

**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)  
FOR THE YEAR 2013-2014**

**SUBMITTED TO •  
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)**



**• SUBMITTED BY •  
NAGRIK SHIKSHAN SANSTHA'S  
COLLEGE OF COMMERCE AND ECONOMICS,  
NSS EDUCATIONAL COMPLEX,  
M.P. MILLS COMPOUND, TARDEO, MUMBAI 400034  
TEL. : 022 23520261, 022 2351 02 03 TELEFAX : 022 2351 02 03  
EMAIL : nsscomm@gmail.com, WEBSITE : nsseducation.org**

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

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

### Part – A

#### 1.Details of the Institution

1.1 Name of the Institution

Nagrik Shikshana Sanstha's College of Comm. & Economics,  
Tardeo, Mumbai-34

1.2 Address Line 1

NSS Educational Complex, M.P.Mill Compound, Behind  
A.C.Market, 94, Tardeo Road, Mumbai-34

Address Line 2

NSS Educational Complex, M.P.MillCompound ,Behind  
A.C.Market, 94, Tardeo Road, Mumbai-34

City/Town

Mumbai-400034

State

Maharashtra

Pin Code

400034

Institution e-mail address

nsscomm@gmail.com

Contact Nos.

022-23510203/23520261

Name of the Head of the Institution:

Prof. Shamim Sayed

Tel. No. with STD Code:

022-23520261

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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

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

1.5 Website address:

Web-link of the AQAR:

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	C	-	2003-04	5 Yrs
2	2 <sup>nd</sup> Cycle	B	2.08	2010-11	5 Yrs
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

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

1.9 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 year 2011-12 submitted online dated 29<sup>th</sup> Sept.,2012
- ii) AQAR year 2012-13 submitted online dated 28<sup>th</sup> Dec.,2013

1.10 Institutional Status

University  State  Central Deemed  Private

Affiliated College  Yes  No

Constituent College  Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI(PhysEdu)

TEI (Edu )  Engineering  Health Science  Management

Others(Specify)

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

1.13 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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC :

- Regular meeting was conducted towards quality enhancement. and motivated teachers for participation in Orientation / Refresher course/ Seminar/Workshop/ Conference etc. And also motivated teachers for doing research activities.
- Conducting Teachers appraisal and faculty development programme
- Special efforts are taken for promotion of Assistant Professor stage 1 to Stage 2 under Career Advancement scheme
- Undertaking of improvement project for overall quality improvement through Mentoring Formulation of Faculty empowerment strategies
- The perspective plan has been discussed, reviewed in the IQAC meetings
- Creating awareness about new examination reforms, semester & grading system, analysis of student feedback system.
- Assistance in extension programme and up gradation of infrastructure of the college
- Interaction with Alumni Association, Parent Teachers Association (PTA), Placement Cell etc.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Collection of feedback from students regularly</li> <li>• Implementation of Academic Calendar and Programme</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback collected</li> <li>• Academic calendar was implemented</li> <li>• Remedial classes conducted</li> </ul>

<ul style="list-style-type: none"> <li>• Conducting Remedial coaching class for SC/ST/OBC and Minority students and Entry in services classes for SC/ST/OBC and Minority students</li> <li>• Creating awareness among students &amp; parents about new exam reforms, semester &amp; grading system</li> <li>• To encourage teachers to present papers at Seminar/ Conference and publication in journals etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Induction programmes was conducted to aware students about new examination system</li> <li>• Maximum teachers presented papers at various national / international conference/ seminar and published many papers in various referred journals/ conference proceedings etc.</li> </ul>
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*\* 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

<p><b>NIL</b></p>
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## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	02 (M.Com.)	Nil	02	-
UG	01 (B.Com.)	Nil	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	01	Nil	-	01
<b>Total</b>	04	Nil	02	01
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: Elective options in T.Y. B.Com.: Computer Science/Tax/Purchase and Store Keeping/Export  
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	-

- 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  
 (Feedback analysis is attached as annexure -2)*



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

The syllabus of following subjects has been revised to meet the employment and Industry needs:  
Advertising, Accountancy of S.Y. B.Com., Marketing and Human Resource Management, Purchasing and Store Keeping, Accountancy-II of T.Y. B.Com

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
		13	12(11-FT, 01-PT)	01	-	-

2.2 No. of permanent faculty with Ph.D.

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	15	03
Presented papers	06	13	-
Resource Persons	Nil	-	-

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

- All the teachers used ICT like power point presentation in their teaching.
- Field visit was arranged by some departments like commerce and EVS
- Guidance lecture was arranged by Commerce department

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

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

The college follows the guidelines and directives of the rules prescribed by the university of Mumbai. Facilities like Photocopy, verification of marks, revaluation etc were given as per the guidelines

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

2.10 Average percentage of attendance of students

75%
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2.11 Course/Programmewisedistribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com.	448	2.7	45.3	18.1	7.6	73.7
M.Com.(Accounts)	28	-	14.28	53.57	7.14	75
M.Com.(Management)	6	-	16.67	33.33	-	50

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

- Collects feedback from the students every year.
- Encourages teachers as well as students to participate in research activities
- Maintains the record of Lecture's dairy, syllabus completion report, mentor-tutor scheme

2.13 Initiatives undertaken towards faculty development 13

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	08
Summer / Winter schools, Workshops, etc.	-
Others(Ph.D. Coursework)	02

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	03	-
Technical Staff	-	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Motivated teacher faculties to participate Research Methodology workshop as well as presented the papers in workshops/ seminars/ Conference.
- Motivated them to Attend Refreshers/orientation course/Short term course as per university guidelines.
- Provided financial support for publishing paper in various journals, as well as presenting the papers.

#### 3.2 Details regarding major projects: - **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects: - **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications:-

	International	National	Others
Peer Review Journals	<b>02</b>	<b>09</b>	---
Non-Peer Review Journals	---	---	---
e-Journals	<b>01</b>	<b>01</b>	---
Conference proceedings	<b>01</b>	<b>14</b>	---

#### 3.5 Details on Impact factor of publications: :- **NIL**

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored		<b>NIL</b>		
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
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: - **N.A**  
 UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges :-**NIL** 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	-	-	-	-	-
	Sponsoring agencies	-	-	-	-	-

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: - **NIL**

3.15 Total budget for research for current year in lakhs :- **NIL**

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year:- **NIL**

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 :- **NIL**

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):- **NIL**

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: :- **N.A.**

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: -**NIL**

University level  State level  National level  International level

3.24 No. of Awards won in NCC:- **N.A**

University level  State level  National level  International level

3.25 No. of Extension activities organized: -**17**

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 SERVICE SCHEME**

- NSS- Pulse polio campaign throughout the year 2013-14 with BMC Hospital D-Ward Nana Chowk
- Prepared Note Books from Waste Paper. ( 300 Notebooks of 200 pages) and distributed in adopted area Jaifalwadi, Tardeo-Mumbai-34
- Conservation of Energy( Save Electricity) created awareness as well as organized save electricity rallies in adopted area .
- 1000 Paper Bags were made from Newspapers and distributed in Tardeo area under Anti-Plastic Campaign
- Red Ribbon Club Activities conducted throughout year in college as well as adopted area.
- Conducted 7 days Residential Camp from 11<sup>th</sup> November to 17<sup>th</sup> November 2014 at Hindu SevaSangh, Mammoli, Klayan-Murbad Road ,Kalyan (w)

### **WOMEN DEVELOPMENT CELL**

- Conducted State level Intercollegiate essay writing competition on topics like Women safety : Responsibility of Society, Women leadership- Issues and Challenges.
- “ **MulgiZaliHo**”- A street play, organised by WDC by inviting troop of StreeMuktiSanghatana-an NGO, Mumbai, on 14<sup>th</sup> December 2013.

## 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	1500 Sq. Ft.	-	-	15000 Sq. Ft.
Class rooms	09	-	-	09
Laboratories	01 Computer Lab	-	-	01
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	01 Xerox	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	0.805 L	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Administration office and library are computerized

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1331	8461	68	847	1399	9308
Reference Books	4428	4561	53	53	4481	4614
e-Books (NLIST)		75000+		19000		94000
Journals		15	-	-	12	12
e-Journals (NLIST)		3000		3247		6247
DigitalDatabase (NList)		16		5		21
CD & Video	25	25	-	-	25	25
Others (specify)Book Bank Books	114	804	41	279	155	1083



4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	36	1	All the computers	-	1 UGC Network Resource Centre	5 computers	4 laptops	
Added	-	-	-	-	-	-	-	-
Total	36	1	All	-	1	5	4	-

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

UGC Resource Centre with internet connection, Computerisation of office, library reading room for faculty with computer and internet facility, computer lab for both staff and students. Training in Minitab, SPSS, MATLAB through Ph.D. Coursework.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.30
ii) Campus Infrastructure and facilities	21.30
iii) Equipments	4.19
iv) Others	0.89
<b>Total :</b>	<b>2669303</b>

## Criterion – V

### 5. Student Support and Progression

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

Career & Counseling & Placement Activities Library Orientation Programme , N.S.S. Orientation Programme , Induction Programme , Principals Presentation , Non Teaching , Scholarship

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

Alumni association and attendance committee have been actively involved in tracking the progress of students by conducting meeting and felicitation programme for toppers of T.Y.B.Com.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	1010	115		

(b) No. of students outside the state	03
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(c) No. of international students	00
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Men	No	%	Women	No	%

Last Year 2012-13						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
649	207	01	228	-	1085	598	195	01	236	-	1030

Demand ratio 1:1.2 Dropout % 10%

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

UGC XII Plan- Coaching for Entry in services

No. of students beneficiaries	300
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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

- 1) Seminar on “Career as a Secretary”- 24<sup>th</sup> July,2013
- 2) A guidance lecture on Corporate World-29<sup>th</sup> July,2013
- 3) A Seminar on Library Science – August 2013
- 4) A lecture on Career Opportunity – 13<sup>th</sup> august,2013
- 5) Guidance Lecturer about Competitive Exam – Sep.2013
- 6) Job Interviews- Oct.2013

No. of students benefitted

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
05	800	-	-

5.8 Details of gender sensitization programmes

Orientation to F.Y. students-Induction programme,  
 State Level Essay Writing Competition,  
 Play performance –Mulgi Zaali Ho, Intra collegiate Poster Making, essay writing, Debate

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
Financial support from institution	-	-
Financial support from government Scholarship & Freeship, Govt. of Maharashtra	318	Rs.10,17,600
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

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: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision: To be premier institution of higher education, contributing to National Development by imparting quality education to youth.

Mission : To nurture and sustain academic excellence by imparting value based as well as need based education and develop a community of scholars with talent with professional skills and ethical values

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

The college strictly follows the curriculum prepared by university of Mumbai. Faculty members attend the syllabus revision workshops and give their suggestions in curricular development.

6.3.2 Teaching and Learning

Students seminars, group presentations, use of ICT in teaching, field visit, participation of students in research activities, continuous assessment and internal class tests

6.3.3 Examination and Evaluation

Internal class test, viva, project submission, central assessment, external moderation, CAP centre for university examination

#### 6.3.4 Research and Development

Motivate the teachers for participation in conferences and seminars, publishing of research articles, books and undertaking research work, financial assistance to teachers for participation and presentation of papers.

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

Library uses SOUL for computerized data entry. It provide easy access to study and reference material to the students, teachers. New books, journals, CD and DVDs are being acquired. Various book bank schemes are available to students. Library has staff reading room where computer with printer and internet facilities are available to all. Students have the access to internet facilities through UGC Network Resource Centre. Students can have access to computers with internet in computer lab. Various facilities like Gymkhana, Girls Common Room are provided to the students and maintenance is taken care of.

#### 6.3.6 Human Resource Management

College encourages the overall development of the students through various committees like NSS, Sports, Cultural, Alumni etc. Staff welfare committee, formed every year addresses the requirements of staff members. Meetings with the management (LMC) are conducted and major issues are discussed.

#### 6.3.7 Faculty and Staff recruitment

Recruitment is done as per the rules and regulations of university of Mumbai and UGC.

#### 6.3.8 Industry Interaction / Collaboration

Experts from industries are called for guidance lecture and industrial visit(JNPT) by commerce department was arranged.

#### 6.3.9 Admission of Students

Admission of students is as per norms of university of Mumbai and as per the schedule decided by the university.

6.4 Welfare schemes for	Teaching	Pension and DCPS, Credit Co-op. society
	Non teaching	Pension and DCPS, Credit Co-op. society
	Students	Group Insurance, Scholarship, Freeship

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) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	
Administrative	Yes	U.G. Devi & Co, Mumbai	Yes	Principal

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

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

The Alumni Association conducts annual meeting with the past students of the college who are professionals in diverse fields or doing higher studies. Alumni association also conducted felicitation of T.Y.B.Com. toppers after T.Y.B.Com. results. Alumni extends its support in various cultural events.

6.12 Activities and support from the Parent – Teacher Association

Meetings with parents are regularly held. Parents are informed about the progress of their wards during the meetings.

6.13 Development programmes for support staff -Nil

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

National Social Service conducted various awareness programmes like cleanliness awareness, waste management, tree plantation etc. Department of Environmental Studies holds competitions like Best out of Waste, Eco Friendly Rangoli etc. The department also encourages the students to make projects on related topics

## 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.

- The use of ICT has enhanced the teaching learning process. We can see the clear difference in the understanding and interest of the student during the lectures.
- Honouring students who have excelled in academics and extracurricular activities
- Feedback analysis

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

<b>Plan of Action</b>	<b>Achievements</b>
<ul style="list-style-type: none"><li>• Collection of feedback from students regularly</li><li>• Implementation of Academic Calendar and Programme</li><li>• Conducting Remedial coaching class for SC/ST/OBC and Minority students and Entry in services classes for SC/ST/OBC and Minority students</li><li>• Creating awareness among students &amp; parents about new exam reforms, semester &amp; grading system</li><li>• To encourage teachers to present papers at Seminar/ Conference and publication in journals etc.</li></ul>	<ul style="list-style-type: none"><li>• Feedback collected</li><li>• Academic calendar was implemented</li><li>• Remedial classes conducted</li><li>• Induction programmes was conducted to aware students about new examination system</li><li>• Maximum teachers have presented papers at various national / international conference/ seminar and published many papers in various referred journals/</li></ul>



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

- Every function with the college begins with the college prayer & end with national Anthem.
- Every day college lectures begins with the National Anthem
- Disciplined Educational Campus
- Conducted maximum community awareness and betterment through extension and environment related activities.
- Mentor Tutor scheme

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

7.4 Contribution to environmental awareness / protection

- We regularly arrange nature park visit by Nature Club of our college .
- Organising many competitions such best of waste ,Posters related to Global warming, Importance of trees, environment eco-friendly activities etc. was provided to students
- Skit plays , participation in awareness camps etc
- Implementing energy saving techniques is ensured that the lights and fans are switched off by floor peons and staff after completion of the last lecture of the day. Classrooms are made with sufficient cross ventilation and light so that the use of electricity can be minimized. This shows the institution's commitment towards energy conservation

7.5 Whether environmental audit was conducted? Yes  No

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

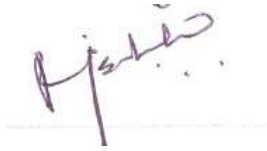
Internal SWOT analysis has been carried out.

8. Plans of institution for next year

- Preparation for NAAC Re-accreditation for 3<sup>rd</sup> Cycle.
- To conduct seminar/conference and workshops at regular intervals
- To create environment consciousness among the students, teaching and non- teaching staff
- To strengthen the placement cell by recruiting a full time staff for the same.
- To motivate the faculty members to take up sponsored projects
- To encourage the teachers and students to carry out quality research

- To arrange guidance lectures/extra coaching/remedial classes to improve the result..
- To review the performance appraisal of the teaching staff members

**Name :Prof. Raj Soshte**



*Signature of the Coordinator, IQAC*

**Name : Prof. Shamim Sayed**



*Signature of the Chairperson, IQAC*

Date:29.11.14

**ACADEMIC CALENDAR 2013-14**  
**Annexure-1**

Date	Programme Schedule	Committee
June, 2013,		
05	T.Y.B.Com Admission Process	Admission Committee
05	Tree Plantation	National Social Service
06	S.Y.B.Com Admission Process	Admission Committee
07	F.Y.B.Com In-house Admissions	Admission Committee
08	F.Y.B.Com In-house Admissions	Admission Committee
10	College Reopen	
10	College Reopen Staff Meeting	Staff Welfare Committee
12	F.Y.B.Com I Merit List Admissions	Admission Committee
13	F.Y.B.Com I Merit List Admissions	Admission Committee
14	F.Y.B.Com II Merit List Admissions	Admission Committee
15	F.Y.B.Com II Merit List Admissions	Admission Committee
16	F.Y.B.Com Lectures begin	
21	NSS Orientation Program – UOM	National Service Scheme
22	Felicitation of Toppers – Alumni	Alumni Committee
26	IQAC Meeting	IQAC Meeting
30	NSS Orientation for New Students	National Service Scheme
July, 2013		
5	Induction Programme for F.Y.B.Com	Cultural Committee
13	Seminar on Career Opportunities in Library & Information Science	Library, Career & Counseling Cell
16	Youth Parliament	Student Council
14	University Foundation Day	National Service Scheme
24	Seminar on ‘Career as a Secretary’	Career Counseling & Placement Cell
26	Blood Donation	National Service Scheme
29	Guidance lecture on ‘Corporate World & Career Assessment’	Career Counseling & Placement Cell
August, 2013		
06	Peace Rally for Hiroshima	National Service Scheme
08	Internal Assignment Submission	Examination Committee

Date	Programme Schedule	Committee
13	Guidance lecture on 'Career Counselling' by NIIT	Career Counseling & Placement Cell
15	Independence Day	
05	Sports Intercollegiate Competition	Sports Committee
06	Carom – Single	Sports Committee
07	Carom – Double	Sports Committee
08	Table Tennis – Single	Sports Committee
09	Table Tennis – Double	Sports Committee
16	State Level Essay Competition	WDC
August, 2013		
17	Youth Festival Elimination Round	University of Mumbai & College
18	Youth Festival Elimination Round	University of Mumbai & College
21	Class Test F.Y./S.Y./T.Y.B.Com begins	Examination Committee
24	Street Play by JyotiMhapsekar	WDC
28	Class Test F.Y./S.Y./T.Y.B.Com ends	Examination Committee
30	PTA Meeting	Parent Teachers Association
September, 2013		
02	F.Y.B.Com – ATKT Counseling	Examination Committee
03	S.Y.B.Com – ATKT Counseling	Examination Committee
05	Additional Class Test F.Y./S.Y./T.Y.B.Com	Examination Committee
06	Additional Class Test F.Y./S.Y./T.Y.B.Com	Examination Committee
14	Teachers Day Celebration	Student Council
16	S.Y.B.Com A.T.K.T Exam. 2013 begins	Examination Committee
16	Notebook Distribution Activity	National Service Scheme
18	Ganesha Immersion duty	National Service Scheme
23	S.Y.B.Com A.T.K.T Exam. 2013 ends	Examination Committee
23	F.Y.B.Com A.T.K.T Exam. 2013 begins	Examination Committee
24	NSS Foundation Day	National Service Scheme
28	Mehendi& Salad Making Competition	
23	F.Y.B.Com Internal Tutorial	Bus. Comm. & Maths Dept.

Date	Programme Schedule	Committee
30	F.Y.B.Com A.T.K.T Exam. 2013 ends	Examination Committee
	Ganesh Immersion	National Service Scheme
	Cleanliness Drive	National Service Scheme
	HIV Campaign in Adopted Area	National Service Scheme
October, 2013		
01	T.Y.B.Com (IDOL) Examination begins	University Exam. Committee
01	S.Y.B.Com – Sem III Exam. begins	Examination Committee
08	S.Y.B.Com – Sem III Exam. ends	Examination Committee
09	F.Y.B.Com – Sem I Exam. begins	Examination Committee
17	F.Y.B.Com – Sem I Exam. ends	Examination Committee
18	T.Y.B.Com (IDOL) Examination ends	University Exam. Committee
21	T.Y.B.Com SEM V Examination begins	University Exam. Committee
25	M.Com SEM I Examination	University Exam. Committee
November, 2013		
01	T.Y.B.Com SEM V Examination ends	University Exam. Committee
01	Diwali Vacation Begins	
11 -17	NSS 7 days residential camp at Hindu SevaSangh Mamnoli Village	National Service Scheme
25	College Reopen	
25	M.Com. Part I Exam begins	University Exam. Committee
26	M.Com. SEM III (CBSGS) Exam begins	University Exam. Committee
26	Interviews arranged by Indian Express Group for students	Career Counseling & Placement Cell
December, 2013		
02	M.Com. Part I Exam ends	University Exam. Committee
03	M.Com. SEM III (CBSGS) Exam ends	University Exam. Committee

Date	Programme Schedule	Committee
10	Visit to Maharashtra Nature Park, Bandra	Nature Club
10	Intercollegiate Essay Writing Competition	WDC
11	Election of 'Secretary	Student Council
13	Intercollegiate Poster Making Competition	WDC
14	State Level Essay Writing Competition	WDC
14	Play Performance 'MulgiZali Ho'	WDC
16	Intercollegiate Debate Competition	WDC
	Freindship Day/Chocolate Day/Black and White Day	Cultural Committee
20	Tie/Saree/Rose Day	Cultural Committee
23	College Annual Social Function	Cultural Committee
25	CHRISTMAS VACATION (Winter Break) begins	
30	Formation of Students Council	Student Council
January, 2014		
01	CHRISTMAS VACATION (Winter Break) ends	
04	Annual Sports Day	Sports Committee
20	Class Test F.Y./S.Y./T.Y.B.Com begins	Examination Committee
26	Interviews arranged by NIIT for Students	Career Counseling & Placement Cell
27	Class Test F.Y./S.Y./T.Y.B.Com ends	Examination Committee
February, 2014		
07	Additional Class Test F.Y./S.Y./T.Y.B.Com begins	Examination Committee
11	Additional Class Test F.Y./S.Y./T.Y.B.Com ends	Examination Committee
12	S.Y.B.Com ATKT &Sem II begins	Examination Committee
18	S.Y.B.Com ATKT &Sem II ends	Examination Committee
20	F.Y.B.Com ATKT &Sem IV begins	Examination Committee
25	IQAC Meeting	IQAC Committee
28	F.Y.B.Com ATKT &Sem IV ends	Examination Committee
28	Marathi BhashaDiwas	Cultural Committee
March, 2014		
01	S.Y.B.Com Sem – IV Exam. Begins	Examination Committee
07	S.Y.B.Com Sem – IV Exam. Ends	Examination Committee
08	F.Y.B.Com Sem – II Exam. Begins	Examination Committee
15	F.Y.B.Com Sem – II Exam. Ends	Examination Committee
28	T.Y.B.Com University Exam begins	University Exam. Committee

Date	Programme Schedule	Committee
April, 2014		
01	Additional F.Y.(Sem I) & S.Y.(Sem III) Exam. begins	Examination Committee
09	Additional F.Y.(Sem I) & S.Y.(Sem III) Exam. ends	Examination Committee
10	Additional F.Y.(Sem II) & S.Y.(Sem IV) Exam. begins	Examination Committee
20	Additional F.Y.(Sem II) & S.Y.(Sem IV) Exam. ends	Examination Committee
21	Additional T.Y.COM. (SEM. V) (CBSGS)	University Exam. Committee
30	Term End Meeting – Staff get together	Staff Welfare Committee
Date	Programme Schedule	Committee
May, 2014		
20	M.COM. (SEM. II)(CBSGS) Exam.	University Exam. Committee
21	M.COM (SEM. IV) (CBSGS) Exam.	University Exam. Committee

### Student Feedback on Teachers

Programme: F.Y.B.Com, Semester: I& II- Department: Name of the Teacher:  
Please rate the teacher on the following attributes using the 4-point scale shown.

Parameters	A			
1. Knowledge base of the teacher (as perceived by you) efMe#ekeâebÛesheeÛeeYetle %eeve				
2. Communication Skills (in terms of articulation and comprehensibility) efMe#ekeâebÛesmebJeeokeâewMeuÛe				
3. Sincerity/Commitment of the teacher efMe#ekeâebÛeerØeeceefCekeâleeDeeefCeÛeesieoeve				
4. Interest generated by the teacher efMe#ekeâebÛeejsfJe<eÛeÛeerDeeJe[ efveefce&leer				
5. Ability to integrate course material with environment/other issues, to provide a broader perspective efMe#ekeâeÛeeefJe<eÛeDeeefCemeYeesJeleueÛeerheefjmL eerleerÛeebÛeemecevJeÛemeeOetveJÛeehekeâÂef°keâesveef vecee&CekeâjCÛeeÛeerkeâuee				
6. Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class) efMe#ekeâebÛeerJeiee&leDeeefCeJeiee&yeensjDemeCeejerl elhejlee				
7. Ability to design quizzes /Tests/assignments / examinations and projects to evaluate students understanding of the course.ØeMvehe\$eerkeâemebÛe, heefj#eeØekeâuhelemesÛeelmecemeeOeveebÛeejsfJeÅeeLÛ eeÛÛesmeyebOeerleefJe<eÛeelerueceguÛeebkeâvekeâjCÛee ÛeerefMe#ekeâeÛeer #eecelee				
8. Provision of sufficient time for feedback meojØeeeflemeeeovecegvveYe@veosCÛemee"erlegcneueehegjsmee JesUefoueeDeenskeâe				
9. Overall rating/ hetCe&iegCeebkeâve				

Signature of the student (Optional)



## Feedback Report 2013 - 14

Name of the Teacher:	Department:
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Sr. No.	Parameters	F.Y.B.Com	S.Y.B.Com	T.Y.B.Com	Total (%)
1	Knowledge base of the teacher				
2	Communication Skills				
3	Commitment by the teacher				
4	Interested generated by the teacher				
5	Ability to integrate course material with environment/other issues to provide a broader prospective				
6	Accessibility of the teacher in and out of the class				
7	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students understanding of the course				
8	Provision of sufficient time for feedback				
9	Overall rating				
	Total (% age)				

**Overall Percentage of Feedback =**