovative             | -                             | -                                          | -                                   | -                                                  |

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

(ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 10                   |
| Trimester | NA                   |
| Annual    | NA                   |





1.3 Feedback from stakeholders\* Alumni ☒ Parents ☒ Employers ☐ Students ☒  
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

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

Revision of Syllabus is carried out at University level

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

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 16    | 04               | 11                   | 0          | 01     |

2.2 No. of permanent faculty with Ph.D.

08

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

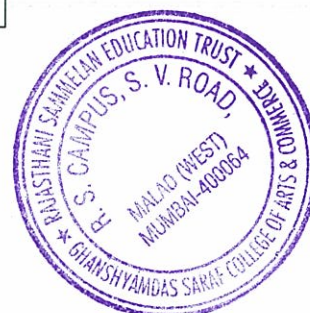
| Asst. Professors |   | Associate Professors |   | Professors |   | Others |   | Total |   |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R                | V | R                    | V | R          | V | R      | V | R     | V |
| -                | - | -                    | - | -          | - | -      | - | -     | - |

2.4 No. of Guest and Visiting faculty and Temporary faculty

86

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | -                   | 20             | -           |
| Presented papers | 05                  | 20             |             |
| Resource Persons | -                   | -              | -           |



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

We have continued with innovative practices from last year and in addition,

- Aptitude Tests were conducted for enhancing the employability among the students.
- Industrial training programs and Industrial/ educational visits were arranged by the college for overall development of the Students.
- Motivation for participation in Co-curricular and extra-curricular activities for personality development of the students.
- Guest Lecture by subject expert to help enhance academic performance
- Remedial lectures to help improve performance of students who need more inputs.

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, and Online Multiple Choice Questions)

Various examinations/ evaluation undertaken:

- A Photocopy of the Answer Book is provided to students on Demand.
- Class tests were organised for evaluation of performance of the Students.
- Continuous evaluation is carried out throughout the semester through Projects, Presentations. Quizzes etc.

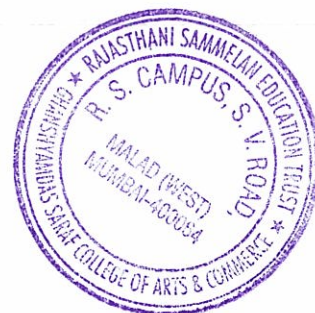
2.9 No. of faculty members involved in curriculum Restructuring /revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

|   |     |    |     |
|---|-----|----|-----|
| * | NIL | 01 | NIL |
|---|-----|----|-----|

***\*Dr. Jayant Apte is a member of Board of Studies for Accountancy in the University of Mumbai . He is also Chairman, Board of Studies for B.Com Financial Markets (BFM)***

2.10 Average percentage of attendance of students

75%





2.11 Course/Programme wise distribution of pass percentage:

**RESULT ANALYSIS - SEM V - 2013-2014**

| TITLE OF THE PROGRAMME | TOTAL NO. OF STUDENTS APPEARED | GRADE O & A | GRADE B | GRADE C | GRADE D | GRADE E | TOTAL NO. OF STUDENTS PASSED | PASSING % |
|------------------------|--------------------------------|-------------|---------|---------|---------|---------|------------------------------|-----------|
| B.COM                  | 719                            | 256         | 203     | 92      | 16      | 0       | 567                          | 79        |
| BCAF                   | 119                            | 89          | 19      | 3       | 2       | 0       | 113                          | 95        |
| BCBI                   | 104                            | 9           | 41      | 20      | 1       | 0       | 71                           | 68        |
| BMS                    | 129                            | 56          | 40      | 5       | 0       | 0       | 101                          | 78        |
| BFM                    | 52                             | 13          | 28      | 9       | 0       | 0       | 50                           | 96        |
| BSCIT                  | 8                              | 1           | 2       | 1       | 0       | 0       | 4                            | 50        |
| BMM-ADVT               | 71                             | 6           | 20      | 15      | 11      | 0       | 52                           | 73        |
| BMM-JOUR               | 32                             | 3           | 3       | 7       | 9       | 2       | 24                           | 75        |
| M.COM SEM 1 (PART-1)   | 155                            | 36          | 43      | 27      | 7       | 0       | 113                          | 73        |
| M.COM SEM 3 (PART-2)   | 118                            | 51          | 42      | 12      | 0       | 0       | 105                          | 89        |



## RESULT ANALYSIS

### SEM VI

| TITLE OF THE PROGRAM ME | TOTAL NO. OF STUDENTS APPEARED | GRADE O & A | GRADE B | GRADE C | GRADE D | GRADE E | TOTAL NO. OF STUDENT S PASSED | PASSING % |
|-------------------------|--------------------------------|-------------|---------|---------|---------|---------|-------------------------------|-----------|
| B.COM                   | 715                            | 425         | 143     | 54      | 4       | 0       | 626                           | 88        |
| BCAF                    | 119                            | 78          | 31      | 3       | 0       | 0       | 112                           | 94        |
| BCBI                    | 104                            | 12          | 54      | 21      | 0       | 5       | 92                            | 88        |
| BMS                     | 126                            | 25          | 54      | 27      | 2       | 1       | 109                           | 87        |
| BFM                     | 51                             | 11          | 23      | 8       | 0       | 0       | 42                            | 82        |
| BSCIT                   | 7                              | 3           | 3       | 0       | 0       | 0       | 6                             | 86        |
| BMM-ADVT                | 71                             | 4           | 12      | 23      | 14      | 0       | 53                            | 75        |
| BMM-JOUR                | 33                             | 1           | 6       | 9       | 5       | 1       | 22                            | 67        |
| M.COM SEM 2 (PART-1)    | 147                            | 29          | 40      | 29      | 6       | 0       | 104                           | 71        |
| M.COM SEM 4 (PART-2)    | 118                            | 50          | 38      | 14      | 2       | 0       | 104                           | 88        |

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

The IQAC has identified qualitative and quantitative indicators and has designed the process for monitoring and evaluating the teaching learning process.

The Quantitative indicators are as follows:

1. Number of programmes and enrichment courses.
2. Number of learners.
3. Number of faculty members.
4. Number of teaching days.
5. Success rate.
6. Available resource.



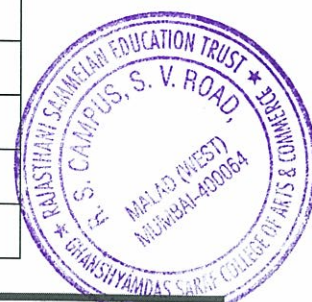


The Qualitative indicators are as follows:

1. Academic excellence.
2. Work ethics.
3. All round development of the learners.
- **To monitor the quality of teaching learning, the IQAC has developed the following process:**
  1. Preparation of teaching plan.
  2. Scrutiny of daily lecture schedule by Principal or Vice- Principal.
  3. Interaction of Principal with Class Representatives.
  4. Feedback obtained by HODs/ Coordinators/ Vice Principals.
  5. The college has made effective use of the Student feedback System through which teachers gain periodic feedback on their own teaching and are able to re-plan their teaching strategies and take remedial lectures when ever required..
  6. A range of evaluation techniques are used, ranging from objective online assessment to class-tests, class-presentations and assignments or projects. Internal assessment also provides scope for individual mentoring to students when possible
- **To evaluate the quality of teaching learning, the IQAC has developed the following process:**
  1. Maintaining Academic Diary.
  2. Analysis of learners' feedback about faculty members.
  3. Assessment of Performance of learners in internal test and semester end examinations and overall result analysis.
  4. Interaction of the Principal with faculty members to discuss feedback, results and review of academic progress received from students. All these matters are also discussed in the meetings of the local managing committee and Governing Council and suggestions taken from the members of these bodies.

### 2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|------------------------------------------------|-------------------------------------|
| Refresher courses                              | 01                                  |
| UGC – Faculty Improvement Programme            | -                                   |
| HRD programmes                                 | -                                   |
| Orientation programmes                         | -                                   |
| Faculty exchange programme                     | -                                   |
| Staff training conducted by the university     | -                                   |
| Staff training conducted by other institutions | 03                                  |
| Summer / Winter schools, Workshops, etc.       | 04                                  |
| 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 | 16                            | 1                          | NIL                                                  | 14( SF-6, Com-8)                       |
| Technical Staff *    | -                             | -                          | -                                                    | -                                      |

\* *Technical Staff is outsourced.*

### Criterion – III

## 3. Research, Consultancy and Extension

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

The IQAC of the college constantly strives to include a culture of research among the staff and the students. The college also provides support and cooperation to teachers who undertake major/minor research projects (sanctioned by University/ ICSSR). The College has subscribed to e- database like NLIST. The faculty members have also been provided with internet connectivity to facilitate research.

### 3.2 Details regarding major projects

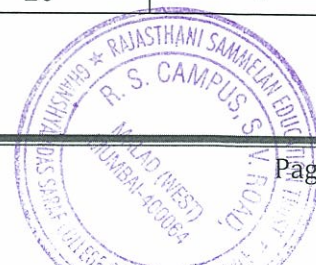
|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | -         | -       | -          | -         |
| Outlay in Rs. Lakhs | -         | --      | -          | -         |

### 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     | 03            | -        | -      |
| Non-Peer Review Journals | -             | -        | -      |
| e-Journals               | --            | -        | -      |
| Conference proceedings   | 02            | 20       | -      |





**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**

| 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**

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

**3.9 For colleges** Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

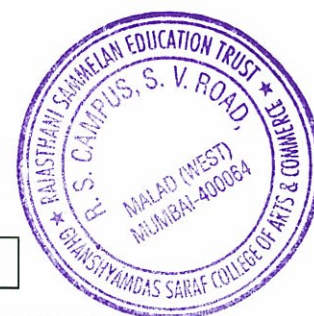
**3.10 Revenue generated through consultancy**

**3.11 No. of conferences Organized by the Institution**

| Level               | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number              | -             | 01       | -     | -          | -       |
| Sponsoring agencies | -             | UGC      | -     | -          | -       |

**3.12 No. of faculty served as experts, chairpersons or resource persons**

03



3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year




3.15 Total budget for research for current year in lakhs:

From funding agency

From Management of University/College

Total

3.16 No. of patents received this year

| 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 fellows  
Of the institute in the year: NIL

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

03

04

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

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

40

State level

00

National level

00

International level

00

3.22 No. of students participated in NCC events:

University level

-

State level

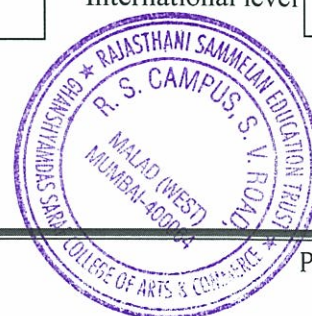
20

National level

-

International level

-





### 3.23 No. of Awards won in NSS:

|                  |    |                     |    |
|------------------|----|---------------------|----|
| University level | 00 | State level         | 00 |
| National level   | 00 | International level | 00 |

### 3.24 No. of Awards won in NCC:

|                  |   |                     |    |
|------------------|---|---------------------|----|
| University level | - | State level         | 01 |
| National level   | - | International level | -  |

### 3.25 No. of Extension activities organized

|                  |    |               |    |
|------------------|----|---------------|----|
| University forum | -  | College forum | 01 |
| NCC              | 04 | NSS           | 23 |
|                  |    | DLLE          | 07 |

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

1. Essay writing competition was organized on 11<sup>th</sup> September 2013. Theme of the competition was related to social issues and women's issues. The motto of this competition was to create awareness among the students on various social issues.
2. Poster making competition was organized on 6<sup>th</sup> September 2013. Theme of the competition was related to social issues and women's issues.
3. DLLE organized a guest lecture on 23<sup>rd</sup> December, 2013 for all students of the college. The talk was addressed by Mrs. Mangla Marathe, a social activist. She talked on different women's issues as dowry, women empowerment, education, sexual harassment etc. Students participated and took an oath to work actively to address social problems.
4. Tree plantation was organized on 26<sup>th</sup> July 2013 in the college campus where 40 saplings were planted in which 32 volunteers participated.
5. Blood Donation drive was organized on 27<sup>th</sup> Aug. 2013 at Durgadevi Saraf Auditorium in which 100 units of blood were collected & more than 200 Thalessemia was done. 34 volunteers participated in this drive.
6. Cleanliness Drive was conducted at Marve Beach on 10<sup>th</sup>, 13<sup>th</sup>, 15<sup>th</sup> & 18<sup>th</sup> Sept. 2013 ie. during Ganapati immersion. 15 volunteers participated in this drive.
7. Special Residential camp of 7 days was conducted at Shanti Govind Vidhalaya, Chandrapada, Naigaon (East) from 8<sup>th</sup> Nov. to 14<sup>th</sup> Nov. 2013 under the theme of Health

& Cleanliness. various activities were carried for the well being of students & villagers. 26 Volunteers participated in this camp.

8. A speech on “Terrorist Attack & Role of public” by senior police officer from Malad Police station under the scheme of ‘Mrityunjay Mission’ was organised on 26th Nov. 2013 in Durgadevi Saraf Auditorium.
9. Peace Rally was organised by NSS students.
10. To create awareness about Resource conservation, our Students of NSS actively completed energy saving project. In the said project, students visited residential complexes in the near vicinity and gave them guidelines to save and conserve electricity.
11. DLLE students undertook SWS i.e. survey of status of women in our society. Under this project all students of DLLE has conducted a survey based on questionnaire. The motto of the project to take SWS is to sensitize the students on various social issues related to women and to determine her status in different strata of society
12. DLLE volunteers actively participated in paper - bag making project where about 700 Paper bag were made & distributed among vendors and chemists to reduce use of plastic bags .
13. On Valentine Day 14<sup>th</sup> February, WDC students celebrated with senior citizens in ‘Aadhar old age home’. The purpose of this visit was to sensitize the students on the importance of devoting time for senior citizens.
14. NSS volunteers actively participated in campaign for registration of voters organised by NGO “Vote for Better India”.
15. Visit was conducted for students at a local Newspaper Press at Vasai on 28<sup>th</sup> February. The visit was conducted to make students aware about Journalism in a direct way





## Criterion – IV

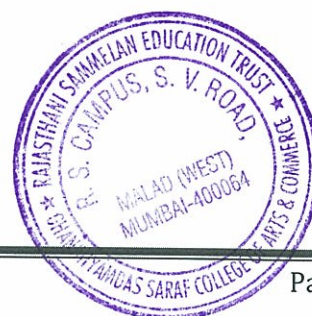
### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

| Facilities                                                                        | Existing      | Newly created | Source of Fund                         | Total         |
|-----------------------------------------------------------------------------------|---------------|---------------|----------------------------------------|---------------|
| Campus area                                                                       | 1.94067 acres | -             | -                                      | 1.94067 acres |
| Class rooms                                                                       | 21            | -             | -                                      | 21            |
| Laboratories                                                                      | 1             | -             | -                                      | 1             |
| Seminar Halls                                                                     | 1             | -             | -                                      | 1             |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | 159           | -             | -                                      | -             |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | 334,83,750    | 4,39,268      | -UGC Grant and Management Contribution | 339,23,018    |
| Others                                                                            | 0             | -             | -                                      | 0             |

#### 4.2 Computerization of administration and library

- Using ERP software for admissions, attendance (swipe card), General Register, Fees , Scholarship and freeships etc.
- The College Library is automated and uses KOHA software carrying out the various library functions. The Library has also subscribed to e- database like NLIST and EBSCO.
- Use of Tally package for Accounting.
- MIS is used for maintenance of facilities. For example, internal E-mails for communication with the Facility manager for addressing issues related to infrastructure. Biometric system is used to record attendance of staff.
- Advanced library software is used for Library functions.

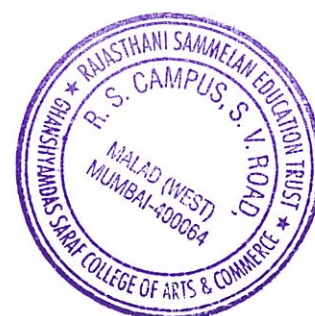


#### 4.3 Library services:

|                              | Existing |           | Newly added |           | Total |           |
|------------------------------|----------|-----------|-------------|-----------|-------|-----------|
|                              | No.      | Value     | No.         | Value     | No.   | Value     |
| Text Books                   | 16881    | 1623016.2 | 2059        | 232458.00 | 18940 | 1855474.2 |
| Reference Books              | 15373    | 4288364.3 | 553         | 450746.25 | 15926 | 4739110.5 |
| e-Books                      | N-List   |           |             |           |       |           |
| Journals                     | 44       | 192799.00 | 26          | 37102     | 26    | 229901.00 |
| e-Journals                   | N-List   |           |             |           |       | 5000.00   |
| Digital Database             | -        | -         | -           | -         | -     | -         |
| CD & Video                   | 116      | 47957.00  | 15          | 2869.00   | 131   | 50826.00  |
| Others (specify) Periodicals | 19       | 27162.00  | 16          | 15435.00  | 16    | 42597.00  |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet      | Browsing Centres | Computer Centres | Office   | Departments | Others |
|----------|-----------------|---------------|---------------|------------------|------------------|----------|-------------|--------|
| Existing | 62 nos.         | 38 comp.      | Tata Blazenet | --               | --               | 24 comp. | --          | --     |
| Added    | -               | -             | -             | -                | -                | -        | -           | -      |
| Total    | 62              | 38            | -             | -                | -                | 24       | -           | -      |





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

- Computers are available to the students in the Lab and library.
- Computers are available in the staff room for the faculty.
- Internet access is available to all.

**4.6 Amount spent on maintenance in lakhs :**

|                                                                      |                      |
|----------------------------------------------------------------------|----------------------|
| i) ICT<br>(Internet exp. and Software exp. )                         | Rs.6, 03,483         |
| ii) Campus Infrastructure and facilities<br>(AMC for Infrastructure) | Rs. 1, 86,875        |
| iii) Equipments                                                      | Rs.4, 39,268         |
| iv) Others (Telephone Exp.)                                          | Rs. 58,130           |
| <b>Total:</b>                                                        | <b>Rs.12, 87,756</b> |



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The Cell has suggested various initiatives to enhance awareness of the students about various support services made available to them by the institution.
- Every department has an association/society/cell through which various programs- academic, curricular and co-curricular are organised to provide support to the students.
- Notices are sent to the classrooms to convey information, students are encouraged to check the Website which is updated regularly.
- Notices are displayed on the respective notice board etc. major changes are also incorporated in the prospectus.
- Important and urgent messages were communicated to the students through bulk SMS's.

#### 5.2 Efforts made by the institution for tracking the progression

The Institution has the following process for tracking the learner's progression to higher level of education and /or towards employment:

- Student Progression is usually tracked at two stages:
- Alumni Directory is maintained by the college so that the college is in constant touch with the students to know their progression.
- Alumni meetings are also held so that the college comes to know about the progress made by these students year after year.
- Constant interaction with the students on social media.
- Annual Parent-Teacher meetings are conducted by some departments to update the parents about the scope of the subjects, future fields of education and

#### 5.3 (a) Total Number of students: **4317**

| UG   | PG  | Ph. D. | Others |
|------|-----|--------|--------|
| 4003 | 314 | -      | -      |

(b) No. of students outside the state

31

(c) No. of international students

NIL

|     | No | % |       | No | % |
|-----|----|---|-------|----|---|
| Men | -  |   | Women | -  | - |





| Last Year |    |    |     |                       |       | This Year |     |    |     |                       |       |
|-----------|----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General   | SC | ST | OBC | Physically Challenged | Total | General   | SC  | ST | OBC | Physically Challenged | Total |
| 4106      | 51 | 3  | 130 | -                     | 4290  | 4107      | 103 | 3  | 104 | -                     | 4317  |

Demand ratio

Dropout %

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

No. of students beneficiaries

NA

#### 5.5 No. of students qualified in these examinations

|             |   |           |   |      |   |        |   |
|-------------|---|-----------|---|------|---|--------|---|
| NET         | - | SET/SLET  | - | GATE | - | CAT    | - |
| IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

#### 5.6 Details of student counselling and career guidance

The College has an active Career Guidance and Placement Cell. Different Companies have approached the college for internship and placements.

No. of students benefitted

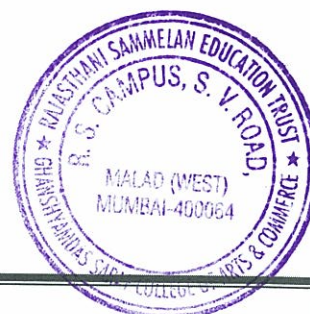
32

#### 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 |
| 23                              | 150                             | 32                        | -                         |

#### 5.8 Details of gender sensitization programmes

- The DLLE department organised essay writing competition on 'Gender Issues' to create awareness among students.
- The Women Development Cell organised a talk on 'Gender Inequality'.



## 5.9 Students Activities

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

State/ University level  Team National level  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  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

|                                                                      | Number of students | Amount                      |
|----------------------------------------------------------------------|--------------------|-----------------------------|
| Financial support from institution                                   | 50                 | 215450 student welfare fund |
| Financial support from government                                    | 61                 | 285535                      |
| Financial support from other sources                                 | 0                  | 0                           |
| Number of students who received International/ National recognitions | 0                  | 0                           |

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

*\* Please refer Criterion 3.26 for detailed list of social initiatives.*

5.13 Major grievances of students (if any) redressed:

No Major Grievances received. Routine grievances are redressed on time to time basis





## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### Vision:

To create positive changes in society through our path-breaking educational excellence.

##### Mission:

- Contribute to Indian Society by nurturing a generation of thought leaders and practitioners who will infuse positive changes in our social fabric.
- Focus on reducing the educational inequity by providing highest quality educational opportunities to all classes of society.
- Focus on progressive education by offering practical, innovative and contemporary educational programmes.
- Provide an environment that nurtures a passion for learning and creative thinking and a sense of social responsibility in every student who learns in this campus .
- Build intellectual capital through faculty development, research and consultancy.

#### 6.2 Does the Institution has a Management Information System

- All the basic records are maintained on computers. The college has a main server to store the data.
- All the PCs are in a network. Regular back up policy is in place.
- Each PC has an individual user password.
- The ERP system is used to manage admissions for all undergraduate and postgraduate programmes, in both aided and self financing sections
- The college has an accounting package “Tally” for its accounting functions. For non-accounting functions the college uses MS word and Excel.
- MIS is used for maintenance of facilities. For example, internal E-mails for communication with the Facility manager for addressing issues related to infrastructure. Biometric system is used to record attendance of staff.
- Advanced library software is used for Library functions.

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

##### 6.3.1 Curriculum Development

- Though the curriculum for various courses is prescribed by the University of Mumbai, some of the faculty members, either as members of the Board of studies, or as members of Syllabus framing committees, have made a

significant contribution in framing of the syllabi and in curriculum development.

- Faculty members are appointed as paper setters for TY Examination of University of Mumbai.
- Faculty members are also encouraged to participate in workshops organized to discuss the framing of the syllabi of various courses.

### **6.3.2 Teaching and Learning**

To improve quality of teaching and learning, the strategies are:

- Rigorous process for selection of faculty members.
- Detailed guidelines for attracting and retaining good faculty members.
- Conducive work environment.
- Teachers participate in Orientation and Refresher Courses to keep abreast of current developments in various fields of interest.

### **6.3.3 Examination and Evaluation**

- All the rules and regulations pertaining to the examinations, laid down by the University of Mumbai, are scrupulously followed.
- The college has made effective use of the remedial lectures on periodical basis to help improve academic performance of students who need more inputs.
- Innovative projects, research surveys and assignments help to enhance the relevance of different courses.
- A range of evaluation techniques are used, ranging from objective online assessment to class-tests, class-presentations and assignments or projects. Internal assessment also provides scope for individual mentoring to students when possible.

### **6.3.4 Research and Development**

Strategies to strengthen research and development are:

- **Students are encouraged to participate in research Projects.**
  1. Students took part in AVISHKAR, a Mumbai University initiative to encourage research culture
  2. Two students presented their Research Project in Competition.
  3. One M.Com Student won the second prize at State Level Research project competition held at Jalgaon.
- **Teachers are encouraged to participate in Development Programmes:**
  1. One faculty member participated in Refresher Course organised by Academic Staff College, Nagpur University.



2. One of our senior faculty members was invited as subject expert and Vice Chancellor's nominee and as a member of scrutiny committee.
3. Dr. Jayant Apte, Vice Principal and a Chartered Accountant, was invited by Commissioner of Income Tax to give training to their staff as regards application of Tally software for improving the investigations skills of the Income Tax Personnel in course of their day to day work.
4. Faculty members are appointed as paper setters for the University exam for Third Year B.Com.

#### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

- The library has a vast collection of e-resources, books and journals.
- A book exhibition –cum-sale is organised every year for the benefit of students, staff and the local community.
- The college has high speed broad band connectivity.
- Extended library timings: 8.30 am to 5.30 pm and extended further during exams.
- All the Basic Infrastructure required to run the institution has been insured.
- Laboratory Instruments/items are procured for day to day requirements of students and serviced at regular intervals.
- Maintenance of Lab/Class Rooms/Fans/Lights is taken due care of, at frequent intervals. Complaints are e-mailed to an agency employed by the management which does the work of repairs/ replacement.
- Water Coolers with a modern filtration system have been installed on each floor for the use of students.
- Water Dispensers have been placed in the Staff Room.
- White/Green Boards have been installed in the Class rooms.
- Annual Maintenance Contract AMC have been entered into for the upkeep and maintenance of Computers, Projectors, Air Conditioners and other equipments.

#### **6.3.6 Human Resource Management**

- The college follows self –assessment methods to evaluate the performance of the faculty in teaching, research and extension programmes.
- The college recognises the contribution by each of its staff members.
- The college magazine publishes achievements of staff on an annual basis their achievements and contributions are also uploaded on the college website.
- Celebrations on 5th September, as Teacher's day.
- Non – teaching staff members are encouraged to participate in Inter- College competition in sports and cultural events.
- Library staff is encouraged to attend workshops to update their skills.





**6.5 Total corpus fund generated**

Rs. 500985

\* Rs.215450 for Students' Welfare Fund from the Institution and Rs.285535 from Government= Rs.500985

**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       | -        | -      | -        | -                         |
| Administrative | Yes      | ISO    | Yes      | Outside professional firm |

**6.8 Does the University/ Autonomous College declare results within 30 days? - 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?**

Being an affiliated college, all university guidelines are strictly adhered to and college uses the ERP system to streamline examinations.

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

The affiliating university is progressive in its outlook and has initiated measures such as the Academic Audit of colleges, adhering to UGC guidelines pertaining to teaching, learning and research that can help in promoting Academic Autonomy.

**6.11 Activities and support from the Alumni Association**

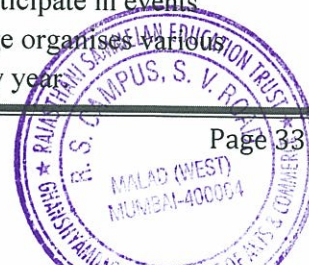
The college has an active Alumni Association.

**6.12 Activities and support from the Parent – Teacher Association**

On several occasion, the parents and teachers have opportunities to interact with each other. Parent –Teacher meetings are also organised to discuss the attendance and academic progress of the students.

**6.13 Development programmes for support staff**

- The college has always encouraged the non teaching staff to pursue further studies. To showcase their talents, the staff members are encouraged to participate in events organised by other institutions. The non teaching staff of college organises various activities like sports, workshop and satyananarayan pooja every year.



- Two library staff members attended one week training programme on 'Library operations and service' organised by Jhujhunwala college in December 2014.

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

- Tree plantation was organized on 26<sup>th</sup> July 2013 in the college campus where 40 saplings were planted in which 32 volunteers participated.
- The College has augmented its efforts to save water and electricity by creating awareness about use of water, lights and fans.

### **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.**

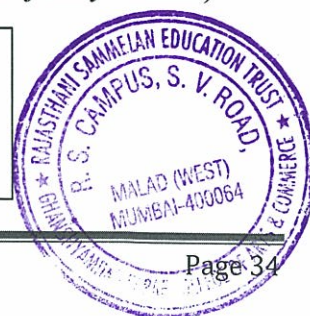
- Motivating students towards research meets like 'Aavishkar'.
- The College has been meticulously implementing the scheme of project work undertaken by the students based on field work or practical orientations.
- The Extension activities of the college are effectively managed and integrated with the curricular activities of the college

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

- Plantation drive taken up by the college.
- Strengthening measures to preserve environment.
- Enhanced use of various softwares.
- Enhanced Research Culture among Staff and Students.

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

- Free ships, scholarships, financial assistance provided to needy students and sports persons .
- Strengthened the measures to preserve environment.





#### 7.4 Contribution to environmental awareness / protection

- Monitoring the Consumption of energy
- Regular AMC's with Vendors of air conditioners etc. to ensure that the equipments are in good working condition.
- Sensitization of students about energy conservation.
- Sensitization of students about water conservation.
- Plantation drive taken up by the college.
- Online admission, e-resources like notes, ppt, etc, updating notices on website etc are the practices adopted to reduce paper wastage.

#### 7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

A SWOT Analysis was conducted by the college which brought to the light the following:

##### STRENGTHS

- Committed staff
- Faculty research is strengthened
- Value based education
- Ethical ,Munificent and pro-active management

##### WEAKNESSES

- Limited space for developing the infrastructure.
- Being a commerce college puts limitation on core research and patents.

##### OPPORTUNITIES

- New skill development courses approved by University of Mumbai.
- Tie-up with institutions/organisations for offering courses which will do value addition.
- Strengthening of industry-academia collaboration.

##### CHALLENGES

- Emergence of private institutions and private universities having interdisciplinary programmes.
- Profile of our learners and their holistic development.
- Challenging learning and evaluation system.

### 8. Plans of institution for next year

- To study the NAAC Peer team report and implement their suggestions.
- To set up Anti- ragging cell.
- To set up Cyber security and awareness cell.

*Name : Prof. Ashwat R. Desai*

*Signature of the Coordinator, IQAC*

*Name : Dr. Jayant Apte*

*Signature of the Chairperson, IQAC*





**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          |

\*\*\*\*\*



## Annexure 1A:

### Academic Calendar for the Year 2013-14

| Month          | Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| May-2013       | <ul style="list-style-type: none"> <li>• Printing prospectus.</li> <li>• Scrutiny of application and admission forms of S.Y. B.Com, T.Y. B.Com, BMS, BMM, BCBI &amp; BCAF.</li> <li>• Meeting with parents and students of junior college (XIIth Standard) for academic counselling.</li> <li>• Admission of the students.</li> <li>• Interviews and continuation of un-aided staff.</li> </ul>                                                                                                                                                                                                                                          |
| June-2013      | <ul style="list-style-type: none"> <li>• Admission of F.Y.B.Com, BMS, BMM, BCAF, BCBI, B.Sc(IT) by putting up three merit list and finalizing the admission list.</li> <li>• Time table preparation by Time Table Committee.</li> <li>• Meeting of Principal with Teaching and Non-Teaching Staff on the re-opening day.</li> <li>• Formation of various committees.</li> <li>• Meeting of the Principal with respective departments and committees.</li> <li>• Admission procedure for M.Com.</li> <li>• Commencement of F.Y, S.Y., T.Y. and M.Com Part-II lectures.</li> </ul>                                                         |
| July-2013      | <ul style="list-style-type: none"> <li>• Planning examination schedule.</li> <li>• Tree plantation by NSS volunteers.</li> <li>• Students' enrollment for extension activities.</li> <li>• Address by Principal to F.Y. students.</li> <li>• Orientation of final year students for projects.</li> </ul>                                                                                                                                                                                                                                                                                                                                 |
| August-2013    | <ul style="list-style-type: none"> <li>• Preparation of F.Y. &amp; S.Y. ATKT examination.</li> <li>• Remedial lectures for ATKT students.</li> <li>• Formation of Students' Council.</li> <li>• Training programmes/orientation for students carrying out extension activities.</li> <li>• Blood donation Camp and Thalesmia organised by NSS.</li> <li>• Periodical test for F.Y., S.Y. &amp; T.Y. students.</li> <li>• Independence Day Celebration.</li> </ul>                                                                                                                                                                        |
| September-2013 | <ul style="list-style-type: none"> <li>• Seminar on "Micro Finance- A supportive tool for development".</li> <li>• Essay &amp; Debate competition by Planning Forum.</li> <li>• Antakshari competition.</li> <li>• Talent contest.</li> <li>• Hindi Divas Celebration.</li> <li>• Teachers' Day Celebration.</li> <li>• F.Y. and S.Y. additional periodical test.</li> <li>• F.Y. and S.Y. (Sem-I &amp; Sem-III) examination.</li> <li>• Second periodic test for T.Y.</li> <li>• Meeting parents of those students have less attendance.</li> <li>• Indoor games tournaments.</li> <li>• LMC and Governing Council meetings.</li> </ul> |
| October-2013   | <ul style="list-style-type: none"> <li>• Centralized Assessment of Sem- I &amp; III answer books.</li> <li>• Processing of results and collection of mark sheets.</li> <li>• Garba Ras by Students' Council.</li> <li>• Staff Academy Guest Lecture.</li> <li>• Giving home assignments to slow learners of T.Y.</li> <li>• Term end meeting of teaching staff.</li> </ul>                                                                                                                                                                                                                                                               |
| November-2013  | <ul style="list-style-type: none"> <li>• Processing of results and declaration of Sem-I &amp; III results.</li> <li>• NSS residential camp.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |





|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| December-2013 | <ul style="list-style-type: none"> <li>• Annual Sports Day.</li> <li>• Inter-collegiate festival “Mauj”.</li> <li>• Blood donation and Thalassemia checking camp.</li> <li>• Study tour to Hyderabad during Christmas vacation.</li> <li>• Sem-I &amp; III additional examination.</li> </ul>                                                                                                                                                                                                                                 |
| January-2014  | <ul style="list-style-type: none"> <li>• National Conference</li> <li>• Faculty Development Programme</li> <li>• Elocution competition for selecting best speaker.</li> <li>• Planning Forum’s A.D. Shroff’s elocution competition.</li> <li>• Quiz competition.</li> <li>• Kabaddi &amp; Kho-Kho Tournaments.</li> <li>• Annual Day.</li> <li>• Prize distribution.</li> <li>• Participation in “Udaan Festival”.</li> <li>• Remedial lectures for ATKT students.</li> <li>• F.Y., S.Y. and T.Y. periodical test.</li> </ul> |
| February-2014 | <ul style="list-style-type: none"> <li>• F.Y. and S.Y. ATKT examinations.</li> <li>• Mentoring of T.Y. students.</li> <li>• Preliminary examination of T.Y. students.</li> <li>• Visit to “Punarvaas School for mentally challenged students.”</li> <li>• Industrial visit and visit to local news paper press.</li> <li>• Farewell to final year students.</li> </ul>                                                                                                                                                        |
| March-2014    | <ul style="list-style-type: none"> <li>• Sem-II &amp; IV examinations.</li> <li>• Conducting T.Y. B.Com University examination.</li> <li>• CAP for Sem-II &amp; IV examination.</li> <li>• Collection of mark sheets of semester examination.</li> </ul>                                                                                                                                                                                                                                                                      |
| April-2014    | <ul style="list-style-type: none"> <li>• Processing checking and declaration of results.</li> <li>• Staff academy guest lecture.</li> <li>• CAP for T.Y. assessment.</li> </ul>                                                                                                                                                                                                                                                                                                                                               |



