

The Quality Assurance Report (QAR) of the IQAC (01 July 2015 to 30 June 2016)

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

Part – A

1. Details of the Institution

| | |
|---|--|
| 1.1 Name of the Institution | Karnataka Sangha's Manjunatha College of Commerce, Thakurli (E) |
| 1.2 Address Line 1 | Kanchangaon |
| Address Line 2 | Khambalbada |
| City/Town | Thakurli (East), Thane Dist. |
| State | Maharashtra |
| Pin Code | 421201 |
| Institution e-mail address | mcc_college@rediffmail.com principal@ksmanjunathacollege.edu.in |
| Contact Nos. | 0251-2439952 |
| Name of the Head of the Institution: | Dr .V. S. Adigal |
| Tel. No. with STD Code: | 0251-2441826 |
| Mobile: | 9869033064 |
| Name of the IQAC Co-ordinator: | Asst. Professor Sushila Vijaykumar |
| Mobile: | 9323830372 |
| IQAC e-mail address: | mcc_iqac@yahoo.com |
| 1.3 NAAC Track ID (For ex. MHCOGN 18879) | MHCOGN18877 |
| 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) | EC (SC)/05/A&A/084 dated 03/03/2015 |
| 1.5 Website address: | www.ksmanjunathacollege.edu.in |
| Web-link of the AQAR: | http://www.ksmanjunathacollege.edu.in/pdf/Final-AQAR-2014-2015.pdf |

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|---|
| 1 | 1 st Cycle | B | 2.70 | 2014-2015 | 5 years 03/03/2015 to 02/03/2020 |
| 2 | 2 nd Cycle | -- | -- | -- | -- |
| 3 | 3 rd Cycle | -- | -- | -- | -- |
| 4 | 4 th Cycle | -- | -- | -- | -- |

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

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

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

AQAR 2014-2015 uploaded on 24-04-2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous College of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women
Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

University of Mumbai

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff/ Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Orientation regarding Examination Reforms, Semester and Grading System
- Assistance in extension programmes
- Teacher's Appraisal
- Biometric attendance for all the employees
- Examination Software updation and online internal tests
- Collection and analysis of the feedback
- Upgradation of infrastructure
- Computerization and technology upgradation
- Interaction with Alumni, PTA and Placement Cell
- Ramp for differently abled

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|--|--|
| <ul style="list-style-type: none"> ➤ Orienting students & parents about new Exam reforms, semester & grading system ➤ Academic Calendar ➤ Collection and analysis of feedback ➤ Software updation of Exams and Results ➤ Library computerization ➤ Remedial coaching for weak students | <ul style="list-style-type: none"> ➤ Periodical meetings for informing students & parents ➤ Academic calendar implemented ➤ Feedback collected, analysed and informed to teachers ➤ Software updated ➤ E-Library operational ➤ Remedial classes conducted in all the subjects. |

* Annexure: Academic Calendar for the academic year 2015-2016

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

2.16 Provide the details of the action taken

AQAR was discussed and approved.

- Upgradation of Office, Library and the Staff room
- Increase in the number of Smart Classrooms
- Local Selection Committee conducted interviews for appointing teaching and non-teaching staff as per the vacancies
- Preparation, display and implementation of the Academic Calendar
- Conduct of Administrative Audit and Academic Audit
- IQAC and Examination Committee organized Orientations for the Teaching Staff and Students on University Examination Rules and Regulations
- Staff attended Orientation, refresher and short term courses.
- Senior teachers guide the new staff regarding Teaching Plan, Diary and methods
- Parents are notified about their ward's Monthly Attendance
- The Class Representatives and Council Members interact with the students and teachers regularly and provide feedback on various issues.
- Industrial Visits to provide practical insights to the Students
- Class Tests and Preliminary Exams for Final Year Students
- Professional Coaches hired for training students for University Youth Festival
- Student Aid Fund and Scholarship facilities
- Lectures and workshops by Placement Cell

Part – B
Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added /Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|---|
| PhD | - | - | - | - |
| PG | 01 | - | - | - |
| UG | 03 | - | 02 | - |
| PG Diploma | - | - | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | - | - | - | - |
| Others | - | - | - | - |
| Total | 04 | - | 02 | - |
| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

✓

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

| Pattern | Number of programmes |
|-----------|-------------------------|
| Semester | 4 (B.Com/BMS/BAF/M.Com) |
| Trimester | - |
| Annual | - |

1.3 Feedback from stakeholders* Alumni Parents Employers Students

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

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

Yes. Credit – based choice system and skill-based courses as per the University guidelines.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 6 | 5 | -- | 1 | -- |

2.2 No. of permanent faculty with Ph.D. 1

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2.4 No. of Guest and Visiting faculty and Temporary faculty 00 00 14

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|--------------------|---------------------|----------------|-------------|
| Attended Seminars/ | -- | -- | 01 |
| Presented papers | 5 | 8 | -- |
| Resource Persons | 1 | 1 | -- |

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

Use of OHP and LCD projector for making better visual presentation of the subject.
 Students are motivated to make presentations on varied topics to gain insights in various subjects.
 Conducting Quiz contest, Ad Mad Show, Poster etc. to inculcate interest in subject.
 Organizing industrial visits to give practical insights.
 Exhibition of library books.
 Nature trails.
 Cartographic references and use of maps.

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) Examination System implemented is according to University of Mumbai guidelines. Photocopy provided in case of re-evaluation/verification.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop -- 02 --

2.10 Average percentage of attendance of students 76

2.11 Course / Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | | | | |
|------------------------|--------------------------------|----------|---|----|----|----|---|-----|------|
| | | O | A | B | C | D | E | RLE | Fail |
| TYBCOM | 166 | -- | 7 | 25 | 30 | 13 | - | 24 | 67 |
| TYBMS | 8 | -- | 3 | 2 | - | - | - | - | 3 |
| MCom-II | 12 | | 3 | 2 | 4 | | | | 3 |

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

- Academic calendar.
- Teaching plan
- Daily report to monitor the schedule of lectures.
- Student Feedback
- Maintenance of Log Book by teachers.
- Encouragement to faculty to use ICT resources in the classroom.
- Motivating faculty to attend seminars, conferences and syllabus revision workshops.
- Planning and conduct of remedial coaching for weaker students.
- Training of junior supervisors for supervision duties by the Examination department.

2.13 Initiatives undertaken towards faculty development

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

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 | 08 | -- | -- | 06 |
| Technical Staff | --- | --- | --- | --- |

Criterion – III

3. Research, Consultancy and Extension

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

- Support in terms of technology and information
- Adequate infrastructure and human resources
- The research committee holds meetings and guides the teachers for research
- Teachers are encouraged to present research papers at various conferences and seminars
- Motivation to appear for PET Examinations and to register for PHD

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 9 | 4 | -- |
| Non-Peer Review Journals | 9 | 3 | -- |
| e-Journals | -- | 1 | -- |
| Conference proceedings | 10 | 15 | -- |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects | -- | -- | -- | -- |
| Minor Projects | -- | -- | -- | -- |
| Interdisciplinary Projects | -- | -- | -- | -- |
| Industry sponsored | -- | -- | -- | -- |
| Projects sponsored by the University/ College | -- | -- | -- | -- |
| Students research projects <i>(other than compulsory by the University)</i> | -- | -- | -- | -- |
| Any other(Specify) | -- | -- | -- | -- |
| Total | -- | -- | -- | -- |

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

| | | | |
|------------------|---------------------------------|---------------------------------|---------------------------------|
| | UGC-SAP | CAS | DST-FIST |
| | DPE | | DBT Scheme/funds |
| | <input type="text" value="--"/> | <input type="text" value="--"/> | <input type="text" value="--"/> |
| 3.9 For colleges | Autonomy | CPE | DBT Star Scheme |
| | <input type="text" value="--"/> | <input type="text" value="--"/> | <input type="text" value="--"/> |
| | INSPIRE | CE | Any Other (specify) |

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | -- | -- | -- | -- | -- |
| Sponsoring agencies | -- | -- | -- | -- | -- |

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management or University/College

Total

3.16 No. of patents received this year

| Type of Patent | Number | |
|----------------|---------|-----|
| National | Applied | --- |
| | Granted | --- |
| International | Applied | --- |
| | Granted | --- |
| Commercialized | Applied | --- |
| | 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 |
|-------|---------------|----------|-------|------------|------|---------|
| --- | -- | 02 | --- | --- | --- | --- |

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 | <input type="text" value="50"/> | State level | <input type="text" value="03"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.22 No. of students participated in NCC events:

| | | | |
|------------------|--------------------------------|---------------------|--------------------------------|
| University level | <input type="text" value="-"/> | State level | <input type="text" value="-"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.23 No. of Awards won in NSS:

| | | | |
|------------------|---------------------------------|---------------------|--------------------------------|
| University level | <input type="text" value="01"/> | State level | <input type="text" value="-"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.24 No. of Awards won in NCC:

| | | | |
|------------------|--------------------------------|---------------------|--------------------------------|
| University level | <input type="text" value="-"/> | State level | <input type="text" value="-"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.25 No. of Extension activities organized

| | | | | | |
|------------------|--------------------------------|---------------|---------------------------------|-----------|--------------------------------|
| University forum | <input type="text" value="-"/> | College forum | <input type="text" value="5"/> | | |
| NCC | <input type="text" value="-"/> | NSS | <input type="text" value="14"/> | Any other | <input type="text" value="1"/> |

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

- Various social activities are conducted by NSS such as blood donation camps, distribution of educational materials, cleaning & sanitizing public places.
- Adoption of KDMC school No.70 at Khambalpada, Thakurli (E)

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 | 5207 sq. meters | | Mgmt | 5207 sq. meters |
| Class rooms | 16 | | Mgmt | 16 |
| Laboratories | 2 | | Mgmt | 2 |
| Seminar Halls | 3 | | Mgmt | 3 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | Generator-1 Computer – 45 Laptop-1 Air Conditions – 7 Water Coolers-2 Canon Xerox-1 CCTV Camera-6 | Canon Xerox-1 Computers -16 Air Conditions – 3 | College & Management | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | Rs.857675/- | | Rs.857675/- |
| Others | Chairs -122 Plastic Chairs -500 Chair -Table for Students- 120 Benches -525, Cupboards-5 | 100 benches | | |

4.2 Computerization of administration and library

| |
|---|
| Library software – SOUL 2.0 Digital Library software – Green Stone Library website: http://librarymcc.weebly.com |
|---|

4.3 Library services:

| | Existing | | Newly added | | Total | |
|-------------------------|----------|------------|-------------|------------|-------|------------|
| | No. | Value (Rs) | No. | Value (Rs) | No. | Value (Rs) |
| Text Books | 3167 | 432860.99 | 610 | 90888 | 3777 | 523748.99 |
| Reference Books | 2578 | 790482.14 | 178 | 86973 | 2755 | 877455.14 |
| e-Books (NLIST) | 97000 | | | | 97000 | |
| Journals | 08 | | 01 | | 09 | |
| e-Journals(NLIST) | 6000 | | | | 6000 | |
| Digital Database(NLIST) | 20 | | | | 20 | |
| CD & Video | 75 | 15594 | | | 75 | 15594 |
| Others (specify) | 109 | 13940 | 57 | 6950 | 166 | 20890 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 46 | 30 | | | | 7 | 4 | 5 |
| Added | 16 | 15 | | | | 1 | | |
| Total | 62 | 45 | | | | 8 | 4 | 5 |

*Old Computers sold 24 & 1 old PC is discarded=25

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

Computers are inter-connected via local network. Most of the office operations such as online admissions, enrolment, and Examination hall ticket generation are web based as prescribed by the University/Board/Govt. of Maharashtra. Computer Training is given to teachers and students from time to time.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|--------------|
| i) ICT | 2.01 |
| ii) Campus Infrastructure and facilities | 4.88 |
| iii) Equipments | 5.82 |
| iv) Others | 11.31 |
| Total: | 24.02 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC conducts induction programme for the first year students to inform them through PPTs about the vision, mission and objectives of the College in addition to the rules, regulations and activities.
- IQAC publishes information on college website about various activities.
- Display boards in college also help in promoting the college activities.

5.2 Efforts made by the institution for tracking the progression

The monitoring of student performance and progression begins by documenting the entry level marks/grades of new admissions in the office.

Heads of the Departments along with the Academic Advisors and course faculty monitor student's progression based on semester wise performance.

Periodic Parent-Teachers meeting is conducted to inform the parents about their ward's progress.

5.3 (a) Total Number of students

| | | | |
|------|----|--------|--------|
| UG | PG | Ph. D. | Others |
| 1020 | 44 | | |

(b) No. of students outside the state

UG-0, PG-0

(c) No. of international students

-

| | | | | | | | | | | | | | |
|--|-----|-------|---|--|-----|-------|--|-------|----|---|--|-----|-------|
| <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Men</td> <td>No</td> <td>%</td> </tr> <tr> <td></td> <td>666</td> <td>62.59</td> </tr> </table> | Men | No | % | | 666 | 62.59 | <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Women</td> <td>No</td> <td>%</td> </tr> <tr> <td></td> <td>398</td> <td>37.41</td> </tr> </table> | Women | No | % | | 398 | 37.41 |
| Men | No | % | | | | | | | | | | | |
| | 666 | 62.59 | | | | | | | | | | | |
| Women | No | % | | | | | | | | | | | |
| | 398 | 37.41 | | | | | | | | | | | |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 704 | 38 | 6 | 116 | 2 | 866 | 842 | 56 | 5 | 161 | - | 1064 |

Demand ratio 1: 1.2

Dropout % - 0.5%

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

- College has a career guidance and placement cell.
- The career news and information about competitive Exams are displayed on the Notice board.
- The College Library provides reference books and magazines.

No. of students beneficiaries

100

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 counseling and career guidance

Career Guidance Cell organises Seminars and Guest lectures.

No. of students benefitted

5.7 Details of campus placement

| On campus | | | Off Campus |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 2 | 27 | 6 | Records unavailable |

5.8 Details of gender sensitization programmes

- Self Defence Workshop
- Lecture on Women's Health
- Poster Exhibition.

5.9 Students Activities

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

State/ University Level National Level International Level

No. of students participated in cultural events

State/ University Level National Level International Level

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

Sports: State/ University Level National Level International Level

Cultural: State/ University Level National Level International Level

5.10 Scholarships and Financial Support

| | No. of students | Amount (Rs) |
|--|-----------------|-------------|
| Financial support from institution | 11 | 24500 |
| Financial support from government | 71 | 447135 |
| Financial support from other sources | --- | --- |
| No. of students with International/National recognitions | --- | --- |

5.11 Student organised/initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To work for the creation of a centre of excellence by training and empowering young minds.

Mission

1. To educate and train learners in the fields of Commerce, Accountancy, Economics, Management, Banking and Finance.
2. To collaborate with industries for equipping learners with relevant knowledge, skills and attitude.
3. To act as a catalyst in empowering learners to become better citizens by developing a sense of social conscience and commitment.

6.2 Does the Institution have a Management Information System?

Yes.

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

6.3.1 Curriculum Development

- Curriculum is prescribed by the University of Mumbai and no scope for revisions.
- Feedback is collected and suggestions are given by the respective subject teachers in syllabus revision committee meetings.
- Faculty attends syllabus revision and curriculum development workshops

6.3.2 Teaching and Learning

- Orientation lectures to familiarize the students with College rules and activities
- Lectures follow the modules prescribed by the University
- Students comprise vernacular medium. So, bilingual method is used to explain the concepts
- ICT and Guest lectures are used as a supplement to lectures
- Booster Lectures and Remedial classes are conducted regularly for enhancing the results.
- Industrial Visits and Study Tours for select Courses like BMS/BCom.
- Mock interviews and group discussions

6.3.3 Examinations and Evaluation

- New teachers are given orientation and they are guided with respect to supervision duties, question paper setting, preparation of model answers and assessment.
- Computer software programme is available for processing the Results.
- The tentative Examination dates are announced beforehand. The Exam Time-table is displayed at least 30 days before the Exams and the results are declared within 45 days.
- Remedial lectures are conducted before the Additional/ATKT Exams.
- Students are provided with a copy of their answer-book, if demanded, as per the University Rules.

6.3.4 Research and Development

- Ph.D. pursuers – 1) Ms. Sushila Vijaykumar 2) Mr. Shashikant Gudodagi
- College has submitted the proposal to start a research center in Business Economics
- Teachers participate in conferences, seminars, workshops and short term courses. Reimbursement of registration fees to teachers for presenting research papers.
- Library subscribes to “NLIST consortium from INFLIBNET” for access of E-resources. It also subscribes to print journals to support research activities.
- Faculty Development Cell is established for motivating teachers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Extra Classrooms, installation of CCTV & Digital Display
- Website is regularly updated
- Library subscribes to print and e-resources. 1000 books are added every year
- Book bank facility for economically and socially backward students
- Digital repository offers access to archived question papers and online resources.
- Book exhibition is arranged by the library.

6.3.6 Human Resource Management

Faculty members present papers in National Seminars/Conferences. The staff is also motivated to upgrade themselves academically as well as professionally. The administrative staff is trained through job rotations. The teachers are also rotated in various committees.

6.3.7 Faculty and Staff recruitment

Appointments are made as per requirements in consultation with the Management. The new staff attends induction and orientation programmes conducted by the IQAC. They are motivated to appear for SET/NET Exams and fulfill the qualifying conditions for appointment as an Assistant Professor.

6.3.8 Industry Interaction/Collaboration

- Steps are initiated for active Alumni involvement in providing jobs to the students. The College is taking steps to establish links with industry.
- Placement cell organizes pre-placement talks by leading Companies and Banks.
- In addition to in-house faculty, experts engage lectures for self financing courses.
- Industrial visits are organized.

6.3.9 Admission of Students

- Admission is done as per the norms of the University of Mumbai and the Government.
- Admissions to the underprivileged class and the minorities are on preferential basis.

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | Regular health and eye checkups, Thallesemia and blood group checkups and cancer awareness programmes are organised. The Management celebrates Teachers' Day and felicitates the Staff. |
| Non-teaching | |
| Students | Freeships are granted as per the government guidelines. Medical assistance is granted as per the group insurance policy. Financial help is given to needy students from Students' Aid Fund. Book bank scheme is provided. Teachers provide books to students at departmental and personal level. |

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

| Audit Type | External | | Internal | |
|---------------------------|----------|-----------------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | local Principal | Yes | Principal |
| infrastructure and Gender | Yes | local Principal | Yes | Principal |

6.8 Does the University/Autonomous College declare the Results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

(As per the norms of the University of Mumbai, the Results are declared within 45 days)

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

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

6.11 Activities and support from the Alumni Association

- Placement of students
- Industrial Visits
- Career Guidance
- NSS & Cultural Activities
- Conducting Sports
- Arranging blood donation camps
- Motivational talks

6.12 Activities and support from the Parent–Teacher Association

- Inputs/suggestions for improvement
- Two meetings are conducted to update the parents.
- Results are handed over to the parents.
- Parents provide feedback.

6.13 Development programmes for support staff

- Seminars and workshops
- Health programmes
- Computer literacy
- Felicitation of the Teaching and Non-Teaching staff on Teacher's Day.

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

- Green Initiatives : Survey, Plantation, Best of out of waste
- Water & electricity saving
- Tree plantations
- Installation of LED tube lights
- Canteen is instructed not to use plastic containers

Criteria VII

Innovations & Best Practices:-

7.1- Innovations Introduced during this (14-15) academic Year which has Created a Positive impact on the functioning of the institutions-given details- (Introduced and continued innovative Projects):-

| | |
|-----------------------|---|
| 1) Interaction | To create ICT awareness and encourage participation towards use of ICT. 5 th to 7 th std. Students from KDMC School and the other children from the Khambalpada area were given hands-on training in the College Campus. 57 Children participated in the short term course on "Basic Computer Skills". |
| 2) Quiz Contest | Management, Accounts and Commerce Associations organized a quiz for Knowledge enhancement and to improve their general aptitude. |
| 3)Class Decoration | An interclass CLASSROOM decoration competition was conducted. Students' used eco-friendly materials to decorate the classrooms. They made posters & wall hangings on the topics from their syllabus. They made dustbins from reusable cardboards. |
| 4) Best out of Waste | The teaching and the non-teaching Staff generally use one-sided printed papers for any rough work or handwritten letters to the Principal and each other. The Environmental Green Club organizes a competition wherein decorative items are made from plastic bottles, plastic bags and other waste material. A workshop was organised to teach the students to make hand-made paper bags by using newspapers. These bags were distributed free of cost to the shopkeepers near the College premises. |
| 5) Best Student Award | Best All rounder Boy & Girl are selected on the basis of their academic, cultural, NSS, sports, participation and class room performance. NSS Leaders, Campers and the groups (camp and regular activities) are rewarded for their social commitment. |

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

| | |
|--------------------------------|---|
| 1]English Communication Skills | Following the NAAC Peer Team suggestion to improve Communication Skills in English & Soft Skills of the students, training sessions were conducted by Sushila Madam and other staff invited for the same. |
| 2] Clean Campus Campaign | Conducted clean campus campaign from 24 Sept 2015 to 20 Oct 2015 in collaboration with NSS & Staff academy. Students conducted/organized rally, performed street play and also cleaned the college premises & nearby areas. |

7.3- Give two best practices of the institution

| | |
|---------------------------------|--|
| 1. Entrepreneurship Development | Skill Development Programme during vacations. Fun-N-Fair to encourage Business Skills. Students put up various stalls – food, brain games, handmade jewellery, key chains, gel candles. Proposal to teach skills for self-employment by experts, Businesspersons and industrialist. Training in Jewellery, Gel Candles, Newspaper Weaving in order to inculcate the concept of Earn and Learn. |
| 2. Sensitization Programme | Plantation of Banyan trees for creating a clean and pollution free environment during Vatpoornima festival. Tying Rakhis on the wrists of Police Personnel to create better relations between the Police and the Public. Sensitizing learners to prepare eco-friendly Ganapati idols. Inter-cultural exchange through celebration of Garba festival and Traditional Day Contests. |

7.4:- Contribution to environmental awareness/protection

| | |
|---|---|
| 1) Organization of mega tree plantation program | Students participated in tree plantation program at Kawsa (Mumbra-(E)) Thane district. Parsic hilly area. This work was done in coordination with Forest Department and "Nanasaheb Dharmadhikari Partisthan" in June. Students planted trees at MIDC, Dombivali and in our College premises. Banyan and Pipal trees and flowering trees were planted. |
| 2) Swachh Bharat Abhiyan | First two weeks of August 2015 was devoted to clean Environment Campaign. Our students cleaned the college premises and nearby areas. They helped the Municipal Corporation to maintain cleanliness in Khambalpada area. |

7.5:- Whether environment audit was conducted- No

7.6:- Any other relevant information the institution wishes to add

| | |
|----|--|
| 1. | The entire college is well connected to Electric Generator so there is no effect of power cuts or electricity fluctuation. |
|----|--|

8:-Plans of institutions for next year

| | |
|----|--|
| 1. | Introduction of Employment oriented Self Financing courses. |
| 2. | We propose to start Bachelor of Banking and Insurance Course on Student demand |
| 3. | Increasing the number of faculties |
| 4. | Steps to acquire permanent affiliation and UGC recognition (2(f) and 12(b)) |
| 5. | Initiative for digitalization of attendance and smart classrooms |
| 6. | We also propose to start another division of Bachelor of Accounts and Finance |



Ms. Sushila Vijaykumar

Co-ordinator, IQAC





Dr. V. S. Adigal

Chairperson, IQAC

Academic Calendar 2015-2016

CALENDAR OF EVENTS

| Date | Events |
|--------------------|---|
| First Week of June | Participation of NSS Volunteers in Avhan and National Integration Camp |
| 8 June 2015 | Reopening of the College and Staff Meeting Commencement of lectures for SY/TY Admission for FYBCom/BMS/BAF/BBI |
| 21 June 2015 | International Yoga Day |
| July 2015 | Orientation Program for FYBCOM / BMS / BAF students Commencement of lectures for FY Formation of Students' Council and various committees PTA Meeting WDC and NSS (Lecture on Cybercrime) Selection for University Level Sports Competitions Celebration of College Foundation Day (Blood Donation Camp and Thalessemia Check-up) Enrollment, Orientation and Commencement of NSS activities |
| August 2015 | Cultural Competitions and Participation in Youth Festival Independence Day Celebrations IQAC and Alumni Meetings Health Check-up Camp Industrial Visit (Commerce and Economics Associations) NSS and WDC (Five Day Course on Civil Defence) Independence Day Celebrations Internal Tests |
| September 2015 | Celebration of Teachers' Day Exams - Repeaters Examination (Old Pattern/Old Syllabus), Preliminary Exams (TY), Repeaters' Exam for FY/SY NSS – Udaan Workshop, Consumer Guidance, Leadership Training Camp, Ganapati Immersion and Nirmalya Collection, workshop on vermicomposting Celebration of NSS Foundation Day and Week (24 to 2 Oct) |

| | |
|---------------|---|
| October 2015 | <p>Gandhi Bhajan Sandhya – NSS</p> <p>Exams – Additional Internal Tests, Semester Exams, Preliminary Exams, assessment, moderation and Results</p> <p>Staff Meeting</p> <p>Diwali Vacations (Rural Camp and Celebration with adopted School)</p> |
| November 2015 | <p>NSS Pulse Polio Campaign</p> <p>Cultural Competitions and Association Activities</p> <p>Essay-Writing, Poster-Making, Street Play Competition</p> |
| December 2015 | <p>AIDS Awareness Week and Celebration of Human Rights Day</p> <p>Annual Sports Meet and Vibration Week</p> <p>Annual Prize Distribution Day (Tarang)</p> <p>Christmas Vacations</p> |
| January 2016 | <p>College re-opens; Women Empowerment Programme</p> <p>Mastermind Quiz and Industrial Visit</p> <p>Patriotic Week Celebrations (Republic Day)</p> <p>Degree Distribution Ceremony</p> <p>PTA and Alumni Association Meetings</p> <p>Exams - Internal Tests and Repeaters' Exams</p> <p>University Youth Day Celebration (Swami Vivekanand)</p> |
| February 2016 | <p>Marathi Bhasha Din Celebrations</p> <p>Placement Cell – Campus Interviews</p> <p>Environmental Green Club – PPT Competitions and Nature Trail</p> <p>Industrial Visit and Study Tour (Goa)</p> <p>IQAC Meeting</p> |
| March 2016 | <p>Preliminary Exams and Farewell (TY), University Semester Exams, assessment, moderation and Results</p> <p>Seven Days Skill Development Training Camp</p> |
| April 2016 | <p>Results and Admissions for SY/TY</p> <p>Staff Meeting</p> <p>Vacations</p> |