VIVEKANAND

EDUCATION

SOCIETY

VIVEKANAND EDUCATION SOCIETY'S

COLLEGE OF ARTS SCIENCE & COMMERCE

CHEMBUR, MUMBAI 400071

ANNUAL QUALITY ASSURANCE REPORT

2008-09

Contents

ANNUAL QUALITY ASSURANCE   REPORT
(AQAR)
2008-09

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V.E.S. College of Arts Science & Commerce

Chembur, Mumbai 400071

The Annual Quality Assurance Report (AQAR) of IQAC

2008-09

Part A

The plan of action chalked out by the IQAC in the beginning of the year towards Quality enhancement and outcome achieved by the end of the year:

IQAC of our college completed its fifth academic year in April 2009.

The prize distribution day of this academic year was especially elating for the IQAC team, as the first batch of students of Additional Credit Program received the Credit Certificates, after fulfilling the requirement of the course, amidst the applause of the audience. It may be recollected that this program was launched by the IQAC in April 2007 for advanced Learners of our college (ref best Practice…). Ten students from the department of I.T, four students from Psychology Department, two students from department of Economics and one student from BMS department completed this Program and were honored with eight additional credits. One of these students also bagged the prestigious BEST student award of the college.

In the post accreditation period, activities of I.Q.A.C., in tune with the goal of the institution, were focused on enhancement and sustenance of quality in different aspects of educational system of our institute.

> **I.Q.A.C. agenda of quality enhancement therefore involves two ways process:**
> i) To help sustain the quality already achieved over the years in different aspects of higher education.
> ii) To help develop new practices for enhancement of quality in various aspects of Education system
> In order to prioritize the activities of IQAC several **Quality circles** were formed last year.

It was **planned in the first meeting** of IQAC of this academic year that

- Each QC will function independently and present first report of their activities by the end of the first term (23/10/08). The cell members deliberated at length on the modus operandi of QCs. It emerged from the discussion that following line of action would be adopted by the circles in general:

  1. Identify Immediate needs,
  2. Design the strategy to bring about the needed result.
  3. Identify the hindrances,
  4. Possibility,
  5. Action,
  6. Achievement

It was decided that there would be an all QC convention in the last week of the second term to assess the progress made by the QC's

Following are the QCs which had been formed earlier

1) **Language enhancement** QC.
2) **R&C** Q.C. to tackle the road blocks in Research & **C**onsultancy
3) **INFRA** Q.C. to enhance the infrastructural facilities and
   teaching learning resources
4) **Linkage QC** to establish link with other National/International
   academic /Research bodies
5) **FIC**   QC for faculty improvement programs
6) **Alum** QC for strengthening Alumni group.

A new QC was added viz 7) QC for support,

- It was decided that the institute would establish a liaison with a near by hospital to avail the facility of ambulance services /emergency services whenever it is

needed for students or staff members. Support circle will start its activity with this agenda.

- The role of class coordinators (ref AQAR.) was discussed at length. It was felt that students need mentors/counselors at various points of time. The class coordinators could fulfill these needs but the space/time constraints are posing hindrances. It emerged from the discussion that the class coordinators should meet their respective group of students at least once in two months as their mentor/advisor, even at the cost of canceling one lecture.

- Our Principal emphasized that parent teacher interaction should be made more effective. Link members were asked to note this so that the departments could take certain measures.

- A need to modify the feedback forms was felt. It was decided that committee for the feedback will look into the matter.

- As per the suggestion of the IQAC coordinator, revamping of the Website of the college was planned. The responsibility of this was assigned to the IQAC link person from the department of computer Science and IT.

- All the IQAC members had felt the space crunch during the last academic year because of the ongoing construction work. Vice principal, (IQAC link member for department of Commerce) who looks after the allotment of rooms to various departments, assured that with the availability of the newly constructed wing, the pressure for space will ease out this academic year.

- Principal also assured that with the proposed shifting of adjacent Engineering College (run under the banner of same Management) to its new premises we will have ample space to conduct various programs. For the distribution of the additional space so obtained INFRA circle may start planning

- Infra circle decided to promote 'challenged/disabled friendly' construction

- It may be recollected that to commemorate the year of students declared by the NAAC we at IQAC of VES college had taken a joint decision to involve more students in administration of various activities. (ref AQAR….) In an earlier meeting of IQAC members, it was decided that selection method for 'student council' will be modified within the guidelines provided by Mumbai

University, and more students will be involved in co curricular and extracurricular activities via Student Council. The objective was to make students more involved, disciplined, versatile and quality conscious. This would in turn also increase their 'sense of belonging' towards their own institution. The responsibility for this was assigned to the Professor In Charge of the student's council.

- It was emphasized that link members from various departments, office and library would act as liaison between departments and the IQAC via the chairperson.

- The best practices introduced in the earlier years are to be perused with equal vigor and enthusiasm.

- ACP committee will work independently

Most of the action plan chalked out at the beginning of the academic year as mentioned above were executed fully or partly.:

The year ending meeting of the IQAC held on 27/05/09 was also a short convention of various Quality Circles

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- The language enhancement circle organized a school "towards better communication of English language" in the month of April and first week of May, for some of those students who found it difficult to communicate in English language. The feed back from the students, who attended this school, indicates that they feel benefited but desire more hours of coaching and guidance. We plan to deliberate on this in the new academic year.

- Infra circle reported some of the immediate needs to the chairperson and thus sorted out some of the requirements. Electronic infra structure of college also was enhanced by the purchase of several computers and a new latest model of LCD with a dedicated CPU.

Infra circle together with Principal and Vice Principal had marathon meetings with the management group of our institution during the months of March and April, regarding the space requirement of the college in addition to the newly constructed wing. As a conclusion to these meetings, the college has acquired additional rooms, to the tune of 15000sq feet from the adjoining engineering college. Infra circle together with vice principal is working on a plan to distribute the additional space for various needs of the college:

- ➢ An ICT equipped seminar room
- ➢ Additional Computer Laboratory
- ➢ Math Lab
- ➢ Media Lab
- ➢ Counseling room
- ➢ Extension of present staff room
- ➢ Centralized Assessment room (CAP room)
- ➢ Several lecture rooms dedicated to different departments

Relocation, restructuring revamping and expansion of the central library (ref. C-Part AQAR 2007-08) of our college is complete. This will enable the college to provide many more facilities to the students and faculty members from the next academic year 2009-10

- **R&C** circle dissipated information regarding research project grants and the application procedures to obtain the grants etc, to each department .The members of this circle also provided guidelines for the preparation of research proposal to several faculty members. A number of research projects proposed by the faculty members of our college have been accepted by the Mumbai University / UGC in this academic year.

  The circle is also working on plans to conduct workshop/seminars on certain interdisciplinary topics.

  The **R&C** circle is successful in building up a conducive atmosphere for

research in the college by its suggestions in various form, from time to time.

- A talk on "reaccreditation" by the Vice principal of our neighboring Jhunjhunwala college (a reaccredited college) was organized on 23rd Feb 2009.

- Alum circle is working towards registering our alumni group as an association with the Charity commissioner. In this connection some of the alumni have been invited for an Alumni meet on 20/06/09.

  We feel proud to mention that some of our alumni are now faculty members of our college.

- The effort of the Professor In - Charge of student council is commendable, as a large number of students organized and participated in various activities of the college.

- As mentioned in earlier AQAR, a regular time slot is reserved on every Saturday from 11.30 a.m. to 12.30 p.m. as 'forum time' for extra curricular/co curricular activities (ref…). This is done with the objective to give every student of the college, a chance to participate in these activities. We feel that a balance between study and extra-curricular activity would contribute towards an overall growth in the students. This year larger number of students keenly participated in the various events organized at 'forum time.'

- The team IQAC showed its whole hearted support by helping in mobilizing a significant student strength from the college in response to the call given by the Chancellor of Mumbai University for a solidarity Meet at Shivaji Park on 20th Dec. 2008, to protest against the terror attack in Mumbai.

- Student's feedback forms for teachers were redesigned according to the suggestion provided by the faculty members. For this purpose the **feedback committee of IQAC** circulated notices, called a number of meetings with the members of faculty and finally after some serious deliberations revamped the feed back forms. The modified feed back form went into circulation from January 2009.

- As has become a practice, the central library in collaboration with IQAC organized **book (general as well as subject based) browsing** days on 22nd and 23rd April 2009.Just after the final examination of aided and non aided section got over. Many students utilized this opportunity, browsed through the latest arrivals and noted names and numbers of the books of their choice.

- As suggested by the Principal, Faculty of Science organized a special parent teacher interaction session on 07/02/09. During this meeting, teacher representatives from every department of science faculty spent time explaining the various rules and regulations of the institution individually. The parents were made aware of various facilities provided by the departments to the students. The career prospects with respect to different subjects were discussed. This interactive session was organized in addition to initial orientation meet of parent teacher.

- Support circle joined hands with Jaago Re (A national level NGO) to help first time voters of our college to get EPIC (elector's photo identity cards) or registration numbers to enable them to vote in the parliamentary election of 2009. In this activity student council members and ACP students supported the circle.

- New batch of students, who have taken up ACP, worked for almost 48 + contact hours through the month of April and completed the first module of the program by the end of first week of May 2009. The feed back of these students indicate their appreciation of this **interdisciplinary** module.

Under earn while you learn scheme of ACP some of the students took up data entry work of the office. As a consequence these students earned half fee waiver.

ACP committee met several times and incorporated some changes in the structure of the program for the third batch.

- Encouraged by the enthusiasm shown by some of the ACP students towards social work/social empathy programs, the support circle is planning to start **Social Service League** to involve more students in social work activity.

Thus the Institution marched ahead with determination**,** towards its quality objectives in the year 2008-09.

ACADEMIC FRONT

Ms. Suman Gangor, M.Sc. (Microbiology) did the college proud by achieving **Second position** in the merit list of Mumbai University

Mr. Maniknandan Naidu TYBMM won 13 prizes in various intercollegiate competition organized by colleges across Mumbai, for documentary making, Commercial creation and Music videos.

Mr. Aalap Mogre (T.Y.B.Sc), A.Chandane(T.Y.B.Sc), Deepesh M (T.Y.B.Sc) Tanushree G.(S.Y.B.Sc.), Ishmit .K,(S.Y.B.Sc) secured **merit positions** in the aptitude test conducted by the **Indian Chemical Society**,

Results comparison :**

TY BSc ……………..90%   as compared to University overall result …64.71%

TYBCOM………..…85%   as compared to University overall result 58%

TYBA……………results of 2008-09 awaited

TYBSc   Computer science..84% as compared to University overall result 52%

T.Y.BMM   …….!00 % as compared to University overall result …………..… 81.3%

Inter collegiate Events organized during 2008-2009

Mathemight: The conference 'Mathemight', organized by the **Department of Mathematics on 5th and 6th Sept 2008, and sponsored by University Grant Commission**, is one of the few Mathematics **intercollegiate** competitions held in Mumbai. This year's conference, included lectures by brilliant Mathematicians, Prof Dr I.K Rana from IIT Mumbai and Dr G Pablo a Spanish national, who has been working in T.I.F.R Mumbai, for several years. It was followed by paper presentations by students on '**Surprises in Mathematics & their application'** and a poster competition on '**Math Matters'** and '**Wonders of Mathematics**.'

Sagacity : - The department of I.T. and Computer Science organized its annual festival "Sagacity" on 18th 19th & 20th September 2008, A 'technology festival' , this event included "Hardware Workshop" "Gaming Events" "Embedded System workshop" etc.. To broaden the spectrum of Sagacity students introduced Robotics –a brilliant simulation of Sumo wrestling. The show stealers were Robotics, Bluff master, and the gaming Arcade achieving an enthralling audience.

Sciclone : The M.Sc. (Microbiology) students organized an inter _ collegiate festival "Sci – Clone" on – 1st October 2008 that had participation from several prominent colleges of Mumbai and its suburbs . Its highlight was a seminar and poster competition. Dr. Madhav Sathe an eminent Microbiologist from, KEM hospital, sion graced the event

Impression: The department of BMM organized its annual inter – collegiate festival "Impressions 2008" , on 5th 6th and 7th Dec 2008, during which a publication of the department titled "Goonj" was released. This year's theme of the event was "Media – uncensored" The fest was a grand success with the participation of 18 colleges from across Mumbai (approximately 435 students)

M^3 Contest : The Annual Mathematical contest for Degree and Junior College **was conducted** on 22nd Nov 2008 in which our junior college students also participated.

Confluence: The department of BMS organized its annual inter – collegiate festival from 10th -12th Dec 2008 in which 20 city colleges participated the events were designed to test or showcase at least one of the skills that a functional manager is expected to possess . Highlight of the "Confluence" , this year, was the awareness drive among students about preparedness during an emergency.

Euphonity: The department of Banking and Insurance organized its annual festival of <u>"Euphonity"</u> on 19th and 20th Jan 2009. The aim was to enhance the practical knowledge of the students. The main attractions of the event were gust lectures by learned personalities on 'Recession and Sub prime crises, and 'Innovation in Banking and Insurance and the role of CRM'.

<u>Fotomation :</u> The student of department of BMM organized their first intercollegiate Photography event on 4th and 5th Feb 2009. Highlight of the event was a workshop on photography conducted by National Institute of <u>Photography(NIP)</u>

SOCIAL AWARENESS WEEK (S.A.W.)

Social Awareness Week was observed through Nov 24th -- Nov. 30th ,2008 . Each day of this week saw the students of Mass Media promoting awareness on some grave social   issues by means of posters, videos and documentaries created by the students   themselves

Day 1:, Ribbons day, to support Fight against AID and cancer. A play highlighting the problem of domestic violence was staged by the students.

Day 2:, Childs right day was observed .The event was organized in association with the NGO Balanand. During this weeks a collection drive was organized by the students At the end of the day with the collection from students and faculty NGO was provided with a donation of Rs. 14000 and a sizable collection of clothes and stationery.

Day 3.;Go green day .,was observed as a Save the Earth ,Save the Environment campaign.
Day 4: Anti toxin Day: On this day various events were staged to support the anti drug, anti smoking and anti drinking campaign.

The **fina**l of SAW featured all the parents of students coming in, along with the faculty to appreciate the cause undertaken by the students.
This week long campaign was a unique event , organized entirely by the students of BMM.

The organizers Vivekanand Kendra, Konyakumari, (Maharashtra & Goa State Unit) contacted the V.E.S. degree College of Arts, Science & Commerce and expressed their desire to interact with our students and involve them in the nation building exercise by helping them achieve a holistic personality development. Their purpose was to introduce youth to their own infinite energies and potentialities and inspire them through the thoughts, life and work of Swami Vivekanand and develop the sense of "WE" rather than "I".

Accordingly the college organized two lectures by Mrs. Oak in the month of August during forum time on Saturday @ 11.30 a.m. for B.A., B.Sc., BMS and B.Com. students and @ 12.30 p.m same day for B.M.M. Students.

Subsequently 81 students enrolled themselves and purchased the Booklet, "Vijay Poornavijay" .

Through the year the college along with the Vivekanand Kendra Organized the following activities :

1) An initiation talk by Mrs. Mangala Oak.
2) Three of our students attended a one day workshop organized at the Vivekanand Hindi Medium School at Kurla.
3) Three of our students attended a two day camp held at Nasik.
4) Personality Development session by Prant Adhikari. Topic of the talk was " How to improve the memory skills".
5) Screening on the film on "Vivekanand & Science Consciousness" (2sessions)
6) One DAY Camp on 'Personality Development' on 9th December 2008 in the College Forum Hall . About 25 students participated in this camp.
7) The state level camp organized by the Kendra @ Shegaon, Maharashtra, was attended by 10 of our students.

Part B

1. **Activities reflecting goals and objectives of institution**.

   The goal of our institution is <u>to impart quality education</u>. This is reflected in the curriculum design, extra curricular and co curricular activities of our institution. (Details of these are given under corresponding questions). Our institution is constantly striving to better its own performance.

   The objectives of our institution and the activities undertaken   in 2007– 2008,

   to achieve these are as follows :-

   i) **To provide conducive academic atmosphere to students**. In our continuous effort to provide our students conducive atmosphere in the college we have adopted following measures

   - Our students are encouraged to interact within classroom via seminars, presentations, case studies, games etc.

   - In our endeavor to encourage students to think independently, various departments organized group discussions in the classrooms, where in students are expected to state their views and opinions freely. Students are encouraged to contest diverse views.

   - Talent nurture programs: Departments of Physics, Chemistry, Psychology, Microbiology and Mathematics made special efforts to identify the students who are keenly interested in their respective subjects, and went all out to support them in their spirit of enquiry.(*ref Q.39 page*..)

   - Department of Computer Science /I.T. organized lectures, /workshops to update their students on various advanced techniques of their field. Faculty member of these department attended workshops /seminars in the University/industry to update and better equip themselves. (Ref.Q39.pg…aqar).

   - Departments of Economics and Commerce made extra efforts to identify the students who can be groomed as effective communicators and encouraged them to understand technical, social complexities through

additional readings discussions and participation in zonal level elocution and essay writing competitions.

ii) **To improve over all academic performance of students**.

- Regular class tests / tutorials were conducted to give sufficient practice.
- In some descriptive subjects, test series were conducted throughout the year. The students were given feed back, after each test, and specific guidelines for presentation of answers in the examination.

  Department of Sociology introduced a series of class tests fashioned in the format of the university exam with due consideration to time management, drafting answers in a structured manner, which is in keeping with the expectations of examiners at the university. The efforts showed its reflection in this years improved result of this department

- The teachers of our institution continuously look for new ways to make the teaching interesting and learner centric, for example use of Mind mapping technique in Math class, peer to peer learning method in large classes, use of live projects in BMS department, experiential learning wherever the syllabus allows

- Remedial courses/bridge assignments were provided to weak or backward students in subjects like Mathematics, Economics, Physics and English language

- Physics Department conducted Problem solving sessions (through out the year) and capacity building sessions (during the winter and summer break) for students of Physics.(ref best practice..)

- Regular assignments were given to improve the performance of students in some subjects .(ref best practice)

- OHP / LCD were used in class room teachings to facilitate understanding of difficult topics.

- Computer simulations were used to depict some scientific themes in Physics department

iii) **To inculcate discipline as a value among the students**.

- We emphasized on keeping our premises clean.

- We emphasized on punctuality in class rooms

- Our college is known for strict adherence to regular attendance in class. Parents therefore throng to get admission in our college

- We emphasized on adherence to dress code by students and teachers to maintain a conducive academic atmosphere on the campus.

iv) **To develop employable skills among students**:

We believe that academic achievements need to be complemented with certain skills which will improve their employability status., and to achieve this, the students must go beyond classroom learning and exam oriented learning. They must acquire general knowledge, communication skill, quantitative skill, & outside exposure. Following are some of the activities taken up with this target:

- Various departments conducted class wise elocution competitions, quiz competition & seminar competition.

- Career Guidance Cell organized interview (Mock) and Group Discussion to prepare for the entrance tests for various professional courses and careers.

- Career Guidance Cell worked though out the year to improve Vocabulary & retention skills of our students to prepare them for competitive exam.

- Fashion Designing Course introduced in 2006 was continued for the students of the institution as an "add on program" under UGC guidelines.

- Students were encouraged, train and supported to participate in University Youth Festival and inter- collegiate competitions. (Award List is attached).

- Students were encouraged to participate in M^3 contest (<u>M</u>aths, <u>M</u>uscle <u>M</u>an contest), Mathemight to improve their quantitative ability.

Department of Physics also helped students to sharpen their quantitative skills with extra coaching.

- Educational visits, field trips, guest lectures were organized by different departments to provide students with relevant exposure.

- Departments of Microbiology, BMS, Physics & BMM encouraged students to gain practical knowledge during their vacation by undertaking summer training.

- BMS section organized two-day program called 'Brand Wagon' & 'Confluence' wherein students were exposed to talks, lectures from practicing experts from the relevant field. This also exposed students to business situations, case studies etc which help them in turn to apply theory in practice.

- BMM section arranged 'Impressions' and gave students experience and exposure to media management, documentary making & film appreciation.

v) To render service to the society.

- The foremost service to the society, we feel, is to make our students good human beings and honest citizen – for they are the future of our nation. We therefore continuously strive to achieve this.

- Students in large number participated in Social work. For this the platforms provided were. N. S. S. and ACP (Details will be found from response to Q. 16)

- The college has introduced the 'Additional Credit Program' for those students who are academically brilliant. In an endeavor to sensitize these students towards social issues one of the modules in the program is "hands on social Work". In this connection a workshop was conducted by Tata Institute of Social Science for these students and they participated in various social activities. .

2. **New Academic programmes initiated (UG and PG):**

B.Com in Financial Management a U.G. Program is initiated this academic year.

(Ref. IQAC 2005-06, 2006-07, 2007-08 for the newly initiated programs in the past few years).

3. **Innovation in Curriculum design and Transaction.**

University provides syllabus for each U.G. and P.G. programs, together with a time line.

Equipped with this prescribed syllabus along with the time line, each department of V.E.S. College designs a curriculum, suitable for the target group of students, for the entire academic year at the beginning of the term.

The main aim of the curriculum design is to support the student's progress towards mastery of the knowledge and skills needed to complete the course. In order to achieve an all-round personality development of students, the curriculum transaction is done in such away that it demands active participation and involvement of students

Following are some of the measures adopted by various departments of the college as part of the curriculum design

i. **Seminars / Presentation**: The students were encouraged to actively participate in seminars and presentations. The objectives were

- To highlight certain important topics of the syllabus and to look deeper into their applications

- To improve presentation skills

- To bring about awareness of new frontiers in various subjects.

- To promote research.

- Using various aids, students also made presentations on various topics like 'Understanding Suicide", 'Attitude towards counseling among college

students' etc this enabled them to learn concepts and helped them to develop presentation skills.

This has been one of the most common methods adopted by all the departments of the college

ii Other than class-room teaching **Experiential Learning**, Live projects , Computer Assisted Learning/teaching, Case-study method, Special problem solving sessions, group discussions are some of the methods adopted to transact the curriculum in various departments.

iii **Outdoor excursion / Field Trips** –

To bridge the gap between theory and practice the professors of the institution regularly take the students for Industrial visits and study tours. Some of these are

listed below:

- F.Y.B.M.S. students visited Thane Belapur Industrial   belt   to   get practical knowledge of the waste management and industrial safety.

- S.Y.B.Com students visited the Parle Products private limited on 08/08/2008

- M.Sc. students of Chemistry visited Pepsi Co. Holding Pvt. limited on 11th February 2009.

- Students of Physics visited Nehru Planetarium on 3rd DEC 2009 to watch simulation of Chandrayan Launching'

- A visit was organized for M.Sc. students to BARC (MAT LAB) on 30th January 2009.

- A four day educational trip to Pune was organized from 9th to 12th October 2008 for the T.Y.B.Sc students of Microbiology.   The visit covered renowned institutions like Hi-Tech labs, AFMC, ABC Farms, and Serum institute of India.

- The T.Y.B.Sc. students of Microbiology and Biotechnology visited the Hindustan Coca Cola Bottling plant at Wada They were shown procedures

employed in Microbiological analysis of soft drinks, water treatment plants and effluent treatment plant.

- A visit to ACTREC was organized for the students of Microbiology on the open day of the institute on 5th Dec 2008.

- The TYBSc (Microbiology) visited the United Breweries at Taloja on 7th January 2009. They were shown procedures in Beer manufacturing, bottling, canning, water treatment and effluent treatment.

- T.Y.S students visited the Nagpur industrial belt to understand Production techniques at L&T plants.

- Banking and Insurance students visited National Institute of banking and management ((NIBM) and National Insurance Academy (NIA)

- The Psychology department take the T.Y.B.A. students to Yerwada Regional mental Hospital at Pune. Here they interact with the staff as will as inmates of the hospitals. This sensitizes the students to the problems faced by the patients as well as their families.

iv   Book Display

Specially selected books were displayed on different days in the central library, by the department of Environmental studies, for students of B.Com and BMS.

This was done as part of curriculum design by some departments. The purpose was to promote self learning and to inculcate habit of reference reading among students. Books related to important issues like global warming, rain water harvesting disaster management were put up on display.

v.   Notice Board Study ' concept was introduced as a curriculum design to familiarize the students with the various recent happenings in their subject of interest. Articles, charts, current news paper clippings were displayed on different notice boards, this in turn helped students to relate their class room learning to real world.

vii.   **Developing teaching learning tools with students participation**:

Use of OHP/LCD : almost all departments use OHP /LCD to give visual effect to teaching and to conveniently handle large data and proofs. Some times students made presentations with the guidance of the teacher concerned, which helped us in developing tools of teaching learning.

vii   **Exhibition**

- As has become an annual practice, the Department of sociology put up exhibition on current social issues mirroring ground realities of today's world. This gives the students a deeper insight into the topics, which they study as part of the prescribed syllabus.

- Students of Economics department put up a permanent display of charts on certain important data in the T.Y. B.A lecture room, which acts as a 'ready-information' and also highlights interrelation between different papers they study. From time to time new inputs are made in this display.

vii.   **Discuss Case Studies**: This has become part of course curriculum transacted in many of the subjects. It makes the concept being studied more real and relevant.

- By Computer department, to understand the process of project development.
- By Commerce department to highlight industrial management and various developments in different industries and Commerce.

- By Economics department to understand the applicability and relevance of various economic concepts.

- By Psychology to understand the intricacies of human relations. Through

- By the use of an assortment of methods like quiz, in-class debates, small group discussion, and role-plays, Psychology department makes an attempt

made to self-exploration and the task of learning concepts in various topics like counseling and interpersonal skills, social interaction and stereotypes, developmental issues like experience of generation gap, parent-child relations etc… at all the three years classes in department of Psychology

viii.   Special assignment as bridge course :

To bridge the gap felt by students in the transition from +2 level to first year graduation level following departments designed bridge program and assignment sets

- Department of Economics
- Department of Physics (ref best practice)

xi.   Peer to Peer learning –

Departments of Environmental Studies, Mathematics and Economics used 'Peer to Peer' Method to teach certain difficult concepts to a large group of students.

x.   Subject Association activities -

Exhibitions, festivals, seminar, workshops, Quiz, Screening of educational films, essay competitions, logo competitions were organized regularly during the weekly Forum Time on Saturdays by various Associations of our college.

(Physics Association, Chemistry Association, Microbiology Association, Math Association, Economics Association, Commerce Association, Psychology Association and Sociology Association).

xi. Making documentaries, docudramas, ad films: These were some practices adopted by the department of B.M.M. of our institution to initiate the students to the world of media.

The students of Mass Media initiated "Fotomation-2009" this special event, this year in the month of February to showcase the 'photography' skill possessed by undergraduate students of various Mumbai colleges. This in turn enhanced this skill among the media students of our college.

xii. Newsletter Publication, Photography –

The in-house publication of the department of BMM was released during the department's annual inter-collegiate festival – IMPRESSIONS'008. The theme of the 18- page GOONJ this year was 'Media uncensored' .It carried articles on various topics such as 'Censorship in media', 'Public poll', 'Voice of youth' and 'Reality of media' etc. written by the budding journalists of our college.

4. Inter - disciplinary programmes started: -

The interdisciplinary program called Additional Credit Program was launched in March 2007. The institution is continuing the program with small batches of advanced learners. In March 2009 the third batch of students started the program and completed its first module. (ref. IQAC 2008 pages….)

5. Examination reforms implemented:

ref IQAC 2007-08

Other than university examination, every department conducts periodic tests in their respective subjects for each class by way of **open book test**, **test series**, **objective test** etc. to improve the general performance of the students.

In order to achieve the target of 'no student using un-fair means in the examination', a series of brain storming sessions were conducted in the month of March 2008. As a consequence the following measures will be adopted from the next academic year:

- The answers sheets with printed page numbers
- Stitched answer sheets
- More number of pages in the answer sheets.

6. No. of candidates qualified for NET / SET :-

3 Faculty members qualified for NET :-

Mrs. Mahalaksmi (Faculty BMS)

Mr.Milind Gawai (Faculty, English)

Mrs. Kanthi Viswanath (Guest faculty, Banking& Insurance)

1. **Total Number of Seminars / Workshops conducted**:

    In all 22+13=35 seminars /workshops and guest lectures were conducted in the college . Following is the list of these events.

    Seminars / Workshops:-

- **12th July 2008:** The department of Computer science in association with Board of studies of Computer Science, Mumbai University, conducted a workshop on revised syllabus of computer science for the benefit of Mumbai colleges. Lecturers from 60 colleges attended the seminar. This was followed by a talk on LINUX.

- **4th August2008**. The Department of BMS conducted a seminar on "Finance" Expert resource Persons was Mr. Kiran Jadhav, Managing director, Precision technology.

- **5th and 6th September 2008**:   A UGC sponsored Seminar 'Mathemight' with the theme 'Surprises in Mathematics and their application' was organized by the department of Mathematics on. It was an inter collegiate event and about 75 students from various Mumbai colleges attended/participated in the seminar.. It included lectures by brilliant Mathematicians like Prof Dr. I.K Rana from IIT, Mumbai, and Dr G Pablo a Spanish national, who has been working in T.I.F.R, for several years. This was followed by paper presentations

- **13 Sept 2008** Vivekanand Kendra Mission organized a workshop on "Skills for improving concentration power and memory" for the students who had enrolled for their "Personality Development Programme".

- **18th September 2008**: During the festival 'Sagacity', the department of I.T. and C.S. organized an informative seminar on "Careers in Commerce" by ICA

- **20th September**. Vivekanand Kendra Mission arranged a seminar on stress management and organized the screening of a film "Vivekanand and Science Consciousness"

- **23rd Sept. 2008**. Prof. Vinod Vaje conducted a seminar on the topic 'Hacking and internet security'

- **27th Sept 2008**: A seminar 'Expert Professional" was organized for computer Sc/I.T students, the resource person was Mr. jay, Assistant Project director

- **29th September 2008**. The department of commerce organized a seminar on "Value based Leadership". The T.Y.B.Com organized the programme. Students who made presentations on corporate leaders like Mr. Narayan Murthy,
  Dr. Verghese Kurien, Ms. Kiran Majumdar Shaw and Mr. Mukesh Ambani
.
- **22nd November2008**: The Materials Research Society of India, Mumbai chapter along with BARC organized a seminar in the department of Chemistry of our college on . The topics like 'Bose Einstein condensation', ' when matter becomes wave ','Chemical expedition to Nano Technology', 'Carbon emission and sustainability of matter and energy' presented and discussed by scientists from BARC were the highlight of the seminar.

- **24th November 2008** The students council organized a presentation by members of the ATS who addressed them on the need to be Alert to avoid Terror Attack under their Programme 'Alert Mumbaikar'.

- **19th Dec.2008**. The department of Biotechnology and Microbiology organized a one day workshop on 'Solid Waste Vermicomposting' by Prof. Avinash Khaire of 'green field biocare'. 170 P.G. students from various colleges under Mum University attended it. A lab scale vermi-composting bin was set up in the M.Sc. lab.

- **10th January 2009:** Mr. Rajdeep Poddar, an alumni from the department of Microbiology and Biotechnology addressed the T.Y. students on "Bioinformatics

- **17th January 2009:** A team of six activists from the N.G.O. "Indian Youth Climate Networks" or IYCN visited our college at the direction of Dr. A.D. Sawant, Pro V.C. of University of Mumbai. The team comprised Dr. Saran than (from B.A.R.C.), Ms.Caroline Howe and Alexis Ringwald (working with Mr. Al Gore in USA), Ms. Disha (Indian Research Scholar in USA) Ms. Rachi Jain (Co-ordinator of Mumbai branch of IYCN) and Mr. Dhruv Sanghni (Ex-student of V.E.S. and member of IYCN). They came in special vehicles run by renewable energy and conducted panel discussions on "**Climate Changes: Problems and solution**". About 50 students from the college interacted with them.

- **22nd January 2009 :** The department of Microbiology organized a scientific talk on "Diabetes" for the S.Y.B.Sc.(Microbiology and Biotechnology students) on 22nd January 2009. It also included an orientation Programme on studying abroad in UK in Biomedical Sciences by Prof. Yeamen, Director, University of New Castle, London. He also gave a talk on Diabetes awareness. As part of the departments career orientation Progrmme, it also co-ordinated with ICTCR Mumbai. (International Center for Training in clinical Research) to arrange a lecture on "Clinical Research" for F.Y.B.Sc. and T.Y.B.Sc. (Microbiology) students.

- **24th January 2009 :** The department of I.T. and computer Science organized a seminar on "Networking Career Path that was conducted by Avera Academy.

- **29th January 2009 :** The F.Y.B.Com. students under the guidance of Mrs. Varsha Ganatra organized a seminar on "Service Dimensions", which combined role plays, elocution, debate, and power point presentations. The areas covered were importance of services, insurance, retailing, banking and tourism.

- **31ˢᵗ January 2009 :** The department of IT and Computer Science organized a seminar on "Testing" by   Seed Infotech on 31ˢᵗ January

- **12ᵗʰ February**: The department of Microbiology and Biotechnology organized a programme titled "Challenging Darwin" on 12ᵗʰ February to celebrate the bi-centenary birth anniversary of Charles Darwin. The programme was conducted in association with the National Center for Science Communication. There was a debate session followed by an address by Dr. Bal Phondhe, a renowned scientist and a prolific science communicator. He was the head of Radiobiology division at B.A.R.C. and editor of Science Today Times of India group. He was also director of the National Institute of Science communication (CSIR). All F.Y and S.Y. students attended this programme.

- **24ᵗʰ February 2009 :** Mrs. Rashmi Wagle Vice-Principal of Jhunjuhunwala College, was invited to conduct an interactive session with faculty members of the college on ' **Re-accreditation process of NAAC**'

-   Mrs. Radhika Mohan, faculty member, conducted a workshop on 'change and its management' for the Psychology students

- As a part of counseling cell activity a work shop was held in the department of Psychology on 'Preparing and planning for the future' for the students referred by the anti unfair means committee of the college.

Guest Lectures

About 13 guests were invited to talk on various topics :
- **5ᵗʰ July 2008 :** Ms. Mansi on behalf of GEE BEE Education Mumbai conducted an orientation lecture on "Higher Studies and Opportunities Abroad" for B.Com, BMS, B&I, BA, and BMM students. Over 100 students attended the session in Room No. 411 at 11:30 am.

- **12ᵗʰ July 2008 :** A guest lecture by Mr.Biswas Munshi from Bharati AXA Insurance Company was organized. He spoke about the insurance sector and explained the procedure to complete IRDA training and get a license to work as a financial consultant.

- **19ᵗʰ July 2008:** The team of Mr. Bharat Upadhya and Miss. Lakshmi Bhat along with the Director Mr. S. Pal of the Institute of Company Secretaries of India gave a talk on Company Secretary ship Over 120students attended this session.

- Prof S.N. Jogdand was invited to give lectures on 'entrepreneurship' and 'Legal Social ethical and Regulatory issues related to biotechnology'.

- **2ⁿᵈ September 2008:** T.Y.B.Sc. students of Microbiology were addressed by representatives of Bhartiya Vigyan Parishad on the prospects of undertaking a course on Science Journalism. On Prof. Jaylaksmi from the Department of Computer Science delivered a lecture on computers and Internet for the students of Microbiology and Biotechnology.

- **24ᵗʰ September 2008:** Dr. Camilla Ginsberg from Fermi Lab USA gave a talk on "Physics with particle accelerator' for the Science Faculty and students.

- **30ᵗʰ September 2008**: 'The Making of a power point presentation' a lecture by Dr. (Mrs.) Anita Kanwar.

- **13ᵗʰ December 2008 :** Dr. Deepa V delivered a talk on 'Advances in Future Lazer' for the benefit of Physics students.

- **20ᵗʰ January 2009:** A talk on 'Innovations in Banking & Insurance' by Mr. G. Sundaram, Ex-Manager in Punjab National Bank, was organized.

- **15ᵗʰ January 2009**: A lecture on 'Economic Recession & Sub-prime Crisis' by Manager of TIME Institute was organized by the banking Insurance Department

➤ **17th January 2009:** The department of Psychology organized a lecture by Mrs. Jyothi Suresh, an H.R. Manager with Patni Computer Systems, on "HR cycle in Corporate". She explained the link between human resource development and the role of the industrial psychologist.

➤ **January 2009 :** Ms. Anusuya Roy an alumnus of Psychology department spoke to the students and shared her experience of the course work of M.S. in 'Psychotherapy and Counseling' at the University of Ballrat Australia.

➤ In collaboration with University of Mumbai department of EVS hosted an interactive session on 'Global warming and climate change and the need to develop renewable source of energy'.

8. **Research Projects: -**

Research Project sanctioned by the University in the academic year 2008-09:

- Mrs. Ritika M. Makhijani (faculty, chemistry) has been sanctioned a research grant of Rs.40,000 for the year 2008-09 by the University of Mumbai to develop the extractive spectrophotometric methods for the determination of transition metal ions and noble metal ions with isonitroso-p-substituted acetophenone.

- Ms. Santhini S. Nair (Faculty, Microbiology) has been sanctioned a research grant for a minor research project in 2008-09 titled "Effect of Silver Nanoparticles on Biofilm formation by Blood and Urine Pathogens on different polymeric medical implants a comparative study" by the University of Mumbai.

- Ms. Hemamalini Varadarajan (faculty, Microbiology) has been sanctioned a grant for a minor research project in 2008-09 by the University of Mumbai on "Biocontrol of Psychrotrophic spoilage bacteria in Coriander during refrigerated storage".

- Dr. Suniti Nagpurkar (Faculty, Economics) has been sanctioned a minor research project in 2008-09 by the University of Mumbai on "Educational Loan as a step for financial Inclusion "
- Ms. Shikha Dutta (Faculty, English) has been sanctioned a minor research project in 2008-09 by the University of Mumbai on "New Discourses and Challenges : Interrogation of South Asian Expatriate Narrative".

UGC sponsored research projects :

- A major research project "Biosurfactant production by a bacteria isolated from jet fuel and its varied application". is being carried out in the department of Microbiology by Mr. Nagesh Mallik, Mrs. Hemamalini Varadarajan, Mrs. Santhini Nair and Mrs. Dona Joseph.

Other research Projects:

There are **ten** ongoing M.Sc. research projects in Microbiology Department.

9. **Patents generated, if any**:   None

10. **New collaborative research program**: None

11. **Total research grant received from various agencies**: -

- **In 2008-09 Total research grant received:**

Academic Year 2008 -2009

Sr. No.	Project No.	Name of the Researcher	Amount 80%	Received Dated	Amount 20%	Total Amount
1	22	Mrs. Ritika Makhijani	28000.00	20.03.2009	7000.00	35000
2	55	Mrs. H. Vardarajan	12000.00	20.03.2009	3000.00	15000
3	63	Mrs. Santhini Nair	16000.00	20.03.2009	4000.00	20000
4	83	Dr. (Mrs.) Anita Kanwar	16000.00	20.03.2009	4000.00	20000
5	193	Dr. (Mrs.) Suniti Nagpurkar	12000.00	20.03.2009	3000.00	15000
6	197	Dr. (Mrs.) Shikha Dutta	9600.00	20.03.2009	2400.00	12000
			93600.00		**23400.00**	**82000.00**

12.   Number of research scholars:

12 faculty members are involved in research pursuing Ph.D. / Major research project/ minor research project:

Also a number of our students are pursuing M.Sc. by research in **Microbiology and Chemistry**

A number of our U.G. students are doing investigative study on various topics under Additional Credit Program.

13.   Citation index of faculty members & impact factor: -   Exact data not Available

Dr. V. D. Barhate (Faculty chemistry) has published a paper entitled "Extractive and spectrophotometric Determination of Platinum (IV) using Isonitroso-p-methyl Acetophenone (HIMAP)" in the Journal of the Indian Council of Chemists Vol-2, Pages 1-3 (2008).

- Dr. V. D. Barhate (Faculty chemistry) has published a paper entitled "Extractive and spectrophotometric Determination of copper (II) using Isonitroso-p-methyl Acetophenone (HIMAP)" in the Journal of the Indian Council of Chemists Vol-25, No.2 (2008).,pages 74-76

14.   Honors / awards to the faculty:

Following are the some of the achievements of the faculty members in 2008-09.

➢ Dr. Mrs. Deepa Venkatish of Physics Department was awarded the Ph.D degree by the **IIT Mumbai** , in '**Photomics**', in August 2008.

➢ Dr. Mrs. Deepa Venkitesh received the **Best thesis award** in the Natioanl Laser Symposia.

- Dr.Anita Kanwar presented two papers in 'ILCC2009", an international conference on Liquid Crystal held in Jeju Korea from 29th June to 4th July 2008.

- Dr.Anita Kanwar presented a papers at the 53rd DAE symposia organized by BARC from 16th to 19th DEC 2009.,an international conference on Liquid crystal

- Dr. Deepa V. presented three papers at 'Photonics 2008', an international conference held in New Delhi on 17th to 19th Dec.

- Dr. Deepa presented a paper in National Laser Symposia (NSL 2008)

- Dr. Bharate And his student Mr. Anand Gupta presented a paper titled 'Extractive and spectrophotometer determination of Copper' using Isonitroso-p-Methyl Acetophenon (HIMAPH) at 27th annual confeene organized by Indian Council of Chemists from 26th to 28th Dec in Haridwar.

15. **Internal resource generated**:

   To run the Additional Credit Program efficiently, fund is being generated through fees charged from the participating Students.

   To run the talent nurture program in Physics money is generated through fees.

16. **Details of departments getting SAP / COSIST / DST.Fist etc.**
   assistance / recognition:
   None

17. **Community Service**:

Ever since its inception in 1982, The National service scheme unit of our college has been providing a platform for the interested students to understand the social issues in its true perspectives and contributing towards social causes and the unit has created indelible foot prints by organizing various socially relevant programs and activities.

Highlights of the activities of The academic year 2008-09 are as follows

1. Tree plantation drive- at our adopted area Sanpada on 5th June – planted 100 saplings.

2. NSS Orientation program for the first year students, in the campus, on 9th July.

3. Blood donation drive-1 on 15th July at Assissi nagar co-op housing society, Chembur and collected 52 bottles of blood

4. Blood donation drive-2 on 13th July, in the campus, – collected192 bottles of blood.

5. **Thalessemia awareness** and blood screening, in the campus, 395 student beneficiaries.

6. Disaster preparedness program in the campus in association with TISS and HUM foundation.

7. Fund collection drive- Through the sale of National flag – For the physically challenged children- collected Rs1500.

8. Survey of child Labor and their problems- In association with Nirmala Niketan- at Chembur- kurla slum pockets.

9. Rural camp for 10 days at our adopted village Sutrakar-3-11-08 To 12-11-08, Involving 91 students.

10. Aids awareness week was organized in the campus - 1st to 8th December

11. The unit also participated in the pulse polio immunization programme in our adopted slum pockets

In addition:

As part IQAC initiated "Additional credit Program " the students of the group are involved in community service activities individually, helping specially abled children in their learning process, helping to familiarize economically backward children to computers, working and helping adult challenged people and sometimes helping blind students of TISS in their studies and exam writing.

Our institute showed its solidarity by mobilizing significant student strength from the college in response to the call given by the Chancellor of the Mumbai University for a Peace and solidarity rally at Shivaji park Mumbai on 29th Dec 2008 against the terror attack on Mumbai.

In October 2008 some students of **Psychology** participated in community intervention program organized by Samaritans, an NGO, working in the field of mental health rehabilitation. The students participated in activities designed to enhance the social skill of the patients in their day care centre. On the annual day Shri Manohar, director of 'Samaritan', addressed the audience and shared information regarding the services being provided for mental health rehabilitation. They also distributed pamphlets informing about their telephone help lines for people who are emotionally disturbed and suicidal

Students from Rochiram Thadani school of hearing impaired Chembur, put up stalls of artifacts made by their students during our annual festival. These students also showed their talent by performing on the stage, which touched each and every heart. They were given standing ovation.

The well known NGO CRY also put up a stall during our annual fest.
A new initiative, 'Social awareness Week (SAW)', was undertaken by the students of BMM, to promote social welfare on various social causes by using different forms of media.

During this week 'Child rights Day' was observed to support the cause of child welfare and child education. The venture was in association with an NGO, Balanand which looks

after destitute children.. Students collected donations in cash and kind for the children of Balanand and handed it over to the in charge of the NGO.

During the 'SAW' the students of BMM, worked hard to bring about awareness of issues like 1) Aid 2) domestic violence 3) go green campaign, 4) anti drinking/anti smoking/anti drug abuse campaign etc.

Encouraged by enthusiastic participation of students in community activities, college is planning to initiate Social Service League (SSL)

18. Number of teachers and officers newly recruited

    Aided section:

          None in the academic year 2008-09

    Unaided section:

No. of faculty/officer	Department
02	B.Sc. (Bio Technology)
01	Self Financing Office

19. Teaching & non teaching staff ratio:

For Aided section:

          Teachers   Non-teaching staff.

            48   32

               Ratio = 3:2

For unaided section:

                   3:1

20. Improvements in the library services:

The Library carried out the following activities for the Academic year 2008-2009 in its pursuit to encourage and enhance the use of the Library by students and improve the services extended to the students and staff.

A) READERSHIP ENHANCEMENT PROGRAMME: In our effort to improve the usage of the Library, we planned different activities that familiarized and encouraged the students to use the Library resources.

i) A detailed **Orientation Programme** was organized for the new comers (F.Y. students) from 14th July 2008 till the end of July 2008 to familiarize them with the Library functions, resources and the services in the beginning of the Academic session.

ii) ACP Student Card: - Additional Cards were also given to students who have opted for **Additional Credit Programme** conducted by the college

iii) Book Exhibitions: The Library organized one Book exhibitions to familiarize and encourage students to use the Library Collections. Library along with the Department of Environmental Science conducted one exhibition separately for F.Y.B.M.S. students on 23rd January 2009. Books related to important Environmental issues like Global warming, Rain water harvesting, Disaster Management etc were put up on display.

ICFAI University Press displayed 212 Books on 18th February 2009 in Staff Room so that Teachers can review the Books and purchase them to enhance the Library collection.

"Browsing Day" was specially organized on 23rd & 24th March 2009 (after the examinations) to encourage students for general Reading like Fiction, Non fiction, self-help books, science fiction and some classics. The exhibition got response from the students. Students were allowed to borrow the books they had selected from those on display, after the exhibition.)

B) IMPROVING ACCESS TO RESOURCES:

    i)   **Bibliographic Services:** The Library continued the practice to index articles from the journals subscribed in the field of Management and Economics. This helped us to provide bibliographic services to the users in anticipation or on demand. 36 periodicals of national and international repute were indexed and this database was extremely useful for the students to do their project work.

    ii)   **Following new additions were made to the collection of the Library**

> **Periodicals:** Keeping in mind our collection development policy we have increased the number of useful periodical in our Library. Following is the list of new journals subscribed.
>
> 1. New Scientist (India)
> 2. Linux for You (with CD)
> 3. Oracle Magazine
> 4. Network Magazine
> 5. Pravatak

    a. Additional Periodicals subscribed from Research Grant from University of Mumbai (Dr. Mrs. Suniti Nagpurkar) –
        1. Indian Journal of Training & Development
        2. Journal of South Asian Development
        3. South Asia Economic Journal

All the above activities increased the use of the Library resources and thus yielded a good return on investment.

21. **Number of new Books / Journals subscribed and their value**:

EXPENDITURE IN LIBRARY (2008 - 2009)

	EXPENDITURE ON BOOKS (in Rs.)	NO. OF BOOKS	ACADEMICS JOURNALS (in Rs.)	READING ROOM (in Rs.) (MAGAZINES & NEWSPAPER)	TOTAL (in Rs.)
AIDED COURSES	348,251.00	1214	12,182.00	37,145.00	397,578.00
SELF FINANCING COURSES	371,892.07	927	38,697.00	8,806.00	419,395.07
U.G.C. DEVELOPMENT GRANT (XIth PLAN)	42,894.00	35	26,459.00	0.00	69,353.00
U.G.C. - Add-on-Course - Functional English	3,923.00	17	0.00	0.00	3,923.00
Research Grant - University of Mumbai	16,451.00	19	3,675.00	0.00	20,126.00
TOTAL	**783,411.07**	**2212**	**81,013.00**	**45,951.00**	**910,375.07**

22. **Number of courses for which students assessment of teachers is introduced and the action taken on   student feedback:**

Feeds back from students of teachers were taken for all courses. as has been our practice for several years now. This year format of the feed back form was revamped. The feedback is then discussed with principal and necessary step for improvement would be implemented from next academic year.

Department of Chemistry this year took exit back feed back from its M.Sc. students. The students have given excellent feed back.

23. **Unit cost of education**:

  1.Aided section:

Unit cost of Education

Total Exp/total no. of student   :   Rs 20757

Development Expenses (Expansion of Library) :   Rs. 765/- per student

2.Unaided section:

Unit Cost of Education

Total Expenditure / Total No. of students   :   Rs.12500/-per student

Development Expenses (Expansion of library   :   Rs.765/- per student

24. **Computerization of administration and the process of admissions and examination results, issue of certificates**:

> **Examination Results processing** is completely computerized. The faculty members of Department of Math had developed the software for this, and the department from time to time updates it whenever there is a change in the norms, prescribed by Mumbai University

> The process of **Attendance compilation, calculation of relevant statistic for each individual student, identifying the attendance defaulters and monitoring** are computerized completely. The software for this purpose had been developed by the faculty member of department of Mathematics.

> Part of admission process and other processes of office are done by using computer.
> We have a software called "Students' Administration Module" which caters to admission process for reserve category as well as for open category and fee collection matters. This also provides database for attendance committee, examination committee, result committee and placement cell.

We use Tally 9.0 package for Accounting purpose wherein daily vouchers are entered in and monthly accounts details are obtained.

A Software "Path Infotech Solutions" is being used for filing Electronic Quarterly Returns i.e. eTDS.

➢ College is trying to achieve complete Automation of Office work.

25.   Increase in the infrastructural facilities:

   Building Infrastructure Enhancement :-

One complete wing was added to the existing building as per our plan (AQAR2007-08 C part) from the academic year 2008-09. In all 2400*05=12,000sq ft area has been added as a consequence.

This wing consists of two rooms on each of 5th and 6th floor and 3 rooms on each of 1st 2nd and 3rd floor. In all we have added **10 Lecture rooms** out of which **4** rooms can accommodate about **120 students** each and **6 rooms** can accommodate about **60 students** each.

This has eased availability of rooms for lectures and other co curricular activities

In spite of the fact that we have added a complete new wing to the existing building infrastructure, efficient time management remained the key factor for our timetable committee, as a new U.G. Program was started from this year .

.Expansion , remodeling and renovation of our library was completed. by the end of academic year 2008-09. We would start using the new Library from the academic year 2009-2010.

Electronic infrastructure / equipments enhancement:

Sr.No.	Classification	Description	Qty.	Location
1	Computers	L.G. MY PC	1	Staff Room
		(Only CPU/Keyboard/Mouse		
		DVD Writers	5	Staff Room
		Zenith Computers	5	Physics Lab
		HCL Computers	3	Library
		HCL Computer	1	Staff Room
2	Printers	TVSE MSP 355 Printer	1	Math's Dept.
		HP Laserjet 1505 Printer	1	Library
		HP Laserjet 1505 Printer	1	Office
		HP Laserjet 1505 Printer	1	Physics
		HP Laserjet 1505 Printer	1	Staff Room
3	Software	Tally Software 9.0 Upgrade	1	Aided Office
4	OHP	Liberty Vision - 285	3	Chemistry
	Projector			Staff Room
		Liberty Vision OHP	1	Physics
		Matte White Projection	1	Staff Room
		Screen Installock		
5	LCD	PLUS 100s		
	Projector	with LCD Screen	1	Staff Room
6	Electronic	PCs 12"Dual Celestion speakers	2	
		PCs DGN Floor Stands	3	Fourm Hall
		PCs DGT Table Stands	3	
		PCs Shure SM 58LC with wire	3	
				3 for classroom
		Studiomaster ERII EMII VHF Hand	6	3 for hall
		Wireless System		
		PCs SSB60EM Amplifiers	7	
		PCs SCM 15T Sound Columns	14	7 Classroom
		PCs Mipro MR 515L microphones	7	

Sr.No.	Classification	Description	Qty.	Location
1	Equipments	Digital Conductivity Meter	1	Chemistry
		Digital Potentiometer	1	
2		C-24 BL Remi brushless revolutionary table top high speed centrifuge	1	Microbiology
3	UV Visible Spectophotometer	Systromics PC based Scanning UV-VIS. Spectrophotometer (20-1000nm) (Bandwidth-2mm) – type – 19	1	Microbiology

26.   **Technology Up gradation**:

- Results of the examination of the unaided section are being put up in the College website to facilitate easy access.

27.   **Computer and internet access training to teachers and students**:

- All the teachers in the college are computer savvy and freely use the internet facility provided by the institution.

- Many faculty members use the software Power Point for demonstration in their lectures. For this purpose we have equipped ourselves with a number of LCD projectors.

- Computers and Internet access are provided to teachers freely. Almost all teachers are conversant with the internet usage. Many faculty members are utilizing this facility to provide additional information to the student on various topics.

- ACP student-group was given a training in e-communication .in the month of March 2009

- Students are allowed to use the computers & internet facilities under the guidance of teachers, which is slightly restricted because of the lack of

space. With the relocation expansion of library space from the next academic year we, are going to provide our students with more internet facility

- Currently we are planning to build a computer lab to facilitate computer training and internet access for Economically backward students, as the institute has acquired some additional labs from the neighboring Engineering institute.

28. **Financial Aid to Students**:

Following are the list of financial aid provided to students during academic year 2008-2009.

2008-09

CATEGORY	TYPE OF ASSISTANCE	NO OF STUDENTS BENEFICIARIES (AIDED SEC.)	NO OF STUDENTS BENEFICIARIES (SELF FINANCING SEC.)
SC	Scholarship- Lower income group limit Rs. Below 1 lakh	69	18
	Freeship -Higher income group above 1 lakh	70	22
NT	Scholarship- Lower income group limit Rs. Below 1 lakh	13	09
	Freeship -Higher income group above Rs. 1 lakh	6	13
OBC	Scholarship-Lower income group limit Rs.Below 1 lakh	47	0
	Freeship-Higher income group above Rs.1 lakh	17	0
SBC	Scholarship-Lower income group limit Rs.Below 1 lakh	2	1

	Freeship-Higher income group above Rs.1 lash	6	1
ST	Scholarship-lower income group limit Rs.Below 1 lakh	0	0
	Freeship-Higher income group above 1 lakh	5	0
General	Adoption Scheme	16	0
General	Association of Non-government colleges (ANGC)	12	0
Scholarship	Financial Asst. to Needy and BC Students (University Of Mumbai)	5	0
Scholarship	Minority communities	8	0
Fees Waiver	Fees Waiver to deserving students	1	5
	TOTAL	**277**	**69**

About 16% of Total Strength of Aided Section benefited.

About 8% of Total Strength of Self-Financing Section benefited.

29.   Activities and support from the Alumni Association:

Our Website statistics indicate that every year there are new members joining the Alumni Association of the college.

Following list shows the support provided by some of our alumni from the field of I.T./Computer sciences:

➤ An ex student of Computer Science conducted a session on "How to appear for Interviews", for the third year students of the department of Computer science, thus extending a helping hand in Campus Recruitment

- Two ex students of Computer Science helped in conducting regular practical sessions of FY and SY classes during a crisis created by temporary shortage of staff in the department.
- One of our alumni is presently working as a lab assistant in the computer labs.
- Ex students of the department lent a helping hand to current students of third year computer science/ I.T. to develop their project.
- During the annual festival "sagacity" of the department there were two events called "Stock Exchange " and " "Bluff Master". Our alumni designed the software for the first event and hosted the second event.

  It may be recollected from earlier AQAR that Microbiology Alumni Association (MAA) of our college is very strong. The activity and support from this association are commendable. (best practice…). This year Some of the MAA alumni have given presentation on their research areas.

  Some of the members of the association have extended their support in placement of students in their respective organization.

  A few members were invited to judge the events organized by the department.

  The department of Biotechnology organized an alumni meet on 23rd august 2008, the highlight of the event was open interaction between the alumni group and current students of the department, where queries of the students related to career choices and further study options were answered by alumni group members.

  An alumnus of the **department of Psychology**, Ms Anusuya Roy spoke to the current batch of students of the department and shared her experience of the course work of MS in Psychotherapy and counseling at the University of Ballrat, Australia. The students looked up to this interaction as it helped them to know something to keep in mind while deciding to go for further studies.

  Whenever there is an opportunity Ex-students are invited to make presentations on selected topics in which they have gained experience during their working years.

The institution acknowledges with gratitude the yearly Contribution of 150 dollars by **one of our alumni** from the department of Micro Biology towards sponsorship of "Nature" magazine in the library for the benefit of all.

Alumnus of our college, (from Department of I.T.) Mr. Harbir conducted an electronic communication training program for ACP students group during the Month of April 2009.

In the extracurricular activities our alumni readily offer their helping hand. Our young alumni, who are doing very well in media world were invited to judge some of the events of the college fest. An alumnus, Priyadarshini, who is a excellent classical singer, together with another ex-student of B.Com. and an excellent singer judged the singing events during our annual fest

During **sports days** and **college trek** some of our expert alumni helped in efficient conduction of the events.

Our alumni duo Mr.Pankaj and Mrs.Priya, owners of a dance academy, not only helped to train groups of our students for dance competitions and performances but also sponsored the first and second prizes for all the dance categories during our annual festival. We acknowledge their Contribution with appreciation.

The 'Alum' circle has organized an alumni meet in the month of June 2009 to finalize the registration of Alumni Association of our college. We are expecting about alumni visit to our college.

30. **Activities & Support from the Parent -Teacher Association**:

Formal Parent Teacher Association does not exist for our college. However, college keeps in touch with Parents through orientation meetings and departmental meetings.

This year a special meeting of parents of first year students belonging to Science faculty was held in the middle of the term (7th February 2009) to update the parents about the attendance statistic, performance and activities of their ward.

The objective was to Get parents support in bringing out the full potential of each student and give an opportunity to the parents to interact with the faculty members and get their queries about the system, opportunities and support answered. Since the meeting served its purpose we plan to hold such mid -term parent teacher meeting every year.

31.   Health Services :-

- A well-equipped Gym is existent in the college premise for the staff members.

32.   Performance in sports activities:

The student in large numbers participated   in the various sports activities during the 'Sports day' events of our college.

Though the Sport's Day started with observing silence for a few minutes to pray for the people trapped in the terror attacked and to show solidarity to the people who were still fighting with the terrorists on 26th Nov 2008, the spirits of the students were indomitable.

 Following is the record of student's achievements in sports:

Participation at University Level

- Ms. Seema. Shetty (TYBSc) secured silver medal (2nd position) in Javelin throw in the Inter Collegiate Athletic Meet organized by Mumbai University

- Kanchan Jhadav   (F.Y.B.Sc.) secured 3rd position in Shotput event in the Athletic meet organized by University of Mumbai.

- Sunil Shrike secured the bronze medal in 'best physique' competition   organized by University of Mumbai. He also holds the title of 'Collegiate Shree Maharashtra' awarded by Maharshtra State Body Building Federation affiliated to Indian Body Building Federation.

- Ashwini Katre won the 8th position in 20 k.m. walk in the Athletic meet organized by University of Mumbai.

- Sunil Kamil (T.Y.B.Com) secured the bronze medal in Taekwondo organized by University of Mumbai

- Sunil Kamil and Nitin Phule (T.Y. B.Com) reached the quarter finals in Carom doubles competition organized by University of Mumbai

- Manish Kumar (T.Y.B.Sc.) reached up to the 4th position in Triple Jump in the Athletic meet organized by University of Mumbai.

- Manish Kumar (T.Y.B.Sc.) secured 6th Position in 110m hurdles in the Athletic meet organized by University of Mumbai.

- Rich Nagare (T.Y.B.Sc.) secured 6th Position in 100m run in the Athletic meet organized by University of Mumbai.

- **Other Inter Collegiate achievements**
- College Volleyball Team (Women) reached the up to Finals of Inter-collegiate Tournament organized by K.E.S.

- College Volley-Ball Team (Men) won runners up position in the 'Inter Collegiate Tournament' organized by Burhani College, Vashi.

- Box Cricket team won the 1st & 2nd position in 'Inter Collegiate Tournament' organized by the department of BMS and 1st position in the 'Inter Collegiate Tournament' organized by the department of Banking and Insurance in our college.

33. **Incentives to outstanding sportspersons**:

    Best Player, Best Athlete awards for girls and boys were given to encourage outstanding sports persons.

- "Best Players" in overall sports activities.

    Best Sportsman:- Mr. Sunil Kami (T. Y. B. Com).

    Best Sports Woman :- Ms. Seema Shetty (T.Y.B.Sc.)

- Best Athlete

    Men: - Swapnil Jhawale,

    Women: - Ms. Richa Nagare, T.Y.B.Sc.

- Best House in Sports : Surya

34.   Student achievements and awards:

Following are the laurels brought by our students in the academic year 2008-09 which have done us proud.

- Mr. Suman Ganger, from the department of Microbiology, stood first in the university in the M.Sc. examination, with a score of 70% .
- Ms. Puja Kukreja of BMS scored highest marks in marketing at S.Y.B.M.S. level. She was awarded the 'BEST Marketing Student' by Samsika brand Management Academy.
- For the department of Psychology the year ended with the **most remarkable event** wherein three students of T.Y.B.A, presented scientific papers researched by them in a paper reading intercollegiate competition organized by MD Mahila college Malad. Top three positions were bagged by our students as mentioned below :
  - Radhika Chandle (T.Y.B.A.) won the first prize for the paper ' Reasons for which college students go for career counseling and its implication'.
  - Vinita Khedekar (T.Y.B.A.) won the second prize for the paper 'Attitude towards counseling among college students'
  - Rahul T.Y.B.A. won the third prize for the paper 'Understanding suicide'
- Four students participated in the National seminar on "Contemporary affairs & issues Concern & Management" organized by ICLES College. Ms. Sanjukata KAR won the **First Prize** as **Young environmentalist** for her presentation on 'Carbon Credits'
- 06 of our students came in the merit list of coveted "**Aptitude Test in Chemistry**" conducted by the Indian Chemical Society. All the 6 students were felicitated at a function held at Ruia College.
- about 16 our of our students from Computer Science/I.T were selected in elite organizations through rigorous entrance tests involving Aptitude test, Group discussion, Technical Interview, HR Interview etc.

Co curricular/Extracurricular Activities :

It is a matter of joy for all of us that this year also our students have shown outstanding performance in the intercollegiate co curricular events. A mega contingent participated in various events and received prizes in paper presentation, case study competition, music, dance, instrumental, fine arts and literary events. Following is the record of some of the prizes won by our students at Intercollegiate and University Level for Events organized by Association of University and different colleges of Mumbai:

 Mumbai University's 'Youth Fest '008-09 at the zonal level

Divya Rao of T.Y. B.Sc. I.T. IT 1st prize in elocution,

 Vinaya Vahiti won the 3rd prize in Mono Acting,

Gargi Rajbhar of S.Y.B.Sc. won the 1st prize in 'On the spot painting'

Mallikarjun Dhumale of S.Y.B.Sc. won the first prize in 'Poster making'

At Inter-Collegiate Level:

YANTRIKA, IT Fest (I.C.L.E.S MJ College)
Students of B.Sc. I.T. won the **BEST COLLEGE AWARD** and bagged many

individual prizes in the IT fest.

'MALHAR' 2008-09(St Xavier's college)

Duet singing	**1st prize,**	Alapi A. & Geeta M.
solo classical dancing	**3rd prize**	Sonavane

Mathemight 2008-09 (V.E.S college)

Paper presentation:	1st prize	Ryan and Aswini (S.Y.B.Sc.)
Poster Presentation	1st prize	Rameshwari (S.Y.Comp)

Mutation (R.D. National college)

Model making	1st Prize	Lavanya& Prachi (TY Micro)

X Factor (Birla college)

Poster Competition	1st prize	Chandrashekhar & Virochan

Galazio (Khalsa College)

Forensic officer	1st prize	Hina& Shabnam

Genesis (Jaihind College)

Poster Presentation (Apoptosis)	2nd prize	Sonali & Pooja (TY BT)
Quiz competition	2nd prize	Ranjeet & Chetan

Genopsis (Khalsa College)

Cryptic clues	3rd prize	Nikita & Pooja

Mock Stock (MGM College)

Stock market	1st prize	Chandan, Arun Srinivas(TY BMS)

Business Ethics(Jhunjhunwala college)

	1st prize	Lavina Vishal Kalesh (FY BMS)

IT Fest of SIWS College:

Predict The Output	1st prize	Arjun & Dharmrndra (F.Y.IT)

RJ College

Quiz Competition	1st prize	Pradnya & Sushant (T.Y.I.T)

Achievement in Technological Usage :

- Students from T.Y. I.T developed software 'Sagacity Website' ,'Typing Master', 'Bluff Master', which were used during sagacity profusely.
- Rohit, a student of TY B.Sc. IT, hosted a website for VES Pharmacy College.
- A student of TY IT set up a DHCP server in the computer lab for the easy management of network resources.

35. Activities of the Guidance and Counseling Unit :-

- The Counseling cell of V.E.S. College was formally started on 6th August 2005, with the objective to address personal and emotional problems of students in the campus. The initiative was taken by the Psychology department. Since then about 50 to 55 students have utilized the support extended by this service.

  During the year 2008-09 approximately 12 Students took advantage of the counseling services and benefited in the areas of   self-confidence, assertiveness, better study habits, parent-child relationship and stress of examination, among

others including some more complicated emotional difficulties. Two students were referred for Psychiatric care.

- The Career guidance cell of our college starts its activities from the beginning of the academic year.

  On 5th July 2008: Ms. Mansi on behalf of GEE BEE Education Mumbai conducted an orientation lecture on "Higher Studies and Opportunities Abroad" for B.Com, BMS, B&I, BA, and BMM students. Over 100 students attended the session

  A guest lecture by Mr.Biswas Munshi from Bharati AXA Insurance Company was organized on 12th July. He spoke about the insurance sector and explained the procedure to complete IRDA training and get a license to work as a financial consultant.

  The Career Guidance Cell has worked hand in hand with the Placement Cell to shape the future of our students.

  A large number of students have shown their desire to go ahead with post graduate courses in management, accountancy, hospitality and service sectors. A few have been game for the civil services or government jobs.

  This year several attempts have been made to guide students towards entrepreneurship also.

  All efforts were finally taken to guide the students towards a career of their liking and suitability.

  Simultaneous to the career guidance sessions the students aspiring for placements were guided throughout the year for mock Group Discussions, Interviews and such exercises to prepare them for the campus placements.

  Few sessions on **Resume building** were conducted prior to the placement drives.

  The **Activities of CGC** in a nut shell

  1. Orienting the students on Resume Building as per industry requirement.

2. Training for Group Discussions and Personal Interview from time to time.

3. Recruitment drives as per requirement of the companies and availability of students.

4. Refining the database of the college for direct usability.

5. Other activities in accordance with the requirements of the students.

6. Resourcing Lectures from time to time on various Soft Skills as well as Aptitude building topics for various careers.

Almost all the FINAL YEAR students of our institution are utilizing the EFFORTS of C.G.C.

36. Placement services provided to students:-

One of the most commendable things done by Computer Science department this year was to tie up with the reputed Patni Computers for guaranteed future placements.

We have placed over 52 students already of which a majority number belong to the Computer Science and I.T. departments alone. Some of the companies that have already taken our students include Patni Computers, WIPRO Technologies, testfunda.com, Apex Pharma, Accenture and others.

The Placement Cell at Vivekanand Degree College has come into being in the recent years for creation of avenues for students from professional courses. However it has even got the other courses of the college into its fold and remains active throughout the year entertaining the recruiters at one end and the aspiring students at the other from all streams.

The scenario of placements was a bit gloomy this year, but by no way depressing. Internships which are considered as a part and parcel of the placement and career guidance activity have been as good as ever. However regarding placements few companies had corresponded positively and shown interest in campus drives this

year. Amongst those who did take interest the ratio of recruitment per drives conducted has been quite high.

Finance sector response to even the best candidates was poor compared to previous years. We understand that this century's first jolt of economic depression and global meltdown has totally let down all these sectors

Another noteworthy factor this year was that from most of the students who were enrolled for placements very few showed up in case of placement drives by Call Centers and BPOs. In fact more than 90 percent of aspiring students just didn't want to work in BPOs (Business Process Outsourced Centres).

Taking an overall view, one can only conclude that corporate offers have been quite healthy in spite of the recession, in terms of number of recruits as well as payments to each recruit.

The Placement Cell at Vivekanand Degree College has come into being in the recent years for creation of avenues for students from professional courses. However it has even got the other courses of the college into its fold and remains active throughout the year entertaining the recruiters at one end and the aspiring students at the other from all streams irrespective of whether *"Professionalism"* is tagged to it or not.

37.   Development programme for non – teaching staff:
None in the academic year 2008-09

Healthy Practices of the institution:
Following are some healthy practices adopted by our institution

1.Forum time:

There is a reserved time slot of one hour on every Saturday in our time table, for co-curricular, extra curricular activities. This time slot is know as "Forum Time". During this time no lectures are held. Instead co-curricular activities, extra curricular activities and association events are organized. The forum time is a special feature of our college and it provides our students opportunity to perform/learn/interact and communicate.

This is a unique feature of our institution.

1. A **specially designed diary** is provided to the faculty members at the beginning of the academic year which they use to record their daily activities in the college (curricular, extra curricular and co-curricular) This in fact serves as a log book as well as planner for the teachers

2. Complete automation of **attendance records** of students and continuous **monitoring** of it. This has helped many defaulting student to reform their ways.

3. **Personal counseling** by the members of Counseling cell.

4. **Counseling** for those students who have resorted to **unfair means** in the examination.

   (List of some best practices are attached at the annexure of AQAR every year.)

5. **Career counseling**

6. **Placement cell**

7. **M^3 Contest**, a Mathematics challenge contest held every year for the interested students of Jr. College as well as Sr. College.

8. Activities of **Subject Association**.

9. Preparing our students to Participation in 'A.D. Shroff Memorial Elocution" under the banner of **Forum for Free Enterprise** Mumbai.

10. Special **Book Browsing** days in the library, book exhibition

11. **ACP**, a specially designed program for advanced learners.

12. Specially designed '**Talent nurture program'** in Physics and Chemistry

13. **Best student award**.

    This award is given on the basis of academic excellence, multifaceted achievement in extra-curricular and co-curricular activities, leadership potential, exemplary behavior and discipline.

14. V.S. Rajan Merit Scholarship awarded to the B.M.S. Topper student.

15. Special award for **differently abled** students and felicitation of their parents.

16. Maintenance of monthly Activity report meticulously.

List of some best practices adopted by our institution is attached at the end (the best practices mentioned in the IQAR of 2005-06, 06-07,07-08 are continued this year also).

39. **Linkage developed with National /International , Academic /research bodies**:

Our college signed an MOU with Patni computers on 27th February 2009 . Under the MOU, PCS will be conducting seminars, guest lectures and workshops for teachers and students of Computer Science & IT .On behalf of Patni the MOU was signed by the ex. Vice President of the company, Mr. Khare

This MOU is a laudable effort in the part of the department of Computer Science to prepare students of the department to face the challenges of the Global technical advancement.

Patni launched its Industry academy collaboration initiative, called Pledge, with our institution.

As part of the collaboration, several interlinked initiative are being planned to synergize enhanced learning.

The first program under the pledge was the faculty development Program organized from 22nd to 31st December, 2009. Our faculty immensely benefited from this program.

Other than this formal MOU, our institution has informal association with a number of prestigious institutions, as mentioned below: This provides wide range of exposure to our students.

The departments of Computer Science, Chemistry and Physics are in regular contact with various departments of **Bhabha Atomic Research Centre**. Our

students work in some of these departments for their projects, which in turn prepare them for global challenges.

Scientists from various departments of **BARC** are invited to address the students on different topics.

Prof. Rana from **IIT(Mumbai)** and Dr.G.Pablo from **TIFR** graced as chief resource persons in the seminar 'Mathemight'.

Students of S.Y. M.Sc.(Microbiology) attend summer and winter training program at the renown Research Institute like **Homi Bhabha Science Centre ,**

CB Patel research center and hospitals like K.E.M., RCF, Sion Hospital and Hiranandani Hospital. The training period varied from one week to one month.

The Microbiology Association conducted a poster competition this year on contemporary topics named 'Poster mela' on 20th Sept. for the B.Sc. and M.Sc students. The students participated with enthusiasm in the contest, which was judged by Dr. Venubabu, Scientific officer in nuclear, agriculture and Biotech division, of **BARC**, along with our distinguished alumni member Mr. Das (scientific officer **BARC**).

Department of Economics every year conducts its annual program "A.D. Shroff Memorial Elocution" under the banner of **Forum for Free Enterprise** Mumbai.

Some of the speakers during the annual festival 'Confluence' of the department of BMS were Chief Financial Manager, RCF, Chief Research Scientist, R&D head of Elder Pharma and H.R.Manager of **Piramal Health care**.

Such interactive activities of our students have automatically developed an informal linkage with these institutions.

40. **Any other relevant information the institute wishes to add:**

Ref **(** Pages 11—15) & (pages 64—67)

Part C

Explain the plans of the institution for the next year.

Our college continues to strive for enhancement of Quality in every aspect in the year 2008-09and in the years to come.

Following are some of the plans of the institutions for the **next year.**

1. **In collaboration with IIT Mumbai (bhugol GIS department), the department of** Environment studies & department of Mathematics of our college are planning an interdisciplinary workshop on "Application of GIS(geographical Information system) and remote sensing in present Global Economy".The proposal for the workshop, which will be conducted for the benefit of faculty members, P.G. students and research scholars, has been sent to UGC.

2. The conference 'Mathemight' is being planned on a larger scale to include students from all over the state.

3. The Psychology Department of our college proposes to start Certificate and P.G. Diploma Course in Special Education

   Aims of the Course
   - To sensitize the students about various disabilities
   - To study early child development
   - To learn the various techniques related to special education in various disabilities with special emphasis on learning disability
   - To get oriented with various diagnostic and interventional modalities related to learning disabilities

4. **Women's development cell** of our institution organized several very effective programs this year and it is planning to include larger number of students in its activities.

5. As an extension of induction program for teachers of the college ,staff development programs are scheduled to empower them with requisite professional skills in order to enhance the quality of teaching..

6. To encourage students to do more exploratory work in various subjects through Additional Credit Program.

7. A number of faculty members have plans to apply   for funds for research projects from UGC and Mumbai University..

8. The construction of the new wing was completed as per schedule, (as mentioned in the AQAR 2008-09 Part C) and became functional in the academic year 2008-09. The additional lecture rooms were utilized very efficiently to conduct lectures and other related activities.
    the AQAR 2008-09 Part C) and became functional in the academic year 2008-09. The additional lecture rooms were utilized very efficiently to conduct lectures and other related activities.

9. LIBRARY EXPANSION

Our college has academically grown horizontally and vertically over the last 5 years with the introduction of several new UG and PG courses. Considering the increasing information needs of the users and keeping in mind our mission to provide quality education to the students, we decided to expand our College Library by relocating it to fourth floor. The new library is designed to accommodate more than 200 readers in the reading room with separate section for PG students and Teachers, Internet access terminals and a photocopy section. The increased space and new location will help   us provide value added services to our students and staff.

This year we plan to invite well known authors for "**book reading sessions"** during the "book browsing" days.

Expansion, relocation and revamping of library could be completed only by the end of the academic year 2008-09. and the new library will be functional from July 2009.

10. Acquisition of additional space.

It may be noted that the Engineering college under the management of Vivekanand Education Society, adjoining our college is being shifted to a new building constructed exclusively for Engineering. The management of the institution has decided to allot a space admeasuring 15000sq ft, from the present engineering college to our college.

Infra circle together with Vice Principal has worked out a plan to distribute the additional space for the following requirements.

➤ An ICT equipped seminar room

An ICT equipped seminar room will facilitate conduct of seminars , workshops, guest lectures etc throughout the year

➤ Additional Computer Laboratory

Additional computer lab will ease the pressure on existing labs as well as facilitate 'hands on training ' for the students.

It will also provide an opportunity for economically backward students of other departments to get familiarity with basic computer usage.

➤ Math Lab

As Mathematics is taught for a number of courses , a math lab will provide opportunity to hold 'problem solving sessions' of "Applicable Math" for several groups simultaneously.

➤ Media Lab

Media lab will provide opportunities for an all round training like documentary/film creation, photography, etc. for media.

➤ Counseling room

A dedicated counseling room will provide more privacy and time for personal counseling. This in turn will encourage more students to avail of this service.

- Extension of present staff room

This will provide additional space for interacting with students having academic discussions and guidance.

- Centralized Assessment room (CAP room).

A Separate Room will facilitate conduct of Centralized Assessment prescribed by the university of Mumbai, for all U.G. programs.

- Language Lab

A dedicated Lab will give an opportunity to provide the necessary infrastructure for improving communication skills of the students.

- Research Cell

A separate room assigned for research will provide space for discussion and consultation with guide /mentor. This in turn will encourage more faculty members to take up research and also encourage research at P.G.and U.G. level.

- Career guidance and placement cell:

A special Career guidance and placement cell will provide more scope to establish linkages with corporate world., research institutes etc.

This will also provide more scope for the placement procedures and career counseling sessions.

- Additional lecture rooms for different departments

Provide scope for extra lectures and many other related activities.

Co-ordinator IQAC.   **Chairperson IQAC**.

Name:-   Name:-

Signature :-   Signature:-

Best Practices

Department of BMM

SAW – Social Awareness Week 2008

Aim: To provide students with a platform for expression by intertwining their
DTP work on Social issues with a 7 day exhibit in college premises.

Process: Students were given Poster Making as part of the Print Production Internal
Assessment. Social Evils and issues were selected as the main theme.
Overwhelming enthusiasm and good quality work led us into converting the
Class Assignment into a week long exhibition, Poster on Social Issues
with subjects ranging from AIDS awareness, Poverty and Illiteracy to Child
and Women's Rights to Go Green and Terrorism were covered.
Also PSAs and Music Videos on similar subjects were displayed
Street Plays and Skits were carried out at regular intervals
Sampling Plantations were also done at a few places to encourage Environment
friendliness.
Donations in forms of clothes and money were collected for Bal Anand – A
Home for Children at Chembur Station.

Resources Used : A4 and A3 Prints with their original designs were arranged by
Students themselves contributions were made by the students
themselves and minimum amount of Stationary was purchased from
the same. The Ground Floor was utilized for display of work and skits
LCD and Screen with speakers was used to screen Music Videos, PSAs
and other Images of relevance.

Impact :   Students experienced a whole new level of Creative Process They learnt how
to conceptualize and organize an entire 7 day exhibit including different forms
of Media Students from different streams were invited to witness and be part
of this Social Cause Encouraged Student Teacher interaction created a
considerable amount of Social Awareness in College.

Best Practices

Department of Computer Science

Summer Workshop for FYBSc Comp Science students

March 2009

Title :

Enhancement of computer knowledge for First year students

Goal :

- To revise some important concepts,

- To give more information about this field

- To inculcate some soft skills (such as communication skills)

- To give idea about future prospects in this field

Process :

- Teachers wished to conduct this workshop. But since they were busy in CAP work, it was not possible for them.

- The opportunity of conducting this workshop was given to TYBSc students. It was expected that FYBSc students will respond nicely with students than teachers.

- TYBSc students were asked to conduct work shop on some topics such as C language , System utilities (File Compression, Antivirus, Using USB etc), Internet(Mails, groups, using useful sites such as google), Photoshop, Communication Skills(Group Discussions, Debates, Basic Interviewing skills), General & Logical Aptitude Tests etc.

- Students conducted sessions on the above topics for a period of 10 days from **29th April to 9th May 2009.** They not only covered the above mentioned topics but also talked about their experiences of Campus Placement, which would be valuable for FY students.

- Various career options available in this field were explained and discussed

Resources Used :

- For conducting this workshop, the students used classrooms, LCD, Computer Lab & Internet connection.

- Students contributed some amount of money for the workshop. Office paid the remuneration to the students of TY who conducted this workshop under "**Earn and Learn**" Scheme.

Remark

- Though it was planned for FYCS , some students of FYIT also took part in this workshop

Impact

- The process created a new level of confidence among the participants
- Some students have decided their career path and have started preparing for the same.

Best Practices

Department of Psychology

1. **Screening of films**

Goal : For better understanding of mental disorders this symptoms and treatment.

Process : One film is screened each month on a selected "mental disorder" for the students of Third Year for more comprehension understanding of the subject matter of Abnormal Psychology.

2. Presentation by Students

Goals : Deeper study of selected topics.

Public speaking skills and presentation skills.

Increase self esteem.

Skills to organize and present material.

Process : Student (each one) is given an opportunity to select topics for presentation (which may or may not be from the syllabus) and collect material and then present what they have studies before the class.

Impact of the best practices

The variety of practices adopted by the department helps not just to enrich the knowledge base of students but also gives practical exposure to both sides of psychology, academic as well as application.

It also generates self confidence and helps in developing life skills like organizational abilities, decision making, team work etc.

The frequent activities helps in building bonds between the students and the department.

These activities encourage students to do better in studies and leads to a more over all development of students.