

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2017 - 2018

1. Details of the Institution

1.1 Name of the Institution

SES's L. S. RAHEJA COLLEGE OF ARTS AND
COMMERCE

1.2 Address Line 1

RELIEF ROAD

Address Line 2

SANTACRUZ (WEST)

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400 054

Institution e-mail address

degree.office@lsraheja.org

Contact Nos.

022 2660 9320 / 022 2660 6806

Name of the Head of the Institution:

DR. DEBAJIT N. SARKAR

Tel. No. with STD Code:

022 2660 9320 / 022 2660

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

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

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 st Cycle	A	88.15%	2004	5 years
2	2 nd Cycle	A	3.12	2011	5 years

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

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

i. AQAR **2010-2011** submitted to NAAC on **18.07.2011**

- ii. AQAR **2011-2012** submitted to NAAC on **27.10.2012**
- iii. AQAR **2012-2013** submitted to NAAC on **20.08.2015**
- iv. AQAR **2013-2014** submitted to NAAC on **20.08.2015**
- v. AQAR **2014-2015** submitted to NAAC on **20.08.2016**
- vi. AQAR **2015-2016** submitted to NAAC on **7.02.2018**
- vii. AQAR **2016-2017** submitted to NAAC on **7.02.2018**

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

ADD ON COURSES

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

UNIVERSITY OF MUMBAI

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

NA

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

8+1 (PRINCIPAL)

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

2.10 No. of IQAC meetings held **06**

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

- Psycho Social Adjustability and Mental Health
- Developmental Challenges in 21st Century (India)
- Workshop on SPSS
- Creative Writing, Language and Drama
- Film Criticism and Appreciation
- Social Media Marketing
- Financial and Digital Literacy
- Life Skills Training
- Stress Management and Healthy Lifestyle
- Self Defence
- Digital Literacy for Academicians

2.14 Significant Activities and contributions made by IQAC

- National conferences & workshops
- Guest lectures, workshops and seminars
- Add-on course
- Faculty development programmes
- Industrial and educational visits
- Departmental publications
- Collaborating with different industries
- Infrastructural maintenance & changes
- Community activities
- Gender sensitisation and awareness programmes
- Student participation in youth festivals, exhibitions, inter-college festivals and sports activities

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. National conferences	2 national conferences were organised
2. Guest lectures, workshops and seminars	9 guest lectures and 20 workshops and 15 seminars were conducted
3. Add-on courses	5 add-on courses were conducted
4. Faculty development programmes	4 faculty development programmes were done
5. Industrial and educational visits	13 industrial and educational visits were carried out

6. Departmental publications	11 departments released 59 publications
7. Collaborating with different industries	7 MoUs were signed for collaboration
8. Infrastructural maintenance & changes	Repairs and renovation work started in April 2017
9. Community activities /extension activities	21 community activities were initiated during the year
10.To conduct Environmental Audit	Pending
11. Gender sensitisation and awareness programmes	3 gender sensitisation and awareness programmes were conducted for the students
12. Student participation in youth festivals, exhibitions, inter-college festivals and sports activities	Students participated in Youth Festival, 10 exhibitions, 3 inter-college festivals and 40 sports activities
13. To conduct community based surveys	Pending
14. Internal audit	Internal audit, statutory audit and Local Inquiry Committee (LIC) was conducted
15.Placements and Internships	6 companies visited the college for placements
16. Extra-curricular activities	32 Extra-curricular activities were conducted throughout the year

** please refer to Academic calendar Annexure II (a), II (b) and II (c)*

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

Provide the details of the action taken

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

** Attached the Academic Calendar of the year - Annexure II (a),(b),(c).*

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	Application submitted	-	-	-
PG	-	-	01	-
UG	02	None	06	
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	04
Certificate	-	-	-	-
Others	-	-	-	-
Total	02	-	07	04

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS (CBCGS)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	09

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

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

**Please find an analysis of the feedback in the Annexure III (a), (b), (c)*

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

- Revision carried out at university level
- Number of courses were changed in all UG programmes.
- Project work- research or internship based- were introduced in all programmes except B.Com. (will be implemented in the next academic year)
- Syllabi across all programmes was also revised

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

No new department/ centre was introduced during the academic year 2017-2018.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors Principal	Others Librarian
	27	18	07	01	01

2.2 No. of permanent faculty with Ph.D.

11

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

Asst. Professors		Associate Professors		Professors Principal		Others Librarian		Total	
R	V	R	V	R	V	R	V	R	V
19	NIL	NIL	NIL	NIL	NIL	NIL	NIL	19	NIL

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

33

12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	17	--
Presented	07	06	--
Resource Persons	NIL	NIL	01

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

- Student centric teaching practices were introduced
- Teaching plans and weekly monitoring of lectures are in place
- Use of ICT in teaching learning process
- Departments are provided with laptops to support ICT based teaching. Most classrooms are fitted with LCD projectors.
- Participative methods of teaching -- like case study approach, interactive teaching, role plays are carried out. Movies and audio video presentation, quiz contest, out of college experiments, group discussion, demonstration of individual and group therapy, simulation exercises are other forms of participative teaching methods.
- Industrial visits, visit to RBI, NSE and State Museum are also organized as a supplement to classroom teaching

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

180

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

- The Institute follows centralized assessment of answer papers
- Continuous Internal Evaluation (CIE) has been implemented and monitored by the institute. To develop the evaluation process, CIE has undergone many reforms so as to improve the performance of students in academics.
- Introduction to Online Screen Marking (OSM) for assessment of Semester V and Semester VI answer papers.
- Revaluation and supplying photocopy of answer sheets are also in place.

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

	Curriculum restructuring /revision	Member of Board of Study	Curriculum Development Workshop
No of Faculty	2	2	4

Other staff members give their suggestions during meetings of curriculum development organised by respective BOS.

60

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		O grade	A grade	B grade	Less than B	Pass %
BA	117	1	28	22	20	61%
BCOM	333	NIL	26	55	188	80%
BMS	120	1	39	44	27	93%
BAF	61	1	40	12	6	97%
BBI	57	0	7	20	23	88%
Bsc.IT	42	0	20	9	2	74%
BMM	61	0	30	26	1	93%
BFM	43	0	16	12	12	93%
MCOM	123	10	83	20	0	93%

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

- The Principal, IQAC Co-ordinator, heads of the Departments and Senior Faculty members are involved in reviewing the academic development.
- The institution considers its students as a stakeholder of utmost priority. Keeping this thought as a centrifugal point of attention the institution engages students in multiple curricular and co-curricular activities.
- The institution motivates the students to participate in classroom lectures / activities by giving importance to attendance. The students are informed well in advance that attendance is mandatory. The institution organises multiple classroom activities depending on the requirement of the programme selected by the students.
- “Entrepreneurial Cell” was started to create interest in self-employment and encourage students to exchange business venture ideas. This was done to polish their innate entrepreneurial skills and to motivate them to become entrepreneurs.
- The institution has signed MoU with MACCIA, AIFMB, FPA, Goodlife IIDA, NSE Academy Ltd., etc. to sharpen students’ employability skills.
- The institution has encouraged students who have opted for finance as their specialization to start their own association to monitor live stocks/share market and put theoretical aspects into practical application.
- Add-on courses have been introduced for the students within the institution so that students can complete value added certificates/ skill based courses in addition to their degree programmes.
- The institution attaches high importance to conduct lectures regularly. Classroom teaching is supplemented with live examples, solving case studies, providing e-materials, suggesting relevant pages from reference books for additional reading, providing handbooks with all information relating to the programme, courses and glossaries. Additionally, workbooks to solve economics and statistics problems and also provided, thereby, making subjects more interesting.
- The institution ensures that the teaching learning process is effective by following the teaching plan which is prepared at the beginning of the academic year.
- The institution understands the importance of continuous and timely evaluation of the above process thus, conducts regular class tests and students are given topics for presentation-project.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	02
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university (non-teaching)	15
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	20
Others (Guest Lectures)	38

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	22	07	--	10
Technical Staff	-	-	-	03

Criterion – III

3. Research, Consultancy and Extension

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

IQAC ensures quality activities are conducted by the institution to strive for continuous improvement. Initiatives taken by IQAC are:

- Motivating staff and students to engage in research activities
- Encourage and support the staff to organize seminars/symposium and workshops in upcoming areas
- Encouraging staff and students to contribute articles in e-magazine
- Updated library services and good collection of reference materials

IQAC looks after the maintenance and proper allocation of support structure and services and monitors the quality of research programmes proposed and undertaken.

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	15	09	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	59
Conference proceedings	01	13	NIL

3.5 Details on Impact factor of publications

2.4 Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	---	---	---	---
Minor Projects	---	---	---	---
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other (National Conference)	Feb.2018	ICSSR	75000/-	ICSSR
Total				75000/-

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: Nil

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	02	--	Nil	Nil
Sponsoring agencies		1. DeSousa Foundation 2. ICSSR			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

*Academic/ Research related

3.16 No. of patents received this year

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

Being an Arts and Commerce college, there is no scope for patents.

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

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

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

Extension activities	<p>Awareness programme on:</p> <ul style="list-style-type: none"> ● Traffic rules and regulation ● Talk on Blue whale challenge ● AIDS Awareness day ● Dengue Malaria awareness ● Voter registration awareness among students at entry level (at the time of admission) ● Awareness for conservation of electricity ● Blood donation and thalassemia test ● Yuvak Yuvati Mela (Gender equality programme in association with Akshara NGO) event organised by college
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<p>Institutional social responsibility</p>	<ul style="list-style-type: none"> ● Beach Clean-up drive ● Traffic management during Ganpati and Navratri Immersion and Janamashtami ● Swachh Bharat Mission ● Rally for rivers ● Interaction with senior citizens ● Eye check up ● Tree plantation ● ‘Box of Hope’: Charity drive for orphans ● Adoption of Sakwar village by NSS unit ● NGO MELA “Social orbit”- and SEVA Sahyog by NSS unit
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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	14,176 Sq. Yards	-	-	14,176 Sq. Yards
Class rooms	27	-	-	27
Laboratories	04	-	-	04
Seminar Halls	01	-	-	01
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	-	26 cameras,2 switches,1 EPBAX system, 1 firewall, 1 HP server,1 NAS backup,1 UPS,15 workstation	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	27.90	Own funds	27.90
Others	Nil			

4.2 Computerization of administration and library

- Procampuz (MIS), is used by the college which captures demographic and academic information of the students required for generating merit list followed by admission and online fee payment. It is also used for filling examination forms and generating hall tickets.
- Library is fully computerised and uses SLIM 2.1. with WEB OPAC software which is linked to library website. All activities of library are computerized which includes acquisition, cataloguing, circulation, stock verification with bar code facility etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17263	1970617	1188	144076	18451	2114693
Reference Books	38285	1266337 1	684	635609	38969	13298980
e-Books (Membership subscription)	31,35,000+ e-books (INFLIBNET N-LIST)	5000	31,35,000+ e-books (INFLIBNET N-LIST)	5000	31,35,000+ e-books (INFLIBNET N-LIST)	5000
e-Journals	6000+ e-books (INFLIBNET N-LIST)		6000+ e-books (INFLIBNET N-LIST)		6000+ e-books (INFLIBNET N-LIST)	
Journals	62	86389	-	-	61	89411
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	1187	58911	NIL	NIL	1187	58911
THESIS	49				49	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others (Library)
Existing	104	61	2Mbps	11	02	16	8	6
Added	15		20Mbps					
Total	119	61	20 Mbps	11	02	16	8	6

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

Training was provided to faculty and students in Digital Literacy- The main objective of this workshop was to upgrade the digital skills of Academicians and Library Professionals who are committed to develop student learning abilities and the transferable skills relevant to employment

4.6 Amount spent on maintenance in lakhs :

i) ICT

8.77629

ii) Campus Infrastructure and facilities

4.25182

iii) Equipment	1.73399
iv) Others	5.44914
Total:	20.21124

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC along with individual departments takes initiative in giving information about various activities through circulars and notices. The major college support services are:

1. The members of Students' Council are nominated every year on the basis of their academic performance, curricular, co-curricular and extra-curricular activities. The Students' Council actively participate in conducting and monitoring activities in the college like Teachers' Day, Annual Day, College Festivals (intra and inter) and other student centric activities.
2. The extension activities facilitating social welfare are conducted by NSS and NCC wing of the college.
3. Dept. of Life Long Learning and Extension (DLLE) undertakes awareness and outreach programmes for the community.
4. Gymkhana offers and prepares students for indoor and outdoor games which helps students to participate in inter-collegiate competitions at University and State level – A Healthy Mind In A Healthy Body.
5. All students' related information are displayed on the electronic notice board, Display TV, Notice Board, and college website. In case of urgent information, notice(s) is/are circulated in the classrooms.
6. The Dept. of Psychology performs and carries out career and personal counselling as and when the need arises. So, it is an on-going process.
7. Parent-Teacher meeting is held at the beginning of each academic year at which the policies of the college, regulation, attendance and examination etc. are explained to them. Subsequent Parent-Teacher meetings are held when the attendance defaulters' lists are displayed from time to time.
8. Students regularly contribute articles to the college magazine 'Foundations' and also contribute in a magazine published by Marathi Vangmay Mandal (Marathi literary Association), 'Ankur'.

- | |
|--|
| <ul style="list-style-type: none">• Efforts are made by the institute to track the progression of current students as well as alumni.• For current students, database is available with individual departments and for alumni, data accessibility is limited. |
|--|

5.2 Efforts made by the institution for tracking the progression

UG	PG	Ph. D.	Others
2384	219	0	

5.3 (a) Total Number of students

(b) No. of students outside the state

38

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1321	50.74		1282	49.26

		Last Year					This Year						
General	SC	ST	OBC	Others	Physically Challenged	Total	General	SC	ST	OBC	Others	Physically Challenged	Total
2485	116	3	256	59	0	2919	2235	90	2	207	69	0	2603

Demand ratio

Dropout % Negligible

	Number of applications received per seat
UG	1 : 2.3
PG	1 : 1

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

The college conducts awareness lectures on various competitive examinations. Library support is provided in terms of books, CDs and internet facilities to the students appearing for such examinations.

5.5 No. of students qualified in these examinations

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

* Data accessibility is limited.

5.6 Details of student counselling and career guidance

Experts from Disha Counselling Centre are invited for career aptitude and assessment. They provide profiles of various careers prepare students for foreign universities, enlighten them on how to prepare one's resume and how to present oneself at an interview. They also impart soft skills, etiquette at the work place. The counsellor also helps students to deal with their emotional, personal, family issues.

Seminars and career guidance lectures were conducted by the following centers

- Career guidance in airline industry by Flyhigh aviation academy
- Career guidance in management by ITM (Institute for Technology and Management)
- Career guidance in finance by SIEC
- Aptitude test and career guidance for further studies by CPLC
- Seminar on Career guidance by Advent Technologies
- Guidance on careers in finance by BSE Investor Protection Fund
- Aptitude test and seminar on Career guidance by NIIT

No. of students benefitted

Approx. 1200

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
06	76	12	NIL

5.8 Details of gender sensitization programmes

- Documentaries focusing on themes of masculinity and gender are regularly screened. Interactive sessions with students are conducted by inviting guest speakers. Mr. M. Pravin from MAVA, who sensitized students on gender issues.
- Poster competition was held on “Save the girl child”. The competition got an overwhelming response.
- A self-defense workshop was organized for “Self-reliant boys and girls” by Nitin Shete and Shraddha Naik.

5.9 Students Activities

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

State/ University level

15

National level

03

International level

01

No. of students participated in cultural events

State/ University level National level International level
College 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
College level
Cultural: State/ University level National level International level
College level

5.10 Scholarships and Financial Support

	Number of students	Amount (In ₹)
Financial support from institution	2	7025/-
Financial support from government	106	1283740/-
Financial support from other sources	3	41845/-
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
College level
Exhibition: State/ University level National level International level
5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

No major complaints received. Students generally approach their mentors with their problems which are resolved by the mentor in consultation with the Principal.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – Engendering and Nurturing values for enhancing knowledge, wisdom, skills and human values to enable the youth to scale peaks of excellence and pinnacles of glory by imparting quality through education. The institution cultivates creative and productive talents of students, faculty and staff and seek ways to contribute to the nation, the well-being of communities and strives to enhance the quality of life and development of its student and faculty.

Mission -The Sadhana Education Society’s L. S. Raheja College of Arts and Commerce will continually strive to impart quality education to enable its stakeholders to face the emerging challenges of the future.

6.2 Does the Institution has a Management Information System

Yes. Procampuz (MIS), is used by the college which captures demographic and academic information of the students required for generating merit list followed by admission and online fee payment. It is also used for filling examination forms and generating hall tickets.

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

6.3.1 Curriculum Development

The curriculum is designed by the University and the same is followed by the college. Some staff members are members of the Syllabus Revision Committee and Board of Studies, thus they contribute their expertise in framing the syllabus.

6.3.2 Teaching and Learning

College has appointed qualified and competent teaching staff. The lectures are conducted regularly as per the time table and teaching plans. Smooth functioning of lectures is ensured and monitored by the heads and coordinators of the departments. Various innovative teaching methodologies like group discussions, role plays, case studies etc. are used by the teachers. Classroom teaching is blended with study tours. All teachers incorporate ICT in their daily teaching-learning process. Students are assigned projects in the form of poster and model making and these are exhibited in the college.

Through these various efforts by the teachers, learning is made learner-centric.

6.3.3 Examination and Evaluation

Examinations are conducted as per the norms of the University of Mumbai. It is obligatory on all teachers to perform examination duties.

All answer papers are assessed centrally in the college from semester I to IV. The college has also started micro center of On-Screen Marking (OSM) for assessing answer papers of semester V and semester VI. The attendance record of each faculty assessing answer papers is maintained on a daily basis. Answer papers are assessed on the basis of Synoptic/ Answer key.

Moderation of the answer papers is done by senior faculty members from other colleges.

6.3.4 Research and development

To create a strong research environment in the institute, teachers are encouraged to participate in National and International Conferences and Seminars. Two conferences were organized by the college in February 2018. College has revived the research journal called 'Search Light' for furthering research endeavours. Teachers contribute research articles on a regular basis in the in-house departmental publication.

6.3.5 Library, ICT and physical infrastructure/instrumentation

The library is spacious and can accommodate 150 students at a time. It has separate stacking and display space. Library supplies updated list of books and magazines to all the teaching staff.

Most of the classrooms are fitted with LCD projectors and Wi-Fi connection which are regularly maintained through AMC.

Physical infrastructure like chairs, tables, benches, white boards, cupboards, lockers etc. are maintained regularly. The institute has installed CCTV cameras all over the campus for better vigilance and maintenance of the campus. Computers and other electronic equipments are maintained through AMC.

6.3.6 Human Resource Management

All vacant posts- teaching and non-teaching staff- are appointed by the management. The Principal informs management about the number of vacant posts to be filled before the onset of the academic year. In case of sudden vacancies arising, ad hoc appointments are made.

After obtaining approval of the management, the vacant posts are advertised in major dailies and applications are invited.

Though there is a ban on appointment of staff in aided section (teaching and non-teaching staff) by the Government of Maharashtra, the appointment is made and the salaries are borne by the management, so that teaching-learning is not affected.

Similarly, the non-teaching staff is also appointed for smooth functioning of the office.

6.3.7 Faculty and Staff recruitment

Vacant posts are advertised in major dailies and applications are invited from qualified candidates. All applications are scrutinized and candidates are called for a demo lecture followed by appearance before Selection Committee interview. On the recommendation of Selection Committee final appointment letters are issued to the candidates. In case of non-teaching staff, qualified candidates are called for written test followed by Selection Committee interview. Final letter of appointment is issued on the recommendations of the Selection Committee. Selected staff – teaching and non-teaching - are placed on probation.

6.3.8 Industry Interaction / Collaboration

The college in collaboration with other institutions has entered into a partnership, signing seven MOUs – to the benefit of student and teaching fraternity. Add on courses like Financial Planning, Social Media Marketing in collaboration with IIDE are introduced.

6.3.9 Admission of Students

Admissions are given on the basis of merit and as per University and Government of Maharashtra guidelines. Being a linguistic minority (Gujarati) Institution 50% seats are reserved for Gujarati students and the remaining 50% seats are for others.

6.4 Welfare schemes for

Teaching	03
Non-teaching	04
Students	03

6.5 Total corpus fund generated

Rs. 51,448

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
Internal audit	YES	Pareek Sharma and Associates	NO	NIL
Statutory audit	YES	Viswanath and Company	NO	NIL
Academic Audit	YES	Local Inquiry Committee by the University	NO	NIL

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

For UG Programmes Yes No

For PG Programmes Yes No

For Semester I to IV the college declares the result within 30 days and for Semester V and VI University declares the result.

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

The college follows examination norms as per directives of the University of Mumbai from time to time. The college has also started micro center of On-Screen Marking (OSM) for assessing answer papers of semester V and semester VI.

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

The University has laid down Statutes for granting autonomy to colleges. University has also conducted orientation lectures on autonomy for colleges.

6.11 Activities and support from the Alumni Association

The Alumni Association is involved in the activities of the college. One alumnus is a part of IQAC who is a bridge between the alumni of hitherto years and the college. Some members of the alumni association spare quality time and resources in guiding students about future prospects. They also share their expertise and services for the college annual day programmes.

6.12 Activities and support from the Parent – Teacher Association

- Generally Parent-Teacher meetings (PTM) are held at the start of academic year where parents are informed about the rules and regulations, policies of the college like attendance, examination system and expectation by various departments. Subsequently, PTMs are held if student appears in the defaulters' list. Parents are intimated by phone calls or letters are sent by post.
- Parents are invited to share their experiences, requested to give their feedback about curriculum and administrative policies of the college. Analysis of their feedback is done and appropriate action is taken.

6.13 Development programmes for support staff

Support staffs are encouraged to pursue further studies, which many of them do. The children of the supporting staff are given admission in the college from management quota with a fee concession. Diwali loans are sanctioned when required. A workshop on holistic approach to stress management and healthy life style was organized for the staff.

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

- College has installed a Solar System of 35 KW SPV which supplies energy to air conditioners thereby conserving energy.
- Tree plantation is done on a regular basis by NISARG-Nature Club of the college.
- The gardens on the campus are maintained by a gardener which ensures clean and green campus.

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.

- Installation of electronic notice board and LED TV
- DLP Projectors installed in classrooms to facilitate and enhance teaching-learning process
- CCTV cameras are installed all over the campus to strengthen security
- INFLIBNET facility is available and accessible to staff members
- Visits to RBI, NSE, Bandra Law Court, Santacruz Police Station, and State Museum besides undertaking heritage walks and nature trails.
- Organized exhibitions by students on current topics, environmental issues etc., ‘Museum on Wheels’ and ‘Experience History with 5 Senses’ for college and school students

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

- National conferences were organized
- Seven institutional collaborations have been initiated
- Some Workshops, guest lectures, Faculty development programmes and seminars have been conducted for the Staff and students
- Community, extension and extra-curricular activities were conducted
- Industrial and educational visits were carried out
- Add on courses were started
- e- journals were started by each department

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

- e-Journals by 11 departments (59 Issues)
- Introduction of Certificate courses for students.
- Programmes on gender sensitization
- NGO Melas (SEVA Sahyog, Social Orbit) Organized by NSS under Institutional Social Responsibility (ISR)

7.4 Contribution to environmental awareness / protection

- Campaign to clean stretches of Juhu Beach on an annual basis.
- Plantation of sapling to make a green campus.
- Organising awareness drive and lectures delivered on social and environmental issues like no plastic, no honking and drive safely.
- Implementation of Swachhata Abhiyan in the neighbourhood.
- Poster Exhibitions on environmental issues and current affairs

7.5 Whether environmental audit was conducted? Yes No

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

India Today conducted the 'Best College Survey' in which the Institution achieved 7th and 9th rank as one of the best colleges in Mumbai for Commerce and Arts programmes, respectively. In some of the parameters like 'Intake Quality and Governance', 'Personality and Leadership Development', 'Infrastructure and Living Experience' and 'Career Progression and Placement' the Institution scored 4th, 5th, 5th and 6th rank, respectively.

(For SWOC analysis refer *Annexure –IV*)

8. Plans of institution for next year

- To start newspaper-reading club, for inculcating good reading habits among the students.
- To organize National level interdisciplinary academic conferences to advance frontiers of knowledge.
- To organize Invited Lectures / Public Orations by persons of eminence.
- To introduce glossaries, hand books and work books for subjects like Economics, Mathematics and Statistics, with exercises, for practice.
- Handbooks for all Self-financing programmes.
- Study materials for first and second year students.
- To keep ahead of changing times, by increasing the visibility of the college via social media like Facebook, Instagram and Twitter handle.
- To organize industrial and academic visits
- To organize visit to RBI for the students
- To conduct a workshop on Research Methodology for students and staff
- To begin Rain Water Harvesting in the college building
- To start a research center for Ph.D. in Commerce
- To conduct academic, administrative, gender and library audit.
- To organize poster exhibitions on environmental issues and current affairs

DR. CHITRA MUNSHI



Signature of the Coordinator, IQAC

DR DEBAJIT N. SARKAR



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

AIFMB	-	Asian Institute of Family Managed Business
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
FPA	-	Financial Planning Academy
GATE	-	Graduate Aptitude Test
MCCIA	-	Maharashtra Chamber of Commerce, Industry and Agriculture
NET	-	National Eligibility Test
NSE	-	National Stock Exchange
OSM	-	On-Screen Marking
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE II (a)

Academic Calendar (Activity) 2017-18

Plan of Action	Sr. No.	Activity	Department	Date
Add on Courses	1.	CFP and other value added finance related short term courses	BFM & BAF	21 September 2017
	2.	Microsoft Certification on Cyber-Security ATS	B.Sc.IT	01 January 2018
	3.	Ride of investment	BFM	21 February 2018 to 07 March 2018
	4.	IIDE: Indian Institute of Digital Marketing “Social Media Marketing”	SFC	5 Days
	5.	Financial Planning Academy’s Online Skill Development (Certificate, Diploma and advance diploma)	BFM/ BAF/ B.Com	Duration 6 Months
Audits	6.	Internal Audit and Statutory Audit	For Internal Pareek Sharma and associates For External Iyer Vishwanath and company	Internal Every Quartly and Extenal for Aided 30/07/2018 Unaided 28/09/2018
	7.	Local Inquiry Committee	University of Mumbai	19/12/2017
Conferences	8.	National Conference on Psycho-social Adjustability and Mental Health	Psychology, Desousa Foundation	02 February 2018 to 03 February 2018
	9.	ICSSR sponsored Interdisciplinary National Conference on India’s Developmental Challenges in 21 st century	Economics, Sociology and History	24 February 2018
Plan of Action	Sr. No.	Activity	Deparment	Dates
Exhibitions	10.	Book exhibition on Library day	Library	12 August 2017
	11.	Exhibition on “Showcasing Maharashtra”	Sociology	01 September 2017
	12.	Book exhibition on Gandhi Jayanti and Shastri Jayanti	Library	02 October 2017
	13.	Museum on Wheels	History	16 January 2018

Exhibitions	14.	Experience History with 5 senses Exhibition of Environmental studies	History Environmental Studies/ Nature Club (Nisarg)	23 January 2018 26 January 2018 to 27 January 2018
	15.	Gyan Yatra: Book exhibition	Library	05 February to 06 February 2018
	16.	A socio-environmental exhibition	Business law	08 February 2018
	17.	Commerce Mall	Commerce	27 February 2018
	18.	Student Exhibition of Foundation Course topics	Environmental Studies/ Nature Club (Nisarg)	28 March 2018
Plan of Action	Sr. No.	Activity	Department	Dates
Extension Activities	19.	Eye check up	NSS	27 June 2017
	20.	Tree plantation	NSS	07 July 2017
	21.	Dengue Malaria awareness	NSS	03 August 2017
	22.	Voter registration awareness among students at entry level	NSS	09 August 2017, 21 August 2017 to 23 August 2017
	23.	Traffic management volunteering during Ganpati festival	NSS	27 August 2017, 29 August 2017, 05 September 2017
	24.	Rally for rivers	NSS	01 September 2017
	25.	Beach Clean-up Drive	DLLE, BFM, BMM	06 September 2017
	26.	Awareness for conservation of electricity	NSS	09 September 2017
	27.	Blood donation camp and thalassemia test	NSS	23 September 2017
	28.	Awareness program conducted in the neighbourhood on the Bluewhale Challenge (by the students)	Psychology	07 October 2017
	29.	Box of hope: charity drive for orphans	NSS	13 October 2017
	30.	Traffic management volunteering	NSS	15 October 2017
	31.	Red Ribbon Club orientation during Dasshera	NSS	27 November 2017

	32.	AIDS Awareness day	NSS	01 December 2017 to 08 December
	33.	Sahasi mission	BAF	08 January 2018
	34.	Night marathon	NSS/ Uactive	13 January 2018
	35.	Rally on Creating awareness on traffic rules and regulations	NSS/ DLLE	23 January 2018
	36.	Yuvak Yuvati Mela: Akshara NGO	NSS	24 January 2018
	38.	Interaction with senior citizens	NSS	25 January 2018
	39.	Swachh Bharat Mission	NSS	28 January 2018
	40.	Celebration of Makarsankranti festival with children from Sion Koliwada Municipal School	BMM	06 February 2018
Plan of Action	Sr. No.	Activity	Deparment	Dates
Co- Extra and curricular Activities	41.	Celebration of International Yoga Day	Psychology and Gymkhana	21 June 2017 to 22 June 2017
	42.	Screening of films and documentaries related to social issues	Sociology	26 June, 07 August, 14 August, 4 September 2017
	43.	Orientation	BAF, BFM, BMM	07 July 2017
	44.	Celebration of Kargil Vijay Diwas	NCC	26 July 2017
	45.	Orientation	BScIT	04 August 2017
	46.	Freshers' Party	BFM	08 August 2017
	47.	Cultural day	BMM	10 August 2017
	48.	Freshers' Party	BAF	14 August 2017
	49.	Celebration of Independence Day	NCC/ NSS	15 August 2017
	50.	Freshers' Party	BBI	16 August 2017
	51.	Poster Competition on the theme Glimpses of World History	History	22 August 2017
	52.	Screening of documentary Vijaynagar	History	28 September 2017
	53.	Quiz Competition	Environmental Studies/ Nature Club (Nisarg)	29 September 2017
	54.	Essay writing and Speech competition	DLLE	09 October 2017

	55.	Raheja Sports Star Competition	Gymkhana	20 October 2017
	56.	Annual Sports Day	Gymkhana	22 October 2017
	57.	Staff Sports Day	Gymkhana	23 October 2017
	58.	Orientation	BBI	10 December 2017
	59.	Screening Documentaries related to social psychology	Psychology	11 December 2017
	60.	Poster Competition	DLLE	22 December 2017
	61.	Raheja Week	Cultural Committee	18 December 2017 to 21 December 2017
	62.	Annual Day	BBI, B.Sc. IT, BFM, BMM, BMS, BAF, BA and BCOM	08 January 2018
	63.	Prize Distribution Ceremony	BMM	08 January 2018
	64.	Celebration of Republic Day	NCC/ NSS	26 January 2018
	65.	Screening of films and documentaries related to social issues	Sociology	30 January, 02 February, 05 February, 06 February, 27 February and 28 February 2018
	66.	Prize Distribution Ceremony	BAF	20 February 2018
	67.	Marathi Bhasha Diwas	Marathi Vangmay Mandal	27 February 2018
	68.	Annual Prize Distribution	BBI, B.Sc. IT, BFM, BMM, BMS, BAF, BA and BCOM	10 March 2018
	69.	College sports day	BScIT	10 March 2018
	70.	Commerce Quiz	Commerce	14 March 2018
	71.	Convocation for students	BBI, B.Sc. IT, BFM, BMM, BMS, BAF, BA and BCOM	17 March 2018
	72.	Celebration of Maharashtra Day	NCC/ NSS	01 May 2018
Plan of Action	Sr. No.	Activity	Deparment	Dates
Faculty Development	73.	Introduction to GST	Staff Academy	13 November 2017

Programs	74.	Workshop on SPSS	Mathematics and SPSS Bengaluru	21 March 2018 to 22 March 2018
	75.	Data Speaks for itself	Staff Academy	19 March 2018
	76.	Issues and Challenges in Banking System	Staff Academy	24 March 2018
Plan of Action	Sr. No.	Activity	Department	Dates
Guest Lecture	77.	GST and its impact: a layman's guide to GST	Sociology	01 July 2017
	78.	GST: A revolutionary tax reform	Accountancy	21 July 2017
	79.	Careers in Commerce	Commerce	27 September 2017
	80.	Entrepreneurship Cell	BMS	15 December 2017
	81.	Process Of Publishing A Book	BMS	09 February 2018
	82.	Career in modern banking industry	Commerce	28 February 2018
	83.	Electronic revolution in Library and role of Library	History	16 March 2018
	84.	Techniques in Counseling	Commerce	22 March 2018
	85.	Cybersecurity	Mathematics	04 October 2017
Plan of Action	Sr. No.	Activity	Department	Dates
Industrial / Fields/ Educational visits	86.	Deccan College of Postgraduate and Research Institute	History	12 August 2017
	87.	Nature Trail to Sanjay Gandhi National Park	Environmental Studies/ Nature Club (Nisarg)	16 September 2017
	88.	Visit to Gilbert Hill	Environmental Studies/ Nature Club (Nisarg)	02 October 2017
	89.	Reserve Bank Of India	BBI and BFM	03 December 2017
	90.	Visit to historical sites of Aurangabad	History	24 December to 28 December 2017
	91.	Visit to National Stock Exchange	Economics	05 January 2018
	92.	Bandra Session Court	Business Law	24 January 2018

	93.	Santacruz Police station	Business Law	25 January 2018
	94.	Reserve Bank Of India	BMS	06 February 2018
	95.	Reserve Bank Of India	BAF, BBI, BFM, BMS	6 February, 7 Februray 2018
	96.	Visit to Chhatrapati Shivaji Maharaj Vastu Sanghralaya	History	07 February 2018
	97.	Industrial Visit to Jaipur	BMS	11 March to 16 March 2018
	98.	Industrial Visit to Hyderabad	BMM, BSc IT, BFM, BAF	12 March to 16 March 2018
Plan of Action	Sr. No.	Activity	Deparment	Dates
Intercollegiate Festivals	99.	Parallax 2018	Cultural Committee	11 January 2018 to 13 January 2018
	100.	Retake 2018	Cultural Committee	19 January 2018 to 20 January 2018
	101.	Unmesh 2018	Cultural Committee	15 February 2018 - 17 February 2018
Plan of Action	Sr. No.	Activity	Dates	
MOUs	102.	MOU between L.S. Raheja College of Arts and Commerce and Maharashtra Chamber of Commerce, Industry and Agriculture (MACCIA)		16 May 2017
	103.	MOU between L.S. Raheja College of Arts and Commerce and NSE Academy Limited		22 June 2017
	104.	MOU between L.S. Raheja College of Arts and Commerce and Financial Planning Academy		5 September 2017
	105.	MOU between L.S. Raheja College of Arts and Commerce and Kapila Khandwala College of Education		01 December 2017
	106.	MOU between L.S. Raheja College of Arts and Commerce and Institute of Cost Accountants of India		07 December 2017
	107.	MOU between L.S. Raheja College of Arts and Commerce and Asian Institute of Family Managed Business (AIFMB)		14 December 2017
	108.	MOU between L.S. Raheja College of Arts and Commerce and Goodlife IIDE		15 December 2017
Plan of Action	Sr. No.	Activity	Dates	
Placements/ Internships	109.	Mahindra Home Finance		06 April 2018
	110.	M. T. Educare (Internship)		09 April 2018
	111.	Kotak General Insurance		01 May 2018
	112.	Network Tech Lab.		02 May 2018
	113.	T.I.M.E		09 May 2018
	114.	EXPENSING		15 June 2017

Plan of Action	Sr. No.	Activity	Department	Dates
Seminar	115.	Stockers association	BFM	22 June 2017
	116.	Entrepreneur skills	BAF	08 July 2017
	117.	Media and Culture	BMM	21 July 2017
	118.	Career in management	BFM	04 August 2017
	119.	First step towards entrepreneurship	BMS	21 September 2017
	120.	Financial Literacy	BMM	21 September 2017
	121.	Communication Skills	BMS, BBI, BFM, BAF	27 September, 4 October, 21 December 2017, 9 February 2018
	122.	Career Planning	BMS	28 September 2017
	123.	Career Placement and planning	BMS	04 October 2017
	124.	Consumer Awareness	BMM	04 October 2017
	125.	Public Relation	BMM	04 October 2017
	126.	Importance Of Voting	BMM	13 October 2017
	127.	How to read financial newspaper	BFM	24 October 2017 to 25 October 2017
	128.	Financial derivatives	BFM	24 October 2017 to 25 October 2017
	129.	Tax system	BAF	25 October 2017
	130.	New taxation schemes [GST]	BAF	11 November 2017
	131.	Financial accounting	BFM	11 November 2017 to 12 November 2017
	132.	Choosing between Advertising and Journalism	BMM	08 December 2017
	133.	Soft skills development	BAF	08 December 2017
	134.	Basic English Course	BMS	09 December 2017
135.	Advanced excel	BAF	09 December 2017	
136.	Stress Management	BBI, BMS	12 December 2017, 28 March 2018	
137.	Career guidance	BAF, BFM	21 December 2017	
138.	Understanding the programme of NCCMP programme	BFM	25 January 2018	

	139.	Understanding the importance of commodity market	BFM	25 January 2018
	140.	Website development	BScIT	03 February 2018
	141.	Project guidance	BScIT	03 February 2018
	142.	Advance java technology	BScIT	03 February 2018
	143.	Career planning	BFM, BBI, BAF	03 February, 09 February, 28 February 2018
	144.	Microsoft global certificate seminar	BScIT	06 February 2018
	145.	Robotics	BScIT	06 February 2018
	146.	Communication Skills	BBI	09 February 2018
	147.	Career planning	BBI	09 February 2018
	148.	Soft skills development	BFM	09 February 2018
	149.	Career in modern banking	BAF, BBI	28 February, 01 March 2018
	150.	Spread of banking in India	BAF, BBI	28 February, 01 March 2018
	151.	Advanced excel	BBI, BFM	06 March, 09 April 2018
	152.	Soft skills development	BBI	09 March 2018
	153.	How to be smart investor	BFM	09 March 2018
	154.	Consumer Awareness	BFM	31 March 2018
	155.	New taxation schemes [GST]	BFM	31 March 2018
	156.	Global financial market professional program	BFM	04 April 2018
Sensitization/ Awareness Programs	157.	Psy-NC on Eating Disorders	Psychology	01 August 2017
	158.	Gender Sensitization Session	Sociology and Internal Complaints Committee	01 February 2018
	159.	Poster Competition Nanhi Pari: Save the Girl Child	Sociology	01 October 2017
Plan of Action	Sr. No.	Activity	Department	Dates
Workshops	160.	Copy writing	BMM	21 July 2017
	161.	Quiditch	BMM	11 August 2017
	162.	Lean Management	BFM	08 September 2017
	163.	Football Workshop for beginners	Gymkhana	11 /08/2017

164.	Social Media Marketing	BMS	27 September 2017
165.	Social Media Marketing	BMM	04 October 2017
166.	Ball badminton workshop	Gymkhana	11 October 2017
167.	Workshop on holistic approach to stress management and healthy lifestyle	Gymkhana	14 October 2017
168.	Workshop on holistic approach to stress management and healthy lifestyle	Gymkhana	17 October 2017
169.	Workshop on holistic approach to stress management and healthy lifestyle	BMM	25 October 2017
170.	Still Photography	BMM	12 December 2017
171.	Videography	BMM	12 December 2017
172.	Financial literacy and consumer awareness	DLLE	21 December 2017
173.	Aptitude test	BAF	21 December 2017
174.	Woman self-defence training	BAF	08 January 2018
175.	Social media marketing	Commerce	16 January 2018
176.	Self Defence workshop	Internal Complaints Committee	07 February 2018
177.	Life Skills Training	Psychology	10 February 2018
178.	Digital Literacy for Academicians	Library	10 February 2018
179.	Training programme and lean management	BAF, BBI	26 February, 24 March 2018
180.	Certification workshop	BScIT	26 February 2018
181.	Creative Writing	English	28 February 2018
182.	Use in Language in Drama	English	06 March 2018
183.	Film Criticism and Appreciation	English	15 March 2018
184.	Brand Pictionary	Commerce	16 March 2018

ANNEXURE II (b)
Academic Calendar (Commencement of Examinations) 2017-18

October 2017			March 2018		
Course	Semester	Exam Commencement Date	Course	Semester	Exam Commencement Date
FYBCOM	I	20-11-2017	FYBCOM	II	12-04-2018
FYBA	I	20-11-2017	FYBA	II	12-04-2018
FYBAF	I	20-11-2017	FYBAF	II	13-04-2018
FYBMS	I	20-11-2017	FYBMS	II	13-04-2018
FYBBI	I	20-11-2017	FYBBI	II	13-04-2018
FYBFM	I	20-11-2017	FYBFM	II	13-04-2018
FYBMM	I	20-11-2017	FYBMM	II	13-04-2018
FYBSCIT	I	20-11-2017	FYBSCIT	II	13-04-2018
MCOM PART I	I	27-01-2018	MCOM PART I	II	06-05-2018
SYBCOM	III	09-11-2017	SYBCOM	IV	20-03-2018
SYBA	III	09-11-2017	SYBA	IV	20-03-2018
SYBAF	III	09-11-2017	SYBAF	IV	20-03-2018
SYBMS	III	09-11-2017	SYBMS	IV	20-03-2018
SYBBI	III	09-11-2017	SYBBI	IV	20-03-2018
SYBFM	III	09-11-2017	SYBFM	IV	20-03-2018
SYBMM	III	09-11-2017	SYBMM	IV	20-03-2018
SYBSCIT	III	09-11-2017	SYBSCIT	IV	20-03-2018
MCOM PART II	III	27-12-2017	MCOM PART II	IV	05-05-2018
TYBCOM	V	20-11-2017	TYBCOM	VI	03-04-2018
TYBA	V	08-11-2017	TYBA	VI	03-04-2018
TYBAF	V	10-11-2017	TYBAF	VI	16-05-2018
TYBMS	V	13-11-2017	TYBMS	VI	18-04-2018
TYBBI	V	10-11-2017	TYBBI	VI	18-04-2018
TYBFM	V	08-11-2017	TYBFM	VI	18-04-2018
TYBMM	V	08-11-2017	TYBMM	VI	18-04-2018
TYBSCIT	V	20-11-2017	TYBSCIT	VI	18-04-2018

ANNEXURE II (c)
Academic Calendar (e-journal) 2017-18

Sr No.	Department	Publication name	Issues
1.	Economics	Arthagyan	Jun, Jul, Aug, Jan
2.	Commerce	Ruminations	Jun, Jul, Aug, Sept, Oct, Nov, Dec, Jan, Feb
3.	Psychology	PSY analysis	Jun, Jul, Aug, Sept, Oct, Nov, Dec,
4.	Sociology	Social Issues	Jun, Jul, Aug, Sept, Oct, Nov, Dec,
5.	History	Rajtarangini	Jul, Aug, Sept, Oct, Nov, Dec,
6.	Mathematics and Statistics	Jignyasa	Aug, Sept, Oct, Nov, Dec,
7.	BFM	Penny Talks	Jun, Aug, Sept, Oct, Nov, Dec, Jan, Feb
8.	BSCIT	Insight	Jul, Jan, Feb
9.	BBI	Bankomania	Jul, Aug, Sept, Feb
10.	BMM	Pep Talk	Jun, Jul, Feb
11.	BAF	Finacc	Jul, Aug, Jan

ANNEXURE III (a)

STUDENTS' FEEDBACK 2017-18

Teacher Performance Domains (out of 5) as Assessed by Students (Aided and Un-aided)

Subject Knowledge	Teaching Methodology	Responsiveness to Student Queries	Adequate Coverage of Course Content	Regularity and Punctuality	Effectiveness in Delivery of Lectures	Class Control	Makes himself/herself available after lectures	Helps students in realizing career goals	Use of ICT	Act as Role Model
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Sr. No.	Name of Professor	Average Overall Score (Out Of 5)
1.	Dr. K. Venkateshwarlu	2.88
2.	Dr. (Mrs). Anupama N. Nerurkar	4.18
3.	Dr. (Mrs). Chitra A. Munshi	4.22
4.	Dr. (Mrs). Nandita Saldanha	3.65
5.	Dr. (Mrs). Akshata A. Kulkarni	3.2
6.	CA Mr. Mahesh S. Sathe	3.54
7.	Dr. Gordhan N. Devnani	3.71
8.	Mrs. Samya P. Shinde	4.33
9.	CA Mr. Hrishikesh Wandrekar	3.94
10.	Dr. Satish A. Naringrekar	2.96
11.	Dr. (Mrs). Seema A. Ukidve	3.82
12.	Mrs. Laila A. Patel	3.34
13.	Dr. (Mrs). Preeti S. Vaswani	3.66
14.	Mrs. Samiksha S. Jadhav	3.44
15.	Dr. (Mrs). Neelam Yadav	4.32
16.	Mr. Ramsagar B. Yadav	2.7
17.	Ms. Pooja U. Yadav	4.14
18.	Mr. Rahul P. Dandekar	4.2

19.	Ms. Evelyn Desouza	4.57
20.	Mrs. Neha N. Dalal	4.34
21.	Mr. Sachin Phadke	2.61
22.	Mr. Chinmay Joshi	3.07
23.	Ms. Dhvani Rathod	3.9
24.	Mr. Tanmay Kesarkar	3.82
25.	Ms. Vaishali Pandya	4.59
26.	Ms. Divya Kanchan	4.72
27.	Ms. Kavita Makhija	4.55
28.	Ms. Jyoti Sarkar	4.17
29.	Mr. Sumit Pareek	4.45
30.	Ms. Dhara Vora	4.21
31.	Ms. Neha Nikam	4.21
32.	Ms. Meenal Jaisinghani	3.5
33.	Ms. Deepal Pandya	4.24
34.	Ms. Farzana Chandiwala	4.40
35.	Mr. Mehul Barai	4.27
36.	Ms. Ekta Tejwani	3.87
37.	Ms. Saloni Khanderia	4.31
38.	Ms. Sachita Sethi	3.96
39.	Ms. Sheetal Gogri	3.92
40.	Ms. Sana Dhanani	4.56
41.	Mr. Raju Gole	3.37
42.	Mr. Furqan Shaikh	4.49
43.	Mr. Sameer C.	4.83
44.	Ms. Heta Parekh	4.13
45.	Ms. Suvarna Raikar	4.23

ANNEXURE III (b)

ALUMNI FEEDBACK 2017-18

Summary of Feedback from the Alumni (Aided and Un-aided)

Sr. No.	Domains	Percentage of students who said “yes” (out of 382 students)	Percentage of students who said “no” (out of 382 students)
1.	Satisfactory Academic experience	88.63%	11.37%
2.	Satisfactory social experience	85.83%	14.17%
3.	Satisfactory support services	86.71%	13.29%
4.	Recommend college to prospective students	80.14%	19.86%
5.	Help college as alumni	78.45%	21.55%

ANNEXURE III (c)

PARENTS FEEDBACK 2017-18

Summary of parents' feedback

Sr. No.	Domain	Average rating (out of 5)
1.	Teaching- Learning Process	4.45
2.	Evaluation of Student Progress	4.56
3.	Attitude of research orientation	3.77
4.	Infrastructure	2.08
5.	Disciplinary Practices	4.21
6.	Responsiveness of administrative staff	3.30

ANNEXURE IV (SWOC Analysis)

STRENGTHS: -

- Good location with easy access.
- Job oriented courses (SFC) besides aided courses.
- Highly qualified and research-oriented faculty.
- Majority of teaching faculty with Ph.D.
- Conscientious, meticulous and hardworking teachers
- Introduction of e-journals on the college website.
- Exposure to co-curricular activities and workshops to build overall personality of students and sensitize them towards social responsibility
- Collaborative approach towards teaching and holistic development
- Accommodative and inclusive approach towards all socio-economic sections of students and cultures
- Mentoring of students at the academic and personal level
- Healthy interaction between students and faculty in and beyond the classroom.
- Learning beyond the curriculum (industrial and field visits, educational trips)
- Well-equipped and digitized library
- Overhead projectors in most classrooms
- Systematic feedback and assessment of teachers and students
- Brain-storming and tutorials

WEAKNESSES: -

- Constraint of space
- Limited Post-graduate programmes
- Lack of freedom in syllabus framing and course development due to non-autonomous status of the institution.

OPPORTUNITIES: -

- Student and teacher exchange programmes
- More collaborations and consultancy services
- Strengthening tie-ups with corporate sector for better placements of students.
- More Add-on and value based courses
- Making institution more aesthetic

CHALLENGES: -

- Competition to maintain students in traditional courses due to contemporary professional programmes.
- Maintaining competent visiting faculty in the SFC courses
- Sharing of Infrastructure and other resources with the Junior College section.
- Competition from increasing autonomous institutions.