

JAN SEVA SANGH'S

SHRI RAM COLLEGE OF COMMERCE AND SCIENCE

Datta Mandir Road, Bhandup (W), Mumbai-400078

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SELF STUDY REPORT – 1st CYCLE

SUBMITTED TO

National Assessment & Accreditation Council (NAAC)

Nagarabhavi

Banglore – 560056

30th March 2017

SSR, Shri Ram College, Mumbai

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VISION

INSPIRE, ACHIEVE + PROGRESS

To grow minds today, for leading the world tomorrow. We are committed to excellence and distinction in the discovery, dissemination and application of knowledge.

MISSION

- Is to provide high values and relevant lifelong education to the students in order to enhance them intellectually, socially, culturally and economical for the development of our diverse community. We take great importance on our student's aspiration and ambition along with their individual needs.

SSR, Shri Ram College, Mumbai



University of Mumbai

Jan Seva Sangh Sanchalit

Shri Ram College Of Commerce

(Affiliated to University of Mumbai)



Gen. Sec. Mr. Arun B. Mule (M.Com., D.H.E.)

I/c. Principal Dr. Veera Talukdar (M.Sc., II.Com., B.Ed., Ph.D.)

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A0f ISO 0001 • 2008 CERTIFIED

Ref. No. : _____

Date : _____

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Date : 30/03/2017

Place : Bhandup, Mumbai

Principal/Head of the Institution



V. Talukdar

(Dr. Veera Talukdar)

PRINCIPAL

SCSI RAM COLLEGE OF COMMERCE
Datta Mandir Road, Bhandup (W),
Mumbai - 78

Management's Message

Greetings,

I am delighted to enlighten all the stakeholders of Shri Ram College of Commerce & Science that National Assessment and Accreditation Council (NAAC), which is an autonomous body of the Ministry of Human Resource under Government of India (MOHR-GOI), will be visiting our campus for our assessment. Our college is continuously working hard towards achieving its goal of imparting value based education to the students in suburban belt of Mumbai. Though the college has to operate within certain framework with many constraints and limited resource, still it has shown its growth potential in the past few years both on the academic as well as infrastructural front.

The Shri Ram College of Commerce & Science has been prepared with extreme care and realistic perspective by the NAAC Steering Committees. The Committee has spared no effect to reach the accurate figures and stick to the precise facts to the extent possible. The Committee extends thanks to all the teaching as well as office staff for their whole hearted co-operation in providing the data and other valuable information on demand.

Nevertheless, while realizing its strength and weakness, its credits and short comings the committees on behalf of college administration realizes that a whole set of queries raised in the SSR format is an eye- opener. It also provides a direction towards future for achieving academic excellence....its commitment towards streamlining many areas and framing its future plan as per the finding of the NAAC peer team.

Principal's Message:-

“Shri.Ram College of Commerce & Science was founded in 2009 by a dynamic personality with the aim to provide value based education which help in creating Progressive and positive citizens.”

Our College strongly adheres to the philosophy of its founder, who believed that true education ought to focus primarily on disciplining the mind, body and the spirit. I believe that in order to be successful in this competitive world and face the emerging challenges of the future” is of utmost importance and that is what College intends to provide to the students.

Our committed faculty nurtures the aspirations of young students to excel academically and also lay the foundation learning. Regular lectures are supplemented with a number of guest lecturers from industry experts. Our attend various seminars and workshop in an effort to update their knowledge and skills. Modern Teaching aids like OHP and LCD are also used to make learning comprehensive and interesting for the students.

Various extracurricular and cultural activities such Yoga, Social Services, Commercial Club, Music and Dance etc. take place in our college which are aimed At total personality development of the students.

Professional courses are need of the hour and hence we have got permission for professional courses like BMS, BBI, BSc.IT, and BAF. In the coming years, our institution will offer courses such as, Bsc (Hospitality) and 5years law.

We also understand that in this competitive world we need to upgrade and enhance the educational curriculum that we offer our students. Keeping this in mind, our college has started various add on certificate courses in Foreign Trade, Travel and Tourism, Retail Management & Tax Proudures.

“My good wishes for all new entrants to College”

Preface

STEERING COMMITTEE

INTERNAL QUALITY ASSURANCE CELL

The college IQAC consist of the Management, senior faculty members, Educationalist and the Head of the Institution as the Member secretary. It consists of:

1. Chairman :- Shri. Yashwant Narayan Kanade
2. Secretary:- Shri. Tukaram Dhondu Mhatre
3. Educationalist :- Dr. Jitendra Aherkar
4. Examination committee In charge:- Prof. Mrunal Mule
4. IT –In charge :- Prof. Neelam Singh
5. Co-ordinator of IQAC:- Prof. Bhagyashree R. Patil
6. Member
 - Prof. Sunita Yadav
 - Prof. Vasudhara Wadibhasme
 - Prof. Felix Kounder

EXECUTIVE SUMMARY

CRITERION I : CURRICULAR ASPECTS

The Curriculum for the various degree courses offered by the college is prescribed by the University of Mumbai to which the college is affiliated. The University conducts workshops and meeting inviting teachers from all affiliated colleges and other major stakeholders to participate in the process of updating, revising and designing courses. The senior faculty members from each Department of the College attend this process and communicate and exchange their opinions by giving suggestions for effective execution of the curricula. The curricular are revised regularly by the affiliating university keeping in mind the changing social and global needs and employability of students. The syllabus of all UG and PG programs has been revised in the recent years.

CRITERION II : LEARNING AND EVALUATION

Shri Ram College maintain a student – centric environment conducive for quality education and student empowerment. The conducive teaching-learning atmosphere and open admission to all eligible students have lead to maximum student enrollment in almost all disciplines. The admission committee involves faculty members who help and counsel students in selecting the right course. The newly admitted students are assessed soon after commencement of the program and are offered bridge classes to negotiate the syllabus of the program. The institution conducts remedial classes for slow learners to improve their academic performance. Advanced learners are also encouraged through challenging assignments and projects.

Regular tests, assignments, internal examinations are conducted to evaluate the students as per the university norms. The transparency is maintained in allotment of internal marks.

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CRITERION III : RESEARCH,CONSULTANCY & EXTENSION

The college is not a Research Centre. Recently, promoting research which has invariably become one of the major focuses in institutions of education. Keeping this in mind, the college has set up a research cell to initiate research activities among students. The committee acts as facilitator for the faculty research providing the details of funding agencies in different research areas.

CRITERION IV : INFRASTRUCTURE AND LEARNING RESOURCES

The college infrastructure has been in a process of continuous growth to match its academic growth as mentioned in details detailed in the college profile and elsewhere.

Shri Ram College has a built up area is 2559.81 Sq.mts.

College library is having nearly 4100 books with internet facility. INFLIBINET facility has been introduced for accessing e-journals.

The college has quite equipped laboratories in the science departments with computer and internet facilities. Some of the classrooms are slowly upgraded into smart classrooms.

There are 03 laptops and 30 desktops computers in the college and the number is increasing every year. These computers are constantly upgraded with latest versions. 50 Computers are equipped with internet connectivity within the campus.

CRITERION V : STUDENT SUPPORT AND PROGRESSION

Students are provided with extensive curricular, co-curricular and extra-curricular support in order to ensure their all-round excellence and competence. The academic excellence is evident from the consistent performance in the university examinations and the numbers of ranks fetched every year and also the remarkable pass percentage. To promote the artistic and aesthetic sense of the students and to instill in them values of environmental protection and social responsibility, different clubs like Nature Club, Literary and Quiz Club, Tourism Club, Media Club, Performing Arts and Drama Club and Science Club are functioning actively in the college.

CRITERION VI : GOVERNANCE , LEADERSHIP AND MANAGEMENT

The college comes directly under the control of the University of Mumbai. Thus the rules of the Directorate of Collegiate Education are to be strictly adhered to by the institution. The day to day activities of the college are well governed through a decentralized participative organizational structure. The Principal and the Staff Council are considered as the ultimate decision making authorities for the smooth functioning of the college. The staff meetings are held regularly to discuss routine and special matters of the administration of the college. Every department has been given powers to decide on the academic matters pertaining to the department. PTA and Alumni have also been given distinguished status in deliberating issues relating to the overall development of the college.

CRITERION VII : INNOVATION AND BEST PRACTICES

The institution has always encouraged innovations as a culture. Innovative practices are initiated in teaching – learning process in a significant way. Best – practices are the final outcome of innovating initiatives. Among several such initiatives, the major practices that the institution followed are:

Students are requested to stop the use of plastic or at least to reduce use of plastic. Use of plastic and thermocol in the canteen are not allowed.

Trees are planted to make the campus more green. „Save Tree, Save Institution“ campaign was launched.

SWOC ANALYSIS OF THE INSTITUTION

Strength of the Institution:-

- * Well-equipped classrooms with ICT
- * Computer Lab ,Virtual Classrooms and Language Lab facilities
- * Good number of books and journals available along with E-series.
- * Effective Extension Unit of Students for outreach activities.
- * Adequate Campus.
- * Availability of professional courses like BAF,BBI,BMS,BScCS& BScIT.

Weaknesses of the Institution:-

- * No revenue generated from external sources for Research & Development Projects
- * No Post Graduate programmes

Opportunities of the Institution:-

- * To provide e-governance training to teaching and Administration staff.
- * To train students in various Skill Development Programmes
- * To start Research study center
- * Contribution to social courses

Challenges of the Institution:-

- * Industry – Institute Interface
- * Mobilizing resources from self-financing section
- * Many students are first generation learners.
- * Falling Demand for certain programmes

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**COLLEGE PROFILE
PROFILE OF THE INSTITUTION**

1. Name and address of the college:

Name:	SHRI RAM COLLEGE OF COMMERCE AND SCIENCE	
Address:	DATTA MANDIR ROAD, BHANDUP (W), MUMBAI	
City: MUMBAI	Pin: 400078	State: MAHARASHTRA
Website:	www.shriramcollegebhandup.com	

2. For communication/Contact:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr.VEERA TALUKDAR	022- 69569026	9167234870	-	bhaskarveera95 @gmail.com
Vice- Principal	PROF.SUNITA YADAV	022- 69569026	9920456639	-	sunitaydv@yahoo.com
Steering Committee Coordinator	PROF. MRUNAL ARUN MULE	022- 25666643	9769317255	-	mulemans1993 @gmail.com

3. Status of the Institution:

Affiliated College :

Constituent College:

Any other (specify) :

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4. Type of the Institution:

a. By Gender

i. For Men

ii For Women

iiiCo-education

b. By shift

i Regular

ii Day

iii Evening

5. Is it a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide Documentary evidence.

6. Source of funding:

Government

Grant-in-aid

Self-financing

Any other

dd. a. **Date of establishment of the college:** 28/08/2009

b. University to which the college is affiliated. : UNIVERSITY OF MUMBAI

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c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2(f)	NIL	
ii. 12 (B)	NIL	

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ Clause	Recognition/Approval Details Institution/Department/ Programme	Day, Month And Year (dd-mm-yy)	Validity	Remarks
I	NIL	-----	-----	-----
II	NIL	-----	-----	-----
III	NIL	-----	-----	-----
IV	NIL	-----	-----	-----

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

b. for its performance by any other governmental agency?

Yes No

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If yes, Name of the agency **Mumbai University** and

Date of recognition: **28/08/2009**. (Dd/mm/yyyy)

10. Location of the campus and area in sq.mts: Location

Location	SEMI-URBAN
Campus area in sq.mts.	1780
Built up area in sq. mts.	2559.81 Sq.m.

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places)

Auditorium/seminar complex with infrastructural facilities:

Sports facilities

1) Playground- the College has a big playground of its own with facilities for playing Cricket, Football, Basketball, Kho-Kho, Kabaddi, Bad-Minton etc.

Hostel

* Boys'' hostel

i Number of hostels

ii Number of inmates

iii Facilities (mention available facilities)

* Girls'' hostel

i Number of hostels

ii Number of inmates

iii Facilities (mention available facilities)

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* Working women's hostel

i. Number of inmates

ii. Facilities (mention available facilities)

Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise)

Cafeteria- The College has a Cafeteria for the students and the staff. It remains open from 7.30 am to 5.00 pm on all working days. It provides tea, coffee, cold drinks, snacks; lunch etc. at a reasonable rate and of excellent quality.

Health center – The College is equipped with a first-aid box containing Medicines and other necessary materials to meet the requirement of the students and the staff in case of emergency. The faculty members have been trained to deal with emergency cases at the college level whenever is necessary

The qualified doctors will be called at the college if need arises.

Health Centre Staff

Qualified Doctor

Full Time

Part –time

Qualified Nurse

Full Time

Part –time

Facilities like banking, post office, book shops

Transport facilities

Animal house

Biological waste disposal

Generator or other facility for management/regulation of electricity and voltage

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- Solid waste management facility
- Waste water management
- Water harvesting:

12. Details of programs offered by the college for the Academic Year 2015-16.

Sr No	Program me Level	Name of the Programme/ course	Duration	Entry Quali fication	Medium of Instruction	Sanctione d/approve d students strength	No of students admitted
1	Under Graduate	BCOM	3yrs	HSC	ENGLISH	792	722
2		BMS	3yrs	HSC	ENGLISH	204	157
3		BAF	3yrs	HSC	ENGLISH	204	168
4		BBI	3yrs	HSC	ENGLISH	216	140
5		BSCIT	3yrs	HSC	ENGLISH	204	76
6		BSC CS	3yrs	HSC	ENGLISH	82	66

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many

14. New programmes introduced in the college during the last five years if any?

Yes		No	<input checked="" type="checkbox"/>	Number	
-----	--	----	-------------------------------------	--------	--

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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Particulars	UG	PG	Research
Science	BSc.IT, BSc.CS.		NIL
Commerce	BCom BAF		NIL
Management	BBI BMS		NIL

16. Number of Programmes offered under (Programme means a degree course like BA, B Sc, MA, and M.Com...)

- a. Annual System
- b. Semester System
- c. Trimester System

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Mutidisciplinary Approach
- c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

- Yes No

If yes,

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a. Year of Introduction of the programme(s)(Dd/mm/yyyy)
and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No:NIL...

Date:NIL..... (Dd/mm/yy)

Validity.....NIL.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

a. Year of Introduction of the programme(s).....NIL..... (dd/mm/yy) and
number of batches that completed the programme

b. NCTE recognition details (if applicable) Notification No.:NIL.....

Date:NIL..... (dd/mm/yy) Validity:.....NIL.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Support Staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government Recruited	-		-	-	-	-	-	-	-	-
Yet to recruit										
Sanctioned by the Management/society or other authorized Bodies Recruited	-	-	-	-	15	15	11	3	2	0
Yet to recruit					---	---	---	---	---	---

*M- Male * F-Female

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21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.					1	1	2
M.Phil.					0	1	1
PG					5	2	7
Temporary teachers							
Ph.D.							
M.Phil.					1	1	2
PG							
					8	10	18
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 3

23. Furnish the number of the students admitted to the college during the last five academic years.

Category	Year I 2010-11		Year II 2011-12		Year III 2012-13		Year IV 2013-14		Year V 2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	-	-	-	-	-	-	25	09	53	11
ST	-	-	-	-	-	-	06	25	04	00
OBC	-	-	-	-	-	-	57	43	111	41
General							252	315	720	344
Other									10	01

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24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1651	32	N.A	N.A	1683
Students from other states of India	48	02	N.A	N.A	50
NRI students	N.A	N.A	N.A	N.A	N.A
Foreign students	N.A	N.A	N.A	N.A	N.A
Total					

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

a) including the salary component

Rs. 1,59,05,998

(b) excluding the salary component

Rs. 54,15,548

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

If yes,

a) Is it a registered centre for offering distance education programmes of another University?

Yes

No

b) Name of the University which has granted such registration.

UNIVERSITY OF MUMBAI

c) Number of programmes offered

06

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d) Programmes carry the recognition of the Distance Education Council

Yes

No

28. Provide Teacher-student ratio for each of the programme/course offered

Name of the Programme	Number of Teachers Teaching the Programme	Number of Students offering the programme	Teacher/ student Ratio
BCOM	18	722	1.30
BMS	8	157	1.50
BAF	7	168	1.60
BBI	6	140	1.30
BSCIT	4	76	1.20
BSc.CS	4	66	1.20

29. Is the college applying for

Accreditation : Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1:NIL..... (dd/mm/yy) Accreditation Outcome/Result... .. Cycle 2:NIL..... (dd/mm/yy) Accreditation Outcome/Result..... Cycle 3:NIL..... (dd/mm/yy) Accreditation Outcome/Result.....

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

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31. Number of working days during the last academic year.

124 Days

32. Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days)

110 Days

33. Date of establishment of Internal Quality Assurance Cell

(IQAC): 14/06/2016

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i)NIL..... (dd/mm/yy)

AQAR (ii)NIL... (dd/mm/yy)

AQAR (iii)NIL..... (dd/mm/yy)

AQAR (iv)NIL..... (dd/mm/yy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) –

NIL

***CRITERIA WISE
EVALUATIVE
REPORTS***

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum planning and implementation

1.1.1 State the vision, mission and objectives of the institutions, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Shri Ram College of Commerce and Science is affiliated to University of Mumbai. It is founded by the trust Jan Seva Sangh's. The College has Achieved Tremendous Success. Our college is backed by proper support of efficient faculties, techniques and methodologies.

Shri Ram College offers regular courses in Bachelor of Commerce (BCom) and Bachelor of Science (BSc). We also offer self financing courses of BMS, BBI, BAF, IT & CS courses.

Our motive is to train students as the complete package with effective communication & management skills.

Shri Ram College of Commerce and Science was started in the year 2009 with B.com course, in 2010 college got permission for other courses (B.com[Extra division], BAF, BBI, BMS, IT & CS) as well.

VISION

INSPIRE, ACHIEVE + PROGRESS

To grow minds today, for leading the world tomorrow. We are committed to excellence and distinction in the discovery, dissemination and application of knowledge.

MISSION

Is to provide high values and relevant lifelong education to the students in order to enhance them intellectually, socially, culturally and economical for the development of our diverse community. We take great importance on our student's aspiration and ambition along with their individual needs.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific examples(s).

- ❖ Based on the academic calendar of the University, the Institution will prepare its own calendar of events (curricular, co-curricular, extra-curricular) and distribute to the faculty.
- ❖ Based on the class-wise time table as well as the college calendar, the faculty members construe their individual lesson plans for the syllabus they teach.
- ❖ Work diaries are maintained by faculty members where in regular implementation of the curriculum is recorded systematically. These work diaries are also attested by the concerned heads of the Departments and by the Principal.
- ❖ The examination committee discusses with the Principal and will schedule the tests and examinations.
- ❖ Periodic meetings are conducted in the departments with the Principal to review the action plans.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and /or institution) for effectively translating the curriculum and improving teaching practices?

The curriculum prepared by the Mumbai University is well communicated to the students after serious discussion as well as critical thought by the teachers concerned. They have implemented the latest trends in education to fulfill the growing needs of the present society.

- ❖ The University dispatches academic calendar and circulars, of each semester to all its affiliated colleges.
- ❖ The Board of Studies (BOS) develops the curriculum and sends copies of the syllabus that contain reference books, number of hours allotted to chapters.
- ❖ The University, College teachers association and a few colleges conduct subject wise workshops to help teachers to deal with the new syllabus. Academic staff of

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Mumbai University also organizes regular orientation and refresher courses which help teachers to update their knowledge and improve their teaching skills.

Support from Institution:

- ❖ The institution encourages faculty members to participate in workshop/seminar/faculty improvement programme etc. by providing OOD facility.
- ❖ Some of the faculty members are involved in Board of Studies(BOS), Board of Examiners(BOE), Paper chief , Text book Committee etc. in different spheres.
- ❖ To improve teaching practices college is providing Internet, LCD, Smart Boards etc. The college has started English Language Laboratory. The college has well equipped library.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

In addition to regular „Chalk and Talk“ method, the college has also adopted new technologies in the teaching learning process.

- ❖ The Institution is providing internet, projects and smart boards, models etc.
- ❖ Arranging special lectures related to curriculum by resource persons to help the students.
- ❖ Department wise strategies are developed under the guidance of the HODs.
- ❖ Our reference library has a good collection of University examination“s model question papers, scheme of valuation which help the students to learn the pattern and score good marks.
- ❖ Computer with internet facility is provided to all the students.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

- ❖ The Institution regularly interacts with the University bodies for effective operation of the curriculum.
- ❖ The college staff interacts with various academic bodies during BOE meetings. The suggestions and guidelines of the above are incorporated in the classrooms.
- ❖ Faculty members regularly attend workshops, seminars.
- ❖ Guest lectures by learned scholars from both industry and academia are arranged in each semester to make the curriculum more operational.

1.1.6 What are the contributions of the institutions and /or its staff members to the development of the curriculum by the University? (number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholders feedback provided, specific suggestions etc.

- ❖ There is no staff appointed as a member for the development of the curriculum by the University.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If yes „give details on the process („Needs Assessment, „ design, development and planning) and the courses for which the curriculum has been developed.

- ❖ Since we are in affiliated system, the University does not permit freedom to develop curriculum. However, skill based courses are organized by some departments.
The main objectives of the curriculum are to enhance employability and knowledge in the areas of Commerce and Management. Faculty members make an effort to go beyond the syllabi and provide additional inputs to give a broader perspective of the course

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1.1.8 How does the institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The institution ensures that the stated objectives of the curriculum are achieved in these ways.

Students:

- ❖ Students performance in examinations.
- ❖ Students participation and achievements inside and outside the class room (seminars [paper presentation and discussion], inter collegiate competitions, fests, co-curricular and extension activities)
- ❖ By increasing the number of placement opportunities.
- ❖ Over all progress of the college (results,placements,stakeholder relationships)

Teachers:

- ❖ Lesson plan and work diaries are maintained.

1.2 Academic Flexibility:

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.

- ❖ The institution endeavor to equip its young students with well-developed personality by not only enhancing their academic and intellectual acumen but also polishing their talents in multi-dimensional activities.
- ❖ Concurrent with the desired goals and objectives the college offered the following short term certificate courses for the benefit of the students.
- ❖ The following are the short term courses offered by the college.
 1. Retail Management
 2. Foreign Trade Management
 3. Travel & Tourism
 4. Taxation

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1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If yes“ give details.

- ❖ The institution doesn“t offers such programmes.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.

Choice Based Credit System and range of subject options

Courses offered in modular form

Credit transfer and accumulation facility

Lateral and vertical mobility within and across programmes and courses

- ❖ The affiliating University decides core curriculum with a flexibility of choosing the modules from the list of modules recommended mentioned below.

TYBCOM	
Semester V	Semester VI
<ul style="list-style-type: none">• Business Economics – VI	<ul style="list-style-type: none">• Business Economics- VII
<ul style="list-style-type: none">• Direct & Indirect Taxation	<ul style="list-style-type: none">• Direct & Indirect Taxation
<ul style="list-style-type: none">• Elective- Export Marketing or Computer System and Application	<ul style="list-style-type: none">• Elective- Export Marketing or Computer System and Application
<ul style="list-style-type: none">• Commerce-V Marketing	<ul style="list-style-type: none">• Commerce-VI Human Resource
<ul style="list-style-type: none">• Elective- Accountancy and Financial Management-V,VI,VII or Business Management-V,VI,VII	<ul style="list-style-type: none">• Elective- Accountancy and Financial Management-V,VI,VII or Business Management-V,VI,VII

SYBMS	
Semester III	Semester IV
<ul style="list-style-type: none">• Managerial Economics	<ul style="list-style-type: none">• Business Planning & Entrepreneurial Management
<ul style="list-style-type: none">• Principles of Marketing	<ul style="list-style-type: none">• Business Research Methods
<ul style="list-style-type: none">• Accounting for Managerial Decision	<ul style="list-style-type: none">• Direct Taxes
<ul style="list-style-type: none">• Organization Behavior & HRM	<ul style="list-style-type: none">• Production & Total Quality Mgmt.
<ul style="list-style-type: none">• Electives	<ul style="list-style-type: none">• Electives

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<ul style="list-style-type: none"> • Finance Group: 1 Basis of Financial Services 	<ul style="list-style-type: none"> • Finance Group:1 Advanced Costing and Auditing
<ul style="list-style-type: none"> • Finance Group: 2 Corporate Financial 	<ul style="list-style-type: none"> • Finance Group: 2 Equity and Debt Market
<ul style="list-style-type: none"> • Marketing Group:1 Consumer Behavior 	<ul style="list-style-type: none"> • Marketing Group:1 IMC & Advertising
<ul style="list-style-type: none"> • Marketing Group:2 Strategic Mgmt. 	<ul style="list-style-type: none"> • Marketing Group:2 Rural Mktg
<ul style="list-style-type: none"> • HR Group:1 Recruitment & Selection 	<ul style="list-style-type: none"> • HR Group: 1 Training & Development in HRM
<ul style="list-style-type: none"> • HR Group: 2 Motivation and Leadership 	<ul style="list-style-type: none"> • HR Group: 2 Change Management

TYBMS	
Semester V	Semester VI
<ul style="list-style-type: none"> • Supply Chain and Logistics 	<ul style="list-style-type: none"> • Operation Research
<ul style="list-style-type: none"> • Business Ethics and CSR 	<ul style="list-style-type: none"> • Indian Ethos in Mgmt.
<ul style="list-style-type: none"> • Project Work 	<ul style="list-style-type: none"> • Corporate Communication & Public Relation
<ul style="list-style-type: none"> • Electives 	<ul style="list-style-type: none"> • Electives
<ul style="list-style-type: none"> • Finance: 1 IAPM 	<ul style="list-style-type: none"> • Finance: 1 Risk Management
<ul style="list-style-type: none"> • Finance:2 Commodity & Derivative Mgmt. 	<ul style="list-style-type: none"> • Finance:2 International Finance
<ul style="list-style-type: none"> • Finance:3 Wealth management 	<ul style="list-style-type: none"> • Finance:3 Innovative Financial Services
<ul style="list-style-type: none"> • Finance:4 Strategic Financial Management 	<ul style="list-style-type: none"> • Finance:4 Project Management
<ul style="list-style-type: none"> • Marketing:1 Service Marketing 	<ul style="list-style-type: none"> • Marketing:1 Brand Mgmt.
<ul style="list-style-type: none"> • Marketing:2 Ecommerce & Digital Mktg 	<ul style="list-style-type: none"> • Marketing:2 Retail Mgmt.
<ul style="list-style-type: none"> • Marketing:3 Sales & Distribution Mgmt. 	<ul style="list-style-type: none"> • Marketing:3 International Marketing
<ul style="list-style-type: none"> • Marketing:4 Customer Relationship Mgmt. 	<ul style="list-style-type: none"> • Marketing:4 Media Planning and Management
<ul style="list-style-type: none"> • HR: 1 Finance for HR Professional & Compensation Mgmt. 	<ul style="list-style-type: none"> • HR:1 HRM in Global Perspective
<ul style="list-style-type: none"> • HR:2 Strategic HRM and HR policies 	<ul style="list-style-type: none"> • HR:2 Organizational Development
<ul style="list-style-type: none"> • HR:3 Performance Mgmt. and Career planning 	<ul style="list-style-type: none"> • HR:3 HRM in service sector mgmt.
<ul style="list-style-type: none"> • HR:4 Industrial Relations 	<ul style="list-style-type: none"> • HR:4 Human Resource planning & information system

1.2.4 Does the institution offer self-financed programmes? If „yes“, list them and indicate how they differ from other programmes, with reference to admission, curriculum , fee structure, teacher qualification, salary etc.

- ❖ The College offers the following Self-Financed Programmes affiliated to University of Mumbai:

Under Graduate Programmes:

- i. Bachelor of Management Studies (B.M.S.)
- ii. Bachelor of Commerce in Accounting and Finance [B.Com. (A &F)]
- iii. Bachelor of Commerce in Banking and Insurance [B.Com. (B&I)]
- iv. Bachelor of Science in Information Technology[B.Sc. (I.T.)]

Details pertaining to the above mentioned programmes:

- a) Admission Procedure: The College follows the guidelines pertaining to admissions to self financing programmes prescribed by University of Mumbai.
- b) Curriculum: Curriculum is framed by the University of Mumbai. The faculty adopts contemporary pedagogy. Diverse teaching-learning methods are used, for example use of ICT, Case Studies, Industrial Visits, Role Plays, Group Discussions, Mock Stock, Management Fest etc. The College facilitates interaction with and teaching by professionals, industry experts and senior academicians.
- c) Fee structure: Fee structure is stipulated by the University of Mumbai.
- d) Qualifications: The College makes all efforts to appoint faculty with the requisite qualifications.
- e) Salary: Competitive and fair compensation packages have been designed and implemented for the core faculty. The faculty appointed on visiting basis are paid honorarium on hourly basis.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If yes „provide“ details of such programme and the beneficiaries.

- ❖ The college does not provide additional skill oriented programmes, relevant to regional and global employment markets

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If „Yes“, how does the institution take advantages of such provision for the benefit of students?

- ❖ The University does not provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University“s Curriculum to ensure that the academic programmes and Institution“s goals and objectives are integrated?

- ❖ Value education classes are held weekly to inculcate and nurture values in the students and also to make them independent in their thinking and to be systematic and methodological in their work.

An inter-collegiate students“ festival is held annually - various events allow different talents to be showcased. Students learn to conduct PR campaigns and collect sponsorships for the event.

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The following efforts are required to ensure the academic programmes in accordance with the University curriculum.

- a) Special lectures are organized by the various department.
- b) Soft skills, group discussion, seminars and assignments are assigned to the students for their improvement.
- c) The students are facilitated with Indian constitution, computer studies, interview skills and environmental science.
- d) Sports activities and outreach programmes are organized with IQAC.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

- ❖ Various responses from the students, alumni, and peer groups are consolidated to enrich and organize the curriculum and teaching process. Periodical meetings are conducted, which cater the needs of the employment market.

Students are explained the scope of the subjects for employment as well as self-employment by the faculty during the time of admissions. During the course of the academic year the faculty handling the subject/ paper also brief the students about the scope of the subjects for progression.

The Career Counseling/Guidance and Placement cell also conducts talks and workshops by renowned industry experts on preparation for CAT,CET.UPSC and MPSC examinations.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education , Human Rights, ICT etc., into the curriculum?

- ❖ Under graduates students study computer subject, Foundation Course and environmental science as compulsory papers. In addition, they are exposed to computer basics and internet browsing.

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- ❖ Special lectures are organized on environmental awareness programmes, human rights, de-addiction programme and legal awareness programme.
- ❖ Students are encouraged to bring out the hidden talents with different activities.
- ❖ Renowned persons are invited to sensitize on gender issues.
- ❖ Cultural committee organized debates and essay competition on current issues.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students? Moral and ethical values employable and life skills better career options community orientation

- ❖ There is no specific course offered that help in inculcating moral and ethical values. However, all the undergraduate programmes offered by the College have courses that help in inculcating these values
- ❖ Birth anniversaries of prominent personalities and national festivals are celebrated in the college.
- ❖ Placement and training cell impart various skills for the job opportunities and for the personality development of the students.
- ❖ NSS units conduct different activities to enhance moral values and community oriented programmes.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The college collects feedback on curriculum from the stakeholders.

- ❖ Responses on curriculum are collected from students in formal and informal way.
- ❖ Valuable suggestions from students will be discussed by staff members in syllabus meetings of the University.
- ❖ Feedback from parents on curriculum, placement and teaching methodology is obtained during Parent-Teacher Meeting sessions and in the counseling center.

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- ❖ Based on such feedbacks, college implements activities, value added courses, etc to enrich the curriculum.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The institution has a very clear and transparent way to monitor and evaluate the Quality of various enrichment programs by the following committees such as IQAC , research committee etc. The feedback collected by students, parents and alumni will also help to evaluate the quality of enrichment programmes.

1.4 Feedback System

1.4.1 What are the contribution of the institution in the design and development of the curriculum prepared by the University?

- ❖ The College cannot design the curriculum, as it is a college affiliated to the University of Mumbai. The curriculum is framed by the UG Boards of Studies of different subjects and approved by the Academic Council of the University. As an affiliated college, the institution has to abide by and follow the curriculum designed by the University. However, assessment and development of information database is possible with the participation of the faculty members from the affiliated colleges. Some teachers of the College take active part in framing and modifying and the implementation of the university syllabi of the degree courses as members of the Board of Studies.

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1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If yes how is it communicated to the University and made the internally for curriculum enrichment and introducing changes/new programmes?

- ❖ Responses are collected through manual feedback forms. Oral responses are also collected from students, alumni and stakeholders in meeting. The same is communicated to the BOS.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?

- ❖ The college has introduced M.Com. course in the current academic year . By observing the growing trends, our institutions decided to commence P.G.in commerce as commerce students have good employment opportunities at State, National and International levels.

Other relevant information

In order to enrich the curriculum and facilitate its successful implementation, the following activities are conducted in the college in the last three years by various departments/committees/cells.

- State level seminars
- Guest lectures
- Movies/documentaries about
- Study tours/industrial visits
- Inter collegiate competition and fests

CRITERION II –TEACHING-LEARNING AND VALUATION

2.1 Student enrollment and profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

- ❖ The institution ensures publicity in admission process by the following methods:
 - College prospectus
 - Displaying the details on college notice board
 - Hosting notification on college website
 - Pamphlets
 - Press notification in local news papers
 - Publicity by teaching and non-teaching staff.
- ❖ The pamphlet and prospectus are printed, which comprises of the groups and combinations of courses available, fee structure, rules and regulations and additional facilities available.

2.1.2 Explain the details of the criteria adopted in process of admission (Ex (i) merit (ii) common admission test conducted by state government and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

- ❖ Students are admitted on the basis of merit and qualifying examination marks obtained in HSC. UG admissions are made as per the University norms.
- ❖ The details of the admission procedure is as follows.
 - Sale of Forms
 - Submission of Pre admission Online Forms

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- Submission of Admission Forms
- Along with printed copy of In-house admission can be given during this period.
- Pre-Enrolment Forms (Mandatory)
- First Merit List
- Payment of fees
- Second Merit List
- Payment of fees
- Third Merit List
- Payment of fees

2.1.3 Give the minimum and maximum percentage of marks of admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district?

- ❖ The college announces the merit list and gives admission to all students. This institution also manages to provide admission to the backward students. Admission is given to the students as per norms of Mumbai University. The details of the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college is as follows.

Programme	Min %	Max %
Bachelor of Commerce(BCOM)	35% Repeater Allowed	
Bachelor of Management Studies (BMS)	40%	45%
Bachelor of Commerce Accounting & Finance (BAF)	40%	45%

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Bachelor of Commerce Banking & Insurance (BBI)	40%	45%
Bachelor of Science (Information Technology) BScIT	40%	45%
Bachelor of Science (Computer Science) BSc CS	35% Repeater Allowed (Science Faculty)	

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If „Yes“ what is the outcome of such an effort and how has it contributed to the improvement of the process?

- ❖ Admissions are given in this institution on merit basis.
- ❖ The committees constituted prepare profile of all applications as per merit.
- ❖ Faculty wise college level committees are formed to monitor, review and regularly the admission process to ensure smooth and fair conduct of admission.
- ❖ The institute has developed ward counseling system through which the profiles of the students are maintained, monitored and reviewed.
- ❖ Each student has given a counseling form and is asked to fill it up by which the teachers are able to understand the socio economic and academic status of the students, their goals, hobbies, talents, skills and their background.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion?

- **SC/ST**
- **OBC**
- **Women**
- **Differently abled**

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- **Economically weaker sections**
- **Minority community**
- **Any other**

- ❖ The institution provides admission as per norms of the Mumbai University.
- ❖ Reservation policies of the Government of Maharashtra and the University of Mumbai guidelines are strictly adhered to Merit lists which are displayed category wise and the admission process is done as per University guidelines
- ❖ The Management Quota of 5% seats allotted in each programme assures the students' admission impartially without considering their religion, caste and creed. Economically weaker students are directed to procure scholarships of various agencies as per the guidelines of the State and Central Government.

2.1.6 Provide the following details for various programmes offered by the institution during the last five years and comment on the trends. i.e. reasons for increase/decrease and actions initiated for improvement.

- ❖ There is an increasing demand for the admission particularly for UG students and the college offers admission according to the Mumbai University norms. Maximum strength is up to 120 per section. In particular, there is a good demand for all the courses and so the college has enhanced all sections, simultaneously.

2.2 Catering to students' diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

- ❖ Admission and other requirements for disabled students are specially looked after by the teaching staff and non teaching staff of the institution in the college campus.

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- ❖ Facilities like ramp, specially designed toilet, wheel chair and special seating arrangements in the library and canteen have been provided for the physically disabled learners

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If „yes“ give details on the process.

- ❖ At the admission process, as part of the counseling, the students' needs are evaluated. The students are also informed regarding the various support services available to enhance their learning process, such as the mentoring system, counseling service, sexual harassment committee, Right to Information, . Students weak in certain subjects are given special attention by the faculty. The various departments organises programmes and talks, that supplement students' learning.
- ❖ Yes, after the completion of the admission process, the institution conduct orientation programme. In this programme, students come to know about the various academic facilities and extracurricular programmes. Apart from teaching, students are made aware of ethical values also.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.

To bridge the knowledge gap of the enrolled students, to enable them to cope with the programme of their choice, the following measures are taken up by the institution.

- Conducting bridge classes to the students of diverse streams.
- Identifying the slow learners and conducting remedial classes
- Conducting interactive sessions for the new comers by way of self introduction programme.

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2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The College has a practice of organizing activities, workshops and talks to sensitize its staff and students on issues such as gender, inclusive practices, environment, etc.

❖ Staff:

1. Staff attends various training sessions, sensitization programmes at University.
2. Organizing various awareness programmes regularly on environment protection and gender sensitized issues involving eminent resources persons.

❖ Students

1. Women Development Cell (WDC) is working actively in the college.
2. NSS unit and DLLE conduct various programmes to sensitize the staff and students on environment related issues.
3. Students are motivated by awarding prizes and certificates considering their performance.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Multiple observation tools are employed to identify the advanced learners.

- ❖ Initial tutorial sessions
- ❖ Class tests and interactive sessions like seminars
- ❖ Feedback Mechanisms
- ❖ Quiz competitions in respective disciplines/ general knowledge
- ❖ Performance / Efficiency tests like word power, jumble words, problem solving skills, communication skills , computer application skills and so on conducted by various departments

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

- ❖ Learners at the risk of dropout can be identified on the basis of their attendance, classroom interaction, performance in internal tests and semester end examinations. The Principal and faculty members meet the parents/guardians of learners with less than required attendance. The results of the learners are distributed in the presence of their parents/guardians.

2.3 Teaching learning process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation of blue print, etc.)

- ❖ The college follows the schedule given by the guidelines provided by University of Mumbai. Calendar of events, teaching plans, staff meetings and orientation programme committee are included in the academic activities. Every academic year, calendar of events are planned in the beginning. Staff meetings are conducted periodically regarding test, students' performance and syllabus completion. Evaluation, internal assessment and examination schedule are done according to the academic calendar of the university. A tentative calendar plan is mentioned below.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

IQAC plans and supports effective implementation for total quality management for teaching learning process. It contributes to improve the teaching learning process by

- Supports to organize more seminars, workshops etc. to spread awareness on academic and social issues.

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- Arranges for improving teachers performance by students feedback.
- Facilitates to support for inter-departmental programmes and faculty development programmes.
- Provides support and encouragement to the staff members for their quality sustenance and quality improvement.
- Arranges programs on time management.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

All possible efforts are made to ensure growth and development of students in a safe and congenial environment. Right from the movement students enter the college they guided, inspired, motivated and corrected, there by channelizing their talents in the possible manner:

The use of following methods make the learning process student entered.

- Interactive Method – Group works, group discussion, tutorials, class room seminars, PPTs.
- Collaborative Learning – Interdisciplinary Seminars, Quiz Programmes, Role Plays, Field Trips, Surveys.
- Project based and independent learning – Assignments, Project works, Charts, Library.

The support structures and systems available for teaches to develop skills are Academic Calender, OH Projector, Computer Lab, Library, Audi Visual room and Projector.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

- ❖ The college encourages and motivate students to cultivate, creative and critical thinking along with rationalistic approach in the areas of Entrepreneurship, Waste Management, Marketing Skills, Accounting Skills etc., by organizing workshop and seminars.
- ❖ To bring out the inherent talents of the students various cultural, literacy programs are conducted throughout the year.
- ❖ Women skill development program was organized by Career Guidance Cell to develop the skill and hidden talent like painting, stitching, sewing, drawing etc.
- ❖ The institution helps the students to develop the knowledge by organizing Seminars, guest lectures by eminent persons, personality development, time management, programmes and other awareness programmes.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? E.g.: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

- ❖ Computer lab, projector, audio visual room , PPT and language lab are the facilities available in the college. Internet facility is provided to the students as well as faculty in the college. List of informative websites also displayed in the college library.N-List facility is also available to the staff and students. All these facilities are planned to uplift the student“s community.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)

- ❖ Internet–wi fi facility-Students and teachers have access to internet facilities in campus. Library facility and e-journals- Our library houses books on various subjects. The library provides conducive environment for reading and learning. It is well organized and provides easy access to books. Students and teachers can access e-journals.
- ❖ Participation and presentation of papers in seminars and conferences at national and international level-The teachers and students are encouraged to participate and present papers in state, national and international seminars and conferences.
The Principal and the management encourage the Staff to obtain higher degrees of research (M.Phil, PhD).
- ❖ Resource persons and guest lecturers- some of our staff are invited as resource persons and guest speakers by various colleges and institutes.
- ❖ A Psychological Counselor and a Career Counselor on retainer ship basis. The Psychological counselor is available once every week, whereas the Career counselor is available for students once a fortnight.
- ❖ Along with the traditional method of teaching,the faculty members adopt the new technology of teaching through the electronic devices.
- ❖ Students have ample opportunities to get wide range of knowledge. All students get opportunity to update their knowledge with various workshops, seminars and special lectures. Faculties have updated with orientation programme, conferences, and refresher courses. Short term courses and training programmes are imparted for the overall development.

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2.3.7 Detail (process and the number of students/benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?

- ❖ The DLLE committee allows the students to have career guidance to face the competitive world. This committee also arranges counseling sessions to enhance the confidence of the students. The physiological social support programmes are organized as mentioned below.

Sr no	Topic	Event
1	No smoking awareness	Seminar
2	Yoga day	Workshop
3	Save child	Seminar
4	Stress management	Workshop

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last five years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

- ❖ Along with the conventional method, teaching learning method and innovative approaches like lectures from experts, outsourcing experts for teaching, computer technology classes are done. Seminars on reflective subjects are conducted. Industrial visits are done for BBI, BMS ,B.Com students to the practical study.

Sr no	Nature of event	Department	outcomes
1	PPT Lecture	Com 1	Better knowledge
2	PPT Lecture	Economics	Concept clarity
3	PPT Lecture	Com 2	Better understanding about topic

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4	PPT Lecture	Accounts	Concept clarity
5	PPT Lecture	Advertising	Connectivity with real world

Sr.	Method	Department	Impact
1	Presentations through PPT	Self finance courses	Improved spoken skills and improved stage confidence
2	Interactive boards	Self finance courses	Improved technical skills of correctly using the internet
3	Field work Games Method News papers Group Discussion	B.Com	Improved understanding of the industry mechanisms

2.3.9 How are the library resources used to augment the teaching –learning process?

- ❖ The library has adequate books to upgrade the faculties and students. Books on various topics are available to enhance the knowledge of the students.
- ❖ Every year new books are added as per the needs of the students.
- ❖ The Syllabus copies, old question papers of the concerned subject are provided. N-List and Internet facilities is also provided in the library.
- ❖ In reference section, daily newspapers, monthly magazines and fortnight weekly are available to enlighten the students.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If „yes“, elaborate on the challenges encountered and the institutional approaches to overcome these.

- ❖ No. The academic calendar is followed according to the rules of the Mumbai University and continuously monitored by the Principal and heads of the departments. Academic dairy is maintained which shows daily completion of syllabus and is monitored monthly by HOD and the Principal.
- ❖ Additional Classes are engaged to overcome these challenges.

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2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- ❖ Students are evaluated through the process of conducting unit test, internal assessment and remedial class tests. Every academic year feedback is collected from the students to implement teaching methodologies.
- ❖ Academic Audit is conducted by the eminent faculties of the University of Mumbai

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

- ❖ The institution prepares and plans its human resource requirement (teaching staff) by the end of each academic year for the next academic year.
- ❖ Advertisement is published in the leading newspapers inviting applications from qualified & experienced teachers.
- ❖ Qualified and experienced teachers are called for interview. The management and the subject experts interview the candidates and recommend for their appointment.
- ❖ Recommended candidates are expected to give demonstration lectures to show the method of teaching, communication skill, command over language, teaching techniques, class control etc. Students feed back is taken to that effect. The faculty is appointed only if found suitable.

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- ❖ To meet the changing requirement of the curriculum, the faculty members both (new and existing) are sent for workshops and seminars to update their knowledge. Subject experts are also invited to guide the faculty in connection with change in the curriculum.
- ❖ The faculty is encouraged to go for research, further studies to get advance knowledge so as to enable them to meet the requirement of the curriculum.
- ❖ The following details indicate the qualification of permanent, temporary and part time teachers which reflects institutional strategy in Human Resource Management.



Highest Qualification	Teaching Staff		Total
	Male	Female	
D.Sc/D.Litt			
Ph.D.	1	1	2
M.Phil.			
PG		28	28

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

- ❖ The requirements of the teachers in the college are fulfilled through the appointment. Qualified and competent teachers in all the departments cope up with the growing demands. The Principal and the department of collegiate education take initiative to appoint qualified guest faculty to the needs of the institution.

2.4.3 Providing details on staff development programmes during the last five years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

- ❖ The college affiliated to University of Mumbai and the workshops are conducted by the University itself as and when the workshops are organized by the University Department the teachers are allowed to undergo such workshops , conferences , administrative trainings etc.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

- ❖ Support for Research and Academic Publications: The faculty members have workstations with internet connectivity. The library also has a dedicated research room and a multimedia section. The College also has subscribed to NLIST List, which can also be accessed by the faculty members from their homes. The faculty members are also encouraged to purchase books in areas of their research and interests. The necessary infrastructure for organizing conferences/seminars/workshops is provided. The conference proceedings are published.
- ❖ The faculty has given the opportunity to pursue higher studies. In addition, they are free to attend refresher courses, orientation programme and training programme in educational institutions and universities. The application fee for attending the same is paid by the college.

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2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last five years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty. Faculty members received award for excellence in teaching.

- ❖ At present the college is at infant stage and provides all necessary infrastructure and other required support to encourage teachers to excel in their teaching.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- ❖ Printed feedback forms are given to the students to evaluate the faculty. The teachers are also evaluated by the Principal regularly and she suggests for the improvement through counseling.

2.5 Evaluation process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- ❖ Orientation program is organized for the 1st year students every year in which the faculty members provide all details.
- ❖ College program containing time table, unit tests, term examinations, prefinal examinations schedule is displayed well in advance on the notice board.
- ❖ The evaluation method for home examinations is explained to the students by the staff before conduct of such examinations.
- ❖ The evaluation method as prescribed by the Mumbai University for annual examinations are intimated and explained to the students by the faculty both for theory and practicals.
- ❖ Previous question papers and model question papers are provided by the library.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- ❖ Being an affiliated College, all the reforms initiated by the University of Mumbai are adopted.
- ❖ Regularly periodical tests are conducted. In addition to internal assessment , examinations are scheduled as per the instructions of the university. Particularly management students are assured by the project filed studies also. Industrial visits are arranged for the students.
- ❖ The reforms instituted by the institution in the evaluation process are
 - Assignments
 - Seminars
 - Class interaction
 - Group discussion
 - Role plays
 - Question and answer sessions

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- ❖ The institution follows the rules and regulations of the affiliating University.
 - As regards the reforms initiated by the institutions , a committee is formed headed by the academic co-ordinator to monitor and supervise effective implementation of the evaluation process.
 - Online question paper system was introduced by the university, which helps to maintain transparency in distribution of question papers.

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

- ❖ The new credit based evaluation system evaluates the learners under two heads namely formative and summative.
- ❖ Under formative evolution system 25% marks are allotted divided into twogroups:
 - A. Projects/assignments/ case study/-20 marks
 - B. Active Class participation 5 marks
- ❖ Under Summative evolution system 75% marks are allotted for term and theory examination.
- ❖ The new evaluation system has created positive impact on the learners and the overall performance of the institution which is clearly visible under the following heads:-
 - General attendance of the students in the class has increased.
 - Learners involvement in the academic activity has increased.
 - The learner is made to study the entire syllabus without any option.
- ❖ The knowledge of the subject, teacher learner relation, students' disciplines etc. have improved.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last five years and weight ages assigned for the overall development of students (weight age for behavioral aspects, independent learning, communication skills etc.)

- ❖ The development aspects are fulfilled through assigning marks to punctuality (attendance), internal marks obtained, responses in the class room and behavioral aspects. It is also assessed on seminar, group discussions and viva voce performance of the

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students. They are motivated to avail English Language Lab and Computer Lab to enhance their ICT Skills.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

- ❖ The students are assessed by internal assessments, attendance , semester examinations, behaviors, group discussions and interactions with the faculty members. The students are also assessed by communication and social skills and ICT.
- ❖ When projects are assigned, learners are encouraged to give their original perspectives and views for minimizing plagiarism. Strict vigilance by the invigilators during class test and theory examinations discourages learners from using unfair means.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

- ❖ There is a special mechanism for redressal of grievances with reference to evaluation both at the college level and at the University level.
- ❖ The Grievance Committee looks into the redressal of evaluation related grievances. This Committee helps students who are unsatisfied with the Semester End Examination (SEE) assessment. Such students have to apply for verification of the answer booklets. Verification is carried out in front of the student, subject teacher and Principal. The College has a Counselor to help students in need of counseling.

College level:-

- ❖ At the college there is a student grievance cell consisting of senior faculty members and the head of the institution.

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University level:-

- ❖ There is a student grievance cell at the University for the redressal of grievances of the students.
- ❖ Students can have photocopy of the University Examination assessed answer books.
- ❖ There is a provision for revaluation of answer books of the University examination.

2.6 Students Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If „yes“ give details on how the students and staff are made aware of these?

- ❖ The vision, mission statement of the college is clearly stated. It is made known to staff and students by being displayed in the campus, website, prospectus and college academic calendar. The quality policy is put up in the individual departments. The learning outcome of each course features in the lesson plan. Core Values are known by all on campus.
- ❖ Yes, the college has clearly stated learning outcomes and the students and the staff are made aware of the learning outcome by result analysis, regular meetings from time to time through annual college report and magazines.

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2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last five years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

- ❖ The following table indicates the details of the result of the students programme wise for the last five years.

Courses	Total No of Students	Total No of Students appeared	Total No of Students Passed	Total Students Fails	ATKT	Absent	PASS %
<u>FYBCOM A</u>							
I	132	131	101	13	17	1	77%
II	132	126	116	0	10	6	88%
<u>FYBCOM B</u>							
I	132	129	84	31	14	3	64%
II	132	130	125	3	2	2	95%
<u>SYBCOM A</u>							
III	127	119	93	18	8	8	78%
IV	124	124	120	3	1	0	97%
<u>SYBCOM B</u>							
III	132	124	111	11	2	8	90%
IV	131	124	123	1	0	7	99%
<u>TYBCOM</u>							
V	214	212	49	165		2	23%
VI	178	178	57	121			32%

<u>FYBAF</u>							
I	72	72	70	0	2	0	97%
II	72	72	67	1	4	0	93%
<u>SYBAF</u>							
III	61	60	56	3	1	1	93%
IV	61	61	60	1	0	0	98%
<u>TYBAF</u>							
V	34	34	17	17			50%
VI	34	34	17	17			50%

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<u>FYBMS</u>							
<u>I</u>	72	70	47	7	5	2	65%
<u>II</u>	72	71	68	1	2	1	94%
<u>SYBMS</u>							
<u>III</u>	57	52	36	11	5	5	69%
<u>IV</u>	57	55	48	3	4	2	87%
<u>TYBMS</u>							
<u>V</u>	22	22	3	19			14%
<u>VI</u>							

<u>FYBBI</u>							
<u>I</u>	72	71	58	10	3	1	81%
<u>II</u>	72	72	64	7	1	0	89%
<u>SYBBI</u>							
<u>III</u>	55	55	46	6	3	0	83%
<u>IV</u>	55	54	52	1	0	1	96%
<u>TYBBI</u>							
<u>V</u>	22	19	6	13		3	32%
<u>VI</u>	5	5	3	2			60%

<u>FYCS</u>							
<u>I</u>	29	28	26	2	0	1	94%
<u>II</u>	29	29	23	2	4	0	79%
<u>SYCS</u>							
<u>III</u>	19	18	17	1	0	1	94%
<u>IV</u>	19	19	16	2	1	0	84%
<u>TYCS</u>							
<u>V</u>	23	23	2	21			9%
<u>VI</u>	23	23	4	19			17%

<u>FYIT</u>							
<u>I</u>	21	21	16	5	0	0	76%
<u>II</u>	21	21	18	2	1	0	86%
<u>SYIT</u>							
<u>III</u>	18	18	15	2	1	0	83%
<u>IV</u>	18	18	18	0	0	0	100%
<u>TYIT</u>							
<u>V</u>	34	31	12	19		3	39%
<u>VI</u>	18	18	4	14		0	22%

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- ❖ The detail shown above indicates that there is a progress in terms of student's results over the period of the introduction of the new evaluation system.
- ❖ The Introduction of internal assessment system since last year has brought changes in the overall development/performance of the students. Student's attendance in the class, discipline, behavior has been improved and the system of project has developed independent working ability of the students.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- ❖ The strategies of the Institution regarding teaching learning and assessment help the institution to achieve the intended learning outcomes.

❖ Teaching:-

Teaching plan, time table of the teacher, distribution of work load of the teachers is done as per norms and the feed back from the students and the teachers, number of daily working hours, number of working days in a semester etc. are fixed to attain the learning outcomes.

❖ Learning:-

Better learning environment, excellent infrastructure, use of projectors and laptops for teaching, good library services, use of question and answer method, group discussion and students feed back help in attaining the learning outcomes.

❖ Evaluation:-

Internal assessment system, home assignments, projects, transparent evaluation system, theory examination, feed back from the students etc. helps in attaining learning outcomes.

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Apart from this, regular monitored attendance system, industrial visit, attending workshops and seminars, guidance pertaining to the development of soft skills, personality development, participation in NSS, sports and cultural activities, career guidance etc. helps to achieve the learning outcomes.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

- ❖ The Institution has been taking various measures to enhance social and economic relevance of the course offered.

❖ Quality jobs:-

The professional courses like BMS, B.Sc IT, B.Com with B/I, Account and Finance taught at the college are job orientated. The learners get the placement after completing these courses.

Specialized persons from the industry are invited to guide the students regarding the placements. The placement cell of the college arranges various lectures regarding the scope of employment.

❖ Entrepreneurship:-

Industrial visits arranged for the students of managements (BMS) & B.Com helps the learners to understand industrial activities and developed entrepreneurial ability.

Special lectures are arranged at the college by the coordinators of different departments to help the students to improve the managerial quality.

❖ **Innovation and research:-**

The institution promotes various seminars and conferences to develop innovative ideas among the students.

Students participation in the inter class, inter collegiate competitions also develops innovative aptitude among them.

Students participation in the research promotion lectures arranged by the college for the teaching staff help them to go for research activity.

Home assignments, projects etc induce the students to go for independent activity and develop research aptitude among them.

Faculty members are encouraged to participate in various seminars and conferences to present and publish papers.

Faculty members are also encouraged to pursue their PhD, minor and major research projects.

2.6.5 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

- ❖ The institution collects and analyzes the information on students learning outcomes. Such information is used for planning of the system of learning and also solve the problems arising during the course of learning.
- ❖ Students performance in various examinations (both internal and external) is taken from examination results. After proper analyzing of the result class wise, subject wise, exam

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wise, the institution find out the areas in which efforts are required and plan for rectification of deficiencies for progress.

- ❖ The results of various examination helps in identifying poor learners, slow learners, advanced learners, moderate learners. Such information is used for arranging remedial coaching, advance coaching etc. It also helps in framing policies like issuing question banks, model question papers etc. for weak students.
- ❖ Students attendance data is taken from the attendance register. Subject wise, class wise attendance is analyzed and the effect of attendance on learning outcomes is also analyzed. Such information is used for framing the policy connected with the student's attendance.
- ❖ The institution identifies barriers of learning and adopt necessary steps to overcome them. Barriers like family problems, financial problems, residential problems etc are identified and suitable steps like providing them free ships and scholar ships, counseling, guidance for paying guest accommodation etc.

2.6.6 How does the institution monitor and ensures the achievement of learning outcomes?

- ❖ The institution monitors and analyzes the learning outcomes.
- ❖ The examination results of semester, class tests etc. are properly monitored and analyzed through which it insures the achievement of learning outcomes.
- ❖ The college maintains the records of the student's attending jobs after completion of their studies.
- ❖ Details are also maintained pertaining to students placement, services under self employment scheme, further studies etc. through college alumni.

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- ❖ The awards won by the students in various inter collegiate competitions were also recorded as achievement of learning outcomes.
- ❖ Technology is used for enhancing students learning. Mentors use the results of students to monitor student's performance. At the end of the year, a departmental analysis is carried out to enable the faculty to review the achievements.

2.6.7 Does the institutions and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If „yes“ provide details on the process and cite a few examples?

- ❖ We have evaluation process which is associated with students. The quality of teaching learning is enhanced by taking initiatives to create interest among the students regarding seminars, group discussions, mock interviews and extracurricular activities.
- ❖ The Institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning. The performance of learners in the internal assessment and semester end examinations is analyzed to understand the courses in which each learner is finding it difficult to cope.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion and research:

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

- ❖ The college has no recognized Research Centre by the University of Mumbai

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

- ❖ The College has a Research Committee to monitor and address the issue of Research.

The College Research Committee consists of:-

1. Principal, HOD of Commerce Department , HOD of Arts Department, HOD of Economics Department, HOD of Department of IT , Chairperson of Examination Committee and the Coordinator of Professional Courses.
2. The Research Committee meets twice in year and makes the recommendations.
3. The Committee induce the senior faculty members to go for Research Activities.
4. The Committee has recommended the college to invite Research Scholars, Research Guides to hold meetings with the staff members to encourage them to pursue Research Activities and also guide them in attaining Ph.D. degree and writing research papers etc.
5. These recommendations helped three faculty members to register for Ph.D. degree.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- ❖ The Institution facilitates for the smooth progress and implementation of Research Activities.
- ❖ Infrastructure along with necessary man power has been made available.
- ❖ Necessary concession in the work load has been given to the faculty engaged in research and are given flexible timings.
- ❖ Financial help has been extended as when required to the Researchers.
- ❖ The Faculty members are encouraged to register themselves for PhD.
- ❖ The Institution invites Research Scholars, Research Guides to hold meetings with the staff members to encourage them to pursue research activities and also guide them to register for Ph.D. degree and write research papers etc.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- ❖ As the College undertakes only Under Graduate programme. There is less scope for developing scientific temper, Research culture and aptitude among the students. However the institution has been inducing the students for Research activities.
- ❖ Students have been given guidance by the faculty while preparing the projects which enables them to have an independent work culture.
- ❖ The Library provides internet facilities to the students to create Research aptitude among them.

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- ❖ The college organizes Industrial visit for the students.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

- ❖ Some of the faculty members are involved in research activity at their own level. One of the Faculty members has completed his research attaining Ph.D. degree before the appointment. One of our faculty members is involved in the research and pursuing his Ph.D. Few teachers have guided the students to take up projects.

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

- ❖ The College has arranged inducement programmes in the college for encouraging the staff to undertake research activity.

Sr no	Year	Department	Particular	Speaker/event
1	2014-15	WDC	Save girl child	Poster making
2	2013-14	WDC	Self defense workshop	Mr. Vivek(Karate trainer)
3	2011-12	IT	Cyber safety	Work shop

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

- ❖ As the Institution does not have a recognized research center, no prioritized areas of research as such have been identified. Research and Survey done by students under study project are mostly local need based. The faculty provides necessary guidance to the students in pursuing these projects.

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3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

- ❖ The institution has invited Research Scholars, Research Guides to hold meetings with the staff members to encourage them to pursue Research Activities and also guide them in Ph.D. registration and write Research papers etc.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

- ❖ As the three staff members engaged in Research Activities during their regular duty at the college, no sabbatical leave has been sanctioned to them. However they have been given necessary concession with regard to their duty at the college.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

- ❖ The activities undertaken by DLLE committee which are based on a survey conducted by the learners with guidance from faculty to understand the demographic profile and problems of the community through status of women in society survey {SWS} project
- ❖ The institution has initiated and encouraged the faculty of IT in designing and developing the college website.

3.2 Resource Mobilization for Research:-

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

- ❖ The College allocates a portion of non-salary grants received by the college towards funds for purchase of necessary equipment, subscription of subject based research journals, travel grants for participation in conferences and seminars. The management also provides grants to organize conferences and seminars in respective subjects.
- ❖ The details of major expenditure are as follows:
 1. Purchase of equipment ; Management Grant ; Subscription to Journals ; Participation of faculty for Conferences/Seminars..
 2. There is no percentage of the total Budget year marked for Research. The college is on 100% non-grant basis.
 3. As and when the faculty requires financial assistance for T.A and D.A, necessary assistance has been given.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last five years?

- ❖ There is no provision for providing seed money to the faculty for research.
- ❖ As and when the faculty requires financial assistance for T.A and D.A, necessary assistance has been given.

3.2.3 What are the financial provisions made available to support student research projects by students?

- ❖ There is no special financial provision made available to support student research projects.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of

- ❖ The College organized two multi-disciplinary International and National conferences where the faculty members from different departments jointly presented papers, which were published in the conference proceedings/editing book. They also interact on a regular basis to share their research experiences.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- ❖ The Institution has a well-stocked central library as well as departmental libraries which include reference books.
- ❖ Subscription to Journals.
- ❖ Providing training to the staff in basic computer course and usage of ICT.
- ❖ Students are formed into batches and are allowed to utilize the facilities.

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3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If „yes“ give details.

- ❖ The institution has not received any special grants or finance from industries or other agencies for developing research facilities.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last five years.

- ❖ There is no such type of grant received during the last five years.
- ❖ As the faculty does not require research funds from various funding agencies, no effort have been taken in that direction.

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

- ❖ The faculty engaged in doing Ph.D. have been provided a separate cabin inside the library and a computer with internet connectivity.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

- ❖ The institution plans for upgrading and creating new infrastructural facilities in future.
- ❖ More inducement will be given to the faculty to conduct research activity.
- ❖ Up gradation of library with necessary books and Journals, E Journals, and internet facility.
- ❖ Encourage the faculty to undertake minor and major projects.
- ❖ Extend financial help for the researchers for research activities.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If „yes“, what are the instruments/ facilities created during the last five years.

- ❖ The institution has not received any special grants from the industries or other agencies for developing research facilities. As and when such grants are received, the same will be fully utilized for developing research facilities.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

- ❖ The following efforts are made to avail to utilize Research facilities to students outside the campus:
 1. Industrial Visit
 2. The student can avail central district library for additional reference

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3. Field work
4. Study tour

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

- ❖ The college library has been equipped with 7 Journals which will be made available to the faculty doing research activity.
- ❖ Computer with Internet facility.
- ❖ E-resources and N-LIST are also available.

3.3.6 What are the collaborative researches facilities developed / created by the research institutes in the college? For eg. Laboratories, library, instruments, computers, new technology etc.

- ❖ No collaborative facilities developed /created by the Research Institutes in the college. However in future such collaborative Research facilities will be developed.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

1. Patents obtained and filed (process and product)-NIL
2. Original research contributing to product improvement-NIL
3. Research studies or surveys benefiting the community or improving the services-DLLE Unit
4. Research inputs contributing to new initiatives and social development

**3.4.2 Does the Institute publish or partner in publication or research journal(s)?
If „yes“, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database**

❖ NO

3.4.3 Give details of publications by the faculty and students:

- **Number of papers published by faculty and students in peer reviewed journals (national / international)- NIL**
- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) -NIL**
- **Monographs -NIL**
- **Chapter in Books-NIL**
- **Books Edited-NIL**
- **Books with ISBN/ISSN numbers with details of publishers-NIL**
- **Citation Index-NIL**
- **SNIP-NIL**
- **SJR-NIL**
- **Impact factor-NIL**
- **Index-NIL**

3.4.4 Provide details (if any) of

- ❖ **Research awards received by the faculty: NO**
- ❖ **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally: NO**

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- ❖ **Incentives given to faculty for receiving state, national and international recognitions for research contributions: NIL**

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

- ❖ A strategy for establishing institute-industry interfaces one of the good systems. The institute-industry is much useful to the students to acquire new practical knowledge and develop new attitude for commerce and management students. Free consultancy is encouraged by management.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

- ❖ The faculty members are encouraged to provide consultancy in the field of law, accountancy etc.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

- ❖ The institution encourages the staff to utilize their expert knowledge for consultancy services. In the field of law, accountancy, management, IT etc. They are given necessary concession from the duty at the college for providing consultancy services to the public.

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3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last five years.

- ❖ The institution only encourages the faculty to provide consultancy services.
- ❖ The revenue generated for consultancy cannot be given as the data to that effect is not available.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

- ❖ The institution does not share the income generated through consultancy by its staff.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institutions has good network with the neighboring institutions as well as with the community in order to achieve the overall development of the students. The institution is conducting activities with the participation of stakeholders like students, Alumni"s, Parents , Neighboring institutions etc.

- The institutions shares the available skilled faculties with the neighboring institutions for the benefits of the students of both the institutions.
- The Parents-Teachers Association, Alumni Association and Institutions Development Committee have been formed for the promotion of participation of stakeholders in the overall development of the institution.

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- The awareness programmes such as Casting of Voter Awareness Programme, Blood Donations, Dengue Malaria Rally, Anti Social activities , Tree plantation have been conducted to orient the students to be pro-social and good citizens.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

- ❖ The Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles are as follows

1. Blood group checkup and blood donation camps
2. Pan Card Literacy Drive
3. Voter awareness programme
4. Women empowerment programme
5. HIV awareness programme
6. Free health checkups camps
7. Career Orientation

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

- ❖ The institution solicits stakeholder perception by conducting parents meeting and taking feedback from students and alumni.

3.6.4 How does the institution plan and organize its extension and out reach programmes? Providing the budgetary details for last five years, list the major extension and outreach programmes and their impact on the overall development of students.

- ❖ The explanation and outreach programmes are planned and executed as per academic calendar. The college is organizing a number of outreach activities which relate to academic, social, cultural and community service which are helpful for all-round development of the students.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The college under takes wide spread cross-curricular enrichment activities through NSS. During admission and orientation, the representatives of these units apprise Students on the benefits and scope of the extension activities. The detail of the program is displayed on the notice board and an interaction of students is organized with NSS Coordinator of the college.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from underprivileged and vulnerable sections of society?

- ❖ NSS volunteers conduct different surveys to understand the extent of under privileged and vulnerable section of the society.
- ❖ The women development cell of the college helps the women staying in the vicinity of college to resolve their problems.
- ❖ Right to education.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students „academic learning experience and specify the values and skills inculcated.

- ❖ The extension activities compliment students“ academic learning experience and inculcate values and skills.

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- ❖ The NSS activities of the college make the students.
 - Self-dependable
 - Self-confident
 - To develop the sense of Social responsibility
 - To develop the sense of co-operation and team work
 - To develop the quality of leadership and face emergencies
 - To develop discipline and sense of obedience

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

- ❖ The institute ensures the involvement of the community in its outreach activities. The institution organizes the following outreach activities in NSS special camp.
 1. Cleaning streets, saplings
 2. Various awareness programmes like Aids, child marriage, Right to education.
 3. Blood group checkup and blood donation camp.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- ❖ The institution has good networking with neighboring institutions and it is to share the knowledge resource and infrastructural resources in order to achieve the excellence.
- ❖ The community service programme are conducted in association with the neighboring institutions by the NSS unit.
- ❖ The blood donation camps are conducted in collaboration with the neighboring institutions.

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3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last five years.

*NIL

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

❖ There is no collaborations or interaction with research laboratories, institutes and industry.

3.7.2 Provide details on the MOU/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate(Corporate entities) etc. and how they have contributed to the development of the institution.

❖ NIL

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

❖ NIL

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3.7.4 Highlighting the names of eminent scientists/participants, who contributed to the events, provides details of national and international conferences organized by the college during the last five years.

- ❖ With the sincere effort of the principal and the supporting staff, the college has organized one state level seminar organized by the Research Cell.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MOUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

- ❖ The College is yet to develop the linkages / collaborations for MoUs and agreements. In the coming years institution intends to establish linkages and collaborations.

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3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations

- ❖ As the institution is planning to establish and implement the initiatives of linkages /collaborations, details are yet to be furnished.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

- ❖ The institution aims at the creation of good Infrastructure to facilitate effective teaching and learning.
- ❖ The institution plans the requirement of infrastructure in the beginning of every academic year. As the strength of the students increases every year, more lecture halls, benches, fans, lab equipment etc are required. The management prepares the list of items required and make necessary provision for the purchase of the same.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, computers, language lab, specialized facilities and equipment for teaching, learning and research etc.

- ❖ The institution has enough infrastructures for the academic activities
- ❖ The college lecture halls are well equipped with furniture, lights and fans etc. It has an audio-visual air conditioned lecture hall. The college has also a good library with sufficient number of books.
- ❖ Tutorial rooms with necessary infrastructure.

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b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, DLLE, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

- ❖ A big playground for sports activity.
- ❖ A Gymkhana with gymnasium for indoor games.
- ❖ A big auditorium with sound system, furniture and a stage for the students to conduct cultural activities and to develop public speaking, self confidence

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last five Years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

- ❖ The available infrastructure has been optimally utilized. The college remains open from morning 7 a. m till 4. 30p. m. The Gymkhana also remains open for the same period.
- ❖ All lecture halls are fully utilized for academic activities.
- ❖ The details of amount spend during last five years on infrastructure is given below:-

Details of expenditure	Year-2011-12	Year-2012-13	Year-2013-14	Year-2014-15	Year-2015-16
Building	1,04,121	1,03,124	1,02,524	1,02,258	2,39,127/-
Furniture	20,100	20,185	30,252	20,121	3,93,695/-
Equipment	1,02,000	2,02,100	4,02,121	5,02,000	7,29,958/-
Electrical fitting	35,200	62,122	2,25,00	72,000	82,695/-

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- ❖ The master plan of the institution is enclosed showing future plans of the institution concerned with the research activity, infrastructure, library, building etc.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

- ❖ Students with physical disability have been provided with special facilities.
- ❖ Western style toilet has been provided.
- ❖ Lecture hall is arranged at the ground floor.
- ❖ Ramp for LD.

4.1.5 Give details on the residential facility and various provisions available within them:

- ❖ **Hostel Facility –NIL**
- ❖ **Recreational facilities, gymnasium, yoga center, etc.- YES**
- ❖ **Computer facility including access to internet – YES**
- ❖ **Facilities for medical emergencies-YES**
- ❖ **Library facility –YES**
- ❖ **Internet and Wi-Fi facility-YES**
- ❖ **Recreational facility-common room with audio-visual equipment –YES**
- ❖ **Security – YES**

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- ❖ The institution has been providing medical care to the students through the License Medical Practitioner.
- ❖ The institution has made the necessary provision to take care of the health of the students and the staff:-
 - A first aid box has been kept ready with medicine and other requirements to provide first aid to the student in case of accident and other emergencies.
 - A licensed medical practitioner has been appointed by the management to treat the students and staff in case of emergencies.
 - Periodical medical checkup and dental checkup of the students and the staff is done.
 - Ambulance facility on call is available for staff and the student in case of emergency.
 - Group Insurance facility has been implemented for all students.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- ❖ Common facilities for staff and students are made available:-
 1. Special cabin for IQAC members for their meetings and other activities.
 2. A cabin for student/staff grievance cell.
 3. A special cabin for women development cell.

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4. A separate infrastructure for canteen facilities.
5. Clean filtered, cold drinking water is supplied to the students.
6. An auditorium with all facilities like light, fans, stage, amplifier etc.
7. A big playground for sports activities.
8. A big gymkhana for indoor games.
9. A mini auditorium for Yoga

Sr. no	Department/Cell	Area
1	Library	900 square feet
2	Staffroom ground floor	300 square feet
3	Counseling room	100 square feet
4	Health care centre	100 square feet

4.2 Library as a learning resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The college has a library Advisory Committee consisting of following members:-

1. Dr. Veera Talukdar - Principal.
2. Gautam Jagganath Wankhede - Librarian.
3. Neelam Singh Teaching staff.
4. Bhagayashree Patil Teaching Staff.
5. Aditya Patil Member of the student.
6. Jagruti Goswami Member of the student.

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- ❖ The library advisory committee meets at least twice a year. Matters connected with purchasing of books and journal, furniture, E- resources, services to the users etc. are discussed.

The library has been made user friendly due to implementation of the initiatives taken by the library committee:-

- Timings of the library from morning to 7. 30 am the 5. pm.
- During examination it remains open even on Sundays and holidays.
- During vacation it remains open as usual (7. 30 to 5. pm)
- For the benefit of the faculty, a reference cell is made available inside the library.
- Library attached with reading room facility.

4.2.2 Provide details of the following:

- **Total area of the library (In Sq. Ft.)-** 500 (In Sq. Ft.)
- **Total seating capacity-** 35 students at a time.
- **Working hours:** - 7. 30 to 5 pm
- **Holidays** – remain closed
- **Before examination days-**7. 30 to 5. 30
- **During examination days-** 7. 30 to 5. 30
- **During vacation-**7. 30am to 5.PM
- **Layout of the library:-**

Details of Library Holding

Text Books	3700
Reference Books	400
Total No of Books	4100
Journals/Magazines	20
Average No of books added in last 3 years	2000
CDs/DVDs	-
Total cost of library	600000
E-Journals	-

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- **Librarians office:**-The institution has appointed a qualified and experienced librarian. His office includes a big table, revolving chair, a computer with internet, a printer etc.
- **Books issuing counter :** - Students are issued text books, reference books, magazines etc through the issuing counter by the concerned clerk assisted by library attendant.
- **Faculty reference cell with computer, Internet:** - A separate reference cell has been made available with computer, internet for the use of the faculty members.
- **Students reading room:**-An independent student reading room has been made available for the students equipped with necessary furniture, lights, fans etc.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last five years

- The library purchases the necessary requirement like current titles, print and E-journals and other reading materials based on the recommendation of the library committee from time to time.
- The following table indicates the details of amount spent on book journals, E-resources during the last five years.

Library Holding	Year 2011-12	Year 2012-13	Year 2013-14	Year 2014-15
Text Books	2010	2546	2975	3700
Refernce Books	211	271	342	400
Journals/Periodicals	5	9	13	20
E-resources	-	-	-	-
Any other (CD/Video)	-	-	-	-

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4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **Library web site:** - In the college web site the details of college library is given for the library user.
- **Total number of computers for the students:** - 01
- **Total number of computers for the staff:** - 01
- **Total number of printer:-** 01
- **Internet bank width/speed :**-2 mb 2 mbs.

4.2.5 Provide details on the following items:

- **Average number of walk-ins-**60 per day
- **Average number of books issued/returned-**35
- **Ratio of library books to student“s enrolled-**1:7
- **Average number of books added during last three years-**
- **Average number of login to e-resources-** 3 per day
- **Average number of e-resources downloaded/printed-**2
- **Number of information literacy trainings organized-**NIL
- **Details of “weeding out” of books and other materials-**NIL

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4.2.6 Give details of the specialized services provided by the library

- **Manuscripts**-No
- **Reference books**-Are supplied.
- **Reprography-Xerox machine**-Made available.
- **ILL (Inter Library Loan Service)**-Yet to start.
- **Information deployment and notification (Information Deployment and Notification)**-A library notice board exclusively for the library is made available. Library notices are circulated among the students and the staff as and when required.
- **Download**-downloading from internet-Facility available
- **Printing**- One printer is available
- **Reading list/ Bibliography compilation**-List of books and journals are available.
- **In-house/remote access to e-resources**-Yet to provide remote excess.
- **User Orientation and awareness**-Details are given in the prospectus and periodical notices have been issued.
- **Assistance in searching Databases**-Yet to provide.
- **INFLIBNET/IUC facilities**- Yet to provide.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- The college library provides references books connected with the subject taught in the college.
- It provides computers and printers for the users.

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- The library staff provides the books and Journals to the students as and when required.
- Students can get the Xerox copies of documents.
- The users can download the matter and print the same.
- Services like issuing of identity cards roll number, college magazine.
- Issue of question paper booklets for exam preparation.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

- For the benefit of visually/physically challenged learners, special seating arrangement has been made in the library.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

- The college library gets feedback from the users periodically.
- The library users are given questionnaires and get the feedback pertaining to library services.
- Feed back from the student are taken during the parents meet.
- Complaint/suggestion box has been installed in the library.
- The suggestions and feedback are forwarded to the library advisory committee every month implementing necessary policies to that effect.

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4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)-.**
- **Computer-student ratio**
- **Stand alone facility**
- **LAN facility**
- **Wi-Fi facility- inside the computer lab Wi-Fi facility provided.**
- **Licensed software**
- **Number of nodes/ computers with Internet facility**
- **Any other**

❖ The college has computers facilities. 50 Computers are available in the college office.

❖ Computer Student ratio : 1: 1

❖ Stand alone facility – YES

❖ LAN facility – YES

❖ Wi-Fi facility- YES inside the computer lab Wi-Fi facility provided.

❖ Number of nodes/computers with internet facility – The college provides internet facility to all the students and faculty with the configuration of 4 Mbps.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- **Wi-Fi facility is made available inside the computer lab - YES**
- **Students can access internet facility in all computers -YES**

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- **The computer in the staff room and in the library are connected with the Internet facility - YES**

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- The institution intends to add ten more computers with new innovative software.
- Expansion of Wi-Fi facility inside the entire campus including canteen, gymkhana etc.
- Installation of one more broad band connection.
- Upgrading of existing computers and their configuration.
- Renewal of licensed software.

4.3.4 Provide details on the provision made in the annual budget for procurement up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last five years)

The following table indicates the provision made in the Annual budget for the procurement, up gradation, deployment and maintenance of the computers for the last five years.

Sr No	Year	Purchase of computers and Accessories	Up gradation (Rs)	Maintenance (Rs)	Total (Rs)
1	2010-11	1,23,00	-	-	-
2	2011-12	50,000	-	20,000	70,000
3	2012-13	40,000	-	-	-
4	2013-14	70250	-	3000	73250
5	2014-15	40890	-	3500	44390
6	2015-16	55845	-	4000	59845

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4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

- The institution has an audio visual classroom with LCD, Projector, Amplifier, fully air-conditioned.
- Seminars are held in the college auditorium in which LCD projector, Amplifier computers, Lap-tops are used.
- When guest lectures are held, power point presentation has been done by using ICT resources.
- Portable Interactive Board is also available.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the center of teaching-learning process and render the role of a facilitator for the teacher.

- 50% of teaching staff use Lap-tops, projectors for effective teaching.
- Power point presentation is done by the teachers during lectures and seminars.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

- The institution has not availed the National Knowledge Network Connectivity directly or through the affiliating University.

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4.4 Maintenance of Campus Facility

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last five years)?

The institution ensures the optimum utilization of funds allocated for the maintenance of---

A) **Building**- periodical repairing and maintenance of the building has been done every year and/or as and when required which includes painting, masonry work, electrical, plumbing work etc. The college building plinth has been fully ensured. RCC consultant has been appointed to advise the management regarding the safety and security of the building and a structural consultant has been appointed to advise the management pertaining to the college building from time to time.

B) **Furniture**- Regular maintenance and repairing of existing furniture has been done and additional furniture has been bought as per the requirement.

C) **Computers**-Regular maintenance contract for all computers have been given to the specialized agency.

D) **Vehicles**–The college buses have been properly maintained from time to time.

The following table indicates the expenditure incurred during the last five years.

Details of expenditure	Year 2010-11	Year 2011-12	Year 2012-13	Year 2013-14	Year 2014-15
Building	11030	653296	1234821	3099845	346474
Furniture	25000	906688	945224	365185	393695
Equipment	-	-	47504	88109	262857
Computers	23800	70250	40890	55845	162937
Vehicles	-	-	-	-	-
Any other	-	114459	142470	160453	304164

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4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- The Institution maintenance Daily Infrastructural Report and periodical meetings are held for its repairing and maintenance. Similar reports are maintained for various equipment used in the college.
- The institution maintains the playground every year after the monsoon to make it fit for various sports activities.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

- The institution takes up calibration and maintenance of the equipments during the vacation every year two times (Oct/Nov and April/May).

4.4.4 What are the major steps taken for location, upkeep and maintenance of Sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- For the continuous supply of water a big underground water tank has been maintained.
- Both under ground and overhead water tanks cleaned once in three months.
- The institution gets continues supply of electricity.
- Computers are connected with UPS system.
- Invertor has been used in computer lab, college office and other important places.
- Efforts have been taken to save the energy by using CFL bulbs and tubelights with electronic chokes.
- All sensitive equipments are maintained through annual contract.

Any other relevant information which the college would like to include- NIL

CRITERION V : - STUDENT SUPPORT AND PROGRESSION

5.1.1 Does the institution publish its updated prospectus/handbook annually? If „yes“, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

- ❖ The college publishes prospectus every year.
- ❖ Through the prospectus the students are provided with necessary information.
- ❖ The Vision and the Mission of the institution.
- ❖ The details of LMC which is responsible for the day to day management of the college.
- ❖ Eligibility for the admission for different courses.
- ❖ Details of the subject offered and the syllabus.
- ❖ Details of the certificates issued by the college for the students along with the fees structure and fees charged thereof.
- ❖ Rules pertaining to admission to different programmes.
- ❖ Rules pertaining to evaluation system.
- ❖ Rules of discipline
- ❖ The institution is committed to follow the prospectus in all respects. All office bearers and the management is accountable for its effective implementation.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last five years and whether the financial aid was available and disbursed on time?

- ❖ The college is yet to start institutional frees ship/ scholar ship for the student of this college. However students have been given concession in their college fees whenever they are in financial crises.

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5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

- ❖ None of the students receive financial assistance from state government, central government and other national agencies.

5.1.4 What are the specific support services / facilities available for

- **Students from SC/ST,OBC and economically weaker sections**
 - **Students with physical disabilities**
 - **Overseas students**
 - **Students to participate in various competitions/National and International**
 - **Medical Assistance to students: health Centre, health insurance etc.**
 - **Organizing coaching classes for competitive exams**
 - **Skill development (spoken English, computer literacy, etc.)**
 - **Support for – slow learners**
 - **Exposures of students to other institution of higher learning/corporate/business house etc.**
 - **Publication of student magazines**
- ❖ The college provides different services to the students to fulfill its Mission and Vision. Book bank facilities are available to the students of SC/ST, OBC and economically weaker section.
 - ❖ For Physically disabled students get the required facilities in the college.
 - ❖ Overseas students have been admitted in the college for this academic year and they are given special support related to International Support System to Embassy.

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- ❖ The cultural committee of the college encourages the students to participate in various competitions arranged by the college and other institutions. They are given TA/DA for such participation along with registration fee (if any). The winning students are felicitated by the college and the same is printed in the college magazine. Their names are also displayed on the college notice board.
- ❖ A licensed medical practitioner has been appointed by the management to attend the emergency cases (if any) at the college.
- ❖ A first aid box has been kept ready with medicines and other materials to be used in case of emergency. Parents are informed about the health of their children in case they fall sick in the college during the regular lecture hours.
- ❖ College has arranged a seminar on competitive examination like UPSC/MPSC by outside experts.
- ❖ Spoken English classes have been arranged in the college free of cost for the students who have done their schooling in vernacular medium.
- ❖ Extra coaching will be given to the slow learners. They are trained through remedial classes.
- ❖ Students are encouraged to participate in various institutions in the inter collegiate tournaments, competitions etc. so as to give them a wide exposure.
- ❖ The college magazine is published every year by the students. Students and staff publish their articles, poems, short stories etc.
- ❖ Student's articles of high standard are displayed on the college notice board.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts

- ❖ The students of management studies have been given special attention towards their managerial abilities. Special lectures have been arranged in the college by the managers of Banks, Industrial organizations to groom the managerial qualities of the students.
- ❖ The industrial visits help the students to interact with the managers of different organizations and also help them in developing the entrepreneurial skill.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

Students participating in extracurricular and co-curricular activities have been given extra support by the institution:-

- ❖ Exemption/concession has been given regarding regular attendance at the college.
- ❖ They are allowed to appear for re-examination in case they could not appear for regular examination due to co-curricular activity.
- ❖ They are given flexible dates for the submission of projects and assignments.
- ❖ Grace marks have been awarded in the annual examination as per University norms.
- ❖ The institution spends on the registration fees, travelling expenses for participation of the students in various competitions, sports etc.

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- ❖ Students who have shown outstanding performance in different activities are felicitated by the college and their names are displayed on the notice board of the college.
- ❖ During the college annual sports meet, no lectures are held in the college, so that large number of students can participate in the sports activity.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIRNET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

- ❖ The college has arranged the lectures on competitive examination like, MPSC/UPSC etc. The institution is not in the position to give the number of students appeared and qualified for various examinations.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

- ❖ The institution provides counseling services to the students.
- ❖ **Academic:-**
 1. Subject like business communication and foundation course in the BCom programme, communication skill in the BMS programme enable the students for better letter writing, presentation skill and self-confidence. Over and above this, they are also given guidance to face the interviews for jobs.
 2. Seminars and lectures are arranged on personality development for the students.
 3. The orientation lectures arranged by the subject teacher in the beginning of the academic year help them in understanding the subject, syllabus etc.

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4. Admission guidance cell help the students in selecting the right optional subjects at the final year of the programme.
5. The principal visits the class once in a week to give counseling services to the students through which students get their problems solved.

❖ Personal:-

1. The college has a counseling cell for the students consisting of the senior faculty members to council the students on various personal matters.
2. The women development cell of the college also does counseling for girl students on various issues connected with women.
3. The Anti-ragging cell of the college does counseling of the students who become the victim of ragging.

❖ Career:-

1. Lectures on career selection are held for the students to select the right career after the graduation.
2. The placement cell invites different organization and banks to conduct the seminar in the college for the benefit of the students.
3. The brochures/notices of recruitment agencies are displayed on the notice board to enable the students to get employment through recruitment agencies.

❖ Psycho-social:-

1. The college counseling cell invites psychiatrists to council the students whenever need arises. Social workers are also invited to guide the students to make them to understand their social responsibilities.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If „yes“, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

- ❖ The college has a career guidance/placement cell which invites banks and other organizations for the placement of the students. However very few students have been placed by different organizations over a period of time. The college has not maintained any record as to how many students have been placed by different organization over a period of time.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any)the grievances reported and redressed during the last five years.

- ❖ The following measures are taken to redress grievances effectively:
 1. The grievances of the students concerning examination-related matters are looked into and settled as per the guidelines of University of Mumbai.
 2. A complaint/suggestion box is placed outside the Principal’s office.
 3. Learners can communicate their suggestions and grievances on an anonymous basis.
 4. The written suggestions and grievances of the learners are referred to the Cell and discussed with the concerned faculty or staff members.
 5. The learners have the provision to submit their suggestions and grievances to the provided on the college website.
 6. The Principal meets the divisional/class representatives on a regular basis and the meetings are minuted.
 7. The college has a student grievance cell consisting of the principal, Head of the department and faculty members. The cell meets as and when the case of grievance is registered.

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8. A suggestion box is placed inside the college premises for the students to give suggestions in all matters. Such suggestions are discussed by the college officials and faculty members and take appropriate steps.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

- ❖ The college has set up a Women Development Cell (WDC) as per the guideline laid down by University Women Development Cell consisting of the senior lady faculty members and the Principal as the chairman.
- ❖ The committee meets as and when any case of sexual harassment is registered.
- ❖ The cell go back to the complaint on sexual harassment and assess the gravity of the issue pertaining sexual harassment and resolves the same.
- ❖ The college has been provided security services to give necessary protection for the lady teachers and girl students.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last five years and what action has been taken on these?

- ❖ The institution has an Anti-ragging committee consisting of Principal and departmental head and senior faculty members.
- ❖ A board has been displayed regarding the Anti-ragging act, the content of the Act prohibiting the students from ragging.
- ❖ The board also indicates the nature of punishment for ragging for the information of the students, parents and the outsiders.

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5.1.13 Enumerate the welfare schemes made available to students by the institution.

- ❖ The institution has been providing various welfare schemes for the students:-
 1. The students of this college have been provided free bus services from the college to the railway station
 2. Students Aid Fund
 3. Book Bank Scheme
 4. Free waiver for students excellent in Sports & Cultural
 5. Payment of fees on installment basis on request
 6. The college canteen has been providing delicious food and snacks at reasonable rates to the students and the staff.
 7. Seminars have been arranged for placement, career guidance, and personality development etc. from time to time.

5.1.14 Does the institution have a registered Alumni Association? If „yes“, what are its activities and major contributions for institutional, academic and Infrastructure development?

- ❖ The college has an alumni association dully constituted as per its constitution.
- ❖ **Objectives of the Association:-**
 1. To enhance the quality of Higher Education.
 2. To maintain constant relation with the institution in its progress.
 3. To guide the institution in various Academic, Administrative, Sports and Cultural activities.
 4. To help the needy deserving students financially.
 5. To provide career guidance to the students.
 6. To maintain healthy practices by organizing various programmes.
 7. To enhance the general knowledge of the students by conducting various tests, examinations.

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❖ Achievements:-

1. Participation in the tree plantation and Vriksha Dindi programme.
2. Participation in Blood donation programme.
3. Participation the Teachers days“ celebration.
4. Organization of a seminar on career guidance.
5. Organization of a lecture of a Union Budget.
6. Participation in Independence Day and a Republic day celebration.
7. Organizing and participating in the Cricket match- college students VS College alumni.
8. The college intends to register the alumni association in due course.

5.2 Student progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last five batches) highlight the trends observed.

❖ NIL

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last five years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

The following table indicates programme wise pass percentage of the students in the University Examination for the last five years.(All TY)

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Stream	2010-11	2011-12	2012-13	2013-14	2014-15
BCOM	20.5	21.5	22.5	23.5	27.5
BMS	50	40	42	45	50
BAF	80	72	75	82	80
BBI	56	56	56	54	56
BScCS	93	63	83	73	73
BSCIT	50.5	60.5	60.5	70.4	80.5

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- ❖ The institution arranges special lectures for the students intending for higher education by prominent academicians dealing with Management, Accounts, IT, Law, Commerce, etc.
- ❖ Special lectures are also arranged in connection with employment opportunities in different fields by the experts from the corporate sector.
- ❖ The faculty members belonging to different departments induce the students of their department to pursue higher education.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- ❖ The Institution arranges special support for the students who are at the risk of failure and drop out. Such students are identified by conducting Preliminary Examination after completing the syllabus.
- ❖ Intensive Extra Coaching lectures are arranged for weak students.

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- ❖ Second, Third Preliminary Examinations are conducted for their benefit.
- ❖ They are made to solve previous University examination question papers and the same are assessed by the concerned faculty members. Necessary guidance lectures are also arranged.
- ❖ Parents of the students who are likely to fail in the examination are informed regarding the academic performance of their ward and are given necessary guidance so as to enable them to make their ward to work hard.
- ❖ Such students who are at the risk of drop out are called for the meeting with the faculty for necessary counseling.

5.3 Student's Participation and Activity

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- ❖ This institution encourages the students to participate in indoor and outdoor games, cultural activities, extracurricular activities etc. every year.
 1. **Indoor games:** -Carom, Chess, Table tennis.
 2. **Outdoor games:** - Cricket, Volley ball, Basket ball, high jump, Long jump, Foot ball, Kabaddi, Kho-kho, Wrestling.
 3. **Cultural activities/competitions:** - Traditional day celebration, Annual day celebration, Rangoli competition, Inter class dance competitions, Drawing etc.

The academic calendar of the institution indicates the details of Annual sports meet, Cultural activities and other activities of the college.

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5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State /Zonal / National / International, etc. for the previous five years.

- ❖ Every year various sports amenities are purchased as per recommendation of the cell. At present the college provides Sports and Games like Football, Volleyball, Cricket, Badminton, Carom, Chess, Discus Throw etc.
- ❖ Sports and cultural cell encourage the students to participate in co-curricular and extra-curricular activities like quiz & debating competition, music, dance etc. The Annual sports week provide ample scope to the students to participate in the events of their interest. Many of the students have successfully demonstrated their outstanding qualities in music and dance through their participation in the intra college programme.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- ❖ The institution collects the feedback from the college alumni, parents and employers from time to time which is used to improve the performance and quality of the students.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- ❖ Every year the college publishes the college magazine. The magazine reflects the various activities of the students carried out during the previous year.

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- ❖ Students are also encouraged to participate in various competitions held in the college like poster making, T- shirt painting, Rangoli etc.
- ❖ NSS students prepare banners, placards which are used in NSS activities like tree plantation, Vrikshadindi, blood donation etc.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

- ❖ Yes, the institution has a Student Council which is a statutory body constituted as per the Maharashtra University Act, 1994. Selection and constitution of the student council is strictly as per the University of Mumbai guidelines.
- ❖ The constitution of the Student Council is as follows:
 1. One of the divisional representatives of third year of UG program as the Chairperson
 2. One lady representative
 3. Two divisional representatives from each class of the under graduate.
- ❖ The Management frames the Vision & Mission statements, Goals and Perspective Plans of the College. The Management takes keen interest in identifying areas that need improvement and undertake measures to sustain and improve quality over time. Selection and appointment of right staff is ensured. Through the academic programmes and co-curricular activities we provide opportunities for the holistic development of the students As the Head of the Institution, the Principal's role is to oversee the functioning on day to day basis, ensure that the vision of the Management is realized
- ❖ The college every year forms a student council.
- ❖ The student's council of the college consists of the students who have shown outstanding performance in Academics, Sports, Cultural Activities, NSS during the previous year.

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- ❖ The council also includes faculty members in charge of Administration, Sports, Cultural Activities, NSS, etc. and two female students belonging to reserve category.
- ❖ The Council deals with various problems of the college and students and solves them in consultation with the college authorities.
- ❖ The Council is an advisory body and therefore no funding is involved.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

- ❖ Almost all academic and administrative bodies of the college have student's representatives on them namely:-
 1. Cultural committee,
 2. Examination committee
 3. Sports committee
 4. NSS committee
 5. Students council
 6. Library committee
 7. Magazine committee
 8. Parent-teacher association
 9. Women development cell
 10. Students grievance cell
 11. Alumni association
 12. Admission committee,
 13. Anti ragging committee,
 14. Counseling cell

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5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution Any other relevant information regarding Student Support and Progression which the college would like to include.

❖ The college maintains a continuous link with the alumni and former faculty members.

❖ **Ex faculty association:-**

1. Ex faculty members association has been formed. The association is in constant touch with the institution through telephone, e-mail, face book etc.
2. They are invited for various competitions as judges, for participating in sports events and staff competitions.
3. The members are invited to participate in the college annual day function.

❖ **College alumni association:-**

1. The members of this association are in constant touch with the institution. Through telephone, e-mail, face book etc.
2. College alumni is invited to participate in the seminars, workshops etc held in the college.
3. The alumni's guidance is taken for improvement in the teaching –learning process.
4. Alumni helps the college in placement programme, counseling, career selection etc,

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

❖ The Vision of the Institution

Our vision is to provide holistic education to students with special emphasis on deprived classes to tap the opportunities opened up in global scenario.

❖ Mission of the Institution –

1. Our mission is to build up ethics, academic and culture among students to serve the society.
2. Motivate the students for environmental and social harmony to enhance equality.

❖ The Goal of the Institution

1. To provide holistic education in academic and extra-curricular activities.
2. To provide excellence in commerce and business education at under graduate level.
3. To give the learners the breadth of knowledge and the depth of experience.
4. To equip learners with advance knowledge, latest skills and modern techniques in their chosen discipline.
5. To prepare students for life and work in competitive, fast paced, environment of the present world.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

- ❖ Mumbai University is the sole authority, which delegates orders and circular to the head of the institution. In turn, head of the institution communicate it to all teaching and non-teaching members. The rules and regulations are implemented to the academic and administrative functioning of the college.
- ❖ The IQAC of the college takes the responsibility of framing the academic calendar with circular, co-curricular and extra-curricular activities, incorporating the inputs provided by various departments in the beginning of the year and monitors and implements throughout the year.

6.1.3 What is the involvement of the leadership in ensuring?

- **The policy statements and action plans for fulfillment of the stated mission**
 - **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
 - **Interaction with stakeholders**
 - **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
 - **Reinforcing the culture of excellence**
 - **Champion organizational change**
-
- ❖ **The policy statements and action plans for fulfillment of the stated mission**

For the fulfillment of stated vision and mission, there is an effective leadership involvement. The management, the Principal, departmental heads, administrative heads together prepare the action plan and implement the same.

❖ **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

All the faculty members prepares annual circular plan incorporating the curricular, co-curricular activities that they want to conduct in the class under the supervision of IQAC. The principal and academic coordinator guides in framing the departmental and institutional plans.

❖ **Interaction with stakeholders**

There is a system of continuous interaction with the stakeholders. Such interaction takes place in the meetings with college alumni, parents teachers meet, student's council meeting, teaching staff meeting etc. These meetings – date, venue, agenda etc. are planned well in advance and made known to the stake holders.

❖ **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**

The leadership of the institution extends proper support for policy and planning based on the need of the institution in consultation with the stakeholders.

❖ **Champion organizational change**

The continuous, effective involvement of the leadership of the institution ensures the fulfillment of desired mission and vision of the institution.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- ❖ IQAC collects feedback from all stakeholders, alumni, parents and students. The constituted committees of the college are enabled to discuss and monitor the policies and plans for effective implementations. The Principal allows the faculty to select the subjects for teaching of their specialization. They are also given

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liberty to arrange Class Test, Project Presentation, and Competition etc. and develop the leadership quality among the students.

6.1.5 Give details of the academic leadership provided to the faculty by the top management.

- ❖ Principal and HODs with the instruction of collegiate education, monitor the staff and students to strive for academic relevance. HOD of all the departments and IQAC actively participate in the process.
- ❖ The faculty members are encouraged to hold seminars, inter and intra college level activities.

6.1.6 How does the college groom leadership at various levels?

- ❖ The Institution grooms leadership quality among the students and the staff. Every class has a class representative to look after the academic and other activities of the class. Such representation by the students creates leadership quality in them. In case of the staff, they are designated as the chairperson of different committees of the college and lead such committees to attain the objectives.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

- ❖ According to the norms of Mumbai University, the Principal frames different committees headed by coordinators with action plans. And these works are carried out with the help of HOD and faculty members. The decentralization of work is done to a considerable extent. NSS coordinators organize various camps and they

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are free to invite resource persons for special lectures. Even departments take decision to arrange special task.

6.1.8 Does the college promotes a culture of participative management? If yes“, indicate the levels of participative management.

- ❖ Yes, the college involves all the teaching staff and non-teaching staff in decision making process. The view point of all the people is considered and the best one is implemented. The different committees work together to manage the activities of the college. Students are also taken into various committees as representatives.

6.2 Strategy Development and Deployment.

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

- ❖ Yes, the institution has formulated quality policy. The college staff members commit themselves to provide education to all students and try to complete the syllabus. Evaluation process and development programmes are carried out by IQAC to impart qualitative education. Research culture, co-curricular and extracurricular activities in the college.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

- ❖ The department of collegiate education has taken steps to provide various facilities to the institution. The perspective plan for the development of the college is discussed among the Principal, Management and the faculty. The college has short term and long term plans to start new programme like research studies.

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- ❖ Sport activities are encouraged by making arrangements to build separate room. Indoor stadium is under construction.

6.2.3 Describe the internal organizational structure and decision making processes.

- ❖ The college development council has an important role in taking decision relating to internal issues and development of the institution. The Principal works as the member secretary.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following Teaching & Learning:-

- ❖ The faculty in the institution is encouraged to gain more knowledge and familiar with current issues. They have opportunities to attend seminars, workshops, conferences. At the same time, they can take up minor and major research projects extended by the concerned University department

❖ Research & Development:-

- ❖ Faculty members registered for PhD are given special concession in their workload at the college level. Sufficient space and infrastructure is made available for them as an inducement for research. Financial help is also given if need arises.
- ❖ Special lectures on research methodology and inducement for pursuing research has been arranged in the college for the faculty members.

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❖ Community engagement:-

- ❖ The NSS and DLLE units are involved in different programmes such as awareness programme, blood donation camps, environmental protection activities, special lectures and camp. The faculty members and students take active part in various community development programmes throughout the years
- ❖ Following activities are conducted under this programme by NSS and DLLE Department.
 1. Street play on Aids awareness
 2. Tree plantation and VrikshaDindi.
 3. NSS camp.
 4. Blood donation programme.
 5. Service rendered during Ganpati festival.

❖ Human resource management:-

1. Every effort is made by the institution to recognize the potential of the faculty and creating an atmosphere for their career development.
2. Training programmes are arranged and faculty is permitted to attend the training.

❖ Industry interaction:-

The college has a practice of involving the students to interact with the industrial professionals through industrial visit. The final BMS students are permitted to visit the industry and have interactive sessions with industry people. This enables them to have practical knowledge about the industry.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

- ❖ The head of the institution always remain well aware of the day today working of the institution. He remains present in the institution for more than eight hours every day. He gets adequate information from:-
 1. The Head of the Department.
 2. Student's feedback.
 3. Personal contacts with the faculty members.
 4. Feed back from the parents and the alumni.
 5. The self-appraisal report of the faculty members.
 6. Meeting with the Head of the department regarding the completion of the curriculum.
 7. The information supplied by the head clerk regarding payment of fees, infrastructure, overall financial position etc.
 8. The information collected by the head of the institution is presented in the Local Managing Committee (LMC) from time to time for further improvement.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

- ❖ The head of the institution solicits for the support and cooperation of the staff by involving them in the decision making process and effective implementation of institutional policies.

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- ❖ The in charge of committees are free to give suggestions and opinions during the staff meeting and they are taken into consideration before making any decisions and policies. The teaching and non-teaching are free to suggest for the amendment in the existing policies of the institution.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

- ❖ The college general staff meeting, IQAC meeting headed by the Principal is being conducted periodically and makes resolutions for the betterment of the education and other facilities in the campus.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If „yes“, what are the efforts made by the institution in obtaining autonomy?

- ❖ There is a provision for according the status of autonomy to the affiliated institution by the University. However this institution at this stage has no plans for applying for autonomy.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- ❖ The college has a grievance redressal cell consisting of senior faculty members to redress the grievances.
- ❖ The students, teaching and non-teaching staff are allowed to register their grievances in writing with the grievance cell. Such grievances are properly

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analyzed and persons connected with the grievance will be heard in person and the grievances are solved at earliest.

- ❖ Students are allowed to meet the Principal, the management and can orally express their grievances and get them redressed effectively.
- ❖ Suggestion box has been installed at a prominent place in the college premises for the students to give their complaints/suggestions. Such suggestions and complaints are attended periodically and necessary actions are taken to that effect.
- ❖ On many occasion the class teacher resolves the issues arising among the students in the regular class itself.
- ❖ The departmental heads also deals with grievances of the students and the staff of his department.
- ❖ Full efforts have been taken to maintain better relationship of all stake holders.

6.2.10 During the last five years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

- ❖ There has been no Court case filed against the Institution during the last five years. Issues are amicably settled.(If any)

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If „yes“, what was the outcome and response of the institution to such an effort?

- ❖ There is a system of student’s feedback on institutional performance consisting of various parameters.

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- ❖ **Teacher's performance:** - Performance evaluation form is given to the students to evaluate teachers' performance on 5 point scale. The outcome or the deficiency is communicated to the teachers for necessary improvement.
- ❖ **Infrastructural feedback:** - Students and the staff are expected to give their feedback pertaining to the various facilities including the infrastructure provided by the college. Such feedback is used for necessary improvement.
- ❖ **Students Feedback is taken on academic performance-** the results of various examinations. Based on such feedback necessary remedial measures are taken to rectify the deficiencies.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

- ❖ The institution believes in enhancing the professional qualification of both teaching and non-teaching staff for better progress.
- ❖ The teaching staff are encouraged to register themselves for PhD and also encouraged to take admission to various diploma courses, short term certificate courses etc. for better performance. They are also encouraged to attend workshops and seminars by providing duty leave.
- ❖ In case of non-teaching staff, encouragement is given to take admission in this institution for graduation course free of cost for under graduate clerks. Class fourth employees are encouraged to appear for SSC, HSC and graduation examination. They are given paid leave during the examination.

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- ❖ There is a built in training system for the non-teaching employees. The clerks knowing accounts, Tally etc. teach their assistants during the regular working hours so as to enable them to enhance their capability.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- ❖ The institution provides opportunity to attend training programme, short term training programmes, HRD, soft skills and academic training. Whenever there is change in curriculum, the workshops are held in accordance with Staff members are provided with an opportunity to attend the scheduled workshops.
- ❖ The women development cell of the college spread the spirit of women empowerment among the staff members and the students help them in taking up various responsibilities.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- ❖ The institution has a performance appraisal system for the faculty members. Every year the faculty members are expected to submit the performance appraisal form to the head of the institution reflecting the academic performance and other activities performed by the faculty.
- ❖ Such appraisal forms are properly analyzed and special efforts taken by the faculty is recorded and will be used for further progress.

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- ❖ The best teacher award respective field award of the institution is conferred on the faculty based on the performance appraisal report.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- ❖ From the feedback collected the Principal reviews the performance of the teachers, the teaching learning processes and also student support services and inform the faculty members informally and orally in the staff meeting.
- ❖ The teachers too evaluate themselves on their own performance during the year and try to improve themselves.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last five years?

- ❖ Welfare schemes available for teaching and non-teaching staff are as follows.
 1. Medical leave and reimbursement facility.
 2. Maternity leave facility
 3. Casual leave, duty leave facility
 4. P.F or loan facility as per rule
 5. Leave encashment
 6. Leave travel concession

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- ❖ The institution believes that the progress, name and fame of the institution basically depends on the quality of teaching faculty. Efforts are taken to attract and retain the eminent faculty members.
- ❖ Every year advertisement is given to attract qualified, experienced faculty members. Their appointment is done through a process of demonstration lecture.
- ❖ Though the institution is on permanently unaided basis, teachers are paid maximum salary every month. They are also given annual increment for better performance.
- ❖ Guest lectures are arranged by eminent teachers for the benefit of the student.
- ❖ Flexibility in timings is given to the needy teachers so as to enable them to look after their domestic affairs along with teaching in the institution.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- ❖ The college prepares a budget in consultation with the various committees for the development of the college. The released fund are monitored effectively by the head of the institution and IQAC.

**6.4.2 What are the institutional mechanisms for internal and external audit?
When was the last audit done and what are the major audit objections?
Provide the details on compliance.**

- ❖ The financial transactions of the institutions are properly audited.
- ❖ Quarterly internal auditing is done by the college officials.
- ❖ Annual financial auditing is done by the auditor every year.
- ❖ Last audit was done for the financial year 2015-16.
- ❖ There are no major audit objections.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous five years and the reserve fund/corpus available with Institutions, if any.

- ❖ As the institution is on hundred percent non grant basis, the major source of funding is the fees collected from the students. Whenever there is any deficit, the same is filled in by the management. The audited statement of income and expenditure for the previous five years is given in the annexure.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- ❖ The institution is on hundred percent unaided basis –no salary/non salary grant is received by the government. The college is not registered under 2F and 12B of

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the UGC act and therefore non eligible for any grant from UGC. The institution manages all expenses from its own resources without any outside funding.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If „yes“, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

- ❖ Yes, the college has an internal quality assurance cell to monitor internal quality through the comprehensive feedback mechanism to improve curriculum, teaching and learning process and student support services.

- ❖ Established in 28th November 2014.

- ❖ The institution has an independent policy with regard to quality assurance. The mission of the institution indicates that improving quality of education will be our prime objective. Our main aim is to influence the complete spectrum of education with great enthusiasm for attaining excellence. The institution's goal is not only imparting education as a means of livelihood but also as a way of life.

- ❖ This institution is committed for quality improvement as a continuous process for the continuous all round development of the students.

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- ❖ The IQAC of the college is mainly concerned with quality enhancement. It reviews the progress achieved and fix the target to be achieved in the field of quality education.
- ❖ The IQAC monitors the activities of all committees, teaching and learning process, evaluation system, students' involvement, quality of the faculty, infrastructure, resource mobilization etc and guide them towards the path of progress and quality enhancement.
- ❖ The IQAC has institutionalized the quality assurance process as it works complementary to the institutional progress.

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

- ❖ The IQAC of this institution has suggested certain measures for the improvement in the functioning of the college.
- ❖ Biometric system is adopted to monitor the timings of the employees.
- ❖ Addition of one more bus for the staff and the students to attend their lectures on time.
- ❖ Appointment of a specialized clerk for accounting purpose knowing Tally.
- ❖ Appointment of a strong male employee to maintain the discipline of the students.
- ❖ These measures have actually been implemented by the management. However other decisions like air-conditioning of the staff room, introduction of close circuit T.V system, a bore well for continuous supply of water etc are yet to be implemented.

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c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

- ❖ IQAC has one external member Dr. Jitendra Aherkar. The member is educationalist managing a number of educational institutions.
- ❖ In every seminars and programmes he address the students in the field of education, personality development, community services etc.

d. How do students and alumni contribute to the effective functioning of the IQAC?

- ❖ Student council of the college plays a dominant role in feeding the IQAC in its active functioning. Any deficiency in teaching and learning process, evaluation, student's involvement, and various activities conducted in the college, sports activities etc. are brought to the notice of IQAC so as to make necessary decisions to that effect. The suggestions from college alumni has been taken by the IQAC in all matters connected with quality enhancement.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

- ❖ The IQAC consist of the departmental heads, the Principal and the Management. All decisions taken by IQAC is communicated through the departmental heads. The departmental heads execute the decisions of the IQAC pertaining to organizing seminars, workshops, competitions and other activities.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If „yes“, give details on its operationalization.

- ❖ The institution has an integrated frame work to monitor the quality assurance of academic and administrative activities.
- ❖ The Institution has an integrated frame work for quality assurance of Academic and administrative activities. The frame work indicates the broad heads of quality improvement in teaching and learning process and in administrative activities. The Principal, the Vice Principal, departmental heads and coordinators look after the academic activities, its quality and work for quality enhancement. Similarly the principal, the vice principal and the head clerk, constitutes the quality assurance cell for the administrative activities. However the management looks after the overall quality assurance programme.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If „yes“, give details enumerating its impact.

- ❖ The institution provides training to its staff for effective implementation of quality assurance procedures.
- ❖ When a teacher is appointed, he is expected to give a demonstration lecture. In the initial stage itself, necessary guidance is given by the HOD, senior faculty members pertaining to teaching, evaluation and quality enhancement.
- ❖ The college provides training to the faculty in using projectors and OHP during teaching process.

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- ❖ Research scholars are invited by the college to induce the faculty to undertake research activity and upgrade their qualification by attaining PhD degree.
- ❖ Teachers are deputed to attend workshops whenever there is a change in the syllabus and give feed back to that effect.
- ❖ The head of the department holds departmental meetings and train the members regarding the various effective methods of teaching and monitor the same.
- ❖ Workshop is arranged to the non-teaching staff regarding improvement in administrative system.
- ❖ All the above activities, training, have helped the institution in improving the performance of the college.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If „yes“, how are the outcomes used to improve the institutional activities?

- ❖ The college has adopted the system of academic audit by senior academicians every year and submit their report.
- ❖ The institution accepts their report, understand its weaknesses. Accordingly necessary measures are taken to rectify the deficiencies.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

- ❖ The deficiencies highlighted by the external quality agencies are used as input to the internal quality assurance cell IQAC and necessary measures are taken for improvement.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- ❖ The institution continuously reviews the teaching learning process under a systematic mechanism.
- ❖ Subject wise, class wise teaching plan is prepared and implemented. Periodical review of the completion of required curriculum is done by the head of the department.
- ❖ Under the credit based internal assessment system, a learner is evaluated continuously throughout the year. The mark sheets issued to the student indicate the marks obtained under different heads. The review of such marks obtained by the learners enables the faculty members to advice the learners and inform their parents (if necessary) for improvement.
- ❖ The management, the principal and the head of the department discuss on the results of various examinations with a comparative study. Such review helps in identifying the reasons for low performance and take necessary steps for improvement.

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- ❖ To improve the quality of teaching, student's feedback is taken from time to time and such feedback is used to frame necessary policies for the improvement in teaching.
- ❖ Periodical meeting of the student's council enables the college administration, faculty members to understand the deficiencies or the requirement of the students. Such feedback from the students helps in adopting necessary remedial measures.
- ❖ The faculty members give their feedback about the student's performance to their respective departmental heads who in turn take necessary steps for improvement.
- ❖ The feedback from college alumni also enable the institution to bring necessary changes for the enhancement of teaching learning process.
- ❖ The system of self-appraisal report of the faculty members, help them to identify their weaknesses and enable them to bring necessary improvement to that effect.
- ❖ The parents of the students also play an important role to enable the institution to review the teaching learning process. Their suggestions are not only welcomed but also are implemented for the improvement of teaching standard.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- ❖ The stake holders are well informed about the quality assurance policies, mechanism and outcome from time to time.
- ❖ The parents are informed during the parents meet.
- ❖ The alumni are informed in their meetings.

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- ❖ The faculty members are communicated through University circular, directives, notifications and in the staff meeting.
- ❖ The learners are communicated in the beginning of the academic year during the orientation lectures by the faculty members.
- ❖ The academic calendar indicates the annual programme of various activities for the perusal of internal and external stake holders.
- ❖ The college prospectus indicates the programmes, evaluation, discipline etc. for the stake holders.
- ❖ The college general notice board and departmental notice boards communicate various institutional quality assurance policies.
- ❖ The college magazine which is published every year is a mirror of college activities and works as a communicating device to all stake holders.
- ❖ The college website also indicates the details of various programmes taught, infrastructure, discipline etc, for the information of the stake holders.
- ❖ The news articles published in the newspapers pertaining to various activities of the college also inform the stake holders regarding the various activities of the college.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

- ❖ The College is located in the outskirts of the Central City of Bhandup with pollution free clean environment. Students and staff can breathe non polluted fresh air as the area is less congested.
- ❖ Trees have been planted all along the boundary wall of the campus. This is really an ideal campus for teaching and learning. The college gardener maintains the ground and other plantation in the campus.

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

- ❖ There is no formal green audit of the institution.
- ❖ The college intends to install a solar energy unit for the college in near future.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

❖ **Energy conservation**

The college is committed for economical use of the electricity. As far as possible, the use of air conditioners has been avoided. Fans and lights are switched off when they are not required. Periodical electric connections have been checked to avoid the loss of energy. Efforts have been made to replace traditional bulbs by CFL bulbs with very low wattage. Electric motors, water pumps have been properly maintained from time to time to avoid the loss of energy.

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The college arranges special lectures for the students as to how the energy can be saved. (E.g. Cooking gas, electricity for cooking and other purpose)

Student and the staff are encouraged to use bicycles and fuel efficient two wheelers to save the nonrenewable resources.

❖ Use of renewable energy

The college intends to install a Solar Energy plant for the college.

❖ Water harvesting

The college is planning to have water harvesting system for the welfare of the campus and needs prior approval from BMC to install it in systematic manner.

❖ Efforts for Carbon neutrality

The greenery developed by the college inside the campus helps in reducing the carbon dioxide.

❖ Plantation

Trees and plants have been planted all along the boundary wall of the campus. Every year the NSS department undertakes tree plantation programmes under which sapling are planted in the open areas near the college.

The programme Vriksha Dindi has been arranged every year to create awareness among the people regarding the importance of plantation and clean environment.

The institution takes utmost care in managing the Hazardous waste coming out of from Chemistry and other labs. The gases are disposed off through exhaust fans

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out of the lab. In case of liquid waste, after proper treatment, in diluted form, they are disposed off. Periodical safety inspection has been undertaken.

❖ E-waste management

The computers and other related equipment, acid batteries etc. have been disposed off by taking at most care. Annual contract has been given to an outside agency to take away e-waste for disposal.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last five years which have created a positive impact on the functioning of the college.

- ❖ The system of e-learning has been introduced in the college. LCD projectors, OHP have been used to make the learning process more effective.
- ❖ From last academic year all University examination application forms have been forwarded through online. Transfer certificates have been issued through online.
- ❖ Question papers of various examinations of the university have been generated in the college through online under close circuit camera.
- ❖ 24x7 security services have been provided for the safety and the security of students and the employees.

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7.3 Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format (see page ...) which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best practices have been observed at all levels within the institution.

Management:-

- * Active involvement of the management in all matters of the institution like interaction with the staff, inspection of the infrastructure, requirement of the institution, day to day administration etc.
- * Friendly and family atmosphere has been maintained in the college.
- * Any problems arising in the functioning of the college are dealt with by the management effectively.
- * The management has permitted to pay the college fees in installments for the economically weak students.
- * The management holds the meeting of Principal, HODs very often to understand the progress and to rectify the deficiencies if any.
- * Timely payment of salaries to all employees even though the college is on non-grant basis.

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- * Both the Chairman and the Secretary visit the college every day and remain at least for two hours each every day and participate in the administration and the functioning of the college.
- * To increase the efficiency of the employees tea has been supplied to all employees twice a day free of cost.
- * Employees pursuing for higher education in the college are exempted from paying the fees and during the examination they are given paid leaves.
- * Note books are given to the school going children of the class fourth employees.
- * Teachers are felicitated on teacher's day, gifts are distributed, games are held and they are taken for picnic at some prominent resort.
- * Free bus services have been provided for the students and the staff to attend the lectures as per the schedule.
- * The management shares the medical bills of the employees in case of accident, serious illness etc.

Faculty:

- * Faculty has been deputed to attend seminars and workshops to upgrade their knowledge and active participation.
- * Leadership quality of the faculty have been developed by assigning the duties as chairperson of different committees.
- * Inducement has been given to the teachers for research activities.

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- * Planned academic activities through the academic calendar.
- * Social responsibility has been developed by assigning the responsibility under women development cell, anti-ragging cell etc.
- * For quality enhancement and progress, IQAC has been formed consisting of senior faculty members.

Students:

- * Good discipline has been maintained inside the classroom and in the campus.
- * Excellent canteen facility has been provided.
- * Merit based transparent admission process has been adopted.
- * Counseling has been done for selecting the right subject.
- * Needy students are allowed to pay their fees in three to four installments.
- * Students showing outstanding performance in academics, sports, cultural activities are felicitated and prizes are given as inducement.
- * Faculty performance has been enhanced through the system of student's feedback.
- * Student's feedback improves the library services.
- * Suggestion/complaint box helps the students in solving their problems.

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- * Weak students have been given remedial coaching. Girl students have been given proper protection through women development cell.
- * A number of preliminary examinations have been conducted free of cost for better results.
- * Student's participation in the celebration of national days enhances their love for the country.
- * Financial help is given to the needy students.
- * Every year college Annual Day has been celebrated by the students with great enthusiasm.
- * Efforts are made to introduce PG courses in Science and Commerce for the PG aspirants.

Administration:

- * Work distribution of the employees with periodical changes enable the office staff to undertake all official work as per the schedule.
- * All class fourth employees have been given their work assignment to make them more responsible.
- * Training programme has been arranged for administrative staff.
- * Non-teaching staff is encouraged to improve their qualification in the course of employment in this college.

7.3.2 * Best practices presentation: I

❖ **Title of the practice:** - Sense of social commitment among students through National Service Scheme.

❖ **Goal**

The major aims of the practice followed by the institution are

- To inculcate awareness about environment and to generate a sense of environment protection among students.
- To increase the number of trees within the campus and thus make the campus more green.
- To encourage to reduce, reuse and recycle of materials.
- To extend the consciousness among local community through extension activities.

❖ **The Context:**

Environment, as a common property resource, is over utilized and polluted. If it is not properly taken care of acts of overutilization and pollution will in turn endanger us. Development almost always has deteriorated the environment. However, students can play an important role to protect the environment.

Moreover, substituting plastic by other environment friendly materials makes products costly. So, people often do not accept these things not only due to their lack of awareness of environmental issues but also because they do not want to spend more when cheap, though hazardous, products can be availed very easily.

❖ **The Practice:**

The major practices that the institution followed are

- Students are requested to stop the use of plastic or at least to reduce use of plastic. Use of plastic and thermocol in the canteen are not allowed.
- Trees are planted to make the campus more green. „Save Tree, Save Institution“ campaign was launched.

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- Students and staff are encouraged to save consumption of electricity. However, the constraints are the ingrained culture of the stakeholders, non-familiarity of some staff and teachers with e-communication etc.

❖ Evidence of Success:

There are some evidence of success

- Some students and a good number of teachers are seen to switch off electrical gadgets when not required.
- The target of formation of Nature Club was achieved and a number of talks have been arranged by the club members.

❖ Problems Encountered and Resources Required:

The programmes could not ensure wholehearted participation of all sections of students. The financial resource required is not very significant. The available infrastructure are used to carry out such programmes.

❖ Notes(Optional)

Such programmes can be better implemented if cooperation from local administrative authorities is sought. This may ensure participation of local community in such activities.

❖ Contact Details

Name of the Principal : Dr. Veera Talukdar
Name of the Institution : Shri Ram College of Commerce and Science
City : Mumbai
Pin Code : 400078
Accredited Status : 1st Cycle
Work Phone : 022- 69569026
Fax : -

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Website	:www.shriramcollegeofcommerceandscience.com
E-mail	: bhaskarveera95@gmail.com
Mobile	9167234870

Best practices II

❖ Social Commitment- Visit programs to different places for many purposes

❖ Goal :-

Our institution situated away from the town limits with having commitments to serve best, with the available resources. The present education system it is not at all limited to the four wall system. It is very much necessary as a serving institution; student should think and plan beyond it. As a responsible institution with innovative concern and as a prime aim to facilitate and to provide ample opportunities for the student to visit by in person and acquire knowledge through visit to different places in search of a knowledge. Hence our college motivated the students to find the solution what really their needs in the present scenario.

❖ Context:-

Shri Ram College is a growing college in the central area. It is facing difficulties with the neighboring college since its inception regarding strength is concerned, which located in the same area. As a result of hard work and dedication of the staff members the strength of the students is rising gradually.

The vision and mission statements have also been prepared by the institution is that based on valuable service to the students and very much concern towards making them fittest personalities in this competitive world. It is also an important task of any institution to make their wards to choose right and valuable direction in reaching their destination. As a whole of such ideas our institution has taken

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several steps and prepared visit programs for different purposes to cater the needs of the students with in its limitations.

❖ The practice:-

As a part of the above said program the institution has taken several steps to organize different places visit by the different departments, in which suitable aim to be fulfilled by the different program.

❖ Evidence of Success:-

The students enjoyed the visit program as it was informative and attractive. The college has provided ample opportunity to each student involve personally in the visit program from the different departments. It has become a part and parcel fo the institution along with social concern. The spirit of the students was enhanced during their visit to analyze the significance of the particular place and the contribution towards progress of the society. The students met several people during their visit program and gathered information about their need related to particular place or the organization. These kinds of programs helped the students to understand the thing in a n easy manner.

❖ Problems Encountered and Resources Required:-

The major problem was that the college is not receiving any financial assistance for the University to organize these kinds of programs, though the institution made own arrangement by using local available resources to fulfill the task.

Since our college is located in the central area, the female students find difficult to get permission for these kinds of programs where the departments heads taken initiative and convince their parents to involve in it. Availability of permission, financial resources are the major issues which need to be concentrate more for designing and to implement it. This is the appreciable job done by the institution in its small tenure.

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❖ Contact Details

Name of the Principal : Dr. Veera Talukdar
Name of the Institution : Shri Ram College of Commerce and Science
City : Mumbai
Pin Code : 400078
Accredited Status : 1st Cycle
Work Phone : 022- 69569026
Fax : -
Website : www.shriramcollegeofcommerceandscience.com
E-mail : bhaskarveera95@gmail.com
Mobile : 9167234870

DEPARTMENT OF BUSINESS COMMUNICATION

1. Name of the Department : Business Communication
2. Year of establishment : 2009-2010
3. Names of programmes / courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG
4. Name of interdisciplinary Courses and departments / units involved : B. Com., Banking and Insurance, Account and Finance, Management Studies
5. Annual/Semester/Choice Based Credit System (programme wise) : Choice Based Credit System
6. Participation of the department in the courses offered by other departments : Management, Economics, Accountancy, Maths.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : NA
8. Details of programmes discontinued, if any, with reasons
9. Number of teaching posts

	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Asst. Professors	-	1

10. Faculty profile with name, qualification, designation, area of specialization(Dsc/D.litt/Phd/M. Phil. Etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D./M.Phil. Students Guided for the last four years
Vasundhara Gunwant Wadibhasme	M.A. B.Ed.	Asst. Professor	English	Four	-----
Rajanad AnandraoTayade	M.A. SET Qualified	Asst. Professor	English	two	-----

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11. List of senior visiting faculties: N.A.
12. Percentage of lectures delivered and practical handled(programme wise) by temporary faculties : N.A.
13. Student – Teacher Ratio (Programme wise): 1:40
14. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual : 1) Pravin Sadashiv Tondwalkar
15. Qualification of teaching faculty D.Sc /D.Litt./ Ph.D./ M.Phil./ PG.: PG
16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received.: N.A.
17. Departmental projects funded by DST-FIST; UGC-SAP/CAS, DPE; DBT, ICSSR, etc.;; total grants received. N. A.
18. Research Centre/facility as recognized by University : N. A.
19. Publications:
 - Publication per faculty : Two (By Prof.VasundharaWadibhasme)
 - Number of papers published in peer reviewed journals (national / international) by faculty and students : Two National Journals i)Rex Journal, ii) Indo Asian Research Reporter
 - Number of publication listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : N.A.
 - Monographs N.A.
 - Chapters in Books: NA
 - Edited Books : N. A.
 - Books with ISBN/ISSN numbers with details of publishers :

Topic Name	Journal Name	Month of Publish	ISBN/ISSN
Creativity in Education & Drama	RexJournal	December 2015	ISSN 2321-1067
Sustainable Agriculture And Food security	Indo Asian Research Reporter	January 2016	ISSN 2454 - 3306

- Citation Index : N. A.
- SNIP : N.A.

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- SJR : N.A.
- Impact Factor : N. A.
- index : N.A.

20. Areas of consultancy and income generated : N. A.

21. Faculty as members in : N. A.

a) National committees b) International committees c) Editorial Boards

22. Student projects

a. Percentage of students who have done in-house projects including inter-departmental / Programmes

Sr. no	Name of the project	Outcome of the project	
1	Seminar	Independent learning and collaborative study, attain, use, and develop knowledge	31%
2	Group Discussion	Understand the key skills and behaviours required to facilitate a group discussion Prepare effectively before facilitating a discussion Consider some of the difficult behaviours that can occur in discussion Think of some possible strategies for dealing with these. Develop leadership Qualities Develop team building skills Analytical and logical skills Different thinking Ability to think on ones feet	24%
3	Quiz	Creativity, Intelletual Growth	21%
4	Debate	To develop confidence, Emotional balance, Communication skill	17%

b. Percentage of students placed for projects in organisation outside the institution i.e. research laboratories industry / institute / other agencies : N. A.

23. Awards / recognitions received by faculty and students N.A.

24. List of eminent academicians and scientist / visitors to the department N.A.

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25. Seminars/ Conferences/Workshops organized and the source of funding

a. National b. International : NIL

26. Student profile programme/course-wise:

Name of the Programme	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
BCom					
First year B. Com	350	264	209	55	94%
Second Year B. Com	375	264	156	108	98%
Third Year B. Com	200	189	101	88	59%

27. Diversity of students

Name of the Course	% of students from the same state	% of students from universities other State	% of students from abroad
FYBcom	96.97	3.03	NA
SYBcom	97.35	2.95	NA
TYBcom	96.83	3.17	NA

28. How many students have cleared Civil Services and Defense Services examinations, NET, SLET, GATE and other competitive examinations? Give details category-wise.

N. A.

29. Student progression

Student progression	Percentage against enrolled
UG to PG	20%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
<input type="checkbox"/> Campus selection	19%
<input type="checkbox"/> Other than campus recruitment	8%
Entrepreneurs	9%

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30. Details of infrastructural facilities library

a Library:

b

Name of Book	Name of Publisher	No. of Copies
Business Communication	Manan Prakashan	56
Business Communication	Sheth Publisher	32
Business Communication	Vipul Publication	41

c Internet facilities for staff and students: yes

d Class rooms with ICT facility

e Laboratories

31. Number of students receiving financial assistance from college , university, government or other agencies. N.A.

32. Details on student enrichment programmes (special lectures/ workshops/ seminars) with external experts. N.A.

33. Teaching methods adopted to improve student learning. :

- a) PPT presentations,
- b) Google,
- c) Discussions Strategies,
- d) Learner Centered Teaching,
- e) Teaching with cases
- f) Charts, etc

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

NSS activities Such as

- a) Dengue, Malaria awareness Rally,
- b) Swachh Bharat Abhiyaan
- c) Street Play

35. SWOC analysis of the department and Future plans

Strengths

- Social and Entrepreneurial Activities.
- Good Results
- Conducting Regular tests
- Remedial classes
- Blend and experienced novice
- Good rate of employability

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Weakness

- Lack of students admitted from diverse Education Streams
- Students from poor background
- Early marriage and Dropouts
- Many students are 1st generation learners

Opportunities

- The opportunity of the department lies in the subject
- The syllabus is also set per competitive examinations for Govt. Jobs
- To start certificate courses
- Campus selection for the students

Challenges

- To equip students to face competition for higher education and Job market
- 60% of the students are 1st generation learners
- To motivate students to prepare themselves adequately for higher studies
- Develop English speaking skill for vernacular medium students

DEPARTMENT OF COMPUTER SCIENCE

1. Name of the Department –Computer Science
2. Year of establishment 2010-2011
3. Names of programmes / courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) --- UG
4. Name of interdisciplinary Courses and departments / units involved --- SELF FINANCE
5. Annual/Semester/Choice Based Credit System (programme wise) --- Choice Based
6. Participation of the department in the courses offered by other departments --- NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc. --- NA
8. Details of programmes discontinued, if any, with reasons --- NA
9. Number of teaching posts

	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Asst. Professors	-	3

10. Faculty profile with name, qualification, designation, area of specialization (D.Sc/D.Litt./Ph.D./M.Phil. etc)

	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D./M.Phil. Students Guided for the last four years
Prof. Neelam Singh	B.Tech (cs) M.E-COMP App	H.O.D	COMP SCI	4	NA
Prof. Khushbu Khamar	M.E-COMP	Asst Prof.	WEB TECH	4	NA
Prof. Amruta Hamphihalkar	M.Sc IT	Asst Prof.	IT	2	NA
Prof. Suman Gawas	MCA	Asst Prof.	IT	3	NA

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11. List of the visiting faculty---NIL
12. Percentage of lectures delivered and practical handled(programme wise) by temporary faculties --- NA
13. Student – Teacher Ratio (Programme wise) --- 1:20
14. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual Clerical Staff- Pravin Sir, Swati mam
15. Qualification of teaching faculty D.Sc /D.Litt./ Ph.D./ M.Phil./ PG. --- 5 PG
16. Number of faculty with ongoing projects from a) National b) International Funding Agencies And Grants Received. --- NA
17. Departmental projects funded by DST-FIST; UGC-SAP/CAS, DPE; DBT, ICSSR, etc.; total grants received. --- NA
18. Research Centre/facility as recognized by University --- NA
19. Publications: --- NA
 - Publication per faculty
 - Number of papers published in peer reviewed journals (national / international) by faculty and student
 - Number of publication listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
 - Monographs
 - Chapters in Books
 - Edited Books
 - Books with ISBN/ISSN numbers with details of publishers
 - Citation Index
 - SNIP
 - SJR
 - Impact Facto
 - index
20. Areas of consultancy and income generated --- NA
21. Faculty as members in
 - a) National committees b) International committees c) Editorial Boards --- NA
22. Student projects
 - Percentage of students who have done in-house projects including inter-departmental /Programmes

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NATIONAL CONFERENCE INTERDISCIPLINARY /IT

SR.NO	NAME OF STUDENT	TOPIC
1	Ankit singh & Mahesh Reddy	IOS

Percentage of students placed for projects in organisation outside the institution i.e. research laboratories industry / institute / other agencies

23. Awards / recognitions received by faculty and students --- NA

24. List of eminent academicians and scientist / visitors to the department--- NA

25. Seminars/ Conferences/Workshops organized and the source of funding

b. National

c. International--- NA

26. Student profile programme/course-wise:

Name of the Programme	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
FYCS			29	0	49%
SYCS			18	1	56%
TYCS			20	0	53%

27. Diversity of students

	% of students from the same state	% of students from universities other State	% of students from abroad
CS	87	0	0

28. How many students have cleared Civil Services and Defence Services examinations, NET, SLET, GATE and other competitive examinations? Give details category-wise.

29. Student progression --- NA

Student progression	Percentage against enrolled
UG to PG	N/A
PG to M.Phil.	N/A
PG to Ph.D.	N/A
Ph.D. to Post-Doctoral	N/A
Employed	

SSR, Shri Ram College, Mumbai

<input type="checkbox"/>	Campus selection	N/A
<input type="checkbox"/>	Other than campus recruitment	N/A
Entrepreneurs		N/A

30. Details of infrastructural facilities library

- a Library ---- YES Remark: Around 136 books
- b Internet facilities for staff and students ---- YES
- c Class rooms with ICT facility----- YES
- d Laboratories ---- YES

31. Number of students receiving financial assistance from college, university, government or other agencies----- NA

32. Details on student enrichment programmes (special lectures/ workshops/ seminars) with external experts----- NA

33. Teaching methods adopted to improve student learning--- Youtube, Google, PPT, Wikipedia

34. Participation in Institutional Social Responsibility (ISR) and Extension activities----- NA

35. SWOC analysis of the department and Future plans.

OUR POWERHOUSE

- Dedicated faculty
- Good results
- Social and Entrepreneurial Activities.
- Well equipped computer lab
- Esteemed class rooms
- IT work shops
- Guest letterers
- Carrier guidance seminars

LIMITATIONS

- Less student count
- Below average student
- Updated software/ hardware in lab
- More reference books required
- Part timer students responsible for poor result

OPPORTUNITIES

- To start reputed certification courses
- More Campus selection for the students
- Filling gap between IT industry and academics

CHALLENGES

- To equip students to face competition for higher education and job market
- To make the subject more attractive and interesting by adopting modern teaching aids like audio visual mode, project work and by more and more
- Lack of ICT skills
- Mobilizing resources from self financing PG certificate course

FUTURE PLANS

- To introduce new Science UG courses
- Organize international seminar in this year
- To conduct District level seminar
- To develop employability skills in for IT students
- To conduct national seminars

DEPARTMENT OF MATHEMATICS

1. Name of the Department - **Mathematics**
2. Year of establishment - **2009**
3. Names of programmes / courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) - **UG**
4. Name of interdisciplinary Courses and departments / units involved – **BCOM and IT-CS**
5. Annual/Semester/Choice Based Credit System (programme wise) – **Choice Based Credit System**
6. Participation of the department in the courses offered by other departments – **BCOM and IT-CS**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – **NA**
8. Details of programmes discontinued, if any, with reasons - **NA**
9. Number of teaching posts

	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Asst. Professors	-	2

10. Faculty profile with name, qualification, designation, area of specialization (D.Sc/D.Litt./Ph.D./M.Phil. etc)

	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D./M.Phil. Students Guided for the last four years
Prof. Esther Nadar	M.Sc.(Maths)	Asst. Professor	Mathematics	2 years	-
Prof. Suman Gawas	M.C.A.	Asst. Professor	Computer	1 year	-

SSR, Shri Ram College, Mumbai

11. List of senior visiting faculties – NA
12. Percentage of lectures delivered and practical handled(programme wise) by temporary faculties – NA
13. Student – Teacher Ratio (Programme wise) – **1 : 40**
14. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual – **i] Pravin Tondwalkar ii] Rekha Bagewadi**
15. Qualification of teaching faculty D.Sc /D.Litt./ Ph.D./ M.Phil./ PG. – **PG**
16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received. – NA
17. Departmental projects funded by DST-FIST; UGC-SAP/CAS, DPE; DBT, ICSSR, etc.; total grants received. – NA
18. Research Centre/facility as recognized by University – NA
19. Publications: - NA
 - Publication per faculty - NA
 - Number of papers published in peer reviewed journals (national / international) by faculty and students – NA
 - Number of publication listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) – NA
 - Monographs –NA
 - Chapters in Books – NA
 - Edited Books –NA
 - Books with ISBN/ISSN numbers with details of publishers –NA
 - Citation Index –NA
 - SNIP –NA
 - SJR –NA
 - Impact Factor -NA
 - index – NA
20. Areas of consultancy and income generated – NA
21. Faculty as members in – NA
 - a) National committees
 - b) International committees
 - c) Editorial Boards
22. Student projects
 - Percentage of students who have done in-house projects including inter-departmental /Programmes

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Sr. no	Number Of Student	Percent Of Student	Name of the project	Outcome of the project
1	20	7.58	Bank Visit	To Create awareness about Fund, Annuity, Deposite, Dividend, Share etc.

Percentage of students placed for projects in 152 organization outside the institution i.e. research laboratories industry / institute / other agencies – NA

23. Awards / recognitions received by faculty and students – NA

24. List of eminent academicians and scientist / visitors to the department

1. Sandesh Sir. – M.Sc. B.Ed. (Maths)

25. Seminars/ Conferences/Workshops organized and the source of funding –NA

d. National

e. International

26. Student profile programme-wise:

Name of the Programme	Applications received	Selected	Enrolled		Pass percentage	
			Male	Female	Male	Female
FY Bcom	350	264	209	55	94.6%	FY Bcom
SY Bcom	375	264	156	108	98%	SY Bcom
TY Bcom	200	189	101	88	59%	TY Bcom

27. Diversity of students

	% of students from the same state	% of students from universities other State	% of students from abroad
FYBcom	96.97	3.03	NA
SYBcom	97.35	2.65	NA
TYBcom	96.83	3.17	NA

28. How many students have cleared Civil Services and Defence Services examinations, NET, SLET, GATE and other competitive examinations? Give details category-wise. – NA

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29. Student progression –

Student progression		Percentage against enrolled
UG to PG		N/A
PG to M.Phil.		N/A
PG to Ph.D.		N/A
Ph.D. to Post-Doctoral		N/A
Employed		
<input type="checkbox"/>	Campus selection	N/A
<input type="checkbox"/>	Other than campus recruitment	N/A
Entrepreneurs		N/A

30. Details of infrastructural facilities library

a Library –

Class	No. of Copies
FY BSc IT	11
SY BSc. IT	5
FY BSc. CS	8
SY BSc. CS	9
FYBMS	28
TYBMS	5
FYBBI	11
FYBAF	9
SYBAF	2
FYBCOM	60

- b** Internet facilities for staff and students – **Yes**
- c** Class rooms with ICT facility – **NA**
- d** Laboratories – **NA**

31. Number of students receiving financial assistance from college , university, government or other agencies. – **NA**

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32. Details on student enrichment programmes (special lectures/ workshops/ seminars) with external experts.–

- Students is expected to complete assignments.
- Power Point presentations, group discussions after completion of each Chapter.
- Field trips to industrial organizations, banks and the Stock Exchange.
- Orientations for the newly admitted FY students.
- Guest Lectures.
- Remedial Coaching Classes.
- Subject specific Guest Lectures, Extra Lectures for a weak.
- Quiz and puzzle competition .

33. Teaching methods adopted to improve student learning –

- **Google**
- **YouTube**
- **News Paper.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities –

- **Awareness About Election right and Voting card.**
- **Aadhar Card.**

35. SWOC analysis of the department and Future plans:-

1. Strengths :-

- Department Library.
- Remedial classes.
- Seminars.
- Library with good collection of books.

2.Weakness :-

- Lack of students admitted from diverse Education streams.
- Lack of input from industries for students to work.
- Student from non mathematical background.
- Lack of ICT Facility for teaching.

3.Opportunities:-

- The opportunity of the department lies in the subject itself.
- The syllabus is also set for competitive examination for government jobs.
- The subject itself has wider opportunities as it can be applied all spheres.
- Statistical analysis help them in all types of industries help in making MIS reports.

4.Challenges :-

- To equip students to face competition for higher education in job market
- 60 % of the students are first generation learners.
- Declining enrolment.

5.Future Plans :-

- Undertake survey work with active participation of the student
- To develop employability skill in computers for students
- To improve the innovative teaching method.

DEPARTMENT OF COMMERCE

1. Name of the Department –**COMMERCE**
2. Year of establishment -**2009**
3. Names of programmes / courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**UG**
4. Name of interdisciplinary Courses and departments / units involved –
B.COM,BMS,BAF,BBI
5. Annual/Semester/Choice Based Credit System (programme wise)-**CBCS**
6. Participation of the department in the courses offered by other departments-**B.COM**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. –**N.A.**
8. Details of programmes discontinued, if any, with reasons-**N.A.**
9. Number of teaching posts

	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Asst. Professors	-	3

10. Faculty profile with name, qualification, designation, area of specialization (D.Sc/D.Litt./Ph.D./M.Phil. etc)

	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D./M.Phil. Students Guided for the last four years
Prof.Dr. Subhas D Pawar	M.Com , MBA(Fin), M.Phil.,Ph.D. ,D.Litt.(Pursuing	Asst. Professor	Commerce	5	8
Prof. Jyothi Yadav	M.Com,B.Ed	Asst. Professor	Commerce	5	-

SSR, Shri Ram College, Mumbai

11. List of senior Visiting faculty
Prof Parag Shah
12. Percentage of lectures delivered and practical handled(programme wise) by temporary faculties-**NA**
13. Student – Teacher Ratio (Programme wise)-**1:40**
14. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual –**i)Mrs.RekhaBagewadi ii) Mr. Pravin s Tandwalkar**
15. Qualification of teaching faculty D.Sc. /D.Litt./ Ph.D./ M.Phil./ PG.-**PG /M.Phil./Ph.D.**
16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received.-**N.A.**
17. Departmental projects funded by DST-FIST; UGC-SAP/CAS, DPE; DBT, ICSSR, etc.; total grants received. –**N.A.**
18. Research Centre/facility as recognized by University –**N.A.**
19. Publications:
- Publication per faculty –**Ms.Jyoti B Yadav M.com B.Ed.**
 - Number of papers published in peer reviewed journals (national / international) by faculty and students-**2no"s**

Name of Faculty	Topic name	Journal Name	Date of Published	ISBN/ISSN numbers
Prof.Jyoti B Yadav	Role of Ethics in Business and Corporate Governance	National Confirmation ,Held at Shri Ram College of Commerce	Sept-2015	ISSN2321-1067
Prof.Jyoti B Yadav	Sustainable Agricultural & food Security	Indo Asian Research Reporter	Dec-2016	ISSN-2454-3306

- Number of publication listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) –**NA**
- Monographs - **NIL**
- Chapters in Books- **NIL**
- Edited Books – **NIL**

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- Books with ISBN/ISSN numbers with details of publishers - **NIL**
- Citation Index - **NIL**
- SNIP - **NIL**
- SJR - **NIL**
- Impact Factor - **NIL**
- index - **NIL**

20. Areas of consultancy and income generated-NA

21. Faculty as members in –NA

a) National committees b) International committees c) Editorial Boards

22. Student projects

- a. Percentage of students who have done in-house projects including inter-departmental /Programmes-**N.A.**
- b. Percentage of students placed for projects in 158rganization outside the institution i.e. research laboratories industry / institute / other agencies-**N.A**

23. Awards / recognitions received by faculty and students –N.A.

24. List of eminent academicians and scientist / visitors to the department-N.A.

25. Seminars/ Conferences/Workshops organized and the source of funding.

- a. National-One day National conference – Overview of Customer Relationship Management
Dt-29.02.2016. Venue-Shri Ram College of Commerce,Bhandup(W),Mumbai
- b. International- NA

26. Student profile programme-wise:

Name of the Programme	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
FY B.COM	460	264	209	55	94.00
SY B.COM	264	264	156	108	98.00
TY B.COM	264	189	101	88	98.00

27. Diversity of students

	% of students from the same state	% of students from universities other State	% of students from abroad
FY B.com	96.97	3.03	NA
SY B.com	97.35	2.65	NA
TY B.com	96.83	3.17	NA

SSR, Shri Ram College, Mumbai

28. How many students have cleared Civil Services and Defence Services examinations, NET, SLET, GATE and other competitive examinations? Give details category-wise. –**N.A.**

29. Student progression

Student progression	Percentage against enrolled
UG to PG	N/A
PG to M.Phil.	N/A
PG to Ph.D.	N/A
Ph.D. to Post-Doctoral	N/A
Employed	
<input type="checkbox"/> Campus selection	N/A
<input type="checkbox"/> Other than campus recruitment	N/A
Entrepreneurs	N/A

30. Details of infrastructural facilities library

a Library

Class	Subjects	No of Books.
FY B.com	Commerce Books	225
SY B.com	Commerce Books	215
TY B.com	Commerce Books	230

- b Internet facilities for staff and students-**YES**
- c Class rooms with ICT facility –**Partially**
- d Laboratories –**N.A**

31. Number of students receiving financial assistance from college, university, government or other agencies .**N.A.**

32. Details on student enrichment programmes (special lectures/ workshops/ seminars) with external experts.

Faculty Name	Programme name	Date of Conduct
Mr.Aadesh Chauhan	Teen Age Relationship Management	28 th January 2014

33. Teaching methods adopted to improve student learning-**News Paper (The Business Line, the Economics times), PPT, YouTube etc.**

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34. Participation in Institutional Social Responsibility (ISR) and Extension activities

NSS Activity Name	Date of Conduct	Venue
Voter Awareness and Registration	21.10.2016	Shri Ram College of Commerce

35. SWOC analysis of the department and Future plans.

STRENGTH

- Demand for the Subject Every Year.
- Social and Entrepreneur Activities.
- Blend and Experience and novice.
- Remedial Classes.

WEAKNESS

- Students Admitted for diverse Education streams.
- Students from Poor family Background.
- Students Dropout Various Reasons.
- More Books require in college Library

OPPORTUNITIES

- Self Employed
- Preparing the Various Competitive Exam.
- Opportunities in Learning Various Professional Exam
- Campus Selection and placement.

CHALLENGES


- To make the students to face Competitive in the job market.
- To increase students enrolment.
- Conduct all the courses in limited time frame.
- Conversation from UG to PG Courses

FUTURE PLAN

- Motivation to students Conversations of UG to PG Courses
- To Develop of Minor Research Project(MRP)
- To Develop link between the industry and Institutions by involve them live project

ANNEXURE –I AFFILIATION COPY BY UNIVERSITY OF MUMBAI

My Doc/Ext 09-10(1) **University of Mumbai** 125



No.Aff./Recog.II/ ²⁴⁹¹ of 2010.
Date:- ¹²¹ SEP 2010

The Principal,
Jan Seva Sangh's,
Shriram College of Commerce,
Kumari Kasturi Vidyalaya,
Datta Mandir Road, Bhandup (W),
Mumbai- 400 078.

Sub : Extension of affiliation to start teaching the courses of **B.Com. (Banking and Insurance), B.Com. (Accounting and Finance), B.Sc. (I.T.), B.Sc. (Computer Science) and B.M.S.** from the academic year 2010-2011.

Madam/ Sir,

This has reference to your application for extension of affiliation for the academic year 2010-2011, requesting to grant affiliation for the courses of **B.Com. (Banking and Insurance), B.Com. (Accounting and Finance), B.Sc. (I.T.), B.Sc. (Computer Science) and B.M.S.** (Three Year Degree) courses.

In this connection, I am to inform you that the Higher and Technical Education, Government of Maharashtra, Mumbai, vide his Order No. एनजीसी-२०१०/(२२५/१०)/ मशि-४, dated 15th July, 2010 has communicated the permission to start the above said courses from the academic year 2010-2011 **on permanently no-grant basis.**

I am, therefore, directed to inform you that you have been permitted to start degree courses of **B.Com. (Banking and Insurance) with intake of 60 students, B.Com. (Accounting and Finance) with intake of 60 students, B.Sc. (I.T.) with intake of 60 students, B.Sc. (Computer Science) with intake of 24 students (1 Batch) and B.M.S. with intake of 60 students from the academic year 2010-2011 on permanently no-grant basis** on the conditions mentioned below by the Government of Maharashtra and University from time to time.:-

१. अस्तित्वात असलेल्या ज्या महाविद्यालयात नवीन विद्याशाखा मंजूर करण्यात आलेल्या आहेत, त्या महाविद्यालयाने त्यांच्या विभागीय सहसंचालकांकडे ते भविष्यात कोणत्याही परिस्थितीत अनुदानाची मागणी करणार नाहीत असे हमीपत्र रु. १००/- च्या नॉन ज्युडीशियल स्टॅम्प पेपरवर सादर करावे.
२. संबंधित विभागीय सहसंचालकांचे हमीपत्र सादर केल्याबरोबर प्रमाणपत्र प्राप्त झाल्याशिवाय विद्यापीठाने संलग्नतेची प्रक्रिया सुरु करू नये.
३. विद्यापीठाने विहित केलेल्या निकषानुसार व विद्यापीठ अनुदान आयोगाने विहित केलेल्या शैक्षणिक पात्रतेनुसार महाविद्यालयांनी, अध्यापक वर्ग / कर्मचारी वर्ग नेमणे आवश्यक असून इतर सर्व आवश्यक पायाभूत सोयी उपलब्ध कराव्यात व त्याची खात्री विभागीय सहसंचालकांनी ३० ऑगस्ट पर्यंत करावी व तदनंतरच उपरोक्त अट क्रमांक २ मधील प्रमाणपत्र विद्यापीठास द्यावे.

...2/

University of Mumbai



AFFILIATION SECTION
No. Aff/ICD/2016-17 **1250**
September, 2016.

29th

To,

✓ The Principal,
Jan Seva Sangh Sanchalit
Shri Ram College of Commerce
Datta Mandir Road,
Bhandup (W),
Mumbai-400 078.

Sub:- Extension of affiliation to start New course/Additional Division/Subject from the academic year 2016-17.

- Ref:- १) शासन आदेश क्र. एनजीसी २०१६/(१०२/१६)/मशि-४,
दिनांक ०९ सप्टेंबर, २०१६.
२) शासन आदेश क्र. एनजीसी २०१६/(१०३/१६)/मशि-४,
दिनांक ०९ सप्टेंबर, २०१६.
३) शासन प्रमाणपत्र क्र. वेप/सस/उशि/मुवि/प्रमाणपत्र/२०१६/१४४३
दिनांक २७ सप्टेंबर, २०१६
आणि
शासन प्रमाणपत्र क्र. वेप/सस/उशि/मुवि/प्रमाणपत्र/२०१६/१४४४
दिनांक २७ सप्टेंबर, २०१६.
आणि
शासन प्रमाणपत्र क्र. वेप/सस/उशि/मुवि/प्रमाणपत्र/२०१६/१४४५
दिनांक २७ सप्टेंबर, २०१६

Madam/Sir,

This has reference to your application for extension of affiliation for New Course of B.A.. (Three Year Degree), Third and Fourth Additional Division of B.Com. (Three Year Degree), Second Additional Division of B.Com.(Accounting and Finance) (Three Year Degree), Second Additional Division of B.M.S. (Three Year Degree) and New Course of M.Com. Advance Accountancy from the academic year 2016-17.

In this connection, I am to inform you that the Higher and Technical Education Department, Government of Maharashtra, vide शासन आदेश क्र. शासन आदेश क्र. एनजीसी २०१६/(१०२/१६)/मशि-४, दिनांक ०९ सप्टेंबर, २०१६ आणि शासन आदेश क्र. शासन आदेश क्र. एनजीसी २०१६/(१०३/१६)/मशि-४, दिनांक ०९ सप्टेंबर, २०१६ has given the permission to start New course/ Additional Division/Subject from the academic year 2016-17 **on permanently no grant basis**, under the provisions of Section 82(5), 83(5) of the Maharashtra Universities Act, 1994, subject to terms and condition laid down in the above order.



URGENT / BY HAND / SPEED POST

No.Aff./ Recog.II / ²⁹⁸⁸ of 2010

Date:- **21 SEP 2010**

The Principal,
Jan Seva Sangh's,
Shriram College of Commerce,
Kumari Kasturi Vidyalaya,
Datta Mandir Road, Bhandup (W),
Mumbai- 400 078.

Sub: Permission to start **one additional division for F.Y.B.Com.** from the academic year 2010-2011.

Madam/ Sir,

This has reference to your application for **one additional division for F.Y.B.Com.** degree course for the academic year 2010-2011.

In this connection, I am to inform you that the Higher and Technical Education, Government of Maharashtra, Mumbai, vide his Order No. एनजीसी-२०१०/(२२६/१०)/ मशि-४, dated 15th July, 2010 has communicated the permission to start one additional division for the above mentioned course from the academic year 2010-2011 **on permanently no-grant basis.**

I am, therefore, directed to inform you that you have been permitted to start **one additional division for F.Y.B.Com. with intake of 120 students from the academic year 2010-2011 on permanently no-grant basis** on the conditions mentioned below by the Government and University from time to time. :-

१. अस्तित्वात असलेल्या ज्या महाविद्यालयात अतिरिक्त तुकड्या मंजूर करण्यात आलेल्या आहेत, त्या महाविद्यालयाने त्यांच्या विभागीय सहसंचालकांकडे ते भविष्यात कोणत्याही परिस्थितीत अनुदानाची मागणी करणार नाहीत असे हमीपत्र रु. 100/- च्या नॉन ज्युडीशियल स्टॅम्प पेपरवर सादर करावे.
२. संबंधित विभागीय सहसंचालकांचे हमीपत्र सादर केल्याविषयीचे प्रमाणपत्र प्राप्त झाल्याशिवाय विद्यापीठाने संलग्नतेची प्रक्रिया सुरु करू नये.
३. विद्यापीठाने विहित केलेल्या निकषानुसार व विद्यापीठ अनुदान आयोगाने विहित केलेल्या शैक्षणिक पात्रतेनुसार महाविद्यालयांनी, अध्यापक वर्ग /कर्मचारी वर्ग नेमणे आवश्यक असून इतर सर्व आवश्यक पायाभूत सोयी उपलब्ध कराव्यात व त्याची खात्री विभागीय सहसंचालकानी ३० ऑगस्ट पर्यंत करावी व तदनंतरच उपरोक्त अट क्रमांक २ मधील प्रमाणपत्र विद्यापीठास द्यावे.

...2/-

SSR, Shri Ram College, Mumbai

ANNEXURE – III AUDIT REPORT

JANSEVA SANGH' SHRI RAM COLLEGE OF COMMERCE			
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR 31ST MARCH, 2014			
University Expenses			
E-Charges	9,660		12,366,597
E-Services	48,300		11,125
Affiliation Charges	120,000		319,524
Enrollment Fees	63,380	241,340	16,750
Advertising		76,824	
Bank Charges		3,663	
Exam Expenses (University etc)		395,014	
Repairs & Maintenance		1,234,821	
Depreciation		199,885	
Misc. Exp.		36,648	
M.C.A. Expenses		150,500	
Functioning expenses		98,674	
Legal & Professional Charges		76,000	
College Maintenance		80,755	
Electrical Charges		284,460	
Traveling & Conveyance		41,758	
Software charges		32,600	
Staff Welfare Exp		218,834	
Industrial Visit Exp		380,500	
Postage & Telephone Exp		34,635	
Printing & Stationery		200,121	
Salaries		4,868,022	
Surplus during the year		4,058,943	
		12,713,996	12,713,996

[Signature]

PRINCIPAL
SHRI RAM COLLEGE OF COMMERCE
Datta Mandir Road, Chendup (W),
Mumbai - 400 001

JANSEVA SANGH'S SHRI RAM COLLEGE OF COMMERCE
Income & Expenditure Account for the Y.E. 31st March, 2015

Particulars	Amount	Particulars	Amount
Advertising Expenses	195,269	Tuition Fees	6,320,000
Bank Charges	3,401	Development Fees	2,747,790
Books & Periodicals	142,914	Exam Fees	851,250
College Promotion Expenses	58,000	Gymkhana Fees	230,000
Depreciation	115,183	Other Than Tuition Fees	1,700,381
Electricity Charges	78,220	Lab Fees	1,698,800
Function & Other Activity Expenses	171,465	Library Fees	731,700
Industrial Visit Expenses	560,500	Bank Interest	16,059
Misc. Expenses	71,235	Misc. Income	52,645
Office Expenses	51,697	Sundry Balance W/o.	67,890
Postage & Telephone Expenses	39,257	Extra Curricular Activity Fees	2,264,600
Printing & Stationery Expenses	216,285	Sports & Cultural Activity	296,119
Professional & Legal Charges	134,186	E- Charges Received	103,120
Repair & Maintenance Expenses	3,099,845		
Staff Salary & Other Overheads	6,615,983		
Staff Welfare Expenses	74,761		
Travelling & Conveyance Exp	57,281		
University Expenses	786,228		
Surplus During the Year	4,608,644		
	17,080,354		17,080,354



for JANSEVA SANGH'S SHRI RAM COLLEGE

(Signature)

I/c PRINCIPAL

SHRI RAM COLLEGE OF COMMERCE
 Date: Patta Mandir Road, Bhandup (W),
 Mumbai - 78

SCHEDULE- IX

The Bombay Public Trusts Act, 1950

JAN SEVA SANGH

Name of the Public Trust:

31st March 2016

Income and Expenditure Account for the year ending

EXPENDITURE		Rs.	Rs.	INCOME		Rs.	Rs.
To	Expenditure in respect of properties			By	Gross Income from charitable objects		
	Rates, Taxes, Cesses	286352			School Fees		22743133
	Repairs & Maintenance	515864		By	Interest	192611	
	Salaries	-			On Securities	68088	260699
	Insurance	-			On Saving Bank A/c		44000
	Depreciation	-		By	Rent		596577
	Other expenses	-	802216		Donation		
To	Establishment Expenses			By	Government Educational Grants		
	As per Schedule		1229422		a) Salary Grants	50332247	
To	Remuneration to trustees				b) Non-Salary Grants	1229167	
					c) Special purpose grants	857580	
					Less: grants disbursed	(857580)	51561414
To	Remuneration (in the case of a math) to the head of the math, including his household expenditure, if any			By	Income from Other Sources		301732
	Legal Expenses		47020				
	Audit Fees						



Amount written off:-
 (a) Bad Debts
 (b) Loan Scholarship
 (c) Irrecoverable Rents

Hon. Gen. Secretary.
 Jan Seva Sangh, Dongri, Mumbai-9

ANNEXURE – IV LETTER FROM UNIVERSITY OF MUMBAI

PC/1/certificate Letter

University of Mumbai



AFFILIATION SECTION
No. Aff-II/ICD/2016-17/2424
21st March, 2017

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Jan Seva Sangh Sanchalit, Shri Ram College of Commerce, Datta Mandir Road, Bhandup (W), Mumbai-400 078 is affiliated to the University of Mumbai and the following Courses are conducted in the said college.

Sr. No	Course	Duration	Affiliation (Permanent/Temporary)	Period of Validity for the year (s)
1	B. A.	3 Years	Temporary	From 2016-17
2	B.Com	3 Years	Temporary	From 2009-10 to *2016-17
3	B.Com (Banking & Insurance)	3 Years	Temporary	From 2010-11 to *2016-17
4	B.Com (Accounting & Finance)	3 Years	Temporary	From 2010-11 to *2016-17
5	B. Sc (Information Technology)	3 Years	Temporary	From 2010-11 to *2016-17
6	B. Sc (Computer Science)	3 Years	Temporary	From 2010-11 to *2016-17
7	B.M.S.	3 Years	Temporary	From 2010-11 to *2016-17
8	M. Com (Advanced Accountancy)	2 Years	Temporary	From 2016-17

* Report of continuation of affiliation is in process.

This Certificate is issued on request of the Principal of the said College for submitting the same to the NAAC, Bangalore, accordingly.


(Dr. M. A. Khan)
REGISTRAR

ANNEXURE – V CERTIFICATE OF COMPLIANCE



University of Mumbai

Jan Seva Sangh Sanchalit

Shri Ram College Of Commerce

(Affiliated to University of Mumbai)

Gen. Sec. : Mr. Arun B. Mule (M.Com., D.H.E.)

Uc. Principal : Dr. Veera Talukdar (M.Sc., M.Com., B.Ed., Ph.D.)



Datta Mandir Road, Bhandup (W), Mumbai - 400 078. ☎ : 022-6956 9026 ● Fax : 022-2566 6643
E-mail : shriramcollege09@gmail.com ● Website : www.shriramcollegeofcommerceandscience.com

AN ISO 9001:2008 CERTIFIED

Ref. No. : _____

Date : _____

Certificate of Compliance

(Affiliated /Constituent/Autonomous colleges and Recognized Institutions)

This is to certify that Shri Ram College of Commerce, Bhandup fulfils all norms

1. Stipulated by the affiliating University and / or
2. Regulatory Council/Body {Such as UGC, NCTE,AICTE,MCI, DCI, BCI, etc }and
3. The affiliation and recognition if applicable is valid as on date.

In case the affiliation /recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false than the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date : 30/03/2017

Place : Bhandup,Mumbai



Principal/Head of the Institution

V. Talukdar

(Dr. Veera Talukdar)
PRINCIPAL

SHRI RAM COLLEGE OF COMMERCE
Datta Mandir Road, Bhandup (W)