

# The Annual Quality Assurance Report (AQAR) of the IQAC (01 July 2017 to 30 June 2018)

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

## Part – A

### 1. Details of the Institution

|   |   |
|---|---|
| 1.1 Name of the Institution   | 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<br>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:  | Dr. 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:<br>(For Example EC/32/A&A/143 dated 3-5-2004.<br>This EC no. is available in the right corner-bottom<br>of your institution's Accreditation Certificate) | EC (SC)/05/A&A/084 dated<br>03/03/2015  |
| 1.5 Website address:<br>Web-link of the AQAR  | www.ksmanjunathacollege.edu.in<br><br><a href="http://www.ksmanjunathacollege.edu.in/pdf/Final-AQAR-2016-2017.pdf">http://www.ksmanjunathacollege.edu.in/pdf/Final-AQAR-2016-2017.pdf</a> |

## 1.6 Accreditation Details

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

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

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

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

AQAR 2016 – 2017 uploaded on 15 September 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

Globalization: New Horizons and Perspectives

2.14 Significant Activities and contributions made by IQAC

- Preparation, display and implementation of Academic Calender
- Orientation to staff and students about Examination Reforms, Semester and Grading System and Unfair Means
- Administrative, Academic, Infrastructure and Gender Audit
- Assistance to committees in planning activities
- Conducting Teacher's Appraisal
- Digital Attendance
- Increase in smart classrooms and ICT resources
- Exam and result software upgraded as per University requirements
- Feedback (collection and analysis)
- Infrastructure and technology upgradation
- Regular Meetings (Alumni, PTA and Placement Cell)
- Increased Library facilities
- Book Exhibition
- Biometric attendance for Staff
- Vibrant NSS activities
- Assistance in Career Advancement of Teachers
- Keeping a check on water and electricity consumption
- Efforts to promote research culture

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action   | Achievements   |
|--|--|
| <ul style="list-style-type: none"> <li>➤ Creating awareness about Exams - semester &amp; grading system</li> <li>➤ Implementation of Academic Calendar</li> <li>➤ Collection and analysis of feedback</li> <li>➤ Updation of Exam and Result software</li> <li>➤ Digitalization of attendance</li> <li>➤ Remedial coaching</li> <li>➤ Booster lectures for result improvement</li> </ul> | <ul style="list-style-type: none"> <li>➤ Meetings for disseminating information to students &amp; parents</li> <li>➤ Academic calendar was implemented</li> <li>➤ Feedback mechanism followed</li> <li>➤ Software updated</li> <li>➤ Digital attendance implemented</li> <li>➤ Remedial classes conducted</li> <li>➤ Booster lectures conducted</li> </ul> |

\* Annexure: Academic Calendar for the academic year 2017- 2018

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

- Wifi connection in the classrooms
- The requisite staff is appointed by Local Selection Committee
- Preparation, display and implementation of the Academic Calendar
- Administrative, Academic, Infrastructure and Gender Audit
- Orientations for Teaching Staff and Students regarding University Exams
- Guidance to new staff regarding Teaching Plan, Diary and methods
- SMS is sent to Parents about their ward's Monthly Attendance
- Regular inputs from Class Representatives and Council Members
- Class Tests and Preliminary Exams to train students for University Exams
- Hiring Coaches (dance, singing and theatre) for University Cultural Events
- Providing Financial Aid to needy students in the form of Scholarship and Student Aid Fund
- Organizing Industrial Visits to enable students to gain practical insights into the workings of Commerce, Industry and Management
- Placement Cell invites experts to guide the students regarding their careers. Companies conduct interviews and provide placement to the students
- Field Visits for Environment sensitization

**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                     | 04                            | -  | 03                                  | -   |
| PG Diploma             | -                             | -  | -                                   | -   |
| Advanced Diploma       | -                             | -  | -                                   | -   |
| Diploma                | -                             | -  | -                                   | -   |
| Certificate            | -                             | -  | -                                   | -   |
| Others                 | -                             | -  | -                                   | -   |
| <b>Total</b>           | 05                            | -  | 03                                  | -   |
| Interdisciplinary      | -                             | -  | -                                   | -   |
| Innovative             | -                             | -  | -                                   | -   |

✓

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

| Pattern   | Number of programmes        |
|-----------|-----------------------------|
| Semester  | 5 (B.Com/BMS/BAF/BBI/M.Com) |
| Trimester | -                           |
| Annual    | -                           |

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

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.

It is the University which recommends revisions and updations. This year the syllabus was revised for SYBCom classes. Some teachers give their suggestions during the syllabus revision committee meetings.

- 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.

02

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

22

2.5 Faculty participation in conferences and symposia:

| No. of Faculty     | International level | National level | State level |
|--------------------|---------------------|----------------|-------------|
| Attended Seminars/ | --                  | --             | --          |
| Presented papers   | 05                  | 08             | --          |
| Resource Persons   | --                  | 01             | --          |

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

Use of internet resources in the class  
 Asking students to collaborate and prepare PPTs on varied topics  
 Conducting Guest lectures, Booster lectures and Remedial lectures  
 Quiz Contests, group discussions and debates  
 Industrial visits, nature trails and study tours  
 Workshops on preparation of CV and mock interviews

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)

Yes. As per University norms

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

77.56%

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                 | 217                            | --       | 8  | 12 | 17 | 22 | 4 | 21  | 133  |
| TYBMS                  | 66                             |          | 13 | 14 | 13 | 2  |   | 4   | 20   |
| TYBAF                  | 46                             |          | 2  | 5  | 7  | 8  |   | 1   | 23   |
| MCom -II               | 10                             |          | 2  | 4  | 1  |    |   | 1   | 2    |

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

- Academic calendar is prepared and implemented
- Monitoring of the teaching plan, daily report, student-feedback and log book
- Encouraging faculty members to use power point presentations
- Subject-wise result analysis and remedial coaching
- Training of junior supervisors for Examinations, Assessment and Result Work along with the Examination Committee members
- Collaborating with the PTA and Alumni for getting positive suggestions for College Development

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            | 03                                  |
| HRD programmes                                 | --                                  |
| Orientation programmes (NSS)                   | --                                  |
| Faculty exchange programme                     | 06                                  |
| Staff training conducted by the University     | --                                  |
| Staff training conducted by other institutions | --                                  |
| Workshops                                      | 01                                  |
| Others – Syllabus Revision Workshops           | 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                            | NIL                        | 00   | 12                                     |
| Technical Staff      | ---                           | ---                        | ---  | ---                                    |



### Criterion – III

### 3. Research, Consultancy and Extensions

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

- Two computers and a printer with internet connection has been provided in the Library for the teachers interested in research work. Likewise, the Librarian provides NLIST membership to the interested teachers and students.
- Research Committee encourages the teachers to present papers at various conferences and seminars. The registration fees for presenting papers is reimbursed by the Management.
- Motivation to appear for PET/SET/NET 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     | 4             | 14       | --     |
| Non-Peer Review Journals | --            | --       | 3      |
| e-Journals               | --            | --       | --     |
| Conference proceedings   | 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   | --            | --                         | --                     | --       |
| Minor Projects   | --            | --                         | --                     | --       |
| Interdisciplinary Projects   | --            | --                         | --                     | --       |
| Industry sponsored   | --            | --                         | --                     | --       |
| Projects sponsored by the University/ College                                  | --            | --                         | --                     | --       |
| Students research projects<br><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

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              | --            | 01         | --    | --         | --      |
| Sponsoring agencies | --            | Management | --    | --         | --      |

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 |
|-------|---------------|----------|-------|------------|------|---------|
| ---   | --            | ---      | ---   | ---        | ---  | ---     |

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

04 candidates interviewed. RRC reports awaited.

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 05 State level 01

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 06

NCC - NSS 10 Any other 2

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   | 19  | 1  | Mgmt                 | 20              |
| Laboratories  | 2   | 0  | Mgmt                 | 2               |
| Seminar Halls   | 1   | 0  | Mgmt                 | 1               |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | Generator-1<br>Computers – 64<br>Laptop-1<br>Air Condition – 14<br>Water Cooler-2<br>Canon Xerox-2<br>CCTV Cameras-16 | N-Computers -5<br>+1 HP server<br>Library server -1<br>AC for office- 2<br>Projector -2<br>CC Tv- 16 | College & Management |                 |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   |   | 629385   |                      | 629385          |
| Others  | Chairs -122<br>Plastic Chairs -500<br>Chair Table for Students- 120<br>Benches -765,<br>Cupboards-9                   | 4-cupboards<br>200 Plastic Chairs<br>4 Revolving chair   |                      |                 |

#### 4.2 Computerization of administration and library

|   |
|---|
| Library software – SOUL 2.0<br>Digital Library software – Green Stone<br>Library website: <a href="http://librarymcc.weebly.com">http://librarymcc.weebly.com</a> |
|---|

#### 4.3 Library services:

|                         | Existing     |            | Newly added |            | Total    |            |
|-------------------------|--------------|------------|-------------|------------|----------|------------|
|                         | No.          | Value (Rs) | No.         | Value (Rs) | No.      | Value (Rs) |
| Text Books              | 5247         | 742760.99  | 1342        | 212669     | 6589     | 955429.99  |
| Reference Books         | 2937         | 971850.66  | 131         | 87007      | 3068     | 1058857.66 |
| e-Books (NLIST)         | 3100000<br>+ |            |             |            | 3100000+ |            |
| Journals                | 12           |            |             |            | 12       |            |
| e-Journals(NLIST)       | 6000         |            | 6000        |            | 6000     |            |
| Digital Database(NLIST) | 24           |            |             |            | 24       |            |
| CD & Video              | 75           | 15594      |             |            | 75       | 15594      |
| Others (specify)        | 166          | 20890      |             |            | 166      | 20890      |

4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 65              | 45            |          |                  |                  | 9      | 4           | 7      |
| Added    | 2               |               | 5 N.C    |                  |                  | 0      |             | 2      |
| Total    | 67              | 45            | 5 N.C    |                  |                  | 9      | 4           | 9      |

\*N.C – N- Computing with 1 server + 5 clients

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 also. This year N computing system installed in self financing rooms with 1 server & 5 clients

4.6 Amount spent on maintenance in lakhs :

|  |              |
|--|--------------|
| i) ICT                                   | 5.78         |
| ii) Campus Infrastructure and facilities | 0.98         |
| iii) Equipments                          | 10.55        |
| iv) Others                               | 15.82        |
| <b>Total:</b>                            | <b>33.13</b> |

## Criterion – V

### 5. Student Support and Progression

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

- IQAC has been conducting orientation programmes for the first year students every year in which the vision, mission and objectives of the college, rules and regulations and activities conducted throughout the year is communicated to the students through multimedia presentations by Principal and Incharges of each committee.
- IQAC also 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 |
|------|----|--------|--------|
| 1305 | 64 | 6      | -      |

#### (b) No. of students outside the state

UG-6, PG-0

#### (c) No. of international students

0

| <table border="1" style="width: 100%; text-align: center;"> <tr> <th>Men</th> <th>No</th> <th>%</th> </tr> <tr> <td></td> <td>657</td> <td>48</td> </tr> </table> | Men | No | % |  | 657 | 48 | <table border="1" style="width: 100%; text-align: center;"> <tr> <th>Women</th> <th>No</th> <th>%</th> </tr> <tr> <td></td> <td>712</td> <td>52</td> </tr> </table> | Women | No | % |  | 712 | 52 |
|---|-----|----|---|--|-----|----|---|-------|----|---|--|-----|----|
| Men   | No  | %  |   |  |     |    |   |       |    |   |  |     |    |
|   | 657 | 48 |   |  |     |    |   |       |    |   |  |     |    |
| Women   | No  | %  |   |  |     |    |   |       |    |   |  |     |    |
|   | 712 | 52 |   |  |     |    |   |       |    |   |  |     |    |

| Last Year |    |    |     |                       |       | This Year   |    |    |     |                       |       |
|-----------|----|----|-----|-----------------------|-------|-------------|----|----|-----|-----------------------|-------|
| General   | SC | ST | OBC | Physically Challenged | Total | General     | SC | ST | OBC | Physically Challenged | Total |
| 1040      | 64 | 1  | 164 | 1                     | 1270  | <b>1222</b> | 50 | 3  | 93  | <b>1</b>              | 1369  |

Demand ratio 1:1.25

Dropout % - 0.5%

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

The career guidance and placement cell guides the students regarding career opportunities.

News about careers and competitive Exams are displayed on the Notice board.

The Library provides reference books and magazines.

No. of students beneficiaries

120

**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                       | 13              | 32500       |
| Financial support from government                        | 91              | 1092430     |
| 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, the College has MIS

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

6.3.1 Curriculum Development

- The College follows the curriculum prescribed by the University of Mumbai. There is limited scope for development and modification of curriculum.
- Feedback is collected and suggestions are given by the respective Heads of the Departments in syllabus revision committee meetings.
- Faculty members participate in syllabus revision and curriculum development workshops of University of Mumbai organised at various colleges.

6.3.2 Teaching and Learning

- Availability and use of ICT in classroom
- Mentoring system
- Industrial Visits, Booster Lectures and Remedial classes for slow learners.
- Mock interviews and group discussions
- Guest Lectures through NSS, Environmental Green Club and WDC for creating gender and environmental awareness.
- Teachers prepare and submit teaching plan in the beginning of the year. They also maintain work diary.
- IQAC takes feedback of students regarding the quality of teaching and informs the teachers.

6.3.3 Examinations and Evaluation

- Meetings are held to orient the new teachers. Teachers discuss the model answers with the learners in the classroom.
- Computer software programme is available for processing the Results.
- The College follows rules of the Examination department of University of Mumbai.
- Remedial lectures are conducted before the Additional and ATKT Exams.



#### 6.3.4 Research and Development

- Ph.D. pursuers – 1) Ms. Nisha Deodhar 2) Mr. Shashikant Gudodagi
- Teachers are encouraged to 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

- Website is being updated.
- Installation of CCTV surveillance system & Digital Display at the Principal’s cabin.
- Library: Print and E-resources, more than 1000 books added every year, Book bank facility, digital repository offers access to past years question papers and other online resources, library Book exhibition
- Computer Lab: More computers are added as per the increase in student strength

#### 6.3.6 Human Resource Management

Faculty members are permitted to make paper presentations in National Seminars/Conferences.  
Job rotation of administrative staff.  
Teaching staff are rotated in various committees.  
Teachers and administrative staff are encouraged to upgrade their academic and professional skills.  
Staff and students’ involvement in administrative, academic and extracurricular activities are encouraged.

#### 6.3.7 Faculty and Staff recruitment

Appointments are made as per the requirements of the College in consultation with the Management.

#### 6.3.8 Industry Interaction/Collaboration

Steps are being 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 from industries engage lectures of Self-Finance courses.  
Industrial visits are organised.

#### 6.3.9 Admission of Students

- Admission is as per the guidelines of the University of Mumbai and the Government.
- Admissions are given to the underprivileged class of society on preferential basis

6.4 Welfare schemes for

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

6.5 Total corpus fund generated

Rs. 25, 00000 Lakhs

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                  | No       | local Principal | Yes      | Principal |
| infrastructure and Gender | No       | 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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association helps in:

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

#### 6.12 Activities and support from the Parent–Teacher Association

Parent–Teacher Association helps in:

- Two meetings are conducted to update the parents.
- Results are handed over to the parents.
- Implementing student oriented activities
- To improve the facilities in College.
- Feedback is taken from the parents.

#### 6.13 Development programmes for support staff

- Seminars and workshops
- Health programmes
- Computer literacy

#### 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 – formation of Save Energy Squad.
- Restriction on plastic usage
- 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 (17-18) academic year which has created a positive impact on the functioning of the institutions-given details- Introduced and continued innovative projects:-

**Best out of Waste:** Use of one-sided printed papers for rough work. The Environmental Green Club conducts competitions for making decorative items from plastic and other waste materials.  
**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 Action Taken Report (ATR) based on action plan decided in the beginning of year

**Quiz Contest:** Management, Accounts and Commerce Associations organized a quiz Contest for Knowledge enhancement and to improve their general aptitude.  
**One Day Multidisciplinary National Conference** was organized by our College on the theme “Globalization: New Horizons and Perspectives” on 23 September 2017.

**7.3- Give two best practices of the institution**

|  |   |
|--|---|
| 1) Adoption of KDMC School No. 70 and Celebration of Festivals | Kalyan Dombivli Municipal School No. 70 is adopted by NSS Unit. Gurupoornima, Rakshabandhan, Navratri, Diwali, Independence and Republic days and Christmas are celebrated. In keeping with the trend towards digitalization, we have begun to document our important |
| 2) E-documentation   | College, University and Government records/circulars electronically.  |

**7.4:- Contribution to environmental awareness/protection**

|  |  |
|--|--|
| Distribution of Saplings in the Camp areas | Jamun and Mango saplings were distributed and planted at Donegoan, the NSS campsite near Vangani. Volunteers also participated in the Thane District level Tree Plantation Programme organized by NSS Cell, University of Mumbai at Haji Ali.  |
| Green Initiatives                          | A workshop was held on the preparation of eco-friendly idols of Ganesha. The NSS volunteers participated in the recycling of dry waste material and in vermi composting during festivals. Best Out of Waste’ workshop and competition was held and used materials were recycled. As part of nature trails, students visited Saguna Baugh, an agro-tourism centre at Neral. |

**7.5:- Whether environment audit was conducted- No**

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

|   |  |
|---|--|
| 1 | Rallies to create awareness about Swachh Bharat Campaigns  |
| 2 | All the learners are asked to take a pledge about the fundamental duties of a citizen on 27 November i.e India's Constitution Day. |
| 3 | Conducted a lecture on the rights of Women on World Human Rights Day i.e. 10 December.   |

**8:-Plans of institutions for next year**

|  |
|--|
| Increase the faculty as per requirements   |
| Upgradation of software  |
| Beautification of campus   |
| Conduct another multidisciplinary conference   |
| Conduct a workshop for preparing the new SSR for the second cycle of NAAC                          |
| Conduct an initiation workshop for new teachers regarding possibilities of research                |
| Encourage more teachers and students to participate and present papers in Conferences and Seminars |



**Dr. Sushila Vijaykumar**

*Co-ordinator, IQAC*





**Dr. V. S. Adigal**

*Chairperson, IQAC*

## Annexure

### Academic Calendar 2017-2018

|                |  |
|----------------|--|
| June 2017      | <p>Reopening of College</p> <p>Commencement of Lectures for SY/TY</p> <p>International Yoga Week Celebrations</p> <p>Orientation for New Teachers</p>  |
| July 2017      | <p>Orientation and Commencement of lectures (FY)</p> <p>Formation of various committees</p> <p>Preparation for Youth Festival</p> <p>NSS – Enrolment and Orientation</p> <p>Meetings – IQAC, PTA and Alumni Meet</p>   |
| August 2017    | <p>Commencement of Lectures (MCom)</p> <p>Formation of Students’ Council</p> <p>Inter-Collegiate Competitions and Youth Festival</p> <p>Internal Tests</p> <p>Independence Day and Patriotic Week Celebrations</p>   |
| September 2017 | <p>Celebration of Teachers’ Day</p> <p>Repeaters’ Exams (old and revised pattern)</p> <p>TY Preliminary Exams</p> <p>Remedial Coaching</p> <p>Multidisciplinary National Conference</p> <p>NSS - Ganpati Immersion and Nirmalya collection; Foundation Week Celebrations</p> |
| October 2017   | <p>Booster and Guest lectures</p> <p>University Semester Exams</p> <p>NSS - Gandhi Bhajan Sandhya, Celebration of Diwali Pahat with under-privileged school children</p> <p>Diwali Vacations</p>   |
| November 2017  | <p>Reopening of College</p> <p>Indoor Sports</p>   |

|                |  |
|----------------|--|
| December 2017  | <p>Commencement of lectures</p> <p>Result declaration</p> <p>Sports Meet</p> <p>NSS - AIDS Awareness Day celebration and Blood Donation camp, Celebration of Human Rights Day, Christmas Celebration, Rural</p> <p>Students' Council - Vibration week, Fun &amp; Fair, Annual Day</p> <p>One day excursion</p> <p>Winter Break</p> |
| 1 January 2018 | <p>Reopening of College</p> <p>Republic Day Celebration and Cultural Prize Distribution Function</p> <p>Skill Development Programme</p> <p>Field Visit and Study Tour</p> <p>PTA and Alumni Meet</p> <p>Industrial Visit</p> <p>Annual Prize Distribution Day</p>  |
| February 2018  | <p>Industrial Visit to Chandigarh and Manali</p> <p>ATKT Exams</p> <p>Internal Tests</p> <p>Preliminary Exams</p>  |
| March 2018     | <p>Booster lectures</p> <p>Faculty Exchange Programme</p> <p>Women's Day Celebration</p> <p>ATKT Exams for FYBOM, BMS, BAF, BBI</p> <p>TY Farewell Function</p> <p>University Exams Sem II, IV, VI</p> <p>IQAC Meeting</p>   |
| April 2018     | <p>PTA and Alumni meetings</p> <p>University Exams, assessment, moderation and Results</p> <p>Staff Meeting</p> <p>Summer Vacations</p>  |