

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015-16

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)

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)

EC/53/RAR/82 dated 4.9.2010

1.5 Website address:

www.ruparel.edu

Web-link of the AQAR:

www.ruparel.edu/IQAC/AQAR2015-16.pdf

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)

- AQAR 2010-11 submitted to NAAC in May 2011
- AQAR 2011-12 submitted to NAAC in May 2012
- AQAR 2012-13 submitted to NAAC on 1st June 2015
- AQAR 2013-14 submitted to NAAC on 27th June 2015
- AQAR 2014-15 submitted to NAAC on 11th June 2016
- AQAR 2015-16 submitted to NAAC on 1st July 2016

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. / Universit

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

UGC-CE

No

UGC-Special Assistance Programme No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

No

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

Faculty

08

Non-Teaching Staff

-

Students

02

Alumni

01

Others

06

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

International

National

01

State

01

Institution Level

02

Following workshops were organized,

- i. Department of Zoology organized State level two-day Workshop on Biostatistics *in teaching and research* on 4th and 5th July 2015.
- ii. Department of Management Studies organized a one day seminar on *Development of Life Skills* on 20th October 2015
- iii. Department of Commerce organised a National level Two day Workshop on 'Research Methodology' on 11th and 12th February 2016
- iv. Department of Psychology organized a five-day course on *Basics in counselling skills* from 2nd to 9th May 2016

2.14 Significant Activities and contributions made by IQAC

i.	Celebration of <i>International Yoga Day</i> on 21 st June 2015
ii.	Talk for teachers on <i>Tax Planning</i> by CA N. V. Kulkarni on 14 th August 2015
iii.	Celebration of <i>Vachan Prerna Din</i> in the memory of Late Dr. APJ Abdul Kalam on 15 th October 2015
iv.	Degree Certificate Distribution Ceremony on 25 th January 2016
v.	Training the non teaching staff in <i>Excel</i> on 25 th April 2016

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 workshops/seminars	In all, 4 workshops/seminars were organized by Departments and one workshop was organized for non-teaching staff.
Focus on Research	<ul style="list-style-type: none"> • Organization of Final round of Avishkar Research Convention for the selection of State level Research team of the University. • Participation of both students and faculty in research activities has increased. Forteen minor research projects, funded by the college by both students and teachers under R-Quest scheme. • 'Best Research Paper Awards' received by faculty and students • Application for recognition of Physics Research Laboratory

	under process.
Certificate Course	Certificate Course in Analytical Chemistry - Food and Drug Analysis
Skill development programmes	Many departments organized programmes for students with the theme of skill development and bridging the gap between theory and practical demands of the work place

Field Visits –

1. Department of Psychology - Students of TYBA visited *Aawhan Palak Sangh*, a centre run by the parents of mentally challenged adults on 12th June, 2015.
2. Department of Botany - Participation of students in the pre-conference workshop on 3rd July 2015 at Maharashtra Nature Park to spread awareness about wet-lands
3. Department of Zoology - Visit to Shilonda at Sanjay Gandhi National Park to study biodiversity on 30th August 2015.
4. Department of Zoology - Excursion to Amboli Ghat- Malvan from 11th to 17th January 2016. It included nature trail at Sawantvadi and Amboli, visit to rocky and sandy shore at Malvan, ornithology session at Dhamapur Bird Sanctuary and visit to Malvan sea shore for study of choncolgy and marine organisms.
5. Bachelor of Management Studies - A visit to Saguna Baug to study aquaculture, agro tourism, horticulture, traditional and non-traditional farming on 27th January 2016.
6. Department of Zoology - Visit to Ferry wharf (Bhaucha Dhakka) on 4th February 2016 to study various aspects of fisheries and types of fishes in marine life.
7. Department of Chemistry - Visit to Bhabha Atomic Research center on 16th February 2016
8. Department of Physics – Visit to Hydropower Station, Ghatghar, Thane on 5-6 March 2016
9. Department of Chemistry - Visit to Regional Agmark Laboratory on 6th April 2016

* *Attach the Academic Calendar of the year as Annexure.:* Attached as Annexure I

15 Whether the AQAR was placed in statutory body Yes v No

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The Management appreciated the increase in the number of research projects, publication and participation of students in research related activities.
The Management also appreciated efforts taken for ecofriendly campus
As per the suggestion given by the Management,
1. A sanitary napkin vending machine and a disposal unit for the same has been installed in the Girls' Common Room.
2. Separate rooms were provided to Women Development Cell, Department of Life Long Learning and Education, Department of Philosophy.

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	02
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	Credit Based Semester Grading System for all UG & PG courses
Trimester	-
Annual	-

1.3 Feedback from stakeholders*

(On all aspects)

Mode of feedback :

Alumni ☒ Parents ☒ Employers ☒ Students ☒

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.

- University of Mumbai revised the syllabi for some courses, e.g. second year Bachelor of Management Studies, third year of BA Psychology and FYBSC Physics. These syllabi prescribed by the University of Mumbai were followed.
- Teachers attended the workshops conducted for revised syllabi.
- Ms. Vidya Patil, Head, Department of Physics was the resource person for the Workshop on revised syllabi for physics. It was decided that Workshop for revised practicals will be held in the College at the beginning of the year 2016-17
- 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.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
53	34+1 Part time	18	00	44

2.2 No. of permanent faculty with Ph.D. 22

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	02	44
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	26	04
Presented papers	13	20	00
Resource Persons	00	00	00

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

1. Tools like posters, diagrams, graphs, charts, maps, 3-D models, preserved and live specimen are used to enhance the conventional lectures. Interactive methods like mock interviews, viva, debates, word games, quizzes, worksheets enhance the participation and interest of the students.
2. ICT tools like multimedia presentations are increasingly being used. Simulations and animations are employed for explaining scientific concepts. PhET and Wolfram Alpha are used by the Department of Physics, J-Mol and G Chem Paint by Department of Chemistry
3. The students attend the talks, workshops and programmes organized by the College and other Institutions and interact with the experts. They are also taken for various subject related field visits and visits to other organization to enhance knowledge and develop global perspective.
4. Reviews of books, and screening of films and documentaries followed by interaction with the author/director/actor or expert in the field.
5. Students are encouraged to prepare class presentations, thereby promoting independent thinking and developing communication skills.
6. In view of the rapid changes in the field of higher education due to globalization and technological advancements, teachers are constantly encouraged to upgrade their knowledge and 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 teachers submitted the detailed Model Answers and Marking Scheme of the question paper before the assessment.

The students are given photocopies of the answer books as per the University guidelines. All the rules laid by University of Mumbai were followed.

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

09

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage: (Results declared in July- August 2015)

Title of the Programme	Total no. of students appeared	Pass Percentage
TYBSC	200	77.53
TYBA	144	71.52
TYBCOM	305	89.18
TYBSC (IT)	104	78.84
TYBMS	108	69.44
MSC	73	64.38
MCOM	28	82.14

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

- The practice of interacting with students showing low performance/failure in Sem I and III examinations to help them improve their results continued.
- Feedback about teachers was taken from students
- The IQAC monitors programmes held in the College and participation of the students in the same. Every department is encouraged to conduct skill development programmes that encourage learning beyond the syllabus.
- Examination results are sent to all the departments for analysis and improvement measures are taken for next semester.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	25
Others	-

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	108	08	-	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

- Under the *R-Quest Scheme* initiated by the College, students and teachers working on ad-hoc basis were given total funding for conducting research projects.
- IQAC monitored the research activity and encouraged teachers to publish research
- A committee was formed to guide students participate in Avishkar Research Convention of the University of Mumbai. All the research projects were funded by the College
- 106 students participated in District Level Research Convention organized by the University. 13 students qualified for the 'Intercollegiate' round and one student represented the college in the State level competition.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Applied
Number	-	01	-	02
Outlay in Rs. Lakhs	-	50,00,000/-	-	65,74,657

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	-	02
Outlay in Rs. Lakhs	20,000/-	4,25,000	-	21,90,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	22	06	-
Non-Peer Review Journals	-	04	01
e-Journals	01	01	-
Conference proceedings	05 + 05 (Abstracts)	03	-

3.5 Details on Impact factor of publications:

Range	0.2324 to 5.121	Average	2.6767	h-index	07	Nos. in SCOPUS	21
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Google Scholar 25

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	3	DBT	50,00,000/-	
Minor Projects	1		4,25,000/-	
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the College	1	14	50,500	
Students research projects (other than compulsory by the University)		38	3212/-	
Any other(Specify)		-		
Total		52		

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	-	-	-	-	Sponsors & Participation fees

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

Chaired International Conference 02 Resource person –International 01

National 02 State 02

University 10

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	-	01	-	--	-	-

Dr. Dilip Maske won the **Best Poster Presentation** Award for the Poster titled *Compositional Analysis of detached InSb:Bi bulk semiconductor crystal grown by VDS technique* presented at 20th National Seminar on Crystal Growth and Applications organised by BARC, MRSI and IACG from 19th to 21st January 2016.

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

09

09

02 Faculty Members and 03
students received Ph.D from the
University

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

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	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

Entrepreneurship Development Project: Entrepreneurship Development Project was organized in collaboration with Rajiv Gandhi Institute of Youth Development from 3rd to 13th August 2015. This project was organized to motivate and guide students about entrepreneurship, what is essential to start a small enterprise, how to start an enterprise and sources for raising capital.

Education Project: A 10 day educational project at Vangani in Aanudanik Aadivasi Aashram karav School. The students of Std I to VII were taught English Grammar, Yoga, Drawing and Dancing. On the last day Essay Writing and Handwriting Competitions were held for the students.

Umed: UMED...Aasha Jagnyachi 2015-2016 was organized on 5th, 6th and 7th February 2016. Umed is a talent showcase for senior citizens and differently-abled persons to showcase their talents. Competitions like singing, poetry, cooking, Umed King and Queen were organised. The programme received an enthusiastic response from senior citizens.

Dengue Malaria Awareness: The NSS unit in collaboration with BMC participated in Dengue Malaria awareness campaign to create awareness regarding the disease and to attempt to control the spread of dengue malaria cases. The areas covered included Dadar (G-North ward), Mahim Darga, Matunga Labour camp.

One Day Camp: One day visit at Karav Aadivasi Vangani on 26th August 2015.

Sessions on Yoga, Career Guidance and Health and Fitness were conducted and a Street play about Cleanliness and Anti-Narcotics was performed.

Blood Donation Camp: A blood donation camp was organised in the College on 29th July 2015 in association with St. George Hospital. 121 units of blood were collected.

Organ Donation: A seminar on *Organ Donation* was organised on 30th November, 2015 in collaboration with ZTCC (Zonal Transplant Co-ordination Centre).

AIDS Awareness Day: Students were distributed information brochures about AIDS. Street play giving information about causes and consequences about AIDS were presented.

College Based Projects

Yoga Day: International Yoga Day was celebrated on 21st June, 2015.

NSS Day: The NSS volunteers celebrated the NSS day i.e. 24th September 2015 with the children of Kasarwadi and with the children of Family Home Guild of Service. The volunteers spread awareness about education, donated old clothes and stationery to needy children and organised games and activities for them.

College Clean-Up Drive: The Clean-Up drive was organized on 27th and 28th December 2015. Various areas of the college campus were cleaned and message of Swach Bharat Abhiyan was promoted.

Paper bag making and distribution: NSS Unit conducted a paper bag making and distribution project on 7th January 2016. Each NSS volunteer prepared 50 paper bags. A total of 1000 paper bags were made and distributed to local shopkeepers in order to promote the use of paper bags and prevent use of plastic bags.

MAVA Seminar: MAVA (Men Against Violence and Abuse) organized a one-day seminar for the students of the college on 17th December 2015. The aim was to create gender sensitisation among students. This information helped the students to understand gender related issues. Mr. Harish Sadani addressed students on women empowerment.

Republic Day Celebration: After the flag hoisting ceremony, NSS volunteers performed songs, dances, yoga demonstration and a street play. Tree plantation was carried out in the College campus.

University Based Projects:

Ganesh Immersion Project: The NSS volunteers assisted the Mumbai Police in Crowd Management on 18th, 21st and 23rd September 2015 at Dadar Chowpatty. They also convinced people to dispose the garlands and the other material properly.

A documentary about Malala Yousufzai was screened at the University of Mumbai on 7th November 2015. Two volunteers were selected to perform a street play on Education for Girls.

Leadership Training Camp: Ms. Aishwarya Burpalle and Mr. Pawan Purohit participated in the Leadership Training Camp organised by University of Mumbai at Badlapur from 2nd to 6th September 2016.

Under Annapurna Yojana Project, students exhibited their talent by preparing colourful diyas and candles. These articles were sold by the students on the college campus. These students made good profit out of it.

Under Industry Orientation Programme projects, students worked as volunteers at Nehru Science Center, in College library and in one dispensary.

Seventeen students from the DLLE Unit participated in Udaan Festival held at University Club House. Twelve students presented a Street Play titled 'Bali Rajyache Rajya Yeu De' and won the Third prize in the competition. Five students participated in Poster competition.

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.	-	-	College	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	269607/-	College	-
Others		<p>Approach Road from Ruby Mill Gate developed with Paver blocks</p> <p>Television Set installed in Faculty Common Room</p>	<p>Donation</p> <p>College</p>	

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 14-15		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16240	-	660	90939	16900	-
Reference Books	86665	-	615	211199	87280	-
e-Books	-	-	-	-	-	-
Journals	129	-	129	-	129	-
e-Journals	1	-	1	-	1	-
Digital Database	-	-	-	-	-	-

CD & Video	211	-	26	0	237	-
Others (specify)	13485	-	354	0	13839	-

4.4 Technology up gradation (overall)

	Total Computer s	Computer r Labs	Internet	Browsin g Centres	Computer r Centres	Office	Depart - ments	Othe rs
Existing	192	04	10 adsl links under NME project of 512 kbps each 40 mbps broadba nd link	01	01 Server	15 & 1 server	17	14
Added	Nil	01	20 mbps broadba nd link (for administr ative work)	Nil	Nil	Nil	Nil	Nil
Total	192	05	-	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.)

Each Department has minimum one computer with internet connectivity.

4.6 Amount spent on maintenance in lakhs :

i) ICT	46,795/-
ii) Campus Infrastructure and facilities	14,92,857/
iii) Equipments	12,192/-/-
iv) Others	7,691/-
Total :	15,59,535/

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 is 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 and freeships 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.
2874	172	09

(b) No. of students outside the state

00

(c) No. of international students

00

Men						Women					
No			%			No			%		
1103			Last Year 38.38			1771			61.62		
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1923	516	47	974	12	3460	1721	443	44	666	22	2874

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 are available in the library.

No. of students beneficiaries

18

5.5 No. of students qualified in these examinations: Not Available

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 17th June 2015 and 31st March 2016, Ms. Deshpande provided guidance to 108 persons (24 male and 38

No. of students benefitted: Approximately 500

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
08	523	63	No information available

5.8 Details of gender sensitization programmes

Rev	<ol style="list-style-type: none">1. A guest lecture by Advocate Jai Vaidya on 'Laws for safety and the rights of women' on 14th August 2015. She created awareness about various regulations which the females need to understand to ensure safety and fight injustice.2. Self Defence workshop for girls was held on 26th August, 2015.3. Women Development Seminar: The NSS volunteers attended a Women Development Seminar organized by Dr Ashok Kurulkar on 12th September 2015, at Yashwant Natya Mandir.
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5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	No of students	Amount
Financial support from institution	123	66,450/-
Financial support from government	770	56,76,298
Financial support from other sources	Nil	
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

14

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Quest for lifelong learning
Learners as the focus
Stimulation of active learning
Fostering research
Efficient governance
Collaboration with industry
Social responsibility

Mission:

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.

6.2 Does the Institution has a management Information System

Yes.

Student records are maintained using Vridhhi. Tally is used for accounting. Special in-house software has been created for examination records.

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.

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 papers 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.

Facility of re-evaluation is available as per the guidelines of the University.

All these rules are followed as per the guidelines of the University.

6.3.4 Research and Development

‘Avishkar Committee’ continued to guide for the research activity done by the students. 106 students participated in the research convention ‘Avishkar’ conducted by the University of Mumbai. 13 students qualified for the interzonal round and one student represented the University at the State level competition. The College funded the expenses of all the participants. Avishkar Research Convention for zonal Category was conducted for the first time in the College. Students and faculty were

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 was 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

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

If additional staff is required, they are appointed on ad-hoc basis, by conducting proper interviews by internal committee.

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

They are members of various committees.

6.3.8 Industry Interaction / Collaboration

6.3.8 Industry Interaction / Collaboration

The collaboration with the Tata Institute of Fundamental Research was continued.

MOU was signed with the IIT, SpokenTutorial and FOSSEE

Experts from various fields were invited as guest speakers to make students aware about career options, industry demands, job opportunities and various other aspects in their subject.

6.3.9 Admission of Students

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

The College admission for SY, TY and 2nd year of post graduation take place after the declaration of College results.

6.4 Welfare schemes for

Teaching	Credit Society
Non teaching	Credit Society
Students	Student Welfare Fund Book Bank Scheme

6.5 Total corpus fund generated

Nil

v

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	-	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?

The entire procedure of the examination is stringently followed as per the guidelines of the University. All teachers submit three sets of Question papers, of which one is selected randomly. The teachers submit the answer key of question paper before the assessment begins. The Examination papers are assessed in the Centralised Assessment Programme (CAP). Moderation is carried out wherever required by external experts as per the rules of the University. Moderation is done, as per the requirement.

The students can get the photocopy of the answer sheet, facility of re-evaluation is also available as per the rules of the University.

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

The College does not have a formal Alumni Association, however alumni meets and other interactions are regularly organised. Also, the departments organise Alumni meets with their former students.

The department of Psychology was renovated using the funds of Rs. 5,80,254/- received from the alumni of the department.

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 2015 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. Various departments also conducted meetings with the parents to inform the progress of the students

6.13 Development programmes for support staff

Sports and Games were conducted for the non-teaching staff of the College on 30th December 2015.

Workshop on 'Basics of Excel' on 25th April 2016 for administrative staff

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

Development of flower gardens.
More varieties of species of plants planted
Survey of birds frequenting various locations in the Campus was carried out
More bird feeders installed.

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.

Research projects of ad hoc teachers and students were funded by the College, under the R-Quest scheme. Nine teachers and 4 student groups participated in Minor Research work. One group presented the research paper in a conference and the research paper is sent for publication.

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

Under the *R-Quest Scheme* initiated by the College, students and teachers working on ad-hoc basis were given total funding for conducting research projects. A total of Rs. 50, 500/- was disbursed as funds researchers were encouraged to present and publish the research work.

106 students participated in District Level Research Convention organized by the University. 13 students qualified for the 'Intercollegiate' round and one student represented the College in the State level competition. All these research projects presented in the Research Convention 'Avishkar' were also funded by the College.

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

Learning beyond the syllabus
Eco-friendly environment

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

7.4 Contribution to environmental awareness / protection

Plantation of more trees on the campus
Installation of bird-feeders.
Increase in number of solar panels
Replacement of conventional tubelights with LED tubelights
Save water campaign
Successful use of rainwater harvesting plant for maintaining the 10 acer campus of the College

7.5 Whether environmental audit was conducted? Yes ☒ (internally) No

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

Revis

The College organized University of Mumbai Inter Collegiate Basketball Women's Tournament from 28th to 30th September 2015. The tournament was inaugurated by Honourable Vice Chancellor Dr. Sanjay Deshmukh.

University of Mumbai Inter Collegiate Open Side Air Rifle, Peep Side Air Rifle and Air Pistol Shooting Competition was organized from 24th to 29th December

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8. Plans of institution for next year

More workshops and seminars will be organised by various departments

Skill based training programmes to be organized for teaching and non-teaching staff

Research paper presentation and publications to be encouraged for students

Increase use of Solar energy

Application for 'STAR College' and 'Center for Potential Excellence' status

More research proposals to be submitted to funding agencies.

Dr. Neeta Tatke

Dr. Tushar Desai _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I
Academic Schedule for the Year 2015-16

Examination

	Internal test	2 nd week of August 2015
	Project Submission	30 th September 2015
	I/III Semester Examination	1 st Week of October 2015
	Internal test	2 nd week of January 2016
	Project Submission	15 th February 2016
	II/IV Semester Examination	1 st Week of March 2016

Cultural events by the College

Traditional day, Saree and tie day etc.	3 rd Week of December 2015
Annual Scholar's Day	23 rd December 2015
Annual Gymkhama Day	9 th January 2016

Other events

Workshop by dept of Zoology	4 th and 5 th July 2015
Conference by BMS	20 th October 2015
Arthotsav	3 rd week of November 2015
Cricket Matches	3 rd Week of December 2015
Psynergy	2 nd week of January 2016
Degree Certificate Distribution Ceremony	January 2016
Workshop on Research Methodology by Department of Commerce	2 nd week of January 2016
VIBGYOR- Science Fest	February 2016
