

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

1. 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	400016
Institution e-mail address	principal@ruparel.edu
Contact Nos.	022-24213030
Name of the Head of the Institution:	Dr. Tushar Desai
Tel. No. with STD Code:	022-2430 3733

Mobile:

9820161415

Name of the IQAC Co-ordinator:

Dr. Neeta Tatke

Mobile:

9833479939

IQAC e-mail address:

iqac@ruparel.edu

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN10437

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(SC)/22/A&A/5.3 dated 22/02/2017

1.5 Website address:

www.ruparel.edu

Web-link of the AQAR

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	NA	2003	5 Years
2	2 nd Cycle	A	3.06	2010	5 Years
3	3 rd Cycle	A	3.21	2017	
4	4 th Cycle	-	-	-	-

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

01/07/2004

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

2016-2017

1.9 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	2015-2016:	01/07/2016
ii. AQAR	2014-2015:	11/04/2016
iii. AQAR	2013-2014:	26/06/2015
iv. AQAR	2012-2013:	01/06/2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computer Science and Information

1.12 Name of the Affiliating University (*for the Colleges*)

University of Mumbai

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

* 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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held:

2.11 No. of meetings with various stakeholders: 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

Women Commuter Safety, Fire Prevention and Safety, Departmental SWOC Analysis and Feedback.

2.14 Significant Activities and contributions made by IQAC

- Celebration of International Yoga Day on 21st June 2016
- Organisation of a seminar on Women Commuter Safety in association with the Railway Protection Force, Western Railway, on 3rd August 2016.
- Organisation of an interactive demonstration on Fire Prevention and Safety on 6th August 2016.
- Celebration of Vachan Prerna Din in the memory of Late Dr. APJ Abdul Kalam on 15th October 2016
- Organisation of Alumni Meet on 12th November 2016
- Two rounds of departmental presentations including SWOC in January 2017 with feedback by external experts before the Peer Team visit.
- Organisation of Degree Certificate Distribution Ceremony on 11th March 2017

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 workshops and seminars will be organised by various departments.	Seminars and workshops on different themes were organised.
Research paper presentation and publications to be encouraged for students	Minor Research Projects were undertaken by teachers. Students actively participated and won prizes at Avishkar Research Convention of the University of Mumbai.
Application for 'STAR College' and 'Center for Potential Excellence' status	Star College status and funding was granted to four departments by the DBT.
More research proposals to be submitted to funding agencies.	Teachers applied for Minor Research Projects.

* 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

The Plan of Action stated in the AQAR was approved by the Management.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	03	01	-	-
PG	07	-	03	-
UG	06	-	03	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate				
Others	-	-	-	-
Total	17	-	06	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06 UG, 07 PG
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 University of Mumbai revised the syllabi for some courses, which were implemented by the College.
- Teachers attended the workshops conducted for revised syllabi.
- Dr. Deepali Bhide was the member of the revised syllabus framing committee for the year 2016-2017 (under the newly introduced CBSGS) in the subject of Environmental Studies taught at FYBCOM level.
- Mr. Ravindra Netawate was a Member of Board of Studies for the Revision of syllabi of M.com Part I and Part II in the subject Strategic Management at K.J. Somaiya College.
- Ms Neha Sawant was a member of Syllabus Committee for SYBSc (Botany) Theory/ Practical Paper I, Plant Diversity II ,Form and Function II, Current Trends in Plant Sciences I
- Dr. Prakash Salvi was a member of Syllabus Committees for Economics at FYBA, FYBSc, SYBCom, TYBA and MA.
- Ms. Vidya Patil was Convener of Syllabus committee in Physics at M.Sc Part I and II and a Member of Syllabus committee in Physics at SYBSc and TYBSc.
- Dr. Mugdha Patki was a Member of Syllabus committee in the subject of Physics at M.Sc. Part I and II.
- Dr. Neeta Tatke was Convener of syllabus committee for SYBA Social Psychology, Developmental Psychology and Applied Component as per Choice Based Credit System (CBSC) pattern and Member of syllabus committee for TYBA Paper VII: Cognition and Paper VIII: Practical in Testing and Cognition.
- Ms. Ruta Patwardhan was Member of syllabus committee for SYBA Developmental Psychology as per Choice Based Credit System (CBSC) pattern.
- Dr. Meenakshi Sundaresan was involved in Curriculum restructuring and revision of TYBSc Semester V Course 11 (Theory), Semester VI Course 15 (Theory)
- Mr. Nitin Wasnik was involved in Curriculum restructuring and revision of TYBSc Semester V Course 14 (Practical), Semester VI Course 18 (Practical)
- 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.

Doctoral Programme was introduced at the Department of Physics

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty: 47

Total	Asst. Professors	Associate Professors	Professors	Others
47	29	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
-	28	-	-	-	-	-	-	-	28

2.4 No. of Guest and Visiting faculty and Temporary faculty

G: 5

V: 18

T: 23

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	18	29
Presented	14	29	01
Resource Persons	-	-	06

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 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):

- Masking of answer books was introduced at the First Year university examination.
- 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

B: 01

F: 09

CD: 03

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

2.10 Average percentage of attendance of students

50%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
TYBA	118	14	38	48	03	87.29
TYBSc	213	52	77	37	01	78.40
TYBCom	346	00	101	203	21	93.93
TYBSc(IT)	78	01	34	25	00	76.92
TYBSc(CS)	22	00	07	08	00	68.18
TYBMS	107	00	15	43	05	58.88
MSc (Botany)	08	01	04	01	00	75.00
MSc (Chemistry)	18	01	07	04	00	66.67
MSc (Physics)	12	00	05	04	00	75.00
MSc (Zoology)	09	00	04	04	00	88.89
MSc (IT)	18	01	04	10	00	83.33
MSc (CS)	06	00	04	02	00	100
MCom	49	03	25	17	00	91.84

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

The practice of interacting with students showing low performance/failure in Semesters 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	1
UGC – Faculty Improvement Programme	-
HRD programmes	1
Orientation programmes	5
Staff training conducted by the university	47
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
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	105	11	-	11
Technical Staff	-	-	-	-

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 Aavishkar Research Convention of the University of Mumbai. All the research projects were funded by the College
- Aavishkar Research Convention organised by University of Mumbai :
 - 25 research projects were presented by students of the College at the Aavishkar Research Convention organised by University of Mumbai.
 - 13 projects qualified at the University Level.
 - The college was declared as **District Level Champion** for qualifying in majority of projects. The college also bagged **Overall Championship** in Category 1, Arts and Humanities at District Level.
 - 03 students of Department of Commerce won the first prize at District Level.
 - A project from category 1, titled 'Effect of positive thoughts on germination of seeds' by Ms. Aparna Shukla (M.Sc.) Zoology won the gold medal and was selected to represent University of Mumbai at State level.

3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	none	3	2	none
Outlay in Rs. Lakhs	none	50 Lakh 41,80,050 4,25,000	50 Lakh 22,03,250 none	none

3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	2	1	3	2
Outlay in Rs. Lakhs	30,000 30,000	1,80,000	30,000 30,000 1,35,000	30,000 30,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	34	02	01
Non-Peer Review Journals	-	-	01
e-Journals	08	-	-
Conference proceedings	09	08	01

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	2017-2020 2017-2019 2016-2019	DBT UGC DST	41,80,050 4,25,000 50,00,000	22,03,250 none 50,00,000
Minor Projects	2016-2017 2016-2017 2017-2019	University of Mumbai University of Mumbai UGC	30,000 30,000 1,80,000	30,000 30,000 1,35,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2016-2017	College	70,000/-	30,599/-
Students research projects (other than compulsory by the University)			-	
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonom CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution: Nil

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: Nil

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
5	2	2		1	-	-

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

8

7

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

3

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 58 State level 01
National level International level 00 00

3.22 No. of students participated in NCC events:

University level 111 State level 111
National level International level - -

3.23 No. of Awards won in NSS:

University level - State level 04
National level International level - -

3.24 No. of Awards won in NCC:

University level 04 State level - National level - International level -

3.25 No. of Extension activities organized

University forum 1 College forum 6
NCC 6 NSS 20 Any other 3

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

NSS Unit

Performed a total of 75 street plays on crucial issues like women security and dengue-malaria awareness at various locations in the city.

1st – 7th July 2016 – Tree Plantation in the College Campus and Los Angeles School to mark the Van Mahotsav Week. Organisation of essay writing competition and drawing competition for the students of the school.

18th August 2016 – Preparation of rakhis from recycled waste material. RakshaBandhan was celebrated by tying these rakhis to Municipal Council workers at Desai Garden, Mahim.

1st September 2016 – Blood Donation Camp in collaboration with the Sion Hospital Blood Bank. 115 Units of blood were collected.

6th, 9th, 10th and 15th September 2016 – Ganesh Immersion Project – assisting the BMC and the Traffic Police at Shivaji Park through crowd control, traffic control and beach clean-up.

21st to 27th September 2016 – Awareness programme about dengue and malaria at Dharavi and Kasarwadi in association with MCGM G North Ward Health Department.

25th September 2016 – Pulse Polio Drive at SiddhivinayakMandir and Dadar Railway Station in association with the BMC.

28th September 2016 – Organisation of Peace Rally to pay homage to the soldiers who lost their lives in the Uri-Pathankot attack.

11th, 12th, 13th October 2016 –Voter Registration Drive in the College Campus and at Prabhadevi in association with the BMC to encourage people to enrol as voters.

16th October 2016 – Free health check-up at Bhandargalli, Mahim, in association with Nair Hospital and MCGM G North Ward Health Department. 83 people benefited from this initiative.

18th October 2016 – 21st January 2-17 – Tree and wall beautification carried out on the College Campus. Waste materials were recycled to create decorative installations in the Campus.

3rd – 9th November 2016 – Seven-day residential camp at the village of Sakhroli, Shahpur. Volunteers conducted various activities in the village like clean-up drive, seminar on Gender sensitisation, anti-superstition programme, dengue-malaria awareness, cooking and rangoli competitions, construction of a soak pit, organisation of games, competitions and a cultural event for the villagers.

27th – 30th November and 2nd -4th December 2016 –Cleanliness Drive in different areas of the College Campus. Botanical Garden was decorated using recycled waste material.

5th -6th December 2016 –Providing medical assistance to the people visiting Indu Mill and Chaityabhoomi in association with BMC and Bharat Vikas Group.

7th -10th December 2016 – E-waste and Tetrapack Recycling initiative was undertaken by installing collection bins for e-waste and tetrapacks in the College as well as at nearby shops.

5th January 2017 – Celebration of Mumbai Police Raising Day by organising a seminar about Women Security and Cyber Crime.

7th and 8th January 2017 –Awareness programme about Tuberculosis through seminar, rally and street play at Kasarwadi.

9th – 10th February 2017 – Making and distribution of paper bags to nearby shopkeepers to discourage the use of plastic carrybags.

14th February 2017 – Assisted the BMC with crowd control at Siddhivinayak Mandir on the occasion of Angarika.

24th -26th February 2017 – Organisation of Umed – a talent showcase for senior citizens.

Department of Lifelong Learning and Extension Unit

Participation in Udaan Festival – performed a street play on Swachchhata Abhiyaan, presented posters and organised the Career Awareness Exhibition.

Department of Physics

Science Outreach Programme at Rajguru H. M. Pandit Vidyalay, Saphale – to generate interest in science among school students in remote tribal areas and to make teachers aware of new teaching tools for science.

VIBGYOR -2017: Physics Festival – organisation of talks, 3D film shows and exhibition for students of neighbouring schools.

Department of Zoology

Red mangrove plantation with Godrej and Boyce Mfg. Co. Ltd.

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	-	-	10 acres
Class rooms	56	-	-	56
Laboratories	36	-	-	36
Seminar Halls	02	-	-	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)		2,08,947/-	College	
Others		Painting of Arts, Science and Annex buildings exterior Renovation of Ladies' and Gent's washrooms for students	College	

4.2 Computerization of administration and library

- Computerisation of Fees Payment, Financial processes and Student record.
- Use of SOUL 2.0 Integrated library Management Software for issue and return of books, circulation, entry login, acquisition.
- Library uses barcodes for quick transactions.
- Library webpage is linked with college website.
- Provided webopac on intranet for searching details of the books.
- Created digital repository using open source software (DSpace).
- Established Talking Book Library.
- Smart board enabled classroom.
- Computerisation of examination results, with detailed analysis and student progression.

- Departmental records on computer.
- Inlibnet registration.
- Important information and notices e-mailed to the Staff members.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6217		640	115683.00	6857	
Reference Books	# 65007		66	17784.00	65073	
e-Books						
Journals	131		00		131	
e-Journals						
Digital Database	1	5725.00	1	5750.00	* 1	5750.00
CD & Video	75		00		75	
Others (specify)						

* Annual subscription period to NList database. It provides access for the e-resources **(6,000+ ejournals and 31,35,000+ ebooks)**.

Total includes all books other than text books (HRC). Only reference material (Dictionaries, Encyclopaedias, Atlases etc.) is 5214.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	117(in IT & Comp Sc Lab)	07	3 broad band links From MTNL each with 40Mbps speed College office with 10Mbps connectivity by local service provider	-	-	20	20	Physics Lab 10
Added	30(IT & Comp Sc Lab)	-		-	-			
Total	147	-						

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

Each Department has minimum one computer with internet connectivity.

4.6 Amount spent on maintenance in lakhs :

i) ICT

15,525/-

ii) Campus Infrastructure and facilities

14,43,606/-

iii) Equipments

9504/-

iv) Others

1,31,294/-

Total :

1,5,999,929/-

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 free ships are circulated in the classrooms. Boards displaying the venue of the facilities have been put up.

Information is conveyed during the meetings addressing the Heads of the Department and teachers.

Students are 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 conducted by some departments.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3192	368	04	13

(b) No. of students outside the state

05

(c) No. of international students

-

Men	No	%	Women	No	%
	1432	40.03		2145	59.97

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1721	443	44	666	22	2874	1355	519	49	1646	08	3577

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

20

5.5 No. of students qualified in these examinations

NET/ SET/SLE GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

SUMAN: Total 59 students including 40 female and 19 male were counselled. Counselling was also given to 9 former students (8 female and 1 male), 17 parents, 11 teaching staff and 7 non-teaching staff.

No. of students benefitted

68

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	45	09	No information available

5.8 Details of gender sensitization programmes

Women's Development Cell

- A guest lecture by Dr. Bipin Shah on *Tips for Healthy Living* emphasizing the importance of maintaining haemoglobin levels was organized on 20th August 2016.
- A talk and demonstration on *Yoga and Self-Defence for Women* was organized on 27th September 2016. Ms. Vijaya Upadhye and Mr. Rahul Mishra were resource persons for this talk.
- *International Women's Day* was celebrated on 8th March 2017 by reading excerpts about the glorious role of women in Indian history.

IQAC

- A seminar on *Women Commuter Safety* was organised in association with the Railway Protection Force, Western Railway, on 3rd August 2016.

NSS

- *Gender sensitisation* activities for the villagers of Sakhroli, Shahpur during the Seven-day residential camp from 3rd – 9th November 2016.
- A seminar about *Women Security and Cyber Crime* was organised on 5th January 2017 to mark Mumbai Police Raising Day.

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	nil	Nil
Financial support from government	834	56,29,016/-
Financial support from other sources	nil	Nil
Number of students who received International/ National recognitions	nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International

Exhibition: State/ University level National level International

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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 multidimensional 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 Vriddhi. 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

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

- Under the R-Quest Scheme initiated by the College, students and teachers working on ad-hoc basis were given total funding of Rs.30,499/- for conducting research projects under R-Quest scheme.
- 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
- 25 research projects were presented by students of the College at the Avishkar Research Convention organised by University of Mumbai.
- 13 projects qualified at the University Level.
- The college was declared as **District Level Champion** for qualifying in majority of projects.

- The college also bagged **Overall Championship** in Category 1, Arts and Humanities at District Level.
- 03 students of Department of Commerce won the first prize at District Level of the Aavishkar Research Convention organised by University of Mumbai.
- A project from category 1, titled 'Effect of positive thoughts on germination of seeds' by Ms. Aparna Shukla (M.Sc.) Zoology won the gold medal and was selected to represent University of Mumbai at State 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.

6.3.6 Human Resource Management

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

6.3.8 Industry Interaction / Collaboration

An MoU for academic interaction and exchange was signed with Shri Cloth Market Girls Commerce College, Indore. 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, 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 MSc/MCom II takes place after the declaration of College results.

6.4 Welfare schemes for

Teaching	Co-operative Credit Society
Non-teaching	Co-operative Credit Society
Students	Student Welfare Fund and Book Bank Scheme

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-		Yes	IQAC
Administrative	-		Yes	IQAC

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

*The College declares result within stipulated time.

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 model answers for the question paper before the

assessment begins. The answer books are assessed in the Centralised Assessment Programme (CAP). Moderation is carried out wherever required by external experts as per the rules of the University. 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?

NA

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. The alumni visit the departments to share their expertise with the current students. They also contribute in the form of donations towards various college development projects. An Alumni Meet was organised by the College on 12th November 2016.

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 August 2016 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.

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

Development of flower gardens.

A booklet about the variety of trees and plants on the campus was published by the Department of Botany.

More plants were planted.

Sprinklers were installed for more efficient watering of the lawns.

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.

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.

25 research projects were presented by students of the College at the Aavishkar Research Convention organised by University of Mumbai. 13 projects qualified at the University Level. The college was declared as **District Level Champion** for qualifying in majority of projects. The college also bagged **Overall Championship** in Category 1, Arts and Humanities at District Level. 03 students of Department of Commerce won the first prize at District Level of the Aavishkar Research Convention organised by University of Mumbai. A project from category 1, titled 'Effect of positive thoughts on germination of seeds' by Ms. Aparna Shukla (M.Sc.) Zoology won the gold medal and was selected to represent University of Mumbai at State level.

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 practices

****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 and plants on the campus.

Installation of more bird feeders.

Replacement of conventional tube lights with LED lights.

Successful use of Rainwater harvesting to maintain the greenery on the campus.

7.5 Whether environmental audit was conducted? Yes No

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

The College was ranked at the **2nd position** for sports among all the colleges affiliated to the University of Mumbai.

The College underwent **NAAC Re-accreditation 3rd Cycle** during this academic year. The Peer Team visited the College on 19th, 20th and 21st January 2017. The College was awarded **A Grade with a CGPA of 3.21**.

The College conducted a Refresher Course on **ICT in Science Education** on behalf of UGC Human Resource Development Centre, University of Mumbai from 3rd to 24th October 2016.

The College hosted the **56th Annual Vegetable, Fruit and Flower Show** organised by the National Society of the Friends of the Trees in February 2017. Dignitaries like Hon. Shrinivas Patil, Governor of Sikkim and Dr. Pheroza Godrej visited the College.

The College hosted the **Mumbai University Inter-collegiate Open Sight Air Rifle, Peep Sight Air Rifle and Air Pistol Shooting Competition** in November 2016.

8.Plans of institution for next year:

Assessment of study skills of students and providing guidance for enhancing them through IQAC and the Department of Psychology.

Conducting Teachers' Feedback by students using online form.

Feedback about administrative and support services to be introduced.

RFID-enabled Identity Cards to be introduced for students of self-financing courses on an experimental basis.

Conducting inter-departmental programmes.

Name : Dr. Neeta Tatke

Name: Prin. Dr. Tushar Desai

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure 1: Academic calendar

Internal test	2nd week of August 2016
Project Submission	30th September 2016
I/III Semester Examination	1st Week of October 2016
NAAC Peer Team Visit	December 2016 or January 2017
Internal test	1st week of February 2017
Project Submission	15th February 2017
II/IV Semester Examination	1st Week of March 2017

Cultural events by the College

Traditional day, Saree and tie day etc.	3rd Week of December 2016
Annual Scholar's Day	23rd December 2016
Annual Gymkhama Day	24th December 2016

Other events

Arthotsav	3rd week of November 2016
Cricket Matches	3rd Week of December 2016
Psynergy	2nd week of January 2017
Degree Certificate Distribution Ceremony	February 2017
VIBGYOR- Science Fest	February 2017