

**The Annual Quality Assurance Report (AQAR) of the IQAC  
(1<sup>st</sup> June 2014 – 31<sup>st</sup> May 2015)**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (*Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015*)

**Part – A**

**AQAR for the year (for example 2014-15)**

2014-15

**1. Details of the Institution**

1.1 Name of the Institution

SREE NARAYANA GURU  
COLLEGE OF COMMERCE

1.2 Address Line 1

P.L. LOKHANDE MARG

Address Line 2

CHEMBUR (WEST)

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400089

Institution e-mail address

[sngccmumbai@gmail.com](mailto:sngccmumbai@gmail.com)  
sngcollege86@yahoo.co.in

Contact Nos.

022-25250926/022-25254018

Name of the Head of the Institution:

Dr. Ravindran Karathadi

Tel. No. with STD Code:

022-25254018

Mobile:

9773497630

Name of the IQAC Co-ordinator:

Mrs. Jayasree Venkitachalam

Mobile:

9833528340

IQAC e-mail address:

aqar@sngcollege.org

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 13313

**OR**

1.4 NAAC Executive Committee No. & Date:

EC/61/RAR/29 dated 15-9-2012

*(For Example EC/32/A&A/143 dated 3-5-2004.*

*This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)*

1.5 Website address:

Sngcollege.org

Web-link of the AQAR:

<http://www.sngcollege.org/aqar/aqar2014-15.pdf>

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

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B		2004	05 Years
2	2 <sup>nd</sup> Cycle	B	2.73	2012	05 Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

- i. AQAR 2012-13 submitted to NAAC on 14/03/2014 (DD/MM/YYYY)
- ii. AQAR 2013-14 submitted to NAAC on 30/03/2015 (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College  Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

#### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

University of Mumbai

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders	No. <input type="text" value="06"/> Faculty <input type="text" value="04"/>
	Non-Teaching Staff <input type="text" value="01"/> Students <input type="text" value="01"/> Alumni <input type="text" value="01"/> Others <input type="text" value="-"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="Nil"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="2"/>
International	<input type="text" value="--"/>
National	<input type="text" value="1"/>
State	<input type="text" value=""/>
Institution Level	<input type="text" value="1"/>
(ii) Themes	<input type="text" value="1. Research Methodology in Digital Age"/> <input type="text" value="2. Ethics in Research"/>

## 2.14 Significant Activities and contributions made by IQAC

- Continued National University Students' Skill Development (NUSSD) Programme in association with Tata Institute of Social Sciences, Mumbai
- Completed the first batch of Foundation Course of NUSSD Programme – first college in the country completed NUSSD Foundation Course
- Organised Convocation Ceremony for the successful students of NUSSD program
- Conducted Campus Placement Drive by inviting reputed companies getting 82 third year undergraduate students job offers for salary ranging from Rs. 10,000 to Rs. 16,000 p.m.
- Arranged orientation program for the faculty by inviting Senior Professors from IIT Mumbai & from Tata Institute of Social Sciences
- Pre-placement training for students
- Mr. Chris Cooper, Executive Director, JP Morgan Foundation, Mr. Mario Franzone, Director, IBM, Ms. Alenxandra Mora, IBM. Ms. Geertaje Setton, JP Morgan & Chase, Mr. Mandar Mane, JPMC, Dr. P.M. Nair, Director General of Police (Retired), Mr. Sanjay Arora, Chief Manager, HRD, RCFL, Mr. Siby Sebastian, Deputy General Manager, ICICI bank, visited our Campus and interacted with our students and given them an exposure of industry practices.
- Remedial coaching for slow learners [F.Y.B.Com. - Maths, Accountancy, Commerce, Environmental Science and English, BMS—Financial Management]
- Strictly monitoring students attendance and informing the parents about the wards progress and performance
- Interaction with alumni and obtaining their feedback.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of action	Achievements
1. Starting 4 new UG programmes	1. Started as planned the following 4 UG programmes: (i) B.Com. (Financial Management) (ii) B.Com. (Transport Management) (iii) B.Com. (Investment Management) (iv) B.M.S. (Environmental Management & Economics)
2. Starting Remedial coaching for Maths & Accountancy	2. Remedial coaching for weak students conducted for Mathematics, Accountancy, Business Communication, & Commerce. Total about 150 students benefited.
3. Frequent PTA Meeting	3. Six (6) Parents and Teachers meetings were held.
4. Strengthening Research Cell	4. (i) Started and conducted one internal research seminar on 'Ethics in Research' for the faculty members (ii) Motivated faculty members to best use of computers and internet facilities for research purposes, thereby, one minor research project has been undertaken, 4 faculty members presented research papers in national and international seminar
5. Starting Internal Seminars Twice a year	5. Conducted internal research seminar twice in a year for the faculty members. Total 5 research papers were presented in the seminar by the faculty members.

6. Mentoring system at Third year level	6. Class teachers guided and counselled students regularly throughout the year
7. Summer internship	7. Nil
8. Encourage more sports activities	8. (i) Basket Ball Court has been given a face lift (ii) One student won bronze medal in University level Boxing tournament (iii) College hosted intercollegiate Zone I & II Chess Competitions. About 300 students from 110 colleges participated
9. Organise workshops to enhance students skills	9. Pre-placement training was given to the third year undergraduate students. 55 students got benefited.
10. Entrepreneurship Programme	10. Organised two days marketing fair 'Tijarat' to inculcate entrepreneurial skills in students
11. Produce Skilled employable human resources	11. 93 of our final year undergraduate and post graduate students were guided and trained to make them skilled employable human resources. Also the College in association with Tata Institute of Social Sciences conducted year long National University Skill Development (NUSSD) Certificate Programme for all undergraduate classes. 93 of final year undergraduate students enrolled for the same and all of them were skilled for employable and out of which 82 students got employed, 8 students opted for higher education and 3 students opted out of employment due to family reasons.



12. Procure more learning resources in the library	12. Procured 944 text books, 70 Reference Books, 164 text books under General & SC/ST Book Bank, 2 additional journals, 4 periodicals, 83000 plus E-Books & E-Journals total costing Rs. 1,75,081/-
13. Teaching staff to undertake minor research	13. One faculty is doing University sponsored minor research activity on “A study of students satisfaction in undergraduate self financed programmes of University of Mumbai with special reference to selected central suburban colleges”.
14. Institutional membership	14. Renewed the subscription of UGC Inflibnet facility
15. More welfare scheme for the students	15. Conducted Free Eye Check Up, Free Diabetic Awareness guidance session, National University Skill Development Certificate Course in association with Tata Institute of Social Sciences, Earn While Learn Scheme, etc, were successfully introduced as students welfare schemes.
16. Enhancement of software available	16. Procured Adobe and Microsoft software by spending Rs. 6,91,705 during the year.
17. Special importance to staff, faculty and students welfare	17. Four staff members were motivated to do attend seminars & workshops and one faculty has done short term courses of UGC on ‘Research Methodology’. Continued NUSSD programmes and Earn-While-Learn schemes for the welfare of the students.

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

2.15 Whether the AQAR was placed in statutory body      Yes       No   
Management       Syndicate       Any other body

Provide the details of the action taken

AQAR has been approved by the Management of the College.

## Criterion – I

### 1. Curricular Aspects

#### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	01	Nil	01	01
UG	06	04	09	10
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	01	Nil	01	01
Certificate	03	Nil	03	03
Others	01(NUSSD) *	Nil	--	01
<b>Total</b>	<b>12</b>	<b>04</b>	<b>14</b>	<b>16</b>

Interdisciplinary	--	--	--	--
Innovative	--	04	04	04

\*NUSSD :- (National University Student Skill Development Programme) in association with Tata Institute of Social Sciences, Mumbai

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

Pattern	Number of programmes
Semester	11(10 UG + 1 P.G)
Trimester	-----
Annual	05

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

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

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

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

<input type="checkbox"/> Curriculum Development is done by University
<input type="checkbox"/> Syllabus is revised regularly by University as per Industry

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

Yes  No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others (Librarian)
	07	03	02	01	01

2.2 No. of permanent faculty with Ph.D. 01

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others (Visiting)		Total	
	R	V	R	V	R	V	R	V	R	V
	19	01	--	--	--	--	16	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty 14 16 19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	01	02	01
Presented papers	01	02	01
Resource Persons	-	-	-

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

- Brainstorming and roll play in classroom teaching
- Newspaper article reviews
- Screening of documentaries, short films and reviews
- Use of recorded lectures
- Problem solving activities/case studies.
- Wi-Fi internet facility across the Campus.

2.7 Total No. of actual teaching days during this academic year 171

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

- Bar-coding of answer books
- Moderation by subject experts from other colleges
- Revaluation on application
- Photocopy made available on request

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

Nil

Nil

Nil

2.10 Average percentage of attendance of students

62.3%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com.	137	-	25.55	54.74	0.72	81.02
BMS	58	5.17	13.80	--	--	18.97
BBI	50	--	14.00	60.00	--	74.00
BAF	61	16.39	40.98	31.15	--	88.52
BMM	05	--	40.00	40.00	--	80.00
BSC IT	55	3.64	43.64	25.45	--	72.73

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

- Periodical review of the teaching-learning methods in the staff meetings
- Remedial coaching and expert guidance lectures are arranged for the students.
- Semester wise feedback from Students and Annual feedback from Alumni are obtained and analysed.
- Faculty members are motivated to be innovative and make the curriculum relevant
- Self Appraisal Mechanism.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	01
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others – Training of Trainers for National University Students’ Skill Development (NUSSD) Programme	07

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	02	05	05
Technical Staff	04	01	-	--

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- Formation of Research Cell in College.
- Organizing Annual Seminar/Conference at National/State level
- Organising Lectures by experts to promote Research.
- Granted duty leaves and reimbursed the participation fee to attend and present research papers in national and international level seminars, conferences and workshops. Four of our faculty members used this facility offered and participated and presented research papers.

##### 3.2 Details regarding major projects

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

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	01	--	--
Outlay in Rs. Lakhs	--	0.25 lakhs	--	--

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	04	--

##### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	2014-15	Mumbai University	Rs. 25,000/-	Rs. 20,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences  
Organized by the  
Institution

Level	International	National	State	University	College
Number	--	01	--	--	02
Sponsoring agencies	--	UGC	--	--	--



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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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

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

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:   
University level  State level  National level   
International level

3.22 No. of students participated in NCC events:   
University level  State level  National level   
International level

3.23 No. of Awards won in NSS:   
University level  State level  National level   
International level

3.24 No. of Awards won in NCC:   
University level  State level  National level   
International level

3.25 No. of Extension activities organized   
University forum  College forum   
NCC  NSS  Any other

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

- National University Student Skill Development (NUSSD) Program in Collaboration with Tata Institute of Social Science (TISS), Mumbai.
- Ruhaniyat: A Socio-economic survey at Govandi-Chembur area.
- Cleanliness Campaign (Swachh Bharat Abhiyan) in College, Chembur station and adopted area by NSS.
- Gender Sensitization workshop in association with Mumbai Sarvodaya Mandal by NSS.
- Tree Plantation Drive.
- Blood Donation Camp with Thalassemia Screening
- HIV/AIDs awareness Campaign with rally, Street play, and Poster-exhibition as a part of Red Ribbon Club (RRC) activities
- Free Eye check-up Camp.
- Malaria Awareness Campaign.
- Diabetes Awareness Campaign.
- “Peace and non-Violence Campaign” with rally and “Gandhi Vichar Pariksha” organised for students.
- Self Defence Training.
- Disaster Preparedness Session.
- “Drug Free Campus” in association with Mumbai Police.
- “Zero Waste Campus” project by installation of Compost pit in association with NGO Stree Mukti Sangathana.
- “Safety of Women in Best buses and bus stops” in association with NGO AKSHARA
- Survey of Chembur Sky-Walk, by NSS Voluntaries for Safety of women.
- A Session on “Gender Role and Masculinity” in association with NGO AKSHARA.
- Leadership Training & Stress Management Workshop.
- Session on Investors Awareness for students
- Session on Women Safety and Child Abuse by “Deonar Police”.

## Criterion – IV

### 4. Infrastructure and Learning Resources

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

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	19,552.98 Sq.mtr		Management	19,552.98 Sq.mtr
Class rooms	2,416.67 Sq. Mtr.			2,416.67 Sq. Mtr.
Laboratories	146.46 Sq.Mtr.			146.46 Sq.Mtr.
Seminar Halls	158.94 Sq. Mt.			158.94 Sq. Mt.
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	20	01	UGC Grant	21
Value of the equipment purchased during the year (Rs. in Lakhs)	31.83	18.66	UGC Grant	50.49
Others (Rs. in lakhs)	20.31	14.16	Management	34.47

Note: In the AQAR of 2013-14 there was an omission while calculating area of existing campus classroom, which is corrected now.

#### 4.2 Computerization of administration and library

- **Administration:** Admission process, fee collection, examination, accounting, etc are computerised
- **Library:** Accession Register, Issue and Return of books, etc are computerised

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books (Original Cost)	7,462	4,01,975	944	1,08,957	8,406	5,10,932
Reference Books (Original Cost)	4,180	20,43,175	70	31,552	4,250	20,74,727
e-Books	-	-	83,000+	5,000	83,000+	5,000
Journals & periodical	11	--	---	10,598	11	10,598
e-Journals	--	--	9,653	--	9,653	--
Digital Database	--	---	--	--	--	--
CD & Video (Complimentary & Purchased)	117	3,696	--	--	117	3,696
Others(Gen.Book- Bank)	1,981	1,98,638	122	14,192	2,103	2,12,830
SC /ST Book Bank	995	1,07,541	42	4,782	1037	1,12,323
<b>Total</b>	<b>14,746</b>	<b>27,55,025</b>	<b>93,831+</b>	<b>1,75,081</b>	<b>1,08,577+</b>	<b>29,30,106</b>

#### 4.4 Technology up gradation (overall)

	Total Computer s	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing	119	95	All	05	--	12	06	01
Added	07	00	All	00	--	00	--	07
Total	126	95	All	05	--	12	06	08

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

- Wi-fy connectivity in the campus for the staff
- New computer application software getting developed by a private software developer.
- Internet for staff and students
- Regular training to students based on their syllabus in the Computer Labs
- Training for the administrative staff in operating software
- Training to Class IV employees on basics of computers

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.56
ii) Campus Infrastructure and facilities	8.44
iii) Equipments	0.63
iv) Others	0.07
<b>Total:</b>	<b>10.70</b>

## Criterion – V

### 5. Student Support and Progression

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

- Regular Staff meeting to review the activities and to invite suggestions for improvement of the welfare of the students.
- Formation of Students' Core Committee as an initiative to enhance their leadership quality and organizational skills. They are a vital link between the students' community and the authorities.
- Providing detailed information in the College Prospectus about various schemes available benefiting the students such as Scholarships & Freeships, from Governments, University and other agencies, facilities for the backward class students, book bank schemes, etc

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

- Alumni Meet was organised and had an interaction with alumni
- Collecting database from College website
- Using social networking to track the Alumnae

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1,418	108	0	0

(b) No. of students outside the state

05

(c) No. of international students

0

No	%
765	50.13

Women

No	%
761	49.87

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1,103	174	15	34	---	1,326	1,269	221	--	33	--	1,523

In 2013-14 (1326+07 NT = 1333); In 2014-15 (1523+03 NT = 1526)

Demand ratio 3:1          Dropout %

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

- Books on competitive examinations are made available in the library
- Class teachers guide the students to make the best use of the library resources for preparing them for the competitive examinations.

No. of students beneficiaries

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

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

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

- Career guidance and skill development training by experts arranged in association with Tata Institute of Social Sciences:
1. Session by Mr. Shankar Ramaswamy – Professor & Director, Undergraduate Studies, Harvard University, USA
  2. Expert guidance session for BMM students by movie director Shri Sangith Sivan
  3. Session for BSCIT students by Mr. Dhananjay Kumar & Ms. Mumnum Mookherjee – Shezar Technology
  4. Expert session by Mr. Siby Sebastian – Deputy General Manager, ICICI bank
  5. Interaction with NUSSD students by Mr. Chris Cooper – J P Morgan Chase (JPMC)



6. Motivational Session by Dr. P M Nair, I.P.S., Director General of Police (Retried)
7. Interaction with NUSSD students by Mr. Mario Franzone (IBM), Ms. Alexandra Mora (IBM), Ms. Geertje Setton (JPMC) & Mr. Mandar Mane (JPMC)
8. Session by Dr. Sangeeta Rajan –Freelance Trainer
9. Pre placement training by Mr. Sanjay Arora- Chief Manager – HRD, RCFL
10. Investor’s Awareness Programme by Mrs. Neelam Bharathwaj, Former General Manager SEBI

No. of students benefitted

345

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5	50	34	48

#### 5.8 Details of gender sensitization programmes

- Gender Sensitization workshop in association with Mumbai Sarvodaya Mandal by NSS.
- Thalassaemia screening, Safety of Women in Best buses and Bus stops” in association with NGO AKSHARA
- Survey on Safety of Women at Chembur Sky Walk by NSS Volunteers.
- A session on ‘Gender role and Masculinity’ in association with NGO AKSHARA
- A session on ‘Growing crime against women, prevention and remedy’ by legal expert Advocate Suresh Panicker
- Leadership Training and Stress Management Workshop
- Session on Women Safety and Child Abuse by Deonar Police
- Self Defence training for girls
- A Session on “Gender Role and Masculinity” in association with NGO AKSHARA

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/University level  National level  International level

Cultural: State/University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	08	20,000
Financial support from government	146	24,48,780
Financial support from other sources	61	3,05,690
Number of students who received International/ National recognitions	Nil	Nil

### 5.11 Student organised/initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No major grievances were reported by the students

## Criterion – VI

### 6. Governance, Leadership and Management

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

- **Vision:** Empowerment through Higher Education to all strata of Society.
- **Mission:** Quality Education to all irrespective of caste, creed, socio- economic status and uplift the poor and downtrodden.
- Enhancing the personality by fostering moral and ethical values and to produce dynamic and able minded youth

#### 6.2 Does the Institution has a management Information System: Yes

- Admission process
- Examination process
- Library Services
- Maintaining attendance of Students & Staff

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

##### 6.3.1 Curriculum Development

- Introduction of new innovative degree programs at UG level
- Faculty members have attended Syllabus Revision work-shops

##### 6.3.2 Teaching and Learning

- Bridges Course in Business Communication, Accounts and Maths for F.Y.B.Com. class
- Preparation of study materials for slow learners by faculty members
- Guest lectures
- Frequent use of ICT
- Remedial lectures

### 6.3.3 Examination and Evaluation

- Continuous internal assessment
- Research based Assignments.
- Semester end exams
- Class- tests
- Centralised assessment program.
- Provisions for photocopy of Answer Books and Revaluation
- Additional examinations

### 6.3.4 Research and Development

- Organised workshops to encourage research culture among the faculty
- Organised National Level Seminar on 'Research Methodology in Digital Age'
- Three faculty members have authored text books on Management and Accountancy
- Organised in-house seminar for faculty and students

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

#### **Library & Reading Room:**

- |                             |                  |
|-----------------------------|------------------|
| • Carpet Area               | 2,440 sq.ft      |
| • No. Of titles/books       | 15,795           |
| • No. Of Secondary sources  | 15,795           |
| • No. Of dailies            | 17               |
| • No. Of Magazines          | 11               |
| • No. Of Journals           | 11               |
| • Intuitional membership    | Yes              |
| • No. Of Computers          | 05               |
| • Internet Connectivity     | In all computers |
| • Software available        | Yes              |
| • CDs                       | 117              |
| • Other Photocopier Machine | 01               |

#### **Computer Labs & Electronic Labs:**

- |                    |     |
|--------------------|-----|
| • No. Of Computers | 102 |
| • No. Of LCD Proj. | 08  |

### 6.3.6 Human Resource Management

- Regular Faculty Meetings
- Counselling Sessions
- In house grievance mechanism
- Maintenance of staff service book.

### 6.3.7 Faculty and Staff recruitment

- UGC, State Government and University norms are strictly followed
- Merit based recruitment of faculty and administrative staff

### 6.3.8 Industry Interaction / Collaboration

- Industrial Visit
- Expert Lectures by executives from Corporate.
- campus Placement

### 6.3.9 Admission of Students

- UGC, State Government and University norms are strictly followed

### 6.4 Welfare schemes for

Teaching staff	<ul style="list-style-type: none"><li>• Advance against salary, Loan facilities</li><li>• Flexible timing for medical reasons</li><li>• Contributory Provident Fund</li><li>• Maternity Leave</li><li>• Staff picnic</li></ul>
Non teaching staff	<ul style="list-style-type: none"><li>• Advance against salary, Loan facilities</li><li>• Free/concessional education for the children of non teaching staff</li><li>• Provision of tea during working hours</li><li>• Provided uniforms to Class IV employees.</li><li>• Training to operate computers</li></ul>
Students	<ul style="list-style-type: none"><li>• Students aid fund</li><li>• Book- bank Schemes</li><li>• Scholarships</li><li>• Fees Concession</li><li>• Payment of Fees in instalments</li><li>• Earn while Learn Schemes</li></ul>

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done  Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		No	

6.8 Does the University/ Autonomous College declare results within 30 days? **Not applicable**

For UG Programmes Yes  No

For PG Programmes Yes  No

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

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

6.11 Activities and support from the Alumni Association

- Alumni continuous interaction with the present students
- Job references and guidance from the Alumni

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

- Orientation Program was conducted for the parents of F.Y.B.COM Students to make them understand about Credit based examination system and the working culture of the College since the majority of our students belong from the first generation learners.
- Suggestions are invited from parents
- Students attendance, academic progression were discussed with parents
- One-on-one dialogue by faculty with parents whose children need further support and counselling service to enhance their performance

#### 6.13 Development programmes for support staff

- Computer training to non-teaching Staff
- Sent for administrative related training

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

- Tree Plantation
- Solid waste management
- Encouraging paper less communication
- Disposal of E-waste

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

#### **RUHANIYAAT- Social awakening programme**

A Socio- Economic survey was conducted by the College in association with Tata Institute of Social Sciences (TISS). Around 3,550 (household) samples were collected by 1600 plus Students. The Research focussed on making the Students understand the conditions of the society especially their neighbouring locality.

#### **DRUG FREE CAMPUS**

College has been selected by the “Anti-Narcotics cell, Mumbai Police Crime Branch Department to spread awareness about drugs and also to find out how this epidemic has deeply spread in to the society. Frequent awareness sessions, Counselling, Talks, Rallies, etc are organised. Suggestions were obtained from students on various measures to control the drug abuse.

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

1. Remedial Coaching to various Subjects.
2. College hosted University level Chess Competitions, about 300 Participants from 110 colleges participated.
3. One faculty is doing Minor Research.
4. Up gradation of Software.
5. Pre -placement Training given to final year Students
6. Workshop on “Ethics in Research” for Faculty Members.

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

1. Formation of Students’ Core Committee for their active role in decision making and execution process.
2. Empowerment of students-core committee plays a major role in organising various activities
3. Mentoring system of third year undergraduate students

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



#### 7.4 Contribution to environmental awareness / protection

1. E- Waste Management- Disposal of E-waste has been done in Collaboration with a NGO.
2. Solid Waste Management--Installation of de composting pit to generate natural manure.

7.5 Whether environmental audit was conducted? Yes  No

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

##### Strengths

1. Majority of students are first generation learners who are from the lowest strata of society of M-Ward East of Mumbai City which is strength to contribute to inclusive growth.
2. Good Infrastructure for further expansion
3. Skill Development Program which runs parallel to the Degree program.
4. Active Extension Cells.
5. Initiative towards Environmental Conservation.

##### Weakness

1. Quality of input- Admit Students with Moderate percentages.
2. Most of the students are from Vernacular Medium.
3. First generation learners, hence limited exposure
4. Students from lowest economic strata—hence have limited exposure to technology
5. Poor parental guidance for support and motivation

##### Opportunity

1. Enhance necessary skills in students through Skill Development Program.
2. Availability of Professional guidance from corporate (CSR activities)
3. Wide Scope for Research.
4. Campus Placements.

##### Challenges

1. New colleges in the neighbouring area
2. More thrust on technology and online procedures.
3. Making students globally competent.

**8. Plans of institution for next year**

1. Continuation of monthly tests/class tests.
2. Arranging frequent PTA meetings.
3. Arranging frequent interaction with stakeholders.
4. Adult Literacy program.
5. Continuing Counselling & Self Defence Program for Girl Students.
6. Focus on Research/Publications of Journals.
7. Arranging more Workshops/Seminar for faculty members.
8. Continuing Mentoring System for final year Classes.
9. Social Welfare/Community Development Programs through “Ruhaniyat”.
10. Administrative Reforms
11. Civil Service Academy

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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**Abbreviations:**

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

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