



**NAGRIK SHIKSHAN SANSTHA'S
COLLEGE OF COMMERCE &
ECONOMICS, TARDEO, MUMBAI**

Annual Quality Assurance Report (AQAR)

2017-18



Submitted to

**The National Assessment and
Accreditation Council (NAAC), Bangalore**

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N.S.S. College of Commerce and Economics
The Annual Quality Assurance Report (AQAR) of the IQAC
(1st June 2017 – 31th May 2018)

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 Commerce & 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.Mill Compound ,Behind A.C.Market,94, Tardeo Road, Mumbai-34
	City/Town	Mumbai
	State	Maharashtra
	Pin Code	400034
	Institution e-mail address	nsscomm@gmail.com

Contact Nos.

022-23510203/23520261

Name of the Head of the Institution:

Dr.Chandra Purkayastha

Tel. No. with STD Code:

022-23520261

Mobile:

9223418836

Name of the IQAC

Mrs. Amitha M Rao

Co-ordinator:

9769900681

Mobile:

IQAC e-mail address:

nsscollege.iqac@gmail.com

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

MHCOGN11974

1.4 **NAAC Executive Committee No. &Date:**

EC(SC)/23 A&A/26.2 dated 28-3-2017

(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:

<http://www.nsseducation.org/degrecollege>

Web-link of the AQAR:

<http://www.nsseducation.org//degrecollege/iqac-naac.html>

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 st Cycle	C+	-	2003-04	5 Yrs
2	2 nd Cycle	B	2.08	2010-11	5 Yrs
3	3 rd Cycle	B++	2.78	2016-17	5 Yrs
4	4 th 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 2016-17 was submitted by email on 26th July 2017

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

DST Star Scheme

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: 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

University Level Institution Level

(ii) Themes

1. "E-Learning and Curriculum Design-E-content development through Google classroom"
2. "Innovative Practices and Emerging Trends: Quality Research in Higher Education"

2.14 Significant Activities and contributions made by IQAC:

- Orientation programme for newly admitted F.Y.B.Com. students was conducted on 15th July 2017.
- Annual Quality Assurance Report (AQR): 2016-17 was submitted to NAAC, Bangalore on 26th July 2017.
- A guidance Lecture on "Academic Paper Publications" was organized for all teachers on 24th August 2017.
- A workshop on "E-Learning and Curriculum Design" was organized on 2nd September 2017 for teachers. E-content development with Google classroom was implemented by many teachers in the college.
- National Seminar on "Innovative Practices and Emerging Trends: Quality Research in Higher Education" was conducted by Internal Quality Assurance Cell (IQAC) 3rd February 2018.
- Regular meetings as per the guidance were conducted.
- Online feedback about teaching was introduced through Google forms

- Continuous evaluation of teaching-learning process through feedback from various stakeholders.
- The Tutor-Mentor Scheme, initiated in the academic year 2008-09, has been continued by IQAC for 2016-17. IQAC reviewed the reports submitted by the teachers regarding the success of the scheme and suggested accordingly.
- Scrutiny of API-PBAS forms submitted by teachers for promotion under CAS
- Additional division for M.Com. (Accountancy)

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.

* *Academic Calendar of the year 2017-18 is attached as **Annexure I***

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

Provide the details of the action taken

Annual report 2017-18 was prepared by IQAC and presented by the principal at the Term end meeting held on 10th May 2018. AQAR 2017-18 of the college was submitted to the management. The feedback received as per the discussion were incorporated in the final preparation of AQAR.

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	04 (Short term certificate courses)	-	-	-
Total	07	Nil	02	01

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

The college offers following options

T.Y. B.Com.

1. Computer System and Applications
2. Direct and Indirect Taxes
3. Purchase & Store Keeping
4. Export Management

F.Y. B.Com.

Under Choice-Based Credit System (CBCS) implemented by university of Mumbai, F.Y.B.Com. and S.Y.B.Com. has the following options.

1. Foundation Course
2. Foundation Course in National Social Service(NSS)
3. Foundation Course in NCC
4. Foundation Course in Physical Education

(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 is attached as an Annexure.***

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

The syllabi of all subjects of the following programmes have been revised and updated as per the newly introduced Choice-Based Credit System (CBCS) by university of Mumbai from the academic year 2016-17.

- S.Y. B.Com. (Second Year 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
		12	11(10-FT, 01-PT)	Nil	01	Nil

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 Seminars/ Workshops	10	11	4
Presented papers	7	11	-
Resource Persons	-	4	-

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

- Audio Visual aids, working models, Power Point Presentation, Overhead Projectors.
- Web-based teaching-learning(Google classroom)
- Introduced Digital attendance system to bring the transparency in attendance
- Group Discussion/Personal Interview, Projects, Case studies, Role play.
- Basic English Grammar course, Bridge course, Remedial Coaching, Guidance lecture series by external Experts, Revision Lecture series.
- Field Visit, Survey in noise pollution, Quiz Competition, syllabus related PPT competition, Poster Making Presentation, Subject related book Exhibition, Paper presentation by students, Essay writing competition, tutorial practice tests and Tutor Mentor Scheme.

2.7 Total No. of actual teaching days during this academic year 205

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 was given as per the guidelines.
- Remedial coaching for A.T.K.T. students, projects submission for internal additional examination.
- Webcast on “EXAMINATION AND ACADEMIC STRESS” by Hon’ble Prime Minister Shri.Narendra Modi on 16th February 2018
- To bring uniformity in the examination patterns, the question papers of all the subjects of First Year B. Com. and S.Y.B.Com. were delivered by University of Mumbai through Digital Exam Paper Delivery System(DEPDS) .
- Internal Examination for Second Year B.Com. has been scrapped from the academic year 2017-2018 except the subject Foundation Course.

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

2.10 Average percentage of attendance of students 80%

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.(Sem-VI)	319	0.31%	8.09%	28.98%	14.02%	51.4%
M.Com.(Accounts) (Sem-I)	90	0%	5.55%	46.7%	1.11%	53.33%
M.Com.(Accounts) (Sem-III)	49	0%	20.41%	53.06%	0%	73.47%
M.Com.(Management)	10	0%	33%	0%	0%	33%

(Sem-I)						
M.Com.(Management) (Sem-III)	4	0%	0%	100%	0%	100%

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

- IQAC with the help of other committees monitors the workload distribution, lectures as per the time table, examination process and conduct as per the university rules/guidelines
- Periodical verification of Lecture's dairy, students attendance, % of syllabus completion academic plan and the compliance.
- Collects feedback from the students every year. The feedback analysis report is communicated to the individual teachers for quality improvement.
- Encourages teachers as well as students to participate in research activities like taking up research projects, presentation and publication of research papers in seminars and conferences.
- Collects suggestions from all the stakeholders regarding examination reforms/learning process and discuss in IQAC meetings which is forwarded to the principal for necessary action.
- Periodical review of learning outcomes and action taken to improve the performance
- IQAC scrutinizes API-PBAS forms submitted by the teachers annually and gives valuable suggestions to the teachers in teaching learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-

Summer / Winter schools, Workshops, etc.	-
Others(Ph.D. Coursework)	

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	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC encourages the faculty members to participate in various conferences, seminars & workshops and present their research work.
- IQAC motivates the faculty members to undertake research projects, publish their research papers in reputed and indexed national and international journals and enrol Ph. D degrees.
- IQAC organized third national seminar on “Innovative Practices and Emerging Trends: Quality Research in Higher Education” was conducted by Internal Quality Assurance Cell(IQAC) on 3rd February 2018. The proceedings was published in UGC listed journal
- A guidance lecture on “Academic Paper Publications “was arranged for internal faculty members on 19th August 2017
- IQAC helps faculty members to maintain their research profile through API-PBAS scrutiny and IQAC meetings.

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

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number		1	1	-
Outlay in Rs. Lakhs		0.6	0.6	-

3.4 Details on research publications:-

	International	National	Others
Peer Review Journals	11	8	-
Non-Peer Review Journals	-	-	-
e-Journals	1	1	-

Conference proceedings	1	2	-
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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	2017-18	University of Mumbai	Rs.60,000/-	Rs.24,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total			Rs.60,000/-	Rs24,000/-

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	-	02	-	1	-
Sponsoring agencies	-	NIIT, Bank of India, Bank of Maharas htra	-	-	-

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 :

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

3.18 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:

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:- **NIL**

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 SERVICE SCHEME(NSS)

- 80 volunteers of NSS unit, campaigned for Pulse Polio and actually participated in pulse polio drive in collaboration with D ward- BMC hospital.
- Working with NGO – Cancer Patients Aid Association, to create cancer awareness. NSS volunteers participated in fund raising activity for this NGO by collecting News Papers (Raddi) and selling it for fund raising.
- Blood donation camp was organised in Association with our partners HDFC Bank and Red Cross Blood Bank. Collected 38 bottles of blood.
- Road Safety week was organised.
- To create AIDS awareness, RED RIBBON Club organised various activities.
- Conducted 7 days residential camp at Vidhayak Sansad,Usgaon Dongari, at Post Bhatane, Tal Vasai, Dist Palghar, From 30th Dec, 2017 to 5th January, 2018.
- Organised District level Organ Donation workshop to create awareness about Organ donation drive. The workshop was organised in association with Mumbai University and ROTTO SOTTO, of KEM Hospital.
- NSS organized a rally, on 11th July (world population Day) to create awareness about increasing population.
- Organized Hemoglobin and blood group check up camp in association with family planning department of Government of Maharashtra, in college premises.
- Participated in "Chancellor's Brigade: NSS Wing AVHAN 2017" at Savitribai Phule Pune University, Pune from 1st June 2017 to 10th June 2017.
- Mr. Nilesh Salunkhe participated in "Yoga Session" at Kalina Campus, University Sports Complex, Santacruz on 21th June 2017
- Participated in "Hiroshima Peace Rally" University Level Programme held at Azad Maidan to Hutatma Chowk on 05th August 2017 ,. 23 male and 19 females participated.
- NSS Volunteers (6 Volunteers, 5 male students and 1 female student) participated in Waste Management" Seminar at K.C College, Churchgate on 12th August 2017.
- Volunteers participated in "Leadership Training Camp" held at Swanandyog, Mahatma Gandhi Vidya Mandir, Village Sonavale, Badlapur from 16th to 20th August 2017.

- 100 Volunteers participated in Organ Donation Rally, organized by State Government and University of Mumbai from Air India Bldg, Nariman Point to Mumbai Police Gymkhana Ground on 16-FEB August, 2017.
- Volunteers participated in “Brain Death, Organ Donation and law” workshop organized by KEM Hospital (10 Volunteers).
- 20 Volunteers participated in "Bhajan Sandhya Programme" at Gate way of India on 10th Oct. 2017.
- 30 Volunteers participated in “Rally on Run for Unity” programme to mark the occasion of Sardar Vallabh bhai Patel's Birth Anniversary at Trident Hotel on 31st Oct. 2017
- One female Volunteer, Ms. Prachi Khamkar had participated in “Mockdrill and Disaster Management Workshop” organized at Sophia College on 29th Nov 2017.
- 24 Volunteers had participated in “Voter Awareness Rally” organized at Worli.
- Volunteers have participated in “Disaster Management” workshop organized at Hinduja College on 16th and 17th Feb 2017
- World peace And Harmony Conclave, at NSCI Dome, Worli on 13th Aug. 2017
- Green Ganesh Making at SIWS College, Wadala on 23rd Aug 2017
- 4 Volunteers participated in Mind Training at Guru Nanak, College GTB nagar on 8th Nov 2017
- Child Safety Campaign at NSCI DOME on 14th Nov 2017
- Entrepreneurship Development workshop at LALA college 3days 18th , 19th , 21st Sep 2017
- Workshop on “Meatless Day “at K.C College on 18th Nov 2017 from 10:00am to 2:00pm (5 volunteers)

COLLEGE WOMEN DEVELOPMENT CELL(CWDC)

- CWDC was inaugurated by Dr. Vijaya Wad ,a Prolific writer, Chairperson of Marathi Wishwakosh Mandal and an imminent personality on 29th July 2017. The students were guided on various gender related issues.
- A guidance lecture on ‘Women Entrepreneurship’ was conducted by Mrs. Priyasen Gupta on 19th September 2017.
- Guidance lecture on ‘Health and Nutrition’ was conducted by Mr. Sachin Sawant, Gym trainer of NSS is expert.
- Yoga training workshop was organized on 18th December 2017 by Patanjali group for the students. Yoga teachers, Ms. Smita Dekate, Ms. Prajakta Vatekar, Mr. Ashok Solanki guided the students with simple elementary day to day exercises.
- An Awareness programme was organized by AKSHARA FOUNDATION-an NGO

- Guidance on self defense has been given. Students attended training programme at BKC ground, Bandra conducted by Akhil Bhartiya Vidyarthi Parishaad.

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	15000 Sq. Ft.	-	-	15000 Sq. Ft.
Class rooms	09+ 4 tutorial rooms	-	-	13
Laboratories	01 - Computer Lab	-	-	01
Seminar Halls	02	-	-	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		2-Computers 1-Laptop 1- attendance machine 1-biometric machine 4-speakers with mike 1-LCD screen	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2.25893 (Rs. 2,25,893)	-	-
Others(Software Furniture)	-	3.14566 Rs. 3,14,566/-)	-	-

4.2 Computerization of administration and library

- Data of students, teachers, academic progress, accounts etc is updated every year through the submission to AISHE
- Online admission/enrolment: Pre Admission of F.Y. B.Com. Online Process, online enrolment/PRN generation, online TC generation, online eligibility and migration process
- Online generation of university examination forms, online registration, online seating arrangement, online hall ticket generation, online marks, Payment of T.Y. B.Com. –university examination fees
- HTE Sevaarth – for uploading the details of regular salary of staff
- Biometric attendance software for staff members
- Tally Apex software for receipts, NOC , salary statement of staff and other statistics of the students and staff
- TDS –Salary and non-salary software purchased. e-TDS return
- Computerized books card printing in library
- Bar coding system in library, SOUL software for library management
- E-learning resources are available

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11324	14,41,440	549	85195	11873	1526635
Reference Books	5320	18,71,926	07	0	5327	1871926
e-Books	34,00,000 +	15,725	-	5,900 (N List)	31,35,000 +	21625
Journals	07	20,870	-	16569	07	16569
e-Journals	6240		-		6237	
Digital Database	24				21	
CD & Video	25	10,486			25	10,486
Others (specify)	1702	2,03,773			1702	2,03,773

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	50+4laptops	1	1	1	1	1	7	-
Added	2	0	1	-	-	-	-	-
Total	52	1	2	1	1	1	7	-

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

<p>UGC Resource Centre and computer lab with computers with internet connection for students and staff members</p> <p>Administrative staff members have been attending training and instruction programmes arranged by Government of Maharashtra and University of Mumbai for updating their ICT skills.</p> <p>Administrative staffs prepared for e-vetan system of Govt. of Maharashtra.</p> <p>Teaching staff members are attending orientation, refresher, seminar and workshops to upgrade their ICT skills</p> <p>Certificate course in TALLY</p> <p>Certificate Course in Computer Basics for students</p> <p>The Wi-fi facility is provided in library, and office for staff and students</p>

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.08285
ii) Campus Infrastructure and facilities	2.80129
iii) Equipments	0.10224
iv) Others	0.49571
Total :	4.48209

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC contributes in creating awareness of the support services among the students through the following

- College website and prospectus
- Orientation Programme
- Through suggestion box
- College newsletter and magazine
- Through postal correspondence
- Library Orientation Programme
- Orientation programme by National Social Service Unit
- Women's Development Cell & Internal Complaints Committee (ICC)
- Through Career and Placement Cell
- Display of notices on college notice board, class notice boards and circulation of notices in the college

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 meetings. Alumni conducts 'Convocation: Certificate distribution Ceremony' for T.Y. B.com. students and M.Com. where the details of students were collected through Alumni registration form. Alumni association conducted annual meet on 5th May 2018 and details of students were collected.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
989	96	-	1085

(b) No. of students outside the state

01

(c) No. of international students

00

	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>547</td><td>48%</td></tr></table>	No	%	547	48%	Women	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>575</td><td>51%</td></tr></table>	No	%	575	51%
No	%										
547	48%										
No	%										
575	51%										
Men											

Last Year 2016-17						This Year 2017-18(B.Com.)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
516	197	02	245	1	998	546	214	2	227	1	989

Demand ratio:2:1 Dropout % 4%

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

- In-house faculties as well as experts in the subject from other institutions are invited for sharing their knowledge with the students.
- Certificate course in Spoken English course.
- The faculty/Alumni guide the students who aspire to appear for competitive examinations such as NET, SET, State Civil Services examinations, etc.
- Coaching for entry in Central and State Services like UPSC, MPSC, etc.
- Reference books and journals are provided to the students in the library. Adequate resources in the form of study materials, question banks and preparation booklets are provided.
- Study material and reference material/ resources were also provided to the students in the library

No. of students beneficiaries

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

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

5.6 Details of student counselling and career guidance

Total Nine workshops conducted under career guidance such as resume writing, soft skills, fashion design, photography, MBA career options, career in Accountancy etc.

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
-	-	-	80

5.8 Details of gender sensitization programmes

An Orientation programme for all newly admitted students was organized on , where the students were briefed about the constitution of WDC, the guidelines, rules and regulations, past activities conducted, details of “Internal Complaints Committee” for dealing with sexual harassment in the college.

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	216	11,28780/-

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

Yes

As per the guidelines provided by university

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

6.3.1 Curriculum Development

Academic flexibility in the subjects is provided at B.Com.course. The college strictly follows the curriculum prepared by university of Mumbai. College conducted a workshop on “E-learning and Curriculum design” on 21st Sept., 2018. Faculty members attend the syllabus revision workshops and give their suggestions in curricular development.

6.3.2 Teaching and Learning

Creating Google classrooms, Online feedback about teaching, Hands on workshop on “E-learning and Curriculum development”, Students’ seminars, Group presentations, Use of ICT in teaching, Field visit, Student’s research activities, Continuous assessment and internal class tests, Quiz competition, Guidance lecture series, Revision lecture series, Remedial lectures and Bridge course, Tutor-mentor scheme, Group discussion and Tutorials, Computer practicals.

6.3.3 Examination and Evaluation

Continuous assessment, Implementation of Choice Based Credit System(CBCS) by university of Mumbai to S.Y. B.Com., Internal class tests, viva, project submission, Digital delivery of question paper, central assessment, external moderation, coding and masking the answer books, feedback on the conduct of examination, online assessment.

6.3.4 Research and Development

The college has active research cell to motivate the teachers for participation in conferences and seminars, conducted national seminar on emerging trends in research with publication in UGC recognized journal, publishing of research articles, books and undertaking research work, financial assistance to teachers for participation and presentation of papers. Duty leave were

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ H.T.E. software and Tally Appex software are used for various administrative activities.
- ❖ Library uses SOUL for computerized data entry. It provides easy access to study and reference material to the students, teachers. New books, journals, CD and DVDs are being acquired. Library has staff reading room where computer with printer and internet facilities. Wi-fi service is provided in the library premises to staff and students for accessing internet on their personal laptop, tab, etc. For providing this service we have taken high speed internet connection from MTNL and Jio services.
- ❖ Students can have access internet facilities in computer lab and UGC network resource centre. Various facilities like Gymkhana, Girls Common Room are provided to the students and maintenance is taken care of.

6.3.6 Human Resource Management

- Overall development of the students through various committees like NSS, Sports, Cultural, Alumni etc.
- Staff welfare committee is formed every year which addresses the requirements of staff members.
- Academic Performance Indicator(API) as per UGC/ University of Mumbai of staff members and staff committee meeting.
- Meetings with the management (LMC) are conducted and major issues are discussed. IQAC takes regular meetings with staff members, students and alumni.

6.3.7 Faculty and Staff recruitment

Recruitment of qualified faculty is done as per the requirement and rules and regulations of university of Mumbai, Government of Maharashtra and UGC.

6.3.8 Industry Interaction / Collaboration

The college has collaboration with SEF Institute for conducting short term courses in Travel Guide, Tourist Guide, Tourism Management and City bank for placement and training and spoken

6.3.9 Admission of Students

Online Admission for F.Y.B.Com of students. Admissions are as per norms of University of Mumbai, Government of Maharashtra 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, Book bank schemes

6.5 Total corpus fund generated

Rs. 1,00,000 (Trustee Fund as required by University)

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	-	Yes	IQAC
Administrative	Yes	Joint Director, Mumbai Region and U.G.Devi & Co, Mumbai and NAAC Bangalore	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?

Online paper assessment at U.G and P.G. level, DEPD system for question paper delivery, Decentralization of CAP(central assessment process) by creating micro CAP centers, Online registration and generation of examination forms by university and Online submission of internal marks, Online generation of hall tickets with PRN, students' attendance records with photographs, statement of marks etc, Training for teachers regarding online assessment by university, Meetings and workshops for principals, examination and IT coordinators, mock drills etc. Common question paper for all the colleges at S.Y. B.Com. level. Convocation ceremony(certificates distribution ceremony)

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

Centralized admission, Responsibility of organising Convocation ceremony, Cluster-wise centralized paper assessment of University examinations, online paper assessment.

6.11 Activities and support from the Alumni Association

Annual Alumni meeting on 5th May 2018. Annual Convocation Ceremony- 2017 (Distribution of certificates) for degree students as per the instructions and guidelines provided by University of Mumbai, inclusion of alumni in IQAC. Feedback from alumni is used for institutional growth.

6.12 Activities and support from the Parent – Teacher Association

Interaction with Parents on continuous basis

- ❖ Meetings with the parents were conducted regularly jointly by attendance committee and PTA to discuss the progress report, attendance, new examination system and various other activities. Feedback was collected from the parents and action taken on the basis of feedback.

6.13 Development programmes for support staff:

The non-teaching staff members were motivated to attend the workshop / meeting regarding admission, examination, AISHE and Scholarships at University.

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

The NSS unit has conducted /participated in the following activities to make campus eco-friendly

- To create awareness about ill effects of plastics on environment, NSS unit made 500 units of paper bags from waste papers and distributed to traders in and around Tardeo area.
- Swachha Bharat campaign was undertaken at college and adopted village.
- Plantation drive was undertaken; around 35 saplings were planted at adopted village and college campus.
- MOU has been signed with BMC for recycling of used papers.

Department of EVS conducted following activities to inculcate the ideas of environmental conservation, recycling, reuse amongst the students.

- Celebration of World Environment Day 6th June 2017

- Ecofriendly Rangoli competition was held on 13th October 2017.
- Poster making on 'Environmental degradation' was conducted on 15th January 2018.
- Noise pollution survey January: was conducted by F.Y.B.Com. students
- Best out of waste competition was held on 18th January 2018.

Criterion – VII

7. Innovations and Best Practices

7.1

- Students Council organised a business trade fair “Business Fiesta” in order to imbibe the attitude and culture of self employment and entrepreneurship.
- The college published Newsletter which gives students ample opportunity to showcase their talents in the areas of writing, editing, designing, etc. The college has published 4 issues of newsletter in the academic year 2017-18.
- The college conducted short term certificate courses in Talley, Spoken English, Computer Basics.
- The college has collaboration with SEF Institute for conducting short term courses in Travel Guide, Tourist Guide, Tourism Management.
- The college has Mentor-Tutor Scheme to address the academic and personal problems of the students.
- Organized One day Workshop on “E-learning and Curriculum design” on 21st Sept.,2017

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

As per the recommendations of NAAC peer team and suggestions received from various stakeholders, the action plan was chalked out in the beginning of the year.

Plan of Action	Outcome
<ul style="list-style-type: none">• To increase the learning resources and use of innovative teaching techniques	<ul style="list-style-type: none">❖ Conducted workshop/hands on training on “E-learning and curriculum design”. Web-based learning: Google classroom was created and implemented by all the teachers.
<ul style="list-style-type: none">• To upgrade infrastructure and to digitalize ICT based teaching	<ul style="list-style-type: none">❖ Purchased more computers, Laptop, Speakers, LCD projectors, Sports equipments, Furniture, Water Coolers
<ul style="list-style-type: none">• To apply for additional division in PG section	<ul style="list-style-type: none">❖ One additional division in M.Com. accountancy has been approved by the university

<ul style="list-style-type: none"> • To start university approved self financing courses and add on courses to bring academic flexibility 	<ul style="list-style-type: none"> ❖ The college has applied for add-on courses and self Financing courses of University of Mumbai.
<ul style="list-style-type: none"> • To conduct skill enhancing/job oriented certificate courses 	<ul style="list-style-type: none"> ❖ Continuation of Certificate Course in Spoken English , Computer Basics and Tally-ERP 9
<ul style="list-style-type: none"> • To organize Intercollegiate sports and cultural events 	<ul style="list-style-type: none"> ❖ Intercollegiate events like Aakar-cultural fest and Indoor sports competitions were organized and music teacher for the same is appointed for the entire year for overall development of the students
<ul style="list-style-type: none"> • To conduct Spoken English course in collaboration with professional organizations 	<ul style="list-style-type: none"> ❖ A certificate course in Spoken English in collaboration with City Bank was conducted on continuous basis to improve the communication skills
<ul style="list-style-type: none"> • To introduce online feedback system 	<ul style="list-style-type: none"> ❖ Feedback(Evaluation of teachers) was collected online through Google forms.
<ul style="list-style-type: none"> • To organize national level seminars and workshops on research, innovation and teaching techniques 	<ul style="list-style-type: none"> ❖ Two national seminars were organized.
<ul style="list-style-type: none"> • To organize the remedial coaching for weaker students 	<ul style="list-style-type: none"> ❖ Conducted remedial/revision lectures for all the students. Guidance lectures were arranged by subject experts.
<ul style="list-style-type: none"> • Improve the attendance of the students 	<ul style="list-style-type: none"> ❖ Digital system of attendance was implemented.
<ul style="list-style-type: none"> • Faculty development programmes • 	<ul style="list-style-type: none"> ❖ Two faculty members have successfully completed refresher courses and the promotion of eligible teachers under CAS was initiated.
<ul style="list-style-type: none"> • To update college website 	<ul style="list-style-type: none"> ❖ A dynamic website has been created for easy accessibility and information

• To apply for UGC and RUSA grants for academic and	❖ The college has put proposal for UGC and RUSA grants
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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Annexure attached

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

7.4 Contribution to environmental awareness / protection

The college has signed MOU with Global Green Renaissance Foundation-An NGO, Mumbai for creating awareness and sensitizes the students about environmental welfare.

7.5 Whether environmental audit was conducted? Yes No

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

Strength: Prime Location, Proactive and Supportive Management, Competent and Qualified Teaching Faculties, Sports and Extensions Activities

Weakness: Generation of funds

Opportunity: To develop industrial linkages, Scope to start Add-on Courses

Challenges: To start-up Self-Financing and Professional Courses, Competition from nearby

8. Plans of institution for next year

- To start university approved self financing/add on courses.
- To upgrade English Language laboratory.
- To establish ICT enabled lecture halls to enhance teaching-learning process.
- To arrange guidance lectures/extra coaching/remedial classes to improve academic performance of the students
- To establish Institution-Industry Linkage with emphasis on courses and placement
- To arrange mentoring sessions for faculty members and students
- To organize more student centric seminars and workshops
- To involve Alumni actively in college activities
- To conduct Academic Audit
- To encourage and promote faculty members to apply for Minor and Major Research Projects under sponsorship of various funding agencies and publish research papers in refereed and indexed journals.

- To arrange training programmes for non- teaching staff members

Name: Mrs. Amitha Rao



Signature of the Coordinator, IQAC

Name :Dr.Chandra Purkayastha



Signature of the Chairperson, IQAC

Date: 13.07.2018

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

ACADEMIC CALENDAR 2017-18

June 2017

Date	Programme	Committee /Organized by
5th June to 14th October 2017-First Term		
5	College re-opens (S.Y. B.Com./T.Y. B.Com. Lecture begins)	College
5	Display of General Time table, Class-wise Time Table	Time Table Committee
16 th June - 1 st July	F.Y. B.Com. Admission	Admission Committee
19	Career and Counselling workshop on “Career options in Travel and Tourism “(SEF Institute)	Placement Cell
21	Yoga Day Celebration	NSS Unit
21	Workshop associated with Sasmira – Centre for t-excellence	Placement Cell
26	Unit Test for T.Y. B.Com. Sem-V(Computer Systems and Applications)	Department of Maths & Stats
28	IQAC Meeting	IQAC

July 2017

Date	Programme	Committee /Organized by
3	F.Y. B.Com. Begins	
3	Tree plantation programme	NSS Unit
3-7	Pulse Polio Campaign	NSS Unit
3-30	Bridge Course in Maths & Stats	Dept. of Maths &

		Stats
10	Unit Test for T.Y. B.Com. Sem-V(Computer Systems and Applications)	Department of Maths & Stats
11	World population Day	NSS Unit
14	Workshop on “Job skills and Part Job through Smart mobile phone” in association with Skillworld Network Pvt. Ltd	Placement Cell
13	Examination Committee Meeting	Examination Committee
15	F.Y. B. Com. Orientation Programme	IQAC
17 th July 2017 to 20 th January 2018.	Short Term Certificate course in “Computer Basics”	Dept. of Maths & Stats
18	NSS Day(University Foundation Day)	NSS Unit
20	NSS Orientation Programme	NSS Unit
24-28	Open book examination(Tutorial) in Maths & Stats	Dept. of Maths & Stats
26	Submission of AQAR 2016-17 to NAAC, Bangalore	IQAC
29	Inauguration of Women Development Cell	WDC
June /July to February	Guidance lectures for competitive examination MPSC/UPSC	Dept. of Commerce

August 2017

Date	Programme	Committee /Organized by
1-15	Activities of Swachh Bharat Abhiyan	NSS Unit

4	Meeting with the defaulter students	Attendance Committee
4	Workshop associated with SEF Institute, Vashi about Career options in Travel and Tourism.	Placement Cell
5	Shravandhara-Singing Competition	Cultural Committee
10	1 st Staff welfare Meeting	Staff Welfare Committee
14-22	Intra Collegiate Sports week Aug 2017	Sports Committee
14	Tree plantation at adopted village	NSS Unit
15	Independence Day Celebration	College
19	Guidance Session for Internal Faculty on UGC Norms in API & CAS	Staff Welfare & IQAC
22	Importance of Physiotherapy Treatments-Dr. Farwa Sayed.9 (Physiotherapist and Child educationalist)	Staff Welfare Committee
24	A guidance Lecture on “Academic Paper Publications”	IQAC and Staff Welfare Committee
26	Workshop on “Career Opportunities in Account and Finance” associated with the Institute of Computer Accounts, Dadar.	Placement Cell

September 2018

Date	Programme	Committee /Organized by
2	Meeting with defaulter students	Attendance Committee
3	Celebration of National Integration Day	NSS Unit
8	Workshop on “Revision of Syllabus of M.Com. Sem. III and IV and Preparation of Project Report”	PG Section
9	Teachers Day Celebration	Students Council

11-13	T.Y. B.Com. Sem-V Class Tests	Examination Committee
14	Guidance/Counseling lecture on Company Secretary as a Career	Dept. of Accountancy/Placement Cell
16	Management Teachers Day	Management
18-22	Pulse Polio Campaign	NSS Unit
19	Guidance lecture on 'Women Entrepreneurship'	WDC
23	Hemoglobin and blood group check up camp	NSS Unit
25	ATKT Sem-I,II,III and IV Sept 2017 Examination begins	College Examination Committee
23	IQAC Meeting(Google Class Room)	IQAC
23	UGC Remedial Coaching for S.Y. B.Com	UGC XII Plan-Remedial Coaching Cell
21	A workshop on "E-learning and Curriculum Design"	IQAC
27	Guidance lecture on "Creating Google Classrooms	IQAC
29	Garba Dance for Students	Students Council

October 2017

Date	Programme	Committee /Organized by
4	Guest lecture on "Goods and Services Tax-GST 2017"	Dept. of Accountancy
15	Swachh Bharat Abhiyan (Organ Donation Rally)	NSS Unit
7	Meeting with the attendance defaulters	Attendance Committee
8	Workshop on Revised Syllabus and Choice Based Credit System	M.Com. Section
8	Cancer Awareness Activity with NGO	NSS Unit
10	Guidance lecture in collaboration with NSDL on "Digitalization and Demat of Academic certificates"	Dept.of Commerce

11	Mehendi competition, Diya making Competition	Cultural Committee
13	IQAC Meeting	IQAC
13	Eco-friendly Rangoli	Dept. of EVS and Cultural Committee
13	Intra Collegiate Essay Competition	Dept. of Commerce
13	Intra Collegiate Poster Competition	Dept. of Commerce
13	Speech competition on “Need of Financial Education in present world”	Dept. of Business Communication
14	Meeting with the parents	Attendance Committee and PTA
14	Guidance lecture on ‘Health and Nutrition’	WDC
14	वाचन प्रेरणा दिवस:-Book exhibition	Library
16-17	Computer Practical examination(T. Y. B.Com. Sem-V)	Department of Maths & Stats
16	Term End Meeting	Staff Welfare Committee
27	Orientation programme for M.Com part I	PG Section
31	Rashtriya Ekata Diwas	Cultural Committee

November 2017

Date	Programme	Committee /Organized by
11	Guidance Lecture in Accountancy and Financial Mgt-I	Dept. of Accountancy
15-16	Remedial Lectures in Maths & Stats by Internal Faculty(F.Y. B.Com. Sem-I)	Department of Maths & Stats
17	Remedial Lectures in Maths & Stats by External Faculty(F.Y. B.Com. Sem-I)	Department of Maths & Stats
25	Employability Test for placement in IT industry by NIIT	PG Section

	Mumbai	
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December 2017

1	RRC Membership drive	NSS Unit
4	Paper Bag Making and Distribution to shopkeepers	NSS Unit
8	Blood donation camp	NSS Unit
14	Career Guidance lecture	PG Section
15	A seminar on “MBA as a Career” (MET Institute of Management, Bandra.)	Placement Cell
22	Celebration of ‘National Mathematics Day’	Department of Mathematics & Statistics
30	Guidance lecture in Economics for M.Com. Part I	PG Section

January 2018

12	Workshop (Keerti Knowledge Skills Ltd, Dadar) on “Resume Writing and Interview Skill”	Placement Cell
15	Poster making on ‘Environmental degradation’	Dept. of EVS
22	A seminar on “Career in the field of Commerce, Management and Accountancy”	Placement Cell
30	A seminar on “Post Graduate Program In Global Business Management & Leadership”	Placement Cell
26-30	Pulse Polio Campaign	NSS Unit

February 2018

3	National Seminar	IQAC
4	Cancer Awareness Activity with NGO	NSS Unit

5-9	Road Safety Week	NSS Unit
6	Intra Collegiate PPT Competition	Dept. of Commerce
7	Election of General Secretary	Students' Council
9	A Guidance Lecture in "Computer Basics" (Concluding session of Certificate course in Computer basics)	Dept. of Maths & Stats
10 th - 15 th	Department wise Book exhibition	Library and the departments
12	Seminar on Career Avenues in Accountancy and Taxation	Dept. of Accountancy
16	District Level Organ Donation Camp	NSS Unit
16	Webcast on "EXAMINATION AND ACADEMIC STRESS" by Hon'ble Prime Minister Shri. Narendra Modi	Examination Committee
17	Book exhibition for general public	Library
28	Employability Assessment Test	Dept. of Accountancy
3 rd Feb. to 31 st March	Short term course on Tally ERP 9.0 with GST	Dept. of Accountancy

March 2018

3	Inter-Collegiate Cultural event AKAAR	Students' Council and Cultural Committee
5	Careers in Accountancy: Poster competition	Dept. of Accountancy
6	Career Seminar on Job opportunities in the field of Computer for Commerce students(NIIT)	Placement Cell
7	Career Counseling Seminar on "Introduction to Corporate culture and Skill development"	Placement Cell

8	Poster Making Competition	Dept. of Accountancy
10	Convocation/Prize Distribution Programme	Examination Cultural Committee
22	Guidance Lecture on Financial Accounting subjects group: T.Y. B.Com.	Dept. of Accountancy
23	Guidance lecture on Indirect Taxes T.Y.B.Com	23 March 2018
24	Guidance lecture on Accountancy and Financial Mgt- I	24 March 2018
24	National Seminar	Dept. of Commerce & P.G.. Section

April 2018

4-12	T.Y. B.Com. Sem-VI Examination, April 2018	University of Mumbai/College
6	IQAC meeting	IQAC
12-20	F.Y. B.Com. Sem-II Examination April 2018	University of Mumbai/College
23-4 th May	S.Y. B.Com. Sem-II Examination April 2018	University of Mumbai/College
24	Meeting with staff	IQAC

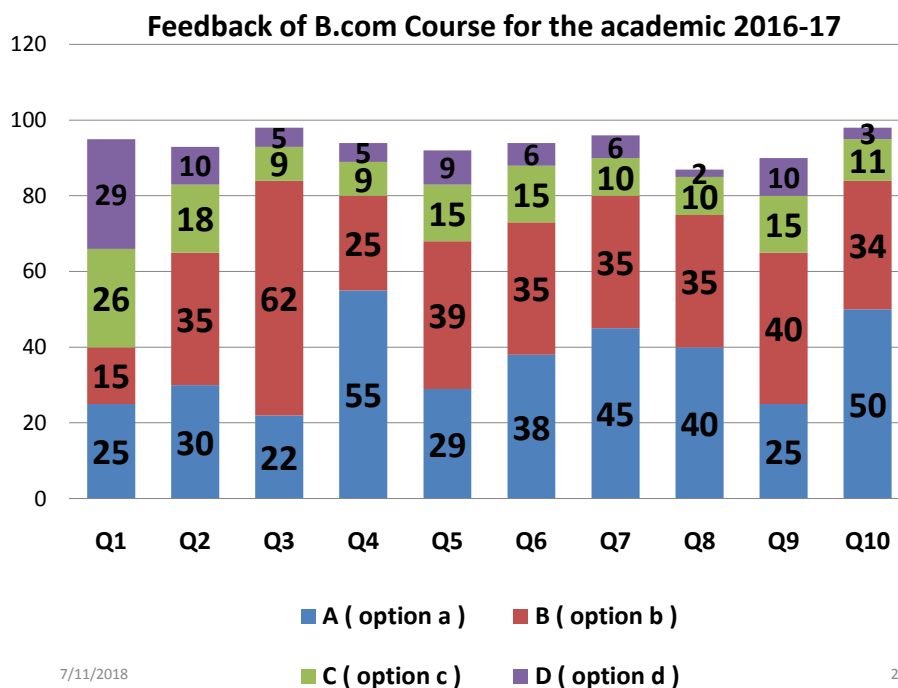
May 2018

1	Maharashtra Day Celebration	College
5	Alumni Meet	Alumni Association
2	Staff Meeting	Staff Welfare Committee
10	Term end meeting	Staff Welfare Committee
13	Summer Vacation begins	

Feedback on Curriculum

Feedback was requested from following stakeholders

Sr. No	Stakeholders	Responses(Count)
1	Students	100
2	Teachers	25
3	Alumni	40
4	Parents	60
5	Employers	10



Report of Action Taken

Sr. No	Stakeholder	Feedback	Action Taken
1	Students	Innovative Teaching Techniques	Workshop on E-content development was conducted.
		Increase in learning resources	Google classrooms was used for content delivery
		To arrange more revision and remedial lectures	More number of revision lectures Remedial lectures from external subject experts were arranged.
2	Teachers	Subject-wise orientation sessions should be arranged	All the teachers took sessions on course content, question paper pattern, departmental

			book exhibitions to inform about the course.
		More numbers of Industrial visits and student centric activities to be conducted	Activities like Business Fiesta were conducted Many departments arranged industrial visits
3	Alumni		
		More emphasis on practical learning and Industry oriented knowledge is required	Collaboration with City bank for spoken English and placement services
4	Parents	Provide placement services	Placement cell conducted series of career counseling/placement activities to help the students to get placement.
5	Employers	Update on current technology	Certificate courses in Tally and Computer Basics were conducted.
		Fundamental concepts to be improved upon	Bridge courses, tutorials, mentoring sessions were conducted
		Improvement is required in communication skills	Certificate course in Basic English Grammar and communication skills

Students Feedback (Teacher Evaluation) (2016-17)**Parameters**

1. Subject Knowledge of Teacher
2. Enthusiasm of Teacher
3. Regularity and Punctuality of Teacher
4. Audibility in the Class
5. Accessibility of Teacher outside the Classroom(Do you find him/her approachable
6. Use of modern technology, ICT and innovative teaching methods
7. Clarification of doubts of students
8. Class discipline
9. Rapport with the Students
10. Teachers attitude about extra-curricular activities

Feedback was requested from the students of B.Com. Course(10%)

Class	Responses(Count)
F.Y. B.Com.	45
S.Y. B.Com	30
T.Y. B.Com.	44

Report of Action Taken

Sr. No	Feedback report submitted by IQAC	Action Taken
1	Improvement is required in usage of ICT and Innovative Teaching Techniques	One day workshop and hands on session on “E-Learning and Curriculum Design” was conducted on 21 st Sept.,2017
2	ICT tools for showing subject related Videos and documentaries	Speakers, LCD projectors and more video documentaries for the same were purchased
3	Improvement required in communication skills	Certificate course in Spoken English conducted throughout the year.
4	To arrange more revision and remedial lectures	Remedial lectures/Revision Lectures/ATKT Remedial lectures were arranged for all students of F.Y. and S.Y. B.Com.
5	Increase in learning resources	All the teachers created Google classroom for providing web-based learning resources. The materials were uploaded on regular basis.

Best Practices

1. Title of the Practice:

Publication of Newsletter

1. Goal:

- The aim is to reach essential and quick dissemination of information to maximum students
- It also aims to imbue the students to share their knowledge, feelings, ideas, articles etc.

2. The Context:

- The college arranges many important and useful programmes activities etc. The newsletter publishes the essential details for the students.

3. The Practice:

- The magazine committee publishes College Newsletter every month.
- Student editors help in publishing the Newsletter.
- Students and staff give their articles, views, opinions, etc for Newsletter.
- The Newsletter is made available on the College Web-site.

4. Evidence of Success:

- Students visit the college website in order to read the Newsletter regularly.
- Students show excitement to see their own articles, poems etc published in the Newsletter.
- Many other colleges, outside students and other institutions visit our website to read the Newsletter.
- The Vice- Chancellor of University of Mumbai appreciated the efforts in this direction.

5. Problems Encountered and Resources Required:

Editing problems were encountered.

6. Notes (Optional):

It is easy to reach and easy to hold

BEST PRACTICES

Title of the Practice:

Web-Enabled Learning Resources- Google Classroom

1. Goal:

The objective of Google classroom is to promote the digital literacy or paperless communication between the teachers and the students.

To share online resource materials with multiple classes at one time.

To help the teachers to have real-time feedback.

2. The Context:

With the changing time and curriculum, planning time, and extra required duties, teachers are often working many extra hours to complete their daily tasks. Google Classroom is just the right tool, especially for busy teachers which give blended learning platform to the learners. Google Classroom's services and its collaborative benefits have replaced a number of teaching tools.

3. The Practice:

- A workshop/hands on training on "Teachers create Google Classroom" was conducted for all the teachers in the beginning.
- Orientation session on "How to use Google Classroom" was conducted for all the students.
- Class-code was given to all the students inviting them to join the class.
- Individual teachers upload the course materials, class notes and problems solved in the class, assignments, chapter-wise questions, video lectures, syllabus copy, previous question papers, model question papers with solution on the classroom and encourage the interaction among the learners.
- Teachers check the assignments and discuss difficulties in solving assignment in the regular classroom.

4. Evidence of Success:

Considering the fact that it is accessible from any device and user friendly, the practice was very successful. The student's feedback was also taken to ensure the effective utilization of the classroom. It was felt that, the practice created personalized learning and friendly environment for introvert students and very helpful during the examination period.

5. Problems Encountered and Resources Required:

Technological problems were encountered.

6. Notes (Optional):