

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2012-13)

2013-14

1. Details of the Institution

1.1 Name of the Institution

D.G. Ruparel College of Arts,

1.2 Address Line 1

Senapati Bapat Marg,

Address Line 2

Mahim

City/Town

Mumbai

State

Maharashtra

Pin Code

400 016

Institution e-mail address

principal@ruparel.edu

Contact Nos.

022-24303733

Name of the Head of the Institution:

Principal Dr. Tushar Desai

Tel. No. with STD Code:

022-24303733

Mobile:

09820161415

Name of the IQAC Co-ordinator:

Ms. Neeta Tatke

Mobile:

09833479939

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

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

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	-	Sept. 2003	5 years
2	2 nd Cycle	A	3.07	Sept. 2010	5 years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

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

- i. AQAR 2010-11 submitted to NAAC on May 2011 (DD/MM/YYYY)4
- ii. AQAR 2011-12 submitted to NAAC on May 2012 (DD/MM/YYYY)
- iii. AQAR 2012-13 submitted to NAAC on 1st June 2015 (DD/MM/YYYY)

1.9 Institutional Status

University

State

Central

Deemed

Private

Affiliated College

Yes

No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

-

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

* Recognition by UGC under Section 2 (f) and 12 (B) of UGC Act 1956.

Autonomy by State/Central Govt. / University No

University with Potential for Excellence No

UGC-CPE No

DST Star Scheme No

UGC-CE No

UGC-Special Assistance Programme No

DST-FIST Yes- Research Grant – 'O' level- Rs. 90 Lakhs

UGC-Innovative PG programmes No

Any other (Specify) No

UGC-COP Programmes

Yes

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

00

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

00

2.6 No. of any other stakeholder and
community representatives

00

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

09

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

5

No.

01

Non-Teaching Staff

-

Students

-

Alumni

Others

05

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

Rs. 5,32,000/-

✓

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

0

International

-

National

-

State

-

Institution Level

02

(ii) Themes

Question Paper Formats for Assessment with special focus on Moodle software (For Teachers), Effective communication & Stress Management (for Support Staff)

The policy of the college is to encourage organizing subject related workshops by the Departments. Following workshops were organized,

1. Department of Psychology - National workshop on 'The Fairy Tale Test' which is a personality test for children aged 6 to 12 years
2. Department of Commerce – Workshop on 'Financial Literacy'
3. Department of Zoology – 2 days workshop on 'Bioinformatics for beginners'
4. Department of Commerce – Seminar on Career Guidance

2.14 Significant Activities and contributions made by IQAC

For Teaching Staff:

- Training session on 'Types of Question Paper Formats for Internal Examination'
- Training for Moodle was held for teaching staff.

For Support Staff

- Workshop on Stress Management
- Workshop on Effective Communication and soft skills
- Sports Day to improve morale.

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"> • More internal tests on Moodle • Encouraging research and paper publication for teachers and students • Focus on improving quality of work by Support staff • Attempt to develop self reliant examination work • Workshop/Seminar by IQAC and Departments 	<ul style="list-style-type: none"> • With Foundation Course, internal test for many papers in commerce and physics were conducted using moodle. Saving of resources such as stationary, assessment time of teachers seen • Increase in the number of both teachers & students doing research and increase in number of papers published • Improvement in communication seen • Inhouse printing of papers by training the support staff • Workshop on Stress Management, Effective Communication and soft skills, National workshop on 'The Fairy Tale Test' which is a personality test for children aged 6 to 12 years by Dept. of Psychology.

* *Attach the Academic Calendar of the year as Annexure.* - Attached

2.15 Whether the AQAR was placed in statutory body Yes

Management Syndicate Any other body

Provide the details of the action taken

As per the suggestions given by the Management in the previous academic year,

- Certificate Course - 'Proficiency Course in English' and a short series of lectures on 'Soft Skills' were organized.
- More number of teachers applied for Minor research projects and increase in number of publications of research papers observed.
- Use of Moodle increase for assessing the students in internal tests of various subjects.
- UGC sponsored Conference/ workshop were planned for the next academic year.

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	03	Nil	Nil	Nil
PG	05	Nil	01 M.Com	Nil
UG	05	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	01	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	14	Nil	01	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:

Pattern	Number of programmes
Semester	Semester- Credit based Grading system for all UG & PG courses
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.

- The CBGS got introduced at the Third Year of Degree College and Second year of Post Graduate courses.
- The syllabi prescribed by the University of Mumbai were followed.
- All the rules & regulations regarding revised syllabi given by the University of Mumbai were followed.

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

- **‘Central Research Laboratory – Basic and Applied Research’** was inaugurated. Centralized facility for research in Physics, Chemistry, Botany and Zoology was created.
- Noopur- A formal Dance Group created to promote systematic training in Dance and encourage participation in University activities was created.
- The facility for exercising in a newly created Gymnasium in the Gymkhana was introduced for the Teaching and Support Staff.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
87	31	23	00	17+16

20

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
09	12	NIL	NIL	NIL	NIL	NIL	NIL	09	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

00

12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	08	01
Presented	03	01	-
Resource	-	-	-

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

- Bridge Course of 2 weeks conducted for TYBSc (Physics) in Theoretical and Experimental Physics
- Remedial coaching taken for those students who failed in Semester end examinations, before the additional examinations in various subjects
- As physics is conceptually difficult subject for studying, special counselling sessions were taken for students of TYBSc. (Physics), with focus on Effective Study Skills

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

180

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

The following reforms initiated last year were continued on larger scale

- Use of Moodle and RF Response cards for examination and feedback on teachers
- Photocopy
- All internal examination papers and theory papers printed inhouse.
- Software for analyzing and printing the results developed inhouse.
- Unit tests and specific discussions on the performance of the internal tests and theory examinations by some departments.

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

12

11

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

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	O & A Grade	B Grade	Others	Pass %
		TYBA	149	31.67	31.28
TYBCom	302	31.67	35.67	10.33	77.67
TYBSc	143	58.13	14.99	8.17	81.29
TYBMS	126	32.67	47.21	9.00	88.88
TYBSc (CS)	35	25.71	20.00	00.00	45.71
TYBSc (IT)	112	41.70	33.03	0.37	75.10
MSc	69	59.56	19.52	2.75	81.83

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

The practices used last year, continued to be used this year also,

- Result was analysed and sent to teachers.
- Result Improvement Committee worked under IQAC.
- Effective Study Skills sessions were conducted.
- Feedback about the teachers obtained from Students.
- Taking into account the analysis of results, IQAC suggested departments and teachers to take additional lectures, which were conducted especially for students who failed in Semester end examination

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	00
Faculty exchange programme	-
Staff training conducted by the university	25
Staff training conducted by other institutions	20
Summer / Winter schools, Workshops, etc.	-
Others	01 International Course on 'Innovation and Entrepreneurship in Education'

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	84	32	30	06
Technical Staff	N.A.			

Criterion – III

3. Research, Consultancy and Extension

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

- Central Research Laboratory conducted one day Workshop on ‘Interpretation of spectral data’.
- Guidance provided for publication of research papers, as a result of which increase in number of publications was seen.
- Guidance given to students to participate in University Research Competition “Aavishkar”

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	02	-	02	02
Outlay in Rs. Lakhs	Rs. 0.95			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	06	-
Non-Peer Review Journals	-	01	-
e-Journals	-	-	-
Conference proceedings	05	05	-

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			
Minor Projects	02	University of Mumbai	95,000/-	95,000/-
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the University/ College	02	University of Mumbai	95,000/-	95,000/-
Students research projects (<i>other than compulsory by the University</i>)	01 (Geography)			
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					

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

3.13 No. of collaboration 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	01
	Granted	-
International	Applied	-
	Granted	-
Commercialised	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
				01 M.Sc. by research		

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

	University level	95	State level	03
International level	-		National level	05

3.22 No. of students participated in NCC events:

	University level	13	State level	33
International level	-		National level	05

3.23 No. of Awards won in NSS:

	University level	02	State level	03
International level	01		National level	

3.24 No. of Awards won in NCC:

	University level	-	State level	-
International level	-		National level	-

3.25 No. of Extension activities organized

University forum	01	College forum	01		
NCC	-	NSS	04	Any other	-

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

- Physics Festival VIBGYOR was organised on 7th and 8th February 2014. More than 800 students were visited the event. The students included students from our college, BMC school students and their teachers, students and teachers from nearby schools, parents, students from other colleges and members of teaching and non-teaching staff of our college. The activities involved were- Exhibition with the theme 'Fun and Learn Physics', Sun Spots Observation, Lecture Series by experts and Screening of 3-D scientific films

- Umed - – A talent display event was organized for the senior citizens. A variety of competitions were organized for senior citizens such as Singing, presentation using Musical Instrument, Painting etc.
- Udaan – students participated in this festival by presenting a Street Play and posters with social themes.
- Exhibition on “Disaster Management’ was organized by the NCC Unit. It depicted the efforts taken at the National and International Level to combat and deal with various types of disasters.

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	10 acres	Nil		10 acres
Class rooms	56	Nil		56
Laboratories	36	Nil		36
Seminar Halls	01	01	College Development Fees	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		07	DIST FIST	
Value of the equipment purchased during the year (Rs. in Lakhs)		22,96,372/-		
Others				

4.2 Computerization of administration and library

- Computerisation of Fees Payment, Financial processes and Student record.
- Use of Moodle and RF Response cards for Internal Test.
- Use of SOUL, for issue and return of books is computerised.
- Smart board enabled classroom.
- Computerisation of examination results, with detailed analysis and student progression.
- Departmental records on computer.
- Inlibnet registration.
- Important information and notices e-mailed to the Staff members.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14979		635	1,15,844/ -	15614	
Reference Books	85432		599	2,39,075/ -	86031	
e-Books	-		-	-	-	
Journals	129		-	1,19,949/ -	128	
e-Journals	1		1	5,000/-	1	
Digital Database	-		-		-	
CD & Video	169		22		191	
Others (specify)	12807		194		13001	

* As the College is established in 1952, it is difficult to give the existing value of the more than one Lakh books that have been purchased during 1952 to 2012.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Other s
Existing	122	04	2mbps broadband link by Tata, 10 adsl links under NME project of 512 kbps each	01 UGC Resource Center	Nil	10 computers and 01 Server	07	09 Library & Staff Room
Added	10	Nil	40 mbps broadband link	Nil	01 Server	Nil	05	05
Total	132	04		01	01 Server	10 & 01 Server	12	14

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

Special sessions were conducted for all the Staff Members to train them on the use of Moodle for internal tests. As a result of which, with Foundation Course, internal test was conducted on Moodle in the subject of Physics, EVS and many subjects from Commerce.

4.6 Amount spent on maintenance in lakhs :

i) ICT

6000/-

ii) Campus Infrastructure and facilities

5,77,864/-

iii) Equipments

13,585/-

iv) Others

1,29,665/-

Total :

7,13,529/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information about the services offered by the college are printed in college prospectus.
- The detailed information about all these services is given to the parents of newly admitted students during the parents meeting.
- Notices displayed prominently on notice boards regularly.
- Boards displaying the venue of the facilities have been put up.
- Information given in the meetings addressing the Heads of the Department and teachers.
- Students regularly informed through the teachers and other modes of communication.

5.2 Efforts made by the institution for tracking the progression

- Meticulous result analysis was done and given to teachers.
- Students were given information about their progress.
- Effective study skills workshops were conducted by some Departments.
- Students were encouraged to meet the counsellor for study related problems.
- Few Departments keep in touch with alumni via e mails, so information about their academic and work performance is known. This process needs to be formalized

5.3 (a) Total Number of _____ students

UG	PG	Ph. D.	Others
2925	226	07	02

(b) No. of students outside the state

27

(c) No. of international students

00

No	%
1179	37.31

Men

No	%
1981	62.68

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1730	418	30	760	09	2938	1826	448	43	843	00	3160

Demand ratio 3.5:1

Dropout % 2.2

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

- Guidance given for NGPE, IIT, NET, SET and GATE examination
- Books for these competitive examinations available in the library.

35

No. of students beneficiaries

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

Suman Centre Activities - Ms. Neelima Deshpande and Ms. Sandhya Almelkar, the two visiting counselors at Suman centre, provided guidance and counseling free of cost to students and staff in coping with a variety of personal, academic, and career concerns. Between 1st February 2013 to 31st March 2014, Ms. Deshpande provided guidance to 173 persons (31 male and 89 female students, 5 members of non-teaching staff, and 21 parents) and Ms. Almelkar provided career guidance to 23 female and 9 male students.

Ms. Neelima Deshpande conducted 2 workshops on 'Effective Study Skills' for T.Y.B.Sc. students - on 24th August and 31th August 2013, and 2 group counselling sessions on for F.Y.B.Sc. students of Department of Physics on 28th January and 4th February, 2014. Ms. Sandhya Almelkar conducted 4 group guidance sessions in all – 2 on 'Goal Setting' for T.Y.B.M.S. students on 26th July 2013 and for S.Y.B.M.S. students on 2nd August 2013; 1 on 'Fear of Mathematics' for F.Y.B.M.S. students on 30th August 2013, and 1 on 'Effective Study Skills' for S.Y.B.M.S. and T.Y.B.M.S. students on 20th September 2013. Ms. Sharmila Phansikar conducted 9 group guidance sessions about 'Nutrition and Fitness' on December 10, 11, 12, 16 and 17, 2013.

No. of students benefitted

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	208	15	Record not available

5.8 Details of gender sensitization programmes

- NSS students attended a three day workshop conducted by MAVA (Men Against Violence and Abuse) on Gender Sensitization
- A talk by Dr. Kranti Jejurkar, Chairperson, Women Development Cell, University of Mumbai gave a talk on Gender Sensitization, with reference to Vishakha guidelines.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	863	9057383 /-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The mission statement of the College is one that reflects both the activities and aspirations of the College. Accordingly, every year the performance by the students and the staff is a step towards betterment. The College considers itself to be its own best competitor and so strives consistently towards bettering its performance.

Quest for lifelong learning –

Continuous efforts are taken to impart to learners knowledge and skills that are relevant to the demands of the changing times. Encouragement is given to the faculty to adopt innovative methods of teaching that will cater to the needs of learners at various levels of study. The College is recognised as a premiere institute of learning, which can be seen through the manner in which people flock to seek admission to the college after the Standard X results.

Learners as the focus -

Learners are regarded as the focal point of all activities and efforts are taken to adopt policies that effectively meet their needs. Teachers impart skills which can translate into practical applications in various spheres of life, viz. personal, professional and national. This supports curricular training with co-curricular and extra-curricular activities which is aimed at building the overall personality of the learners. The college provides learner-centric academic and personal enrichment opportunities. The learners are empowered to pursue their goals and are guided towards self-actualisation.

Stimulation of active learning –

Critical thinking through freedom of thought and expression can be developed by adopting an integrative and inclusive approach towards various disciplines. It also helps in nurturing talent and creativity.

Fostering research –

Students as well as faculty members are motivated to take up research projects which help in creating a mindset for inquiry and also inculcate an analytical attitude and scientific temperament.

Efficient Governance-

The management identifies new means of resource generation and ensures optimal deployment of resources. It aims at developing state of the art infrastructural facilities. The decision-making process is participative and it is effectively communicated to all the stake-holders. Transparency in functioning is maintained. There is constant assessment and upgradation of processes to ensure maximum productivity.

6.2 Does the Institution has a management Information System

Yes.

- Vriddhi – ERP package is used for administration – student Data management and finance.
- In-house software updated for examinations and results.
- SOUL is extensively used in the Library.
- Tally used for financial accounting.
- Departments have their own system of keeping record of attendance.

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

6.3.1 Curriculum Development

Our teachers are Chairpersons / Members of Board of Studies, Members of Syllabus Committees at the University. They contribute in framing the Syllabi, selecting the reference books, the pattern of examination, areas of project work etc.

Teachers encouraged to attend conferences, workshops etc to be aware of the current developments and trends and contribute accordingly in the curriculum development.

Regular field visits, talks by experts, discussions and presentations help the students to get global perspective on the subject.

6.3.2 Teaching and Learning

Variety of teaching-learning methods are used.

- Interactive Lectures and Group Discussions
- Power Point presentations
- Discussions on current issues and events, newspaper articles, TV Programmes
- Sharing of real life experiences
- Quizes and class tests
- Peer Supervision of Practicals at T.Y.B.A. Psychology
- Role Plays and Skits
- Feedback about teachers is taken from students.

6.3.3 Examination and Evaluation

- Internal tests under CBSGS were conducted using Moodle and RF response cards and OMR sheets and high speed scanners used for evaluation.
- Papers assessed in the Centralized Assessment Process.
- Moderation of papers done as per the rules
- Inhouse program developed for analysis and printing of results.

6.3.4 Research and Development

- Substantial increase in reseach publications in recognized Journals by the staff as compared to last year.
- Number of students showing interest in research has increased.
- More number of students participated in “Aavishkar” – Research competition held by University of Mumbai.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Continued use of following facilities seen,

- Use of Computer assisted simulations for content delivery.
- Use of different softwares (such as Wolfram Mathematica, PhEt) for teaching.
- UGC Resource Centre is made available for teachers and students to use computers and Internet.

6.3.6 Human Resource Management

All the appointments are done as per the norms and regulations given by the University of Mumbai and the Joint Director.

If additional staff is required, it is appointed on ad-hoc basis, by having proper interviews by internal committee.

Inclination and expertise of the teaching and Support staff observed in various areas, accordingly responsibilities in various committees given.

6.3.7 Faculty and Staff recruitment

Done as per the norms given by the University of Mumbai and Government of Maharashtra..

6.3.8 Industry Interaction / Collaboration

Tata Institute of Fundamental Research (TIFR)

6.3.9 Admission of Students

Done as per the norms given by the University of Mumbai and State Government.

6.4 Welfare schemes for

Teaching	Credit Society
Non teaching	Credit Society
Students	Student Welfare Fund

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	No			
Administrative	Yes (Financial)	Pay & Accounts	Yes	Office Establishment Committee

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

For UG Programmes Yes No

For PG Programmes Yes No

*The results of the College are declared within 30 days after the examination.

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

Since the College is affiliated to the University of Mumbai, the College has to follow all the rules and regulations regarding examination given by the University.

Moderation, Reevaluation and issuing Photocopy etc procedures followed as per the guidelines.

Inhouse software for processing results developed, so that the results are declared in 30 days.

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

NA

6.11 Activities and support from the Alumni Association

- Regular interaction by alumni
- Guest lectures on various topics by alumni
- Alumni e groups

6.12 Activities and support from the Parent – Teacher Association

- No formal Parent – Teacher Association
- Parents’ Meetings were held to explain to parents the Credit Based Grading System, the various programmes, examination system etc.
- Departments also hold Parents’ Meetings to discuss the progress of students.
- Separate parent meetings of students who are academically weak are held in the Departments
- Parents can approach the Principal and Vice Principals anytime under open- door policy.

6.13 Development programmes for support staff

Workshop on

- Stress management
- Improving Communication Skills
- Attendants in the Chemistry department attended the workshop on ‘Safety in laboratories’

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

- ‘Waste Management System’ was introduced.

The following ecofriendly initiatives continued,

- Maintenance of 450 numbered trees.
- Proper maintenance of Sports Ground with lush green grass spanning
- Using Rainwater harvesting project, initiatives taken to develop sports grounds and green campus.
- Sparrow shelters installed in the campus were increased.
- Paper cups were introduced in the canteen.
- Tree plantation.

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.

- Collaboration with TIFR Physics Seminar Series created an attraction and enthusiasm towards Physics. Students from other departments and other faculties responded favourably to this venture. This also helped in stabilizing the PG Center of Physics and it became the most preferred center for the students. The students have also started showing inclination towards research and study of pure sciences.
- After getting the report from a blood donation camp conducted in college that a large number of students had low hemoglobin count, series of lectures were organized for all the students on ‘Nutrition and Diet’. Sessions on ‘Anemia Awareness were conducted for both students and staff’

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

- Workshop conducted for teachers on Moodle
- Workshop on ‘Communication Skills’ and ‘Handling Stress’ conducted for Support Staff.
- ‘Sports Day’ was conducted for Support Staff.
- Increase in research publications by teachers.
- Waste Management system was introduced.
- Regular interaction with parents and students on regular studies, timely submissions as a requirement of CBGS system

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

- Health Awareness programmes on Diet and Nutrition, Anaemia and Breast and cervical cancer were conducted for students.
- Sessions on Effective Study Skills for students

7.4 Contribution to environmental awareness / protection

- Green campus with about 1000 trees and bushes maintained with the help of support staff and students.
- Waste Management System introduced.

7.5 Whether environmental audit was conducted? Yes No

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

1. College received the Forth position in top ten ranks at the University of Mumbai level in Sports.
 2. Shiv Chhatrapati Award- the special Govt. of Maharashtra Award in sports was received by our alumni, International Gymnast Miss Pooja Surve.
 3. Ms. Neeta Tatke received a special reconition Letter and Trophy from Yoga Forum, Munich, Germany for her consistent contribution in propogation of Indian Traditional Physical Culture, Mallakhamb in Munich.
 4. Increase in Sports Infrastructure Facilities, with the installation on Mobile BasketBall and Football Goal Posts
- Health Awareness programmes
- Diet and Nutrition lectures arranged for students of all faculties.
 - Anemia awareness lectures were organized for both students and faculty members.
 - Talk on Breast and cervical cancer organized, with special focus on regular check ups and prevention

8. Plans of institution for next year

- Focus on research by students, increase in participation in 'Avishkar' – the research convention conducted by University of Mumbai.
- Encouraging Application for research project from every Department.
- College to fund the research projects of teachers (appointed on adhoc basis) and students after scrutiny from Research Cell.
- Implementation of Solar Energy on the campus.
- Organization of Workshop, Seminar and Conference.

Name Ms. Neeta Tatke

Name Dr. Tushar Desai

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annuxure I
Academic Schedule for the Year 2013-14

Examination

	Internal test	2 nd week of August 2013
	Additional Internal	Last week of August 2013
	Project Submission	30 th Sept. 2013
	I/III Semester Examination	1 st Week of October 2013
	Additional Examination	Last week of November
	Internal test	2 nd week of January 2014
	Additional Internal	Last week of January 2014
	Project Submission	15 February 2014
	II/IV Semester Examination	1 st Week of March 2014
	Additional Examination	Last week of April 2014

Cultural events by the College

	Traditional day, Saree & tie day etc.	3 rd Week of December 2013
	Annual Scholar's Day	23 rd December 2013
	Annual Gymkhama Day	24 th December 2013

Other events

	Arthotsav	3 rd week of November 2013
	Cricket Matches	3 rd Week of December 2013
	Psynergy	2 nd week of January 2014
	International Seminar- Psychology Dept.	2 nd week of January 2014
	VIBGYOR- Science Fest	February 2014
