

# The Annual Quality Assurance Report (AQAR) of the IQAC

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

## Part – A

AQAR for the year (for example 2012-13)

2012-13

### I. Details of the Institution

1.1 Name of the Institution

D.G. Ruparel College of Arts, Science and Commerce

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:

022-24213030

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

**OR**

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

1.5 Website address:

Web-link of the AQAR:

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

### 1.6 Accreditation Details

| Sl. No. | Cycle                 | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | A     | -    | Sept. 2003            | 5 years         |
| 2       | 2 <sup>nd</sup> Cycle | A     | 3.07 | Sept. 2010            | 5 years         |
| 3       | 3 <sup>rd</sup> Cycle |       |      |                       |                 |
| 4       | 4 <sup>th</sup> 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)
- ii. AQAR 2011-12 submitted to NAAC on May 2012 (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-financing

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

|  |                                  |                              |  |
|--|----------------------------------|------------------------------|--|
|  | <input type="text" value="No"/>  |                              |  |
| University with Potential for Excellence | <input type="text" value="No"/>  | UGC-CPE                      | <input type="text" value="No"/>  |
| DST Star Scheme                          | <input type="text" value="No"/>  | UGC-CE                       | <input type="text" value="No"/>  |
| UGC-Special Assistance Programme         | <input type="text" value="No"/>  | DST-FIST                     | <input type="text" value="Yes- Research Grant – '0' level- Rs. 90 Lakhs"/> |
| UGC-Innovative PG programmes             | <input type="text" value="No"/>  | Any other ( <i>Specify</i> ) | <input type="text" value="No"/>  |
| UGC-COP Programmes                       | <input type="text" value="Yes"/> |                              |  |

## **2. IQAC Composition and Activities**

|   |                                 |
|---|---------------------------------|
| 2.1 No. of Teachers   | <input type="text" value="07"/> |
| 2.2 No. of Administrative/Technical staff                         | <input type="text" value="00"/> |
| 2.3 No. of students   | <input type="text" value="00"/> |
| 2.4 No. of Management representatives                             | <input type="text" value="01"/> |
| 2.5 No. of Alumni   | <input type="text" value="00"/> |
| 2.6 No. of any other stakeholder and<br>community representatives | <input type="text" value="00"/> |
| 2.7 No. of Employers/ Industrialists                              | <input type="text" value="00"/> |
| 2.8 No. of other External Experts                                 | <input type="text" value="01"/> |
| 2.9 Total No. of members  | <input type="text" value="09"/> |
| 2.10 No. of IQAC meetings held                                    | 24                              |

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

Effective study Skills, Separation techniques in Biological Systems,  
Theatre

2.14 Significant Activities and contributions made by IQAC

- Training for Google Docs was held for teaching staff.
- Meetings with parents and Students regarding CBGS – create awareness and improvement of performance of students.
- Support Staff from Information Technology were encouraged to take training in maintenance of computers. Due to this AMC for computers was not required.

## 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>Increasing the use of ICT for internal communication</li> <li>Use of interactive technology for testing.</li> <li>Awareness about newly introduced CBGS system</li> <li>Encouraging research and paper publication for teachers and students</li> </ul> | <ul style="list-style-type: none"> <li>Email ids under ruparel.edu created for all staff members.</li> <li>Training for Google Docs was held.</li> <li>Internal tests under CBSGS conducted using Moodle and RF response cards</li> <li>Increase in the number of both teachers &amp; students doing research and increase in number of papers published</li> </ul> |

\* Attach the Academic Calendar of the year as Annexure.

    

2.15 Whether the AQAR was placed in statutory body      Yes      No

Management       Syndicate       Any other body

Provide the details of the action taken

|  |
|--|
| <p>Management suggested</p> <ul style="list-style-type: none"> <li>to organize UGC sponsored Conference/ workshop.</li> <li>More number of teachers to apply for Minor/Major research projects.</li> <li>More use of ICT in teaching learning.</li> <li>More use of Moodle for internal evaluation and content development.</li> </ul> |
|--|

## Part – B

### Criterion – I

#### I. 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  | Nil                                 | Nil  |
| UG                     | 05                            | Nil  | Nil                                 | Nil  |
| PG Diploma             | Nil                           | Nil  | Nil                                 | Nil  |
| Advanced Diploma       | Nil                           | Nil  | Nil                                 | Nil  |
| Diploma                | Nil                           | Nil  | Nil                                 | Nil  |
| Certificate            | Nil                           | Nil  | Nil                                 | Nil  |
| Others                 | Nil                           | Nil  | Nil                                 | Nil  |
| <b>Total</b>           | 13                            | Nil  | Nil                                 | 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 First & second year |
| 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 syllabi prescribed by the University of Mumbai were followed.
- The CBGS got introduced at the Second Year of Degree College and First year of Post Graduate courses.
- All the rules & regulations given by the University of Mumbai were followed

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

|                                    |       |                  |                      |            |                             |
|------------------------------------|-------|------------------|----------------------|------------|-----------------------------|
| 2.1 Total No. of permanent faculty | Total | Asst. Professors | Associate Professors | Professors | Others                      |
|                                    | 45    | 22               | 23                   | 00         | 01<br>Professor<br>Emeritus |

|   |    |
|---|----|
| 2.2 No. of permanent faculty with Ph.D. | 18 |
|---|----|

|   |                  |    |                      |     |            |     |        |     |       |    |
|---|------------------|----|----------------------|-----|------------|-----|--------|-----|-------|----|
| 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  |
|   | Nil              | 20 | Nil                  | Nil | Nil        | Nil | Nil    | Nil | Nil   | 20 |

|   |    |    |                   |
|---|----|----|-------------------|
| 2.4 No. of Guest and Visiting faculty and Temporary faculty | 00 | 00 | 24+ 16<br>unaided |
|---|----|----|-------------------|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 07                  | 06             | 03          |
| Presented papers | 02                  | 02             | 01          |
| Resource Persons | 01                  | -              | 01          |



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

Use of RF Response Cards in teaching and examination  
 Field Visits  
 Use of PowerPoint  
 Industrial visits  
 Workshops for developing '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)

- Use of Moodle and RF Response cards
- Photocopy
- All internal examination papers and theory papers printed inhouse.

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

11

11

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 and A Grades % | B Grade% | Others% | Pass % |
| TYBA                   | 129                            | 31.74            | 48.07    | 3.06    | 82.87  |
| TYBCom                 | 303                            | 94.02            | 00.66    | 2.00    | 96.68  |
| TYBSc                  | 155                            | 53.60            | 26.69    | 1.93    | 82.22  |
| TYBMS                  | 95                             | 66.00            | 01.96    | 17.04   | 85.00  |
| TYBSc (CS)             | 35                             | 25.71            | 40.00    | 7.02    | 72.73  |
| TYBSc (IT)             | 67                             | 46.96            | 03.03    | 19.7    | 69.69  |
| MSc                    | 77                             | 71.78            | 9.34     | 3.77    | 84.39  |
| MSc (IT)               | 13                             | 21.42            | 28.57    | 0.01    | 50.00  |

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

- Result was analysed and sent to teachers.
- Result Improvement Committee was formed under IQAC.
- Effective Study Skills sessions were conducted.
- Feedback obtained from Students about the teachers.

## 2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses                              | 00                                  |
| UGC – Faculty Improvement Programme            | 01                                  |
| HRD programmes                                 | -                                   |
| Orientation programmes                         | 02                                  |
| Faculty exchange programme                     | -                                   |
| Staff training conducted by the university     | 08                                  |
| Staff training conducted by other institutions | 01                                  |
| Summer / Winter schools, Workshops, etc.       | -                                   |
| Others   | 02 (International)                  |

## 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 | 81                            | 35                         | 00   | 17                                     |
| 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

- Research Committee was established.
- Teachers were encouraged to pursue research and publish papers.
- A talk by Professor Emeritus Dr. Madhavi Indap on *UGC Minor and Major Research Projects* was organised.
- Research by students was encouraged.

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              | 02        | 01        | 03         | 02        |
| Outlay in Rs. Lakhs | 80,000/-  | 2.9 lakhs | 5,80,000/- |           |

3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 13            | 02       | -      |
| Non-Peer Review Journals | -             | 01       | 02     |
| 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   | 02 years      | UGC Emeritus Fellowship    | 5,80,000/-             | 2,90,000/- |
| Minor Projects   | -             | -                          | -                      | -          |
| Interdisciplinary Projects   | -             | -                          | -                      | -          |
| Industry sponsored   |               | -                          | -                      |            |
| Projects sponsored by the University/ College                                  | 01 year       | University of Mumbai       | 80,000/-               | 80,000/-   |
| Students research projects<br><i>(other than compulsory by the University)</i> | 01 year       | -                          | -                      | -          |
| Any other(Specify)   | -             | -                          | -                      | -          |
| Total  |               | -                          | 6,60,000/-             | 3,70,000/- |

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              | -             | -        | -     | -          | -       |
| 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 of University/College   
 Total

3.16 No. of patents received this year

| Type of Patent |         | Number |
|----------------|---------|--------|
| National       | Applied | -      |
|                | 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         | -    | -       |

- The Best Teacher Award was conferred upon Dr. Vikas Golatkar, Head, Department of Botany by University of Mumbai on 5<sup>th</sup> September 2012.
- Dr. Madhavi Indap was conferred the position of Professor Emeritus.

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

3.19 No. of Ph.D. award received by faculty from the Institution

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Physics Festival VIBGYOR was organised on 1<sup>st</sup> and 2<sup>nd</sup> February 2013 More than 1600 visitors were recorded at the event. The visitors 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.

- Students from the BMC School – Woolen Mills Compound- were specially invited for 'VIBGYOR'. On 1<sup>st</sup> February 2013, two shows of the Mobile Planetarium were reserved for them.
- Umed - – A talent display event was organized for the senior citizens. Variety of competitions was organized for senior citizens such as Singing, presentation using Musical Instrument, Painting etc.

## 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                               | Nil           | -              | 01       |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | -                                | 07            | UGC & Fees     |          |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | 60.85<br>From<br>2007 to<br>2012 | 6.54          |                | 67.39    |
| 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.

#### 4.3 Library services:

|                  | Existing                    |       | Newly added |            | Total |       |
|------------------|-----------------------------|-------|-------------|------------|-------|-------|
|                  | No.                         | Value | No.         | Value      | No.   | Value |
| Text Books       | 14475                       | *     | 504         | 1,07,546/- | 14979 |       |
| Reference Books  | 84862                       |       | 570         | 2,15,149/- | 85432 |       |
| e-Books          | -                           |       | -           | -          | -     |       |
| Journals         | 128                         |       | 1           | 1,11,592/- | 129   |       |
| e-Journals       | 1                           |       | 1           | 5,000/-    | 1     |       |
| Digital Database | -                           |       | -           | -          | -     |       |
| CD & Video       | 141                         |       | 28          | -          | 169   |       |
| Others (specify) | 12473<br>(Through Donation) |       | 334         | -          | 12807 |       |

\* 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                     | Departments | Others                     |
|----------|-----------------|---------------|--|---------------------------|------------------|----------------------------|-------------|----------------------------|
| Existing | 122             | 04            | 2mbps broadband link by Tata, 10 adsl links under NME project of 512 kbps each | 01<br>UGC Resource Center | Nil              | 10 computers and 01 Server | 07          | 09<br>Library & Staff Room |
| Added    | Nil             | Nil           | Nil  | Nil                       | Nil              | Nil                        | Nil         | Nil                        |
| Total    | 122             | 04            | 01   | Nil                       | Nil              | 10                         | 07          | 09                         |

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

- Training was given to teachers for conducting Internal Test using Moodle and Google Docs.
- Widespread Campus Network using fibre optic cable done.
- Fibre optic connectivity using DSL- AMP (Mini exchange) by MTNL under National Mission for Education Prog. was established in College premises.
- Internet Connectivity given to all the Departments and other Administrative and Support facilities in the 10 acre campus under the National Mission for Education Prog.

4.6 Amount spent on maintenance in lakhs:

All the major facilities related to computers and networking maintained in house by the teaching and support staff.

|  |                    |
|--|--------------------|
| i) ICT                                   | 1.70               |
| ii) Campus Infrastructure and facilities | 17.84              |
| iii) Equipments                          | 0.34               |
| iv) Others                               | 3.77 (Consumables) |
| <b>Total :</b>                           | 23.65              |



## Criterion – V

### 5. Student Support and Progression

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

- Information given to Staff members in Head of the Department and teachers' Meetings
- Information given to Parents in Parents Meetings
- 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.
- Information about the progress of students was given to the parents Department wise.
- 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.

#### 5.3 (a) Total Number of students

| UG   | PG  | Ph. D. | Others               |
|------|-----|--------|----------------------|
| 2743 | 179 | 13     | 03 (MSc by research) |

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

23

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

Nil

|     |      |       |       |      |       |
|-----|------|-------|-------|------|-------|
| Men | No   | %     | Women | No   | %     |
|     | 1075 | 36.58 |       | 1863 | 63.41 |

| Last Year |    |    |     |                       |       | This Year |    |    |     |                       |       |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General   | SC | ST | OBC | Physically Challenged | Total | General   | SC | ST | OBC | Physically Challenged | Total |
| 1648      | 46 | 39 | 773 | 11                    | 2925  | 1730      | 41 | 30 | 760 | 09                    | 2938  |
|           | 5  |    |     |                       |       |           | 8  |    |     |                       |       |

Demand ratio 3:1      Dropout % 2%

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

Department of Physics guided students for IIT –JAM preparation. This guidance was also extended for the T.I.F.R. entrance examination and IIT –GATE examination.

No. of students beneficiaries

40

5.5 No. of students qualified in these examinations

|             |    |           |   |      |    |        |   |
|-------------|----|-----------|---|------|----|--------|---|
| NET         | 04 | SET/SLET  | - | GATE | 01 | CAT    | - |
| IAS/IPS etc | -  | State PSC | - | UPSC | -  | Others | - |

5.6 Details of student counselling and career guidance

Ms. Neelima Deshpande and Ms. Shital Ravi, the two visiting counselors at Suman centre, provided support to students and staff in coping with a variety of personal, academic, and career concerns. Between 19<sup>th</sup> February 2012 to 31<sup>st</sup> January, 2013, 172 persons visited the centre (29 male and 124 female students of Junior, Degree and Post-Graduate classes, 3 members of teaching and non-teaching staff, and 16 parents) and benefitted from the consultation, guidance and counseling which was given free of cost. Ms. Neelima Deshpande conducted 4 workshops on 'Effective Study Habits' - for students of Department of Information Technology on 25<sup>th</sup> July and 8<sup>th</sup> August 2012, and for T.Y.B.Sc. students of Department of Physics on 24<sup>th</sup> November and 8<sup>th</sup> December, 2012. These workshops included testing of study skills of the students, giving feedback about their test scores and suggesting specific methods of studying more effectively.

No. of students benefitted

153

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 |
| Students participated in Pool Campus drive | 70                              | No information available  | No information available  |

## 5.8 Details of gender sensitization programmes

- i) Neerajaa, a senior poet and critic in Marathi delivered a talk on 'Women's poetry in Marathi during post-1990 era: Changing Perspectives' as part of the Late L.G. Jog Memorial Lecture-series on 10<sup>th</sup> January, 2013.
- ii) '*Samruddha, Sundar Vyaktimattva*' by Ms. Vidya Bal (eminent editor and social activist) on 23<sup>rd</sup> November 2012. This talk was arranged in association with the Women Development Cell of the College.
- iii) 'Womanhood - Biological Changes and Challenges' by Dr. Ashwini Bhalerao Gandhi (Consultant Gynecologist, P. D. Hinduja Hospital) on 2<sup>nd</sup> August 2012.
- iv) On 12<sup>th</sup> January 2013, the students of D.G.Ruparel and Gogate Joglekar College attended informative talks at the University. They visited the exhibition on 'Stop Violence against Women' on the campus of Mumbai University.
- v) Talk was organised on "Personality Development" by Mr. Parag Chitale on 20<sup>th</sup> February 2013.
- vi) MAVA seminar – 7<sup>th</sup> September 2012 - a seminar on gender awareness with an NGO called MAVA (Men Against Violence and Abuse) was conducted.

## 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                                    | 665                | 64,61,383/- |
| 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: Nil

## 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.

#### **Collaboration with industry-**

Synergistic alliances with well-known academic, research and consulting institutions are being developed. An interface with the industry is being created to ensure that the skills imparted to the learners are in consonance with the needs of the industry.

#### **Social responsibility-**

Learners are sensitised about social, ecological, economic and political issues in an endeavour to find solutions that will benefit society as a whole. Positive role modeling is provided in order to create responsible citizens.

## 6.2 Does the Institution has a management Information System

Yes.

- Vriddhi – ERP package is used for administration – student Dataa management and finance.
- In-house software was updated for examinations and results.
- SOUL is extensivelyused in the Library.
- Tally used for financial accounting

## 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.

### 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
- Quizzes 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.

### 6.3.4 Research and Development

- Encouragement and guidance was given to students by the teachers of Physics, Psychology for taking up research projects and publications.
- Special Research Cell was established with modern equipments and facilities for research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library shifted to large spacious Hall, with all facilities under one roof.

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.

6.3.7 Faculty and Staff recruitment

Done as per the norms given by the University of Mumbai.

6.3.8 Industry Interaction / Collaboration

Collaboration with BASF and Chemotest Laboratories

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     | Nil                  |
| Non teaching | Credit Society       |
| Students     | Student Welfare Fund |

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) has been done?

| Audit Type     | External           |                | Internal |                                      |
|----------------|--------------------|----------------|----------|--------------------------------------|
|                | Yes/No             | Agency         | Yes/No   | Authority                            |
| Academic       | No                 | -              | No       | -                                    |
| Administrative | Yes<br>(Financial) | Pay & Accounts | Yes      | Office<br>Establishment<br>Committee |

6.8 Does the University/ Autonomous College declare results within 30 days? N.A. Results of the examination conducted by the College always get declared within 30 days. \*

For UG Programmes      Yes     No

For PG Programmes      Yes     No

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

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.

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' Meeting were held to explain to parents the Credit Based Grading System.
- 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

Nil

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

- Using Rainwater harvesting project, initiatives taken to develop sports grounds and green campus.
- No. of 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.

- Computerisation and technological upgradation
- Major campus area covered under CCTV surveillance.

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

- Introduction of the CBGS system was a major change for both teachers and students. To make the students and parents aware about this newly introduced CBGS system, the continuous evaluation and the combined results of all 6 semesters, regular meetings were held with the parents and students.
- To reduce the burden of assessing several papers Moodle and RDF response cards were introduced and teachers were encouraged to use it for internal examinations by giving training in the same.
- Research was encouraged in both faculty and students, for which a special Research Committee was established
- Although the Departments were told to organize some workshop/Seminar/Conference, it was realized that all the teachers were struggling to cope up with the new CBGS system and any such event could not be held.

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

- Teaching beyond the classroom.
- Saving of stationery as many internal tests were taken using Moodle.

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

7.4 Contribution to environmental awareness / protection

Green campus with about 1000 trees and bushes maintained with the help of support staff and students.

7.5 Whether environmental audit was conducted? Yes  No

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

Major focus on helping the students to cope with the newly introduced CBGS, with workshops on 'Developing Study Skills', formal and informal sessions on the new grading system, as it was a major change for the students, who now had to adjust to continuous evaluation system.

## **8. Plans of institution for next year**

- Workshop to be conducted for teachers on Moodle
- Workshop on 'Communication Skills' and 'Handling Stress' to be conducted for Support Staff.
- 'Sports Day' to be conducted for both Teaching and Support Staff.
- Focus on Research by Staff and Students
- Organization of Conference, Workshop, Seminars
- Introduction of Waste Management system
- More focus on strategies to handle the CBGS system more efficiently by more regular contact with the parents and students

*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 2012-13

Examination

|  |                            |                                      |
|--|----------------------------|--------------------------------------|
|  | Internal test              | 2 <sup>nd</sup> week of August 2012  |
|  | Additional Internal        | Last week of August 2012             |
|  | Project Submission         | 30 <sup>th</sup> Sept. 2012          |
|  | I/III Semester Examination | 1 <sup>st</sup> Week of October 2012 |
|  | Additional Examination     | Last week of November                |
|  | Internal test              | 2 <sup>nd</sup> week of January 2013 |
|  | Additional Internal        | Last week of January 2013            |
|  | Project Submission         | 15 February 2013                     |
|  | II/IV Semester Examination | 1 <sup>st</sup> Week of March 2013   |
|  | Additional Examination     | Last week of April 2013              |

Cultural events by the College

|  |                                       |                                       |
|--|---------------------------------------|---------------------------------------|
|  | Vihang                                | 3 <sup>rd</sup> week of November 2012 |
|  | Traditional day, Saree & tie day etc. | 3 <sup>rd</sup> Week of December 2012 |
|  | Annual Scholar's Day                  | 20 <sup>th</sup> December 2012        |
|  | Annual Gymkhama Day                   | 21 <sup>st</sup> December 2012        |
|  | Celebrity Alumni Day                  | 22 <sup>nd</sup> December 2012        |

Other events

|  |                       |                                       |
|--|-----------------------|---------------------------------------|
|  | Personality Contest   | 2 <sup>nd</sup> week of December 2012 |
|  | VIBGYOR- Science Fest | February 2013                         |
|  | Cricket Matches       | 3 <sup>rd</sup> Week of December 2012 |
|  | Psynergy              | 3 <sup>rd</sup> week of January 2013  |
|  | Arthotsav             | 3 <sup>rd</sup> week of November 2012 |