

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

2016 - 2017

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 /
os.aided@lsraheja.org

Contact Nos.

022 2660 9320 / 022 26614101 /
022 2660 6806

Name of the Head of the Institution:

Dr. Debajit N. Sarkar

Tel. No. with STD Code:

022 2660 9320 / 022 26614101 / 022 2660 6806

Mobile:

9820134065

Name of the IQAC Co-ordinator:

Dr. Chitra A. Munshi

Mobile:

9820427960

IQAC e-mail address:

iqac@lsraheja.org

1.3 NAAC Track ID (For ex. MHC0GN 18879)

13027

OR

1.4 NAAC Executive Committee No. & Date:

EC/56/RAR/57 dated 16-09-2011

1.5 Website address:

<http://Israheja.org>

Web-link of the AQAR:

<http://www.Israheja.org/page/content/3/8>

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
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20.04.2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

- i. AQAR **2011-2012** submitted to NAAC on **27.10.2012**
- ii. AQAR **2012-2013** submitted to NAAC on **20.08.2015**
- iii. AQAR **2013-2014** submitted to NAAC on **20.08.2015**
- iv. AQAR **2014-2015** submitted to NAAC on **20.08.2016**
- v. AQAR **2015-2016** submitted to NAAC on **01.02.2018**

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) JGC 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)

SELF FINANCING – BMS, BMM, BAF, BBI, B.SC. (IT), BFM, M.COM & B.LIB.SC

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	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="---"/>
2.8 No. of other External Experts	<input type="text" value="---"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="05"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="05"/>
	Non-Teaching Staff <input type="text" value="05"/> Students Alumni <input type="text" value="05"/> Others <input type="text" value="NIL"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes No
If yes, mention the amount	<input type="text" value="Rs. 3,00,000/-"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="1"/> International <input type="text" value="-"/> National <input type="text" value="-"/> State <input type="text" value="-"/> Institution Level <input type="text" value="1"/>
(ii) Themes	<input type="text" value="How to improve SSR"/>

2.14 Significant Activities and contributions made by IQAC

Regular interactions with the class coordinators for all classes was done to maintain quality education.

IQAC evaluates teaching learning process through feedbacks.

Career oriented programmes and workshops were organized for students to give them advice on Career choices.

IQAC encourages students for participating in clubs and different events.

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. Proposal to conduct Seminars/Conferences/ Workshops/Symposia	1. Local level seminar / workshop was conducted across departments
2. To have regular academic audit during the academic year	2. Regular academic audit was conducted
3. To start e-journal for faculty	3. An e-journal was started by every department where faculty members published their research papers
4. MoUs with Avinash Desouza Foundation/ATS	4. EMDR India
5. Community activities initiated	5. Community activities were initiated by NSS, NCC and DLLE No. of activities : 20
6. Sports and Cultural activities	6. Students were encouraged to participate in inter and intra collegiate sports competition.
7. Feedback from students and parents	7. Feedback was received from students and parents across all classes.

* Annexure Table no 1 and 2

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 IQAC Committee and the Management approved the AQAR report. The management members suggested to strengthen the placement, collaboration and consultancy activities. Meetings were held by different HOD's periodically.

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	NIL	NIL	NIL	NIL
PG	01	NIL	01	NIL
UG	09	NIL	07	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	01	NIL	01	NIL
Others	NIL	NIL	NIL	NIL
Total	10	NIL	08	NIL
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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

(ii) Pattern of programmes: **Credit and Grading System**

Pattern	Number of programmes
Semester	10
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*

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

Yes, there is an update of syllabi proposed by the syllabus revision committee.

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

Yes, new course was introduced during the academic year 2016-2017. (B.L.I.Sc.)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors Principal	Others Librarian
	21	13	6	1	1

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
	11	5	8	-	1	-	1	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty -- 4 3

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	17	8
Presented papers	9	16	3
Resource Persons			3

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

The following innovative processes were adopted by different teachers to aid teaching learning processes:

Flip classes-BFM; 3 Psychology students sent for corporate training programme based on class test marks and attendance; open book test for SYBA (Social Psychology); documentary movies screening; field trips; Psychology department students conducted experiment out of college; learning through interaction; recap of lecture; surprise test; group discussions; use of excel, SPSS; guidance lecture on Management Accounting and Auditing(Accounts department)

2.7 Total No. of actual teaching days during this academic year. 180

2.8 Examination/ Evaluation Reforms initiated by the Institution.

Open Book Test.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development 1 1 1

as member of Board of Study/Faculty/Curriculum Development workshop

Dr Anupama Nerurkar- FYBA/SYBA- Commerce I, II, III, IV, V.VI; TYB.Com-MHRM

Dr. Akshata Kulkarni- FYB.Com /FYBA FC I and II; SYBA/B.Com-FC II

Dr. Chitra Munshi- Member of Board of Studies, St. Xavier's College, Mithibhai College.

2.10 Average percentage of attendance of students

65-70%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	290	7	44	43	82	44%
BCOM	975	6	76	116	373	53%
BMS	361	27	116	103	62	85.31%
BAF	193	30	85	29	24	87.04%
BBI	180	4	43	54	64	91.66%
BSc.IT	173	7	37	42	15	58.38%
BMM	173	4	33	53	42	76.30%
BFM	149	6	34	48	41	86.58%
MCOM	111	2	42	50	6	90%

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

IQAC Co-ordinator, Principal, Head of the Department and Senior Faculty members are involved in reviewing the academic development. The following activities were undertaken.

- Encouraging students and teachers to engage in research
- Motivating students to participate in intercollegiate events
- Quantitative and qualitative analysis of results
- Inviting resource people to deliver lectures in their area of expertise

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	4
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	2-Syllabus related workshops
Others	NIL

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	26	03	NIL	NIL
Technical Staff	NIL	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

Initiatives taken by IQAC are:

- Motivating staff and students to engage in research

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	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2		
Non-Peer Review Journals	3	1	
e-Journals		1	
Conference proceedings	9	10	2

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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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	01	Nil	Nil	Nil
Sponsoring agencies		L. S. RAHEJA COLLEGE			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year.

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

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
	Nil	Nil	Nil	Nil	Nil	Nil

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

02

NIL

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

Nil

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level 60 State level Nil

National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level State level

National level International level 1

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 01

NCC -- NSS -- Any other 03

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

- Articles published in Regional Marathi Daily.
- Blood Donation Camps, Thalessemia Chekup, Traffic Control.
- NSS wing has adopted Sakwar village, Virar, Phalghar under the Village Development Plan.
- NSS Wing conducted cashless India survey at the adopted village

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	21			21
Laboratories	02			02
Seminar Halls	01			01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	16			16
Value of the equipment purchased during the year (Rs. in Lakhs)	1579605			1579605
Others				

4.2 Computerization of administration and library

<p>Computers available in administration office and library (43)</p> <p>Library. (20)</p> <ul style="list-style-type: none">a. Project room :- 11 computersb. Network Resource (for teaching staff) :- 2 computersc. Library office :- 6 computersd. Librarian :- 1 netbook <p>Administration Office :- (23)</p> <ul style="list-style-type: none">a. Principal :- 1 laptopb. Vice Principal:- 1 Computerc. Admin Office :-17 computers + 1 laptopd. Server Room : 1 computere. Exam Room :- 1 computerf. Board Room :- 1 laptop <p>Administration Office are computerised using Vriddhi Software</p>

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15065	1736117	2198	234500	17263	1970617
Reference Books	37307	11958537	978	704834	38285	12663371
e-Books	31,35,000+ e-books (INFLIBNET N- LIST)	5000	NIL		31,35,000 + e-books (INFLIBNET ET N- LIST)	
Journals	52	71670	62	86389	62	86389
e-Journals	6,000+ e-journals (INFLIBNET N- LIST)				6,000+ e- journals (INFLIBNET ET N- LIST)	
Digital Database	Nil		Nil		Nil	
CD & Video	1187	58911	0	0	1187	58911
Others (specify) Thesis	49					
Maps	6					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	102	61	4 mbps	19	1	17	22	5
Added	3		20mbps					
Total	105						22	5

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

<ul style="list-style-type: none"> ➤ The faculty has access to computer and internet in the common room and library. ➤ INFLIBNET facility is available to the staff which they access independently as all are provided passwords. ➤ New library management software SLIM21 have been installed for efficient and effective management of library housekeeping activities.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 9,996
ii) Campus Infrastructure and facilities	Rs.21,51,490
iii) Equipments	Rs.4,68,784
iv) Others	Rs.6,20,282
Total :	Rs.32,50,552

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC

The major contribution of IQAC in enhancing awareness about student support services are as follows:

Students Council

NSS, NCC – for extension activities

DLLE

Gymkhana – for indoor & outdoor games

Magazine Committee – to invite students to contribute articles

Information displayed on about various activities or electronic display board

Career counselling and Personal Counselling

Parent teacher meeting

5.2 Feedback from students

Grievance box regularity managed by the authorities

Curricular activities like elocution, essay writing, poster making, PPT, competition which are conducted by various departments

PTA meetings

Nature club

Placement Cell

Notices about the activities are announced / displayed on the College website and on the notice boards in College and with the notice circulated in the class rooms

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2628	292	NIL	NIL

(b) No. of students outside the state

18+33

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1423	49		1497	51

No	%
1497	51

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2533	87	29	214	01	2863	2487	116	45	272	0	2920
Demand ratio						Dropout % 13%					

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Aptitude testing was done for the students to facilitate their choice of career and clear doubts about their future academic and professional plans.

Guest lectures are held by renowned people in different areas of Counselling to show students the path.

Successful Alumni are also invited for the same purpose.

No. of students benefitted

100

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
Nil	Nil	Nil	10

5.8 Details of gender sensitization programmes

The NSS Unit of the College screened a film on Gender equality. In like manner the Sociology department students attended a documentary “Share the load” which was conducted by NGO “Akshra”.

Gender issues and socio cultural impact on status of women are also discussed by the faculty in subjects like Foundation Course, psychology, Sociology, Economics. DLLE affiliated to University of Mumbai helps to sensitize students by offering awareness programme regarding women’s issues and women empowerment

5.9 Students Activities

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

State/ University level National level International level

5.9.1 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	05	27302
Financial support from government	181	1714086
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: 25

5.13 Major grievances of students (if any) redressed: All are redressed, if any.

No major grievances were reported by the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – Endangering 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 seeks 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, the institution has MIS at various level which are integrated by ERP software. The institution library has INFLIBNET Software System which tracks and manages the library resources.

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

6.3.1 Curriculum Development

As the curriculum is prescribed by the University, the same is strictly followed by the departments however some staff members are members of BOS and syllabus revision committee, they contribute their experience and expertise in framing the syllabus.

The syllabus of add-on course conducted by the department of Psychology on listening skill was framed by the departmental head.

6.3.2 Teaching and Learning

The college has installed LCD in most class rooms to enhance the teaching learning process. The class teaching is supplemented through field visits, industrial visits, seminars and conferences and guest lectures. To enhance teaching learning, the departments undertake the following activities:

- Regular Departmental Meetings are conducted.
- Tutorials are held in certain subjects.
- Students are taken to Industrial Visits.
- Regular Departmental Meetings are conducted.
- Tutorials are held in certain subjects.
- Students are taken to Industrial Visits.

6.3.3 Examination and Evaluation

Besides semester end examination, additional class tests and surprise tests are conducted at regular intervals. Students are also given assignments and projects

- Feedback of question papers of the examiners are taken from Moderators

6.3.4 Research and Development

To stimulate research teachers are encouraged to write research paper and present them at seminar and conference. The institute launched an e-journal to which every department contribute articles every month.

6.3.5 Library, ICT and physical infrastructure / instrumentation

On the recommendation of the Staff, new books are purchased
Wifi facility
INFLIBNET for
The institute has LCD in most class room which enhances the teaching learning process.

6.3.6 Human Resource Management

1. Processing employee records, updating service books of aided staff members
2. Issuing Identity cards, managing leave records of staff, maintaining biometric record of attendance,
3. Felicitation of retiring employees on behalf of management

6.3.7 Faculty and Staff recruitment

All appointments of Teaching and Nonteaching are done as per the rules and regulations of the University of Mumbai, UGC and Government of Maharashtra from time to time.

For selection – A panel comprising subject experts is formed for conducting interviews. The shortlisted candidates are offered job offer letter. On their acceptance, appointment letters are issued.

6.3.8 Industry Interaction / Collaboration

The College has collaboration with EMDR (India) KKC

Seminar and Workshops / Talks are held by some departments where professionals are invited to share their knowledge and expertise.

6.3.9 Admission of Students

Admission are given on the basis of merit and as per University guidelines. The applications are scrutinized by the Admission Committee and all details regarding admissions and the merit list are displayed in the College website and on notice boards.

6.4 Welfare schemes for

Teaching	-
Non-teaching	Financial assistance
Students	Book bank facility

6.5 Total corpus fund generated

NIL

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	Yes	University of Mumbai	Yes	Principal
Administrative	Yes	University of Mumbai	Yes	Principal & Management

6.8 Does the University/ Autonomous College declares results within 30 days? **N.A.**

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

The college follows Examination norms as per the directives of University of Mumbai from time to time.

CBSGS was introduced by the University of Mumbai (100 Marks Revised pattern for

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

University of Mumbai has published the norms to be eligible for applying autonomy through its website.

Academic Audit team was constituted by University of Mumbai to promote autonomy

6.11 Activities and support from the Alumni Association

The Alumni Association is highly involved in the activities of the college. The alumni members are a part of QAR which is a parent body of IQAC. Some of the ex-students give generously of their time and resources like talks, guidance in the choice of subjects and career to the current students. Ex. Students who are a part of show biz offered their services for the annual functions of some of the departments.

6.12 Activities and support from the Parent – Teacher Association

parent teacher meetings are held by most department where parents are informed about the attendance rules, the examination system and expectations by the department.

Parents are informed that if the child defaults in any way they will be made aware of it either through a phone call, SMS or e-mail. Every year alumni is invited to talk about their experiences and give some useful tips to the current students. The feedback is also invited by the parents to modify if necessary.

6.13 Development programmes for support staff

Support staff is encouraged to pursue further studies. Few of them are pursuing graduation and post-graduation and concession in the fees is granted to them.

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

Institution promotes tree planting every year to make the campus more green. Nature club organizes various programmes to spread awareness about environment pollution.

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.

INFRASTRUCTURE:

- Class mentors assigned work of monitoring attendance
- More LCDs installed in classrooms to facilitate and enhance teaching learning process
- College website reconstructed to make it more user friendly
- E journal formulated for the faculty members

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

- State Level seminar / workshop conducted by various Departments.
- Conducting workshops by different departments.
- Submission of academic audit report.

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

- Gender sensitisation conducted by IQAC and Sociology Department in collaboration with Majlis- programme conducted titled 'Expressions';
- Sensitisation and awareness programme for students conducted awareness on Alzheimer with "Silver Linings" NGO.

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

7.4 Contribution to environmental awareness / protection

Sensitising students for conservation of nature and heritage – visit to Nallasopara (history department); participation in state government 1 crore tree plantation by Nisarg.

7.5 Whether environmental audit was conducted? Yes No

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

SWOC analysis was carried out for the staff			
Strengths	Weaknesses	Opportunities	Challenges
A combination of Academia and Industry interface: Well qualified & experienced faculty-base	Time and space constraints	To start diploma courses in public speaking and foreign languages	Competition from increasing autonomous institution
Student-Teacher mentor program	Limited number of International students	Tie ups with corporates for job fair	Running the existing self-financing courses successfully with the help of visiting faculty.
Community field work (Rotaract Club, Leo club, DLLE)	Not enough post graduate programs	Extension activities in the field of local culture and environment	Expenses incurred for functioning of the college has increased vastly in comparison to the face to face prescribed by the university.
Academic Events (Insight, Gladium, Finaccin, Retake)	No liberty of framing syllabus	To build up strong Alumini Association	Competition from glamorous professional programs has affected the demand of traditional aided programs.
Consistently better results as compared to university results			

Name Dr. (Mrs.) Chitra A. Munshi

Name Dr. Debajit Sarkar

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Abbreviations:

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

ANNEXURE

ANNEXURE I

AQAR TABLE 2016-17

TABLE: 1. ACADEMIC CALENDER FOR THE YEAR 2016-17:

Year	Beginning	FYBA/BC om Admission Process Period	Semester I, III, V Internal Exams	Semester I, III External Exams	Diwali Vacation	Semester II, IV, V Internal Exams	Semester II, IV External Exams
2016 -17	06.06.2016	26.05.2016 to 29.06.2016	22.08.2016 to 28.08.2016		26.10.2016 to 14.11.2016	18.01.2016 to 25.01.2016	

DEAPRTMENTAL ACTIVITIES 2016-2017

Sr. No.	Day	Activity	Resource person	Remark
1	09 th June, 2016	‘Time Management and Self Discipline’.	Prof. S. M. Sawant	Attended by degree college students
2	22 nd July 2016	BREXIT	Dr. K. Venkateswarlu	
3	30th July 2016	Revised syllabus in Business Economics in collaboration with Board of Studies in Business Economics	Mrs. Daksha Kapadia Dr. Rajam Rajgopalan Dr. K.L.N. Sastry Prof. S.M. Sawant Dr. Parvathi Venkatesh	Attended by degree college faculty
4	25 th October, 2016	‘How to Prepare for Examination’	Prof. S.M. Sawant	Attended by degree college students
5		“Corporate Social Responsibility”	CS. Shalini Dabholkar	Attended by degree college students
		“Best Presented Final Accounts”	Department of Accountancy	For Accountancy students
6	28 September, 2016	Guest lecture on “Tips and Tricks to perform effectively in University Exams”	Mr. Mandar Bhanushe	Attended by degree college students
7	28 th January, 2017	Quiz Competition “Fastest Finger First”		
8	1st July 2016.	Plantation programme of Govt. of Maharashtra by planting trees in the nearby Pawan- Hansa Residential Colony	Mrs. A. A. Kulkarni	

9	3 rd August, 2016	Inauguration of Nisarg Nature club followed by a Quiz Competition.		
10	25 th October, 2016	Impressive and Effective Answer sheet writing – An Art”.		For the students of FYB.Com
11		‘Worry- A rocking chair”	Renowned Psychiatrist Dr. Avinash DeSousa.	students from different colleges in Mumbai
12	3 rd Sept 2016	“Time management”		
13	7 th Oct 2016	“Performance Appraisal”	Mr. Vinay Prabhu	For T.Y.B.A. students
14	8 th Oct 2016	Orientation on SPSS and EXCEL for T Test	Dr. Neelam Yadav	For T.Y.B.A. students
15	19 th October, 2016	Workshop on Effective study habits and techniques		For F.Y.B.A. students
16	December 2016	“Sybil” a movie on Dissociative Identity disorder was screened		For T.Y.B.A. students
17	January 2017	“Johari Window”	Dr. Chitra Munshi	For T.Y.B.A. students
18	April, 2017	Field visit to Thane mental hospital		For T.Y.B.A. students
19	27 th Jun	Screening of documentary – ‘Modern Times’.		
20	19 th Jul	Talk on ‘Environment and Society’	Prof. H. Wandrekar	For S.Y.B.A. students
21	25 th Jul	Debate competition on ‘Are Beauty Pageants Objectifying Women’.		For SYBA students
22	27 th Jul	Workshop cum program – ‘Expressions’ in collaboration with ‘Majlis’ Theme – The Ideal Victim.		For all College students
23	30 th Jul	Talk on ‘Recruitment’.	Ms. Kanwalpreet Kaur	For TYBA students
24	29 th Aug	Debate Competition “Are Security cameras an Invasion of Privacy”		For SYBA students
25	22 nd Sep	Talk and Presentation on Sociological effects of Alzheimer’s.	Mr. Mishra, founder of “Silver Innings”.	
26	7 th Jan	Talk on “Decoding the myth of Rural Tourism” Dr. S. Naringrekar.	Dr. S. Naringrekar.	
27	10 th Jan	Talk on “Adventure Tourism Practical Experience”.	Mrs. S. Vora.	

28	16 th July 2016	Poster Competition on the theme "Landmarks in the History".		for SYBA history students
29	20 th July	"Numismatics"	Dr. Mahesh Kalra, Convener, Centre of Numismatic Information and Studies (CENNUMIS).	More than 85 students participated from different colleges in Mumbai.
30	28 th September	Guest lecture for "Discovery of India by Jawaharlal Nehru"	Ms. Prachi Savla, Research Scholar from Department of History, University of Mumbai	For TYBA students
31	30 th September	Competition on "Lost Recipes"		Students of FYBA, SYBA and TYBA.
32	23 rd December	Screened a documentary "British Occupation of India"		For FYBA students.
33	19 th January	Guest lecture on "Indo-Portuguese layer of Bombay"	Dr. Sidh Losa Mendiratta, Auxiliar Professor and Post-doctoral investigator from Universidade de Coimbra, Portugal	
34	14 th and 16 th February	"Electronic Revolution in Library"	Mrs. Parita Desai, Librarian	For TYBA students.
35	26.9.2016	"Dance, Music & Acting Workshop"		
36	21.10.2016	"Raas Garaba" was organized on the playground with live orchestra	T.V. personalities as Chief Guests	850 students participated in this event
37	15.2.17 to 17.2.17	"Unmesh, 2017" an intercollegiate festival		Many colleges participated in this mega event
38	13 th July	NCC unit of the College had organized an orientation programme		
39	21 st June	International yoga day		

DEPARTMENTAL ACTIVITIES OF SELF FINANCING COURSES – 2016-2017

BMS

1. Seminar on “Work Culture Aborad” on September 27, 2016
2. Seminar on “Marketing and Communication” on October 20, 2016
3. Seminar on “Professional Resume Writing and Basic Communication Skills” on October 25, 2016

BMM

1. Guest Lecture for FYBMM – Marketing and Media on October 19, 2016 by Dr. Joyonto Mukherjee.
2. Guest lecture for FYBMM on Career Guidance by “CPLC”
3. Guest Lecture for TYBMM – Advertising by Prof. Anita Mandrekar
4. Guest Lecture for TYBMM on Digital Media by Mr. Pradeep Shashidharan
5. Guest lecture for TYBMM – advertising by Ms. Shobhana Venkatesh on Direct Marketing.
6. Guest Lecture for TYBMM - Advertising by Mr. Hanif Lakdawala on Advertsing and Marketing Research.

BAF

1. Guest Lecture for SYBAF and FYBAF on Career Guidance by “CPLC”
2. Seminar on “Professional resume writing and basic Communication Skills” on October 25, 2016
3. Seminar by FLAMES for SY and TY future prospects on MBA
4. Guest lecture by SLLIF on foreign education
5. Guest lecture by ICA computer education
6. Guest lecture BSE on Stock markets and its future prospects.

BBI

1. Seminar on Soft Skills by Mrs Jharna (Sydneyham College) in October, 2016
2. Guest lecture on Security analysis and Portfolio Management by Prof. Shraddha Shukla in October, 2016.
3. Guest lecture on Mumbai funds by Mr Rajesh Gupta from Yes Bank on November 20, 2016
4. Guest lecture on Economics for FYBBI by Prof. Jaison Thomas on March 6, 2017
5. Career Development Seminar – Abhi Nahi toh Kabhi Nahi - by Mr. Prarag Chitle and Prof. Nikunj Doshi from CPLC

B.SC. IT

1. Seminar on Project Guidance from Seed infotech
2. Career Development by Seed Infotech
3. Workshop on Pre-placement training for TYBSC IT by Mr. Rohan Mehra
4. Microsoft ASP.Net with Cloud by ATS Infotech Private Limited Learning Solutions

BFM

1. Workshop for TYBFM Students on “What is Best Career for You” by Mr. B. Shrinivasan of Thadomal Sahani Centre for Management
2. Guest lecture for SYBFM and FYBFMM on Career Guidance by CPLC
3. Guest Lecture at BSC on Stock Markets and its future prospects
4. Guest Lecture by ALLIF on Foreign education.
5. Guest Lecture by ICA computer education.

ANNEXURE II COMPUTER STOCK

Department	PC	Monitor	Printer	Projector	Switch	Router	Copier	Server	Scanner
DEGREE OFFICE	11	11	5	9	1		1	1	1
SFC OFFICE	6	6	2	5	1				
COMPUTER LAB	61	61	1	1	3				
LIBRARY	19	19	2		3	3	1		1
SERVER ROOM	1	2	1		2	2		3	
GYMKHANA	1	1							
STATESTIC DEPT	1	1							
PRINCIPAL			1		1	1			
VICE PRINCIPAL	1	1	1						
SFC CO-ORDINATOR			2						
Exam room			1				3		
Staff Room	1	1	1						
Wooden Cabin			1						
TOTAL	102	103	18	15	11	6	5	4	2

LAPTOP	Qty	Model
BSCIT	2	XPS /ASUS NETBOOK
BFM	2	VOSTRO / ASUS NETBOOK
BMS	2	VOSTRO / ASUS NETBOOK
BMM	2	VOSTRO / ASUS NETBOOK
Maths, Stats & Computer Dept.	1	XPS
Principal	1	HP
Vice Principal	1	XPS
Exam	1	XPS
Board Room	1	XPS
Degree Office	1	XPS

Remedial/ Sociology Dept.	1	HP
Psychology	1	HP
Commerce Dept.	1	HP
IQAC Dept.	1	HP
BBI	2	HP / ASUS NETBOOK
BAF	2	HP / ASUS NETBOOK
Library	1	ASUS NETBOOK
Mcom	1	ASUS NETBOOK
Business Law Dept.	1	ASUS NETBOOK
English Dept.	1	ASUS NETBOOK
Degree Staff	1	ASUS NETBOOK
Total	27	