

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2012-13)

2014-15

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.

022-24213030

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:

Dr. Neeta Tatke

Mobile:

09833479939

IQAC e-mail address:

iqac@ruparel.edu

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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OR

1.4 NAAC Executive Committee No. & Date:

EC/53/RAR/82 dated 4.9.2010

(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:

www.ruparel.edu

Web-link of the AQAR:

www.ruparel.edu/IQAC/AQAR2014-15.pdf

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	In the process of submitting SSR			

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

01 .07.2004

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
- ii. AQAR 2011-12 submitted to NAAC on May 2012
- iii. AQAR 2012-13 submitted to NAAC on 1st June 2015
- iv. AQAR 2013-14 submitted to NAAC on 27th June 2015

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)

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

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	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2.6 No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	Faculty <input type="text" value="06"/> Non-Teaching Staff <input type="text" value="-"/>
	Students <input type="text" value="04"/> Alumni <input type="text" value="01"/> Others <input type="text" value="08"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="3,00,000/-"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text"/> International <input type="text"/> National <input type="text" value="01"/> State <input type="text"/> Institution Level <input type="text" value="02"/>
(ii) Themes	<input type="text" value="i. Societal Impact of Chemistry - Vision 2020
ii. Training the Teachers to enhance student effectiveness
iii. Goals and Action Plans"/>

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

- i. Department of Chemistry organized National Conference on Societal Impact of Chemistry - Vision 2020

2.14 Significant Activities and contributions made by IQAC

- | |
|--|
| i. Training the Teachers to enhance student effectiveness: Diet and Exercise |
|--|

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
More number of Field Visits.	Various departments organised field visits for the students to get awareness about the practical aspects of the subject and related issues.
Focus on Research	Participation of both students and faculty in research activities has increased
Certificate Course	Certificate Course in Analytical Chemistry - Food And Drug Analysis, Proficiency Course in English
More use of worksheets, question banks	Many departments used this method
Popularization of Physics	Techno Series, Science exhibition, lecture series in Physics conducted

Field Visits –

- i. Food And Drug Administration at Bandra Kurla Complex by Department of Chemistry
- ii. Kamla Mehta School for the Blind by Department of Psychology
- iii. Newspaper Mumbai Tarun Bharat by Department of English
- iv. Kanheri caves by Department of History
- v. Dept. of Archives Govt, of Maharashtra by Department of History

* Attach the Academic Calendar of the year as Annexure.

Annexure I

2.15 Whether the AQAR was placed in statutory body Yes No

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, Green Environment campaign was strengthened.

- Campus development by reusing material – Amphi theatre (Rupangan), Open Activity Space (Saawli) were constructed.
- Bird feeders were installed.
- More trees were planted
- Campus was beautified reusing material
- Additional Solar Panels were installed for Physics Laboratory and Notice Boards
- Tubelights are being replaced by LEDs to conserve energy

All these tasks were accomplished through volunteer work by students and non- teaching staff

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	-	-	-
PG	07	-	03	-
UG	05	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	2
Others	-	-	-	-
Total	15	-	05	-
Interdisciplinary				
Innovative				

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* (On all aspects)

Alumni Parents Employers Students

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.
- All the rules and 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.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
89	31	21	00	17+20

2.2 No. of permanent faculty with Ph.D.

20

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	21	Nil	Nil	Nil	Nil	Nil	Nil	Nil	21

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

00

24

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	19	04
Presented papers	03	06	02
Resource Persons	01	01	01

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

- i. Annual Report of various Listed Companies are distributed to the students for discussions on practical issues relating to Accounts.
- ii. Training in Fruit and Vegetable Carving and Flower Arrangement by Department of Botany
- iii. For subject of Advertising, creative and innovative Commercial Ads are shown to the students
- iv. Students of S.Y.B.A learn basics of MAPINFO . This enables them to have better insight of practice cartography by Geography.
- v. Encouraging students to take part in projects such as Sun Dial, Pascal's Law, and demonstration kit for Newton's laws of Motion by Department of Physics
- vi. Various software like Wolfram Mathematica Software for understanding of mathematical concepts, PhEt software for basic concepts in Physics, SRIM software for simulation of Ion implantation at MSc Part I
- vii. Mini Research projects.
- viii. Analysis of Annual report and News reading from financial newspaper by Department of Accountancy.

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)

Reforms introduced in previous years were continued. All the rules about assessment given by University of Mumbai were followed.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development 15
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	Division				
		O Grade	A Grade	B Grade	C Grade	D Grade
TYBSC	338	13	66	47	10	Nil
TYBA	144	16	28	32	15	12
TYBCOM	305	53	147	47	17	08
TYBSC (IT)	104	01	50	25	05	01
TYBMS	108	00	17	30	22	06
MSC	73	27	15	05	-	-
MCOM	28	01	14	06	02	

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

- Meetings were held with students with low performance in Sem I and III examinations to help them improve their results.

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 that some departments and teachers 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	04
UGC – Faculty Improvement Programme	02
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	03
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	18
Others	12

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	110	06	-	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

- Guidance provided for publication of research papers, as a result of which increase in number of publications was seen.
- Guidance was given to students to participate in University Research Competition “Aavishkar.”

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	-	01
Outlay in Rs. Lakhs			25,000/-	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	45	05	-
Non-Peer Review Journals	-	-	01
e-Journals	01	01	-
Conference proceedings	08	13	-

3.5 Details on Impact factor of publications:

Range	0.06 to 3.24	Average	1.65	h-index	07	Nos. in SCOPUS	38
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Google Scholar 06

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	1	UGC	4,25,000/-	-
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the College	1	College – 64	10,103/-	
Students research projects <i>(other than compulsory by the University)</i>		64		
Any other(Specify)		-		
Total		64		

3.7 No. of books published i) With ISBN No.

01

Chapters in Edited Books

-

ii) Without ISBN No.

01

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

04

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons – Chaired International Conference 01, Resource person –International 01, National 01, State 01

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
NIL						

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

*Janhavi Lokegaonkar- China

3.22 No. of students participated in NCC events:

University level	13	State level	17
National level	23	International level	01

3.23 No. of Awards won in NSS:

University level	01	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	32	College forum	01		
NCC	01	NSS	35	Any other	13

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

NSS activities

Area Based Projects

- Dengue Malaria Awareness - · In collaboration with BMC participated in Dengue Malaria awareness campaign on 12th December 2014. The areas covered included Dadar (G-North ward), Mahim Darga , Matunga Labour camp. Over 150 people were benefited from this project.
- Diabetes Awareness - in collaboration with BMC on 26th November 2014. Over 200 people were benefited from this project.
- Pulse Polio Campaign - in coordination with BMC G North Ward on 16th, 17th & 27th November 2014. Nearly 400-450 children were benefited through this project.
- Education Project - at Mahim Municipal school on 15th, 16th, 18th, 19th December Envelope selling – sale of envelopes made by differently abled people of Avahan Palak Sangh, Dadar. The total money collected Rs 1500/- was given to the institute

- AIDS Day - on 1st December 2014.
- TB Awareness
- Blood Donation Camp - in collaboration with St. George Hospital on 12 August 2014. 102 bottles were collected.
- Blood Donor Registration - in collaboration with an NGO - MOB on 21st February 2015. 200 donors were registered under this campaign.
- NSS DAY - 24th September 2014 by spreading awareness about education among the children of Kasarwadi.
- MAVA Residential Camp - 6th to 10th August 2014 – attended by 2 volunteers
- Friendship Day – on 3rd August 2014 in Bamnewadi, Shahapur by tying friendship bands to the trees and the poor children. New saplings were planted in the village. Also street animals like stray dogs and other animals were given food and water.
- One Day Camp - A one day non-residential camp at Karav Adivasi school, Vangani on 3rd August 2014.
- MAVA Workshop - A five day workshop on the theme “Say No Accept No” was organized by MAVA. Our volunteers performed over 30 street plays in various parts of Mumbai
- Paper Bag Project – preparing paper bags in the college campus for distribution among the vendors of the Dadar Flower market, Mahim market and Dadar to promote the use of eco-friendly bags. Our volunteers performed a street play based on the topic environmental conservation.
- Help Desk - a special project for the senior citizens and women in collaboration with Shivaji park police station.

College Based Projects

- Inauguration - on 28th July 2014.
- Anti Drugs Seminar - conducted by the Anti-narcotics Cell of Mumbai police, Worli on 30th June 2014.
- Great Bhet - a talk show organized with IPS Vishwas Nangre Patil on 8th August 2014. The theme was how to prepare for civil service competitive examinations.
- Independence Day - 15 NSS volunteers participated in the Independence Day Parade.
- MAVA seminar - on gender sensitisation on 29 July 2014.
- College Clean-Up Drive - on 8th, 9th and 15th November 2014 to clean the college campus and spread the awareness of Swatcha Bharat Abhiyan.
- Teachers Day – celebrated on 5th September 2014 by giving teachers handmade pen-stands as a token of respect.
- Organ Donation Seminar - conducted by the Lion’s Club on 10 September 2014.

University Based Projects

- Ganesh Immersion Project - volunteers assisted the Mumbai Police in Crowd Management on 30th August, 4th September & 8th September 2014 at Dadar Chawpathy. They also convinced people to dispose the garlands and the other material properly.
- Peace Rally – active participation by volunteers in the Hiroshima and Nagasaki Peace Rally on 6th August 2014 to mark the 69th anniversary of the atomic devastation and to promote a nuclear weapon-free world.
- Vyasnmukti Rally - volunteers attended the vyasnmukti rally organized by University of Mumbai on 1st October 2014.
- Voter awareness - volunteers attended a debate on Voting awareness on 9th October 2014 organised by KC college in collaboration with Maharashtra Times.
- Oath Ceremony at BKC
- Mission Garima - an initiative by TATA group with collaboration of MCGM. Volunteers attended a seminar to discuss the project at KC college on 10 November 2014.
- Swatcha Bharat Abhiyan Meeting - volunteers attended a meeting regarding Swatcha Bharat Abhiyan organized by Mumbai University on 27 November 2014
- Swatcha Bharat Abhiyan - volunteers attended the workshop organized by KC college on 20 Feb. 2014 and 21 Feb 2014.
- UMED - Aasha Jagnyachi, the annual festival for senior citizens was organized on 4th and 5th February 2015. It provided an opportunity to the Senior Citizens and Differently Abled people to showcase their talent.
- LTP (Leadership Training Programme) – Volunteers attended this programme organized by University of Mumbai at Badlapur from 27th to 31st August 2014.
- Seven Days Residential Camp - at Adivasi Madhyamik Vidyalay, Bamnewadi, Shahapur from 26th October to 1st November 2014.
- Our Swatcha Bharat Abhiyan won third prize for BEST SOCIAL PROJECT at MD college fest.

Extension Work Programme

32 students enrolled for the extension work projects. The projects undertaken were on Survey of Women's Status, Career Projects, Industry Oriented Projects and Online projects. Our College Unit won participated in street play in 'UDAAN-Flight of Extension' organized at Thakur College. Poster on Survey of Women's Status won consolation prize. Poster Exhibition on various topics such as Survey of Women's Status, Career Projects, Student Manager and ICT was organized in the College on 5th Feb. 2014.

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	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		22		
Value of the equipment purchased during the year (Rs. in Lakhs)		45,55,212/-	DIST FIST	
Others		02 Rupangan Saawli	Non Salary Grant	02

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.
- Inflibnet 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	15614		626	1,27,945/-	16240	
Reference Books	86031		634	2,80,664/-	86665	
e-Books	-		-	-	-	
Journals	128		2	1,54,450/-	129	
e-Journals	1		1	5,000/-	1	

Digital Database	-		-		-	
CD & Video	191		20		111	
Others (specify)	13001		484		13485	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	132	04	10 adsl links under NME project of 512 kbps each 40 mbps broadband link	01	01 Server	10 & 01 Server	12	14
Added	60	Nil	40 mbps broadband link	Nil	Nil	05	05	Nil
Total	192	04		01	01 Server	15 & 1 server	17	14

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

All the Departments were given a computer with internet connectivity.

4.6 Amount spent on maintenance in lakhs :

i) ICT	32,000/-
ii) Campus Infrastructure and facilities	6,25,905/-
iii) Equipments	2,13066/-
iv) Others	45,130/-
Total :	9,16,101/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Group SMS facility is used to inform students and parents about important dates regarding results, parents' meeting and any other relevant information.
- Information about the services offered by the college are printed in college prospectus.
- Admission schedules and other important information is displayed on the College website.
- 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. Important notices about examinations, scholarships, freships are circulated in the classrooms.
- 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

- Result analysis is carried out by all departments to identify the strengths and weaknesses of the students.
- Mentorship scheme is used by some departments in order to ensure proper academic progress of the students.
- Effective study skills workshops were conducted by some Departments.
- Separate meetings are held for students with low performance in examinations to help them cope with the studies.
- Remedial coaching is given by some departments.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3171	281	06	02

(b) No. of students outside the state

38

(c) No. of international students

01

Men		Women	
No	%	No	%
1329	38.41	2131	61.58

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1826	44 8	43	843		3160	1923	51 6	47	974	12	3460

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.

No. of students beneficiaries

25

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

Ms. Neelima Deshpande, the visiting counselor 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 31st March 2014 and 16th April 2015, Ms. Deshpande provided guidance to 169 persons (31 male and 100 female students, 13 members of non-teaching staff, and 25 parents). She conducted 2 workshops for T.Y.B.Sc. and S.Y.B.Sc. students of Department of Physics on 15th July 2014, and 8 group guidance sessions in all – for students of Department of Chemistry on 1st July 2014; for T.Y.B.Sc. students of Department of Physics on 22nd July and 31st July 2014; for T.Y.B.Sc. students of Department of Statistics on 22nd July 2014; for T.Y.B.A. students of Department of Marathi on 6th August and 24th and 25th September 2014; for S.Y.B.Sc. students of Department of Physics on 13th August 2014. Ms. Deshpande also made an informative presentation to teachers of Department of Statistics on 17th July 2014 and to teachers of Department of Marathi on 30th July 2014.

No. of students benefitted 131

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
05	233	29	No information available

5.8 Details of gender sensitization programmes

- A guest lecture by Dr. Kranti Jejurkar on *Violence faced by Women in India* was organized on 14th August 2014. She informed about the laws which protect the women's right and the *Vishakha Guidelines against Sexual Harassment at Workplace* given by the Hon'ble Supreme Court.
- Ms. Sayali Tharali, student of T.Y.B.A. class attended a one day workshop on *Capacity Building in the light of Human Rights*, at Dr. T. K. Tope Arts and Commerce Night (Senior) College on 24th August 2014.
- A talk by Dr. Ravindra Kolhe and Dr. Smita Kolhe, the social activists, on *Aamache Sahajivani Samajsewa* was organized on 28th November 2014. Both of them shared their views and experiences on *Companionship with Gender Equality*. They narrated their experiences while working for the social causes in Bairagad, a remote adivasi pada at Amaravati. 'Malnutrition, Rural development, Human Rights and Women Empowerment' are the major areas of their social work.
- Ms. Deepali Bhide presented a research paper titled *A house wife's right to the Personal Space* in the UGC Sponsored Two Day National Conference on *Women's Quest for Equality in India- Promises, Problems and Prospects* organised by the Women Development Cell of K. G. Joshi and N. G. Bedekar College, Thane on 9th - 10th January 2015. She also received the Best Research Paper Award for this research paper. She also presented research paper titled *Mapping Marginalisation of women in Mumbai and its peri-urban areas* in UGC Sponsored One – Day Interdisciplinary National Conference on *Marginalisation and the Politics of Identity: Issues and Challenges* organised by Kirti M. Doongursee College, Mumbai on 10th February 2015.
- The Poster on the subject of *Status of Woman in Indian Society* by Extension Activity students received a consolation prize in Udaan Festival held at Thakur College, Kandivali,.
- Extension activity of the College conducted a Poster Exhibition on various topics like *Survey of Women's Status, Career Project, Student Manager* and *ICT* in the Science building corridor on 19th January 2015.

- A short film 'Keep Talking' by Pune-based film-maker Ms. Radhika Murthy (about masculinity and violence against women) was screened on 9th February 2015. This was followed by a talk and question-answer session by Mr. Harish Sadani, Chief Functionary and Hon. Secretary, Men Against Violence and Abuse. This talk was followed by a photography competition called Psyclick which involved clicking 2 photographs on the given psychological theme Gender Bias.
- Dr. Nandini Diwan reviewed the Questionnaire on *Eve Teasing* prepared for a survey by MAVA (Men Against Violence and Abuse) and gave feedback. **She** gave the keynote address on *Stress Management For Working Women* in the programme on International Women's Day at the Department of Atomic Energy, Government of India, Mumbai.

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	152	65,960/-
Financial support from government	877	46,59,742/-
Financial support from other sources	Not available	
Number of students who received International/ National recognitions	Nil	

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

<p><u>Vision:</u> Quest for lifelong learning Learners as the focus Stimulation of active learning Fostering research Efficient governance Collaboration with industry Social responsibility</p> <p><u>Mission:</u> In accordance with its motto 'For the spread of light', The Modern Education Society aims to create and disseminate an atmosphere of learning and research of a high academic, professional, ethical and ecological standard in which learners can gain knowledge and skills encompassing a wide range of disciplines – humanities, physical, biological and social sciences, law, technology, management and commerce – which will result in multi-dimensional personality development of the learners and enable them to fulfill the needs of industry and the community at large.</p>
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6.2 Does the Institution has a management Information System

<p>Yes.</p> <p>Student records are maintained using Vriddhi. Tally is used for accounting. Special in-house software has been created for examination records.</p>
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6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Since the College is affiliated to the University of Mumbai, the syllabi are prescribed by the University. However, the faculty members contribute to the syllabus as members of University bodies. Some faculty are Chairpersons / Members of Syllabus Committees of the University of Mumbai. Faculty members attend Syllabus Revision Workshops in their respective subjects and thus contribute to curriculum development.

Some faculty members frame syllabi for add-on courses at College level. These courses attempt to bridge the gap between the University syllabi and the demands of the industry.

6.3.2 Teaching and Learning

The use of ICT in the teaching-learning process has increased. Academically weak students are guided in order to identify their weak areas and to improve their performance in examinations. Some departments have a Mentorship Programme in order to maximize the potential of their students. Some departments hold Study Skills workshops in order to inculcate effective study habits among the students.

6.3.3 Examination and Evaluation

Internal Tests for some subjects were prepared online using Moodle or by using Radio-response Devices. This was aimed at reducing the burden of assessment faced by teachers. However, these tests could not be conducted online as the University had forbidden the conduct of online examinations for internal tests.

Detailed guidelines for Supervision and Assessment work are given to each teacher in the form of a printed handout. This ensures proper discipline during examinations as well as uniformity in the assessment method.

Examination scripts are assessed in the Centralised Assessment Programme (CAP). Moderation is carried out wherever required by external experts as per the rules of the University.

Physically disabled students / students with learning disabilities are given proper facilities like separate seating, additional time as well as grace marks in the examinations.

Photocopies of examined/moderated papers are given to students, on demand. All these rules are followed as per the guidelines of the University.

6.3.4 Research and Development

'Avishkar Committee' was formed to inculcate research temperament among the students. This committee monitored the research activity done by the students. 34 students and one teacher participated in the research convention 'Avishkar' conducted by the University of Mumbai. 7 students and one teacher were qualified for the interzonal round and one teacher represented the University in the State level competition. The College funded the expenses of all the participants. Avishkar Research Convention for Category 1 and 3 was conducted for the first time in the College. Students and faculty were encouraged to write research papers / present projects at the inter-collegiate level.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is well equipped with books and journals and with ICT facilities. OPAC software and barcoding is used in the library. Library delivers content pages of latest journals to the faculty members via email. Availability of books in the library can be accessed by the faculty using LAN. A new computer laboratory with 50 new computers, to increase ICT facilities is being set up in the Library.

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.

Duties and responsibilities are assigned to the staff in accordance with their abilities and interests.

The College encourages staff and students to develop their skills by providing a conducive atmosphere for the same.

Training is given to the non-teaching staff to upgrade the skills and knowledge of computers, handling the equipment in the laboratories.

6.3.7 Faculty and Staff recruitment

No new recruitments were made during this academic year.

The collaboration with the Tata Institute of Fundamental Research was continued. Experts from various fields were invited as guest speakers to make students aware about career options in their subject.

6.3.9 Admission of Students

The admission procedure is strictly in accordance with the Government norms. The time schedule for form submission is followed and all the required lists as displayed accordingly.

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	Yes	Principinal of a reputed College	Yes	College Management
Administrative	Yes	University	Yes	

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

The College is affiliated to the University of Mumbai. The results of First and Second Year BA/ BCom / BSc are declared within the time limit specified by the University.

For UG Programmes Yes No

For PG Programmes Yes No

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

Every Department is asked to analyse their results for the different classes and subjects. A meeting is held with the Principal to discuss methods to improve the results.

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

N.A.

6.11 Activities and support from the Alumni Association

Alumni Meet was held on 21st February 2015. Around 200 alumni attended the event.

The alumni contribute to the College in the form of donations as well as guidance to the current students.

6.12 Activities and support from the Parent – Teacher Association

There is no formal Parent-Teacher Association in the College, however, good communication is maintained with parents as required. Parents' meeting was held in July 2014 in order to inform the parents about the Credit Based Semester Grading System and to ensure a good performance by the students in the examinations.

6.13 Development programmes for support staff

Sports and Games were conducted for the non-teaching staff of the College on 30th December 2014. Cultural performances also took place.

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

Open-air Amphitheatre has been built to make teaching-learning more interesting.
Development of flower gardens.
Development of pond.
Installation of bird feeders.

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.

A seminar on Self-employment and Entrepreneurship was held in association with Khadi and Village Industries Commission to make students aware about opportunities and courses related to self-employment.

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

- Promotion of research.
- Improvement in Sport facilities
- Online examinations using Moodle and Clickers.
- Guidance to students of Arts and Science faculty regarding subject options at the time of admission.
- Meeting with parents and students regarding the newly introduced Credit-based Grading System.

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

- Community outreach programmes – Science awareness for students of nearby schools.
- NSS Programme UMED - Talent Showcase for senior citizens from the neighbourhood.

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

7.4 Contribution to environmental awareness / protection

Planting of more trees on the campus
Installation of bird-feeders.
Increase in number of solar panels
Replacement of conventional tubelights with LED tubelights is ongoing.

7.5 Whether environmental audit was conducted? Yes No

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

Every Department was asked to prepare a SWOC analysis and present the same in a meeting of all the teachers. Feedback about the SWOC presentations was given by two external experts who had been invited to share their experience.

8. Plans of institution for next year

One day workshop on nanotechnology/ Material Science by Department of Physics.

Dr. Neeta Tatke

Dr. Tushar Desai

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annuxure I
Academic Schedule for the Year 2014-15

Examination

Internal test	2 nd week of August 2014
Additional Internal	Last week of August 2014
Project Submission	30 th Sept. 2014
I/III Semester Examination	1 st Week of October 2014
Additional Examination	Last week of November
Internal test	2 nd week of January 2015
Additional Internal	Last week of January 2015
Project Submission	15 February 2015
II/IV Semester Examination	1 st Week of March 2015
Additional Examination	Last week of April 2015

Cultural events by the College

Traditional day, Saree & tie day etc.	3 rd Week of December 2014
Annual Scholar's Day	23 rd December 2014
Annual Gymkhama Day	24 th December 2014

Other events

National Conference by Dept. of Chemistry	12-13 September 2014
Arthotsav	3 rd week of November 2014
Cricket Matches	3 rd Week of December 2014
Psynergy	2 nd week of January 2015
International Seminar- Psychology Dept.	2 nd week of January 2015
VIBGYOR- Science Fest	February 2015
