The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part	_	Α
------	---	---

. Details of the Institution					
.1 Name of the Institution	VES College of Arts, Science and Commerce				
1.2 Address Line 1	Sindhi Society,				
Address Line 2	Chembur				
City/Town	Mumbai-400 071				
State	Maharashtra				
Pin Code	400 071				
Institution e-mail address	principal@vesasc.org				
Contact Nos.	+91 (22)25227470 +91 (22)25284132				
Name of the Head of the Institu	ution: Dr. (Mrs.) J.K. Phadnis				
Tel. No. with STD Code:	+91 (22)25227470 +91 (22)25284132				
Mobile:	09323906118				

Mobile: 09323698629 iqac_vesasc@ves.ac.in IQAC e-mail address: 1.3 NAAC Track ID (For ex. MHCOGN 18879) EC/PCRAR/58/080 dated 10/03/2012-VES **College of Arts, Science and Commerce,** Mumbai-Maharashtra.docx 1.4 NAAC Executive Committee No. & Date: EC/PCRAR/58/080 dated 10/03/2012 (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate) www.vesasc.org 1.5 Website address: Web-link of the AQAR: For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc 1.6 Accreditation Details Year of Validity Sl. No. Grade CGPA Cycle Accreditation Period 1st Cycle 2003 **B**++ 5 years 1 -2nd Cycle 2 Α 5 years 3.12 2012 3rd Cycle 3 ---

Dr. (Mrs.) Mary Stephen

1.7 Date of Establishment of IQAC:

4th Cycle

4

Name of the IQAC Co-ordinator:

DD/MM/YYYY

-

09/07/2004

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

2013-2014

-

-

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)

i.	AQAR	2011-12 was	submitted	online in	Oct 2012.
----	------	-------------	-----------	-----------	-----------

- ii. AQAR 2012 -13 Submitted Online to NAAC on 07/12/2013
- iii. AQAR 2013-14 Submitted Online to NAAC on (DD/MM/YYYY)
- iv. AQAR______(DD/MM/YYYY)

1.10 Institutional Status		
University	State Central [Deemed Private
Affiliated College	Yes Y No]
Constituent College	Yes No]
Autonomous college of UGC	Yes No]
Regulatory Agency approved Insti	itution Yes	No
(eg. AICTE, BCI, MCI, PCI, NCI)		
Type of Institution Co-education	on Y Men	Women
Urban	Y Rural	Tribal
Financial Status Grant-in-	aid UGC 2(f) Y UGC 12B Y
Grant-in-aid	d + Self Financing	Totally Self-financing
1.11 Type of Faculty/Programme		
Arts Science	Y Commerce Y	aw PEI (Phys Edu)
TEI (Edu) 🗌 Engineering	g Health Science	e Management
Others (Specify)	Self-Financing Co	ourses
1.12 Name of the Affiliating University	ity (for the Colleges)	Mumbai University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc \mathbf{NA}

Autonomy by State/Central Govt. / University	
University with Potential for Excellence	UGC-CPE
DST Star Scheme	UGC-CE
UGC-Special Assistance Programme	DST-FIST
UGC-Innovative PG programmes	Any other (<i>Specify</i>)
UGC-COP Programmes	
2. IQAC Composition and Activit	les
2.1 No. of Teachers	17
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	02
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and	00
Community representatives	
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	01
2.9 Total No. of members	23
2.10 No. of IQAC meetings held 12	
2.11 No. of meetings with various stakeholders:	No. Faculty: 12
Non-Teaching Staff 02 Students 15	Alumni 02 Others 01

No 2.12 Has IQAC received any funding from UGC during the year? Yes No NA If yes, mention the amount 2.13 Seminars and Conferences (only quality related) NO (i) No. of Seminars/Conferences/Workshops/Symposia organized by the IQAC Total Nos. International National State Institution Level 06 (ii) Themes 1. Prof. Kishore Dichwalkar: Internal Audit Guidelines 2. Prin. JK Phadnis: Learning Outcomes and Examination Reforms 3. Mrs. Meghana Sanjeeva: Library Resources 4. Prof. Dipta Dasgupta: Coursera. 5. Prof. VB Murthy: College with Potential for Excellence. 6. Prof. Malay Shah: ICT tools for teaching.

2.14 Significant Activities and contributions made by IQAC

- <u>I nternal Academic Audit</u> was conducted by the IQAC members on 30th September 2013 and 1st October 2013.
- College Applied for <u>BEST College Award</u> and received the same.
- An <u>Induction program</u> for newly recruited teachers was organised by the IQAC on 30th Oct 2013.
- To facilitate the preparation of Internal Academic Audit a <u>presentation on</u> <u>"Academic Audit"</u> was made by Prof. Kishore Dichwalkar on behalf of IQAC on 7th September 2013.
- Institutional level seminars listed above were conducted under Staff development Program.
- IQAC initiated an <u>award for the department</u> as "Recognition for the department addressing Thrust areas", to motivate the departments to make a significant contribution and work towards the thrust areas .
- A proposal was sent to UGC for sanctioning the grant for conduct of IQAC seminar.
- 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
I nternal Academic Audit work was initiated by the IQAC members	I nternal Academic Audit was conducted by the IQAC members on 30 th September 2013 and 1 st October 2013.
To apply for BEST College Award (2012-13)	The college was presented 'Best College Award' by the University of Mumbai in recognition of our valuable academic, sports, cultural, extension and overall achievements, and participation in the University system to achieve overall excellence in urban area.
To motivate students to do the research project (by the Research Circle: Part of IQAC)	05 Avishkar Projects were submitted. One team with project on "Daphnia and Epigenetic" Qualified for the zonal level.
To initiate an award for the department to recognize and enhance their contribution towards addressing Thrust areas.	IT department got this award after lot of deliberations and scrutiny.
To conduct an Induction program for the new teachers.	The <u>INDUCTION PROGRAM</u> for the teachers was conducted on 30 th Oct 2013 by Dr. J. Mistry. Topic: Innovative teaching methods. 22 teachers attended and benefitted.
To conduct Staff Development Programs	Six presentations were conducted under this.
To Appreciate and improve work culture amongst staff members	Teaching and non teaching staff were appreciated for taking less number of leave in the academic year, significant research contribution and their extra, noteworthy efforts in college functioning.

* Attach the Academic Calendar of the year as Annexure. Academic calendar is attached in Annexure- 1

2.15 Whether the AQAR was placed in statutory body Yes No Management Syndicate Any other body Provide the details of the action taken

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	-	01	-
PG	04	01	05	-
UG	15	-	07	04
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others		-	-	12*
Total	20	01	13	16
Interdisciplinary				
Innovative				

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

	Pattern	Number of programmes	
	Semester	Two	
	Trimester		
	Annual		
\1.3 Feedback from stakeholders* (On all aspects)	Alumni Y Pare	nts Y Employers Students	Y
Mode of feedback :	Online Y Manu	al Co-operating schools (for PE	I)

*Please provide an analysis of the feedback in the Annexure

Feedback Analysis in Annexure-II

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Refer to Annexure- III

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

Refer to Annexure- IV

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

	Asst. Professors	Associate Professors	Professors	Total
Aided	22	23	1(Principal)	46
Unaided	19	-	-	19
Total	41	23	1	65

2.2 No. of permanent faculty with Ph.D.

10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

	Asst. Pr	ofessors	Associate	Professors	Profes	sors	Othe	rs	Tota	1
	R	V	R	V	R	V	R	V	R	V
Aided	2	4	-	-	-	-	-	-	2	4
Unaided	-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

5 Guest 45 Visiting 6 Temporary

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	19	25
Presented papers	12	20	3
Resource Persons	-	-	13

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

S.	Innovative Teaching-Learning	User Departments (Indicative List)
N.	Systems/Methods	
1.	Audio-visual aids like charts, OHP, LCD	All as per need
2.	Interactive Methods like class discussions/ presentations, asking questions, conducting class quiz, sharing experiences	All as per need
3.	Project Based Learning	Unaided sections
4.	Live Projects (with active industry support/ live execution)	BMS
5.	Computer Assisted Learning	All, but more in Maths, Physics, IT &

	(ICT, Class-net, Use of Prezi and other software,	Computer Science and Psychology.			
	use of internet by showing video clips of	Computer Science and Fsychology.			
	experiments, You-tube videos etc)				
6.	Experiments, Tou-tube videos etc)	Mainly Science departments and			
0.	1 0	v 1			
7	Learning by Doing (Props to teach HFC etc)	partly others			
7.	Case study, Seminars	All as per need			
8.	Co-operative learning and Peer learning through	Especially in B&I, Psychology,			
	innovative ways like "Group presentations" and	Maths, EVS, Physics, Economics			
0	"Conceptual Cricket"				
9.	Interview Method	Computer Science, Commerce, Economics			
10.	Group Discussions	Foundation Course, Computer Science			
		& IT, Sociology, EVS, Chemistry			
11	Special problem solving sessions/tutorials, Solved	All as per need			
	papers with marking scheme				
12.	Role plays, Skits, Street plays and enactments	Psychology, Sociology, Foundation			
		Course, Economics, Commerce			
		Microbiology, EVS			
13.	Making/Screening of Films	Psychology, Physics, BMM,			
		Foundation Course, EVS Economics			
14.	News Paper Reading, Book reading	Foundation Course, Sociology,			
		Microbiology & Biotechnology			
15.	Poster/Chart Making and its display (Flow charts,	Economics, Sociology, Foundation			
	Cartoons, Diagrams, Maps, illustrations etc)	Course, EVS			
16.	Study Tours/Industrial visits	EVS, Commerce, Sociology, BMM,			
		BMS, B&I, Psychology, Sociology,			
		Microbiology, Physics, Chemistry			
17.	Class Elocutions/Debates	Commerce, Chemistry, Economics			
18.	Student Teaching Assistant	Economics			
19.	Problem Solving Sessions/ Circulating Problem	All as per need			
	Sets/ Solved papers with marking scheme				
20.	Circulating Lecture Outlines/ Notes/ Synoptic and	All departments in varying degrees			
	Model Answers				
21.	Mind Map Technique	Maths, Economics			
22.	Mock-Viva	Unaided Departments (for TY Projects			
23.	Moot-court	Some departments			
24.	Document collecting exercise	Commerce and accountancy			
25.	Subject based clubs, associations etc.	All			

2.7 Total No. of actual teaching days during this academic year

183 inclusive of Examination

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

These are introduced as per changing University norms. Currently, multiple choice questions along with long answers are in vogue. Open book tests are conducted in some departments.

For re-evaluation purpose first photocopy of the corrected answer sheet is provided to the student then if they wish to apply for re-evaluation they can do so.

Highlights of Credit Based Semester System with effect from 2011-12 till 2013-14:

Internal Assessment: 40 Marks [Test (20) + Assignments/Projects/Journal (10) + Active Participation (05). + Overall Conduct (05).]

- Semester-End Exam: 60 Marks.
- Additional Examinations were conducted for every semester for the benefit of students who failed or were unable to appear for the Semester-end Examination.

Highlights of new evaluation pattern with effect from academic year 2014-15:

- Internal Assessment: 25 Marks [Test (20) + Active Participation / overall Conduct (05).]
- Semester-End Exam: 75 Marks.
- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Number of members

Curriculum restructuring	member of Board of	Curriculum
/revision/syllabus development	Study/Faculty	Development workshop
13	09	07

2.10 Average percentage of attendance of students

Satisfactory

2.11 Course/Programme wise distribution of pass percentage :

Science Result:

Subject	0'	A'	B'	C'	D'	E'	Fail	*	Total	College
Subject	Grade	Grade	Grade	Grade	Grade	Grade	гап	RLE	Total	Pass %
TYBSc										
COMP	-	9	9	3	-	-	6	12	27	77.78
SCI.										
TYBSc	1	7	1				1	2	10	90.00
PHYSICS	1	/	1		-	-	1	2	10	
TYBSc	1	13	8	2			5	4	29	
MICRO	1	15	0	Δ	-	-	5	4	29	82.76
TYBSc	1	19	6						26	
BIOTECH	1	19	0	-	-	-	-	-	20	100.00
TYBSc	4	19	14				11	11	48	
CHEM	4	19	14	-	-	-	11	11	40	77.08
TYBSc	7	(7	20	5	0	0	22	20	140	
TOTAL	1	67	38	5	0	0	23	29	140	83.57

Arts Result:

Subject	O' Grade	A' Grade	B' Grade	C' Grade	D' Grade	E' Grade	Fail	* RLE	Total	College Pass %
TYBA Eco+ Com	-	-	5	3	-	-	3		11	72.73
TYBA Eco-06	-	1	4	2	1	-	4	1	12	66.67
TYBA Psycho- 06	1	7	4	4	1	-	5	1	22	77.27
TYBA Socio-06	-	-	3	2	-	-	5	4	10	50.00
TYBA TOTAL	1	8	16	11	2	0	17	6	55	69.09

Commerce Result:

O' Grade	A' Grade	B' Grade	C' Grade	D' Grade	E' Grade	Fail	* RLE	Total	College %
4	129	80	27	2	0	28	48	270	89.63%

* RLE:- RESERVE DUE TO LOWER EXAMINATION (RESULT PENDING)

Self Financing Courses:

Commerce:

Subject	O' Grade	A' Grade	B' Grade	C' Grade	D' Grade	E' Grade	Fail	* RLE	Total	College Pass %
TYBMM (Advertising)	-	10	8	5	-	-	5	-	38	86.84
TYBMM (Journalism)	-	4	7	3	-	-	4	-	18	77.77
TYBMS	-	16	9	12			-	-	51	72.55
TYBSc IT	8	47	2	-	-	-	6	-	63	100.00
TYBCom B&I	-	20	25	4			5	-	54	90.74
MCom I&II	-	20	23	2	-	-	1	1	47	97.82

Science:

Subject	O' Grade	A' Grade	B' Grade	C' Grade	D' Grade	E' Grade	Fail	* RLE	Total	College Pass %
MSc II Analytical Chem	-	5	3	-	-	-	-	1	9	88.89
MSc II Organic Chem	-	4	3	-	-	-	1	-	8	87.50
MSc II Micro	-	4	2	-	-	-	1	1	8	88

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

In academic year 2013-14:

- Based on the IQAC Committee suggestion an <u>Internal academic audit</u> for the academic year 2012-13 for all the departments was carried out in the month of Sep- October 2013. This practice is to be continued in the future also.
- The IQAC Committee in consultation with the Principal constituted a award <u>"Recognition for the department addressing thrust areas"</u>. The marking scheme for the award was developed after deliberation with the IQAC committee members. After series of meetings, departments were asked to submit the application. On the basis of this assessment scheme and presentation on the clarification by the heads of department, the honours for 2012-13 went to the IT Department.
- As an Quality enhancement initiative, <u>induction lectures for the new staff</u> members were organized.
- A series of <u>meetings</u> were held through the year to make the teaching learning process more effective.
- New <u>examination reforms</u> were introduced.

2.13 Initiatives undertaken towards faculty development

Teachers are always encouraged to attend refresher/orientation courses, seminars, workshop, conferences and training programs.

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	3
UGC – Faculty Improvement Programme	2
HRD programmes	-
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	77
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Aided Section
Aided Section				
Administrative Staff	16	5	-	-
Technical Staff	13	1	1	-
Unaided Section	· · · · · ·			
Administrative Staff	13	*	-	-
Technical Staff	7	*	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Research circle as part of IQAC initiated following programs
 - > Enrolment of the student as a member of research circle.
 - Encouragement given to the student to participate in University Research Convention "Avishkar"
 - **Research Poster/Project presentation.**

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	11,42,800/-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	01	03	01
Outlay in Rs. Lakhs	Rs.92400/-	Rs. 85000/-	Rs. 78125/-	Rs. 4,95,000/-

Detail in Appendix-V

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	13	-
Non-Peer Review Journals	-	02	01
e-Journals	01	08	-
Conference proceedings	05	12	-

3.5 Details on Impact factor of publications:

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC	11,42,800/-	7,43,800/-
Minor Projects	1.5	UGC	85,000/-	57,500/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	01	Mumbai	78,125/-	78,125/-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

Chapters in Edited Books 04 00

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: NON

	UGC-SAP	CAS	DST-FIST DBT Scheme/funds
3.9 For colleges	Autonomy INSPIRE	CPE CE	DBT Star Scheme Any Other (specify)
3.10 Revenue generated	through consultancy	NIL	

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			02	-	06
Sponsori			Corporate	-	IAPT,
ng			and		MMA,
agencies			Microbiologist		Forum of
			society		Free
					Enterprise

3.12 No. of faculty served as experts, c	chairpersons or	r resour	ce persons	14		
3.13 No. of collaborations	International		National	02	Any other	
3.14 No. of linkages created during thi	s year	11				
3.15 Total budget for research for current	ent year in lak	hs:				

From Funding agency	1, 35,625	From Management of University/College	26,78,490/-
Total	28,14,115/-	<u>.</u>	

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	03
Inational	Granted	
International	Applied	
International	Granted	
Commercialised	Applied	
Commercialised	Granted	

02

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
06	02	04	-	-	-	-

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

	06	
Γ	06	

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

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

JRF		SRF		Project Fellows	01	Any other	
3.21 No. of students	Partic	ipated in NSS	events	:			
				University level	200	5 State level	-
				National level	-	International level	-
3.22 No. of student	s partic	ripated in NCC	C event	s: NA			
				University level		State level	
				National level		International level	

3.23 No. of Awards won in NSS:

NSS Unit of VES College received award & certificate of appreciation for collecting more than 150 bottles of blood in 2013-14.

Award and certificate was received from <u>Mumbai District Aids Control Society</u>, on the occasion of World Blood Donor's Day on 14th June, 2014.

3.24 No. of Awards won in NCC: NIA

		Univ	ersity level		State level	
		Natio	onal level		International le	evel
3.25 No. of Extension activi	ties organ	ized				
University forum	02	College forum	11			
NCC	NIA	NSS	15	Any	v other 01	

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

Through our various programs, camps and locality adoption schemes, we <u>sensitize our</u> <u>students</u> towards the social injustice meted out to some sections of the society, and encourage students. Following programs were organised in 2013-2014.

- <u>Swami Vivekanand birth year celebration</u>: Research Paper competition on "Relevance of Swami Vivekananda's thoughts for Nation Building" in collaboration with Swami Vivekananda Sardh Shati Samaroh Samiti, Kokan Prant was held on 29th Sep 2013.
- Employability Seminar on 11/01/14 in collaboration with MMA
- Employability Seminar on 05/04/14
- Accountancy department arranged <u>visit to BSE</u> (Bombay Stock Exchange) and arranged <u>orientation program</u> 'Mock Stock" for TYBCom students.
- <u>Certificate courses</u> on "Economic Indicators" (108 students) and "Commercial Banking and Credit research" 930 students) in association with Ambition Learning Solutions was conducted by FM department.
- <u>A Three day workshop</u> on Mongo-DB was organised by Computer Science Department.
- 15 students from the department of Economics attended National seminar organised by <u>Tech for Sewa Foundation</u> in Pune. <u>Workshop on Financial Literacy</u> Program under the auspice of <u>Life Long Learning</u> and Elocution Competition in Collaboration with <u>Forum</u> <u>of Free Enterprise.</u>
- Ad Buzz interclass Quiz competition was organised by Commerce department.

- <u>Micro- Biotech Mela</u> organised by Microbiology and Biotechnology department. 100 students from various Junior and Degree college attended this event.
- <u>SAW Social Awareness Week</u> is organized by BMM Dept every year. This new initiative was undertaken by the students of BMM, to promote social welfare on various social causes by using different forms of media. This year it was conducted from 27th Jan to 1st Feb 2014. Free dental and Eye check up, educational issues faced by the students, environmental issues, Female foeticide and sexual abuse of women were the issues taken up this year. On the last day a mock fire safety drill was enacted by the firefighters from the Wadala Fire Brigade.
- A seminar by Rotaract Club under the Rotaract Youth Leadership Award along with the Rotary Club of Chembur for shaping the personality of the students and giving them insight about the field of media was organised by BMM department.
- Students from <u>Rochiram Thadani School of hearing impaired</u> Chembur, put up stalls of artifacts made by their students during our annual festival with the help of our volunteers. These students also show their talent by performing on the stage, which touched each and every heart.
- <u>Mumbai Police awareness campaign</u>: The Students' Council, along with the Anti Terrorist Squad of Mumbai Police, organized a presentation called 'Alert Mumbai' to train the students on how to be duly alert and defuse terror attacks. Also a preparedness program for coping with disasters was organized in the campus in association with the Mumbai Police. In collaboration with Mumbai police, College conducts <u>Anti narcotic campaign</u> every year. Students are sensitized about substance abuse through screening of documentaries and a talk by the police officer.
- Life long learning and Extension activities:

Noting the significant increase in the number of girl students (the strength of girl students is 66 % and that of boys is 34%), a notable effort to sensitize the students to some of the gender issues was taken. In the academic year 2011-12 the college joined hands with the Department of Life Long Learning and Extension, University of Mumbai. 37 students were registered under this program and the project selected by the college was: 'Survey of Women's Status'. Under this project, each student was required to collect data from 35 women in the age group 15 to 35 years. The questionnaires were provided by the Department of Life Long Learning and Extension. The students

prepared a report on the basis of their data collection. They were also given a brief of Government of Maharashtra policy for women.

- <u>Outreach cell</u>: The College has started an outreach cell in 2010, with the objective of sensitizing the students towards social issues. For this purpose the cell is coordinating its activities with NASEOH, ADAPT, BalAnand, Shanti, AvadaSadan, Global Vision, TISS, ITPS, Umang and the RochiramThadani School for deaf and dumb.
- <u>Women Development Cell</u>: The College is taking steps to improve gender sensitization. The Women Development Cell of our college has organized several talks by eminent social scientists to sensitize the girls students specially about their rights and about how to assert their rights under adverse situations. The counseling cell has over the years counseled several girl students for gender related issues. The Woman Development Cell of the institute has taken a special initiative this year to empower the girl students. The high point of this initiative was a self-development and self defense program for girl students. The program consisted of 16 lectures of 3 hrs each.

The WDC organizes talks by expert counselors for the benefit of girl students. Prof.Shama Dalwai, Member of University Women Development Cell, Dr. Sudhakar Upadhya an expert in stress management and self defense address our girl students on various topics. Such talks are instrumental in helping the girl students overcome their inhibition in seeking help, thus benefiting them immensely.

- For the welfare of the girl students, the college has also been implementing <u>Women Self</u> <u>Empowerment Program</u> that provides vital inputs in stress management, physiology and hygiene. A special module on Legal literacy is included in this program.
- Avenues for acquiring lifelong skills:

Also notable are the activities of the Music Circle of the college. The VES management has provided a special facility of offering free coaching in Hindustani classical music for vocal and instrumental for staff and students. This invigorates and revitalizes the participants towards more a more zealous participation in college activities. It also develops greater camaraderie and team spirit among the participants.

• CSR activities of the BMS department:

The theme of this year's CONFLUENCE was CYBER CRIME and its impact on society. The department made an effort to sensitize three important communities in the society-School children through essay competition and short play, the college students through Debate and fashion show with cyber crime as the theme. The common man was sensitized through a guest lecture by the famous <u>Cyber crime lawyer Prashanth Mali</u> followed by a quiz competition. An engaging session on cyber crime by <u>hacking expert</u> <u>Mr Sachin Dedhia</u> was organized for the school children who had participated in the essay competition from across Mumbai. This thoroughly informative session was followed by the short skit competition where in the high school kids depicted the aftermath of cyber crime and addiction. Some of the schools that participated were Sanathan, Apeejay, AFACT, Swami Vivekananda Junior College.

Criterion – IV 4. Infrastructure and Learning Resources

Facilities	Existing	Newly created	Source of	Total
	Sq. ft.	Sq. ft.	Fund	Sq. ft
Campus area (Constructed)	71645	-	Management	71645
Class rooms	42120	-	Management	42120
Laboratories	19154	1700	Management	20854
Seminar Halls	3700	-	Management	3700
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	Rs. 388025/-	College	Rs. 388025/-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs. 449473/-	College	Rs.449473/-
Others Area (Staff rooms, departments etc.)	25550	-	Management	25550

4.1 Details of increase in infrastructure facilities:

4.2 Computerization of administration and library

Already existing

4.3 Library services:

			Newly	v added in		
Particulars	Exi	sting	201	3-2014	Т	`otal
	No.	Value in	No.	Value	No.	Value
		Rs.				
Text Books	19397		1906		21303	
Reference	20118	1,06,18,257/	631	8,58,605.28	20749	1,14,76,862.
Books		-				28
e-Books	-	-	-	-	-	-
Journals	99		86	1,17,276	86	
e-Journals	N-List + 17	5000	N-List +		N-List +	
	Journals		17		17	
			Journals		Journals	
Digital						
Database						
CD & Video	CD 1819		CD 66		CD - 1885	
	Video 59				Video - 59	
Others						
(specify):	BV - 1160		BV - 94		BV - 1254	
1) Bound	GL - 54		GL - 3		GL – 57	
Volume	TD - 6		TD - 20		TD - 26	
2) Grey						
Literature						
3) Thesis &						
Dissertation						
& Projects						
Reports						

Services:

- Document Delivery
- Bibliographic Service
- User Orientation
- Reference Service
- Current Awareness Service
- Internet Access to Students & Staff
- Book Bank
- Inter Library Loan The Library has Interlibrary Loan Facility from Engineering College, Management Institute, Pharmacy College, Law College run by the VES Society

Salient Features of Our Library:

- Fully Computerized Library
- OPAC Online Public Access Catalogue
- Access to EJournals & EBooks via N-LIST programme of INFLIBNET
- State of Art E-Resource Centre 10 Computers with Internet Access for Students and Staff for their Academic Work with printer and scanner facility
- Book Exhibition and Display of Books along with Book Reviews by Faculty Members.
- Multimedia Collection
- Conducts Annual Book Review Competition for Students
- Scholar's Card given to Merit Holders & Additional Cards given to Students recommended by Professors.
- Separate Novel Card given for Novel Reading Students.
- Subscribes more than 60 print Journals

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	191	03	05	01	03	01	17	-
Added	60	-	-	-	-	-	-	-
Total	251	03	05	01	03	01	17	-

4.4 Technology up gradation (overall)

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

Interested non teaching staff members are encouraged to learn computers. Teaching staff helps them for learning computers.

- 4.6 Amount spent on maintenance in lakhs :
 - i) ICT
 - ii) Campus Infrastructure and facilities
 - iii) Equipments
 - iv) Others (Lift, Ac, aqua guard, etc.)

Rs.622214/-
Rs.386854/-
Rs. 12942/-
Rs.547227/-
Rs.547227/-

Total:

Criterion – V 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- a) Students are informed about various scholarships available in the college by the office.
- b) Notices regarding government schemes and various inter collegiate activities, summer placements, sports activities, placement opportunities, career guidance and personality development programs are circulated from time to time by the respective teacher in-charge of the committee.
- c) To enhance their soft skill in literary, performing and handicraft arts "zero hour" i.e. Saturday 11.20 am to 12.20 am is fixed as forum hour. Information regarding programs which are conducted during this hour is communicated to students by the forum committee members.
- d) Yearly program "Talentia" and Annual day, where students can showcase their extra-curricular and co-curricular talent is conducted every year in December. Awareness about which is created by talentia committee members including student representatives.

5.2 Efforts made by the institution for tracking the progression

The progress of the students is monitored by the class co-coordinators department wise.

	UG			PG			Ph. D.
	Aided	Unaideo	t.	Aided	Unai	ded	
	1752	848			168		03
(b) No. (of students	Γ	35				
					L		
(c) No. of international students NIL							
		No	%			No	%
	Men 1	052 37	.96	Women	1	1716	61.93

530	(ล)	Total	Number	of	students
5.5 ((a)	1 Otal	rumou	01	students

	Last Year (2012-2013)			This Year (2013-2014)									
General	SC	ST	OBC	Physically Challenged/ Sindhi	NT	Total	General	SC	ST	OBC	Physically Challenged/ Sindhi	NT	Total
1859	224	06	201	352	57	2699	1962	234	06	204	308	56	2771

Demand ratio: Total Applications Received X 100/Total admissions Given

Aided: 2716X 100/706 = <u>384%</u> Unaided: 1487 X 100/376 = <u>395%</u>

Dropout %: Admissions cancelled after FY X 100/ Total Admitted

Aided: $94X \ 100/706 = \underline{13.31\%}$ Unaided: $22 \ x \ 100/289 = \underline{7.6\%}$

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

We do not have formal coaching program for competitive examinations. But following department have some additional guidance programs.

- Chemistry department in association with Indian chemical society conducts aptitude test and gives them coaching for the same.
- Physics department in association with IAPT conduct NGPE (National Graduate Physics Examination). Department also provides them with old question papers and solves their doubt if they come for help.
- Sociology department helps students with UPSC exams.
- Accountancy department provides continuous guidance for CA and CMA exam.

No. of students beneficiaries

Chemistry- 30, Physics- 15, etc.

5.5 No. of students qualified in these examinations



NIA: No Information Available.

5.6 Details of student counseling and career guidance

- Students counselling and career guidance is done at various levels. Physics, Chemistry, Microbiology, Computer Science, BT, IT, BMS, BMM and FM department conducts career guidance lectures every year.
- Along with this college career counselling and career guidance cell also conducts lectures for the benefit of the students on regular basis.
- Regular Counselling is done by Psychology department.

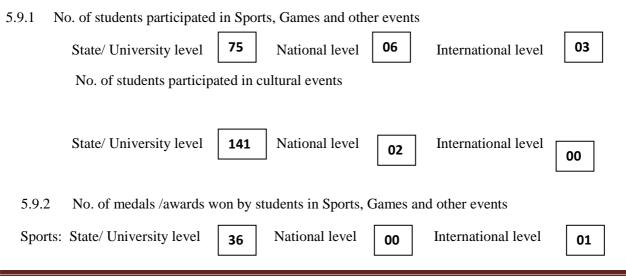
No. of students benefitted

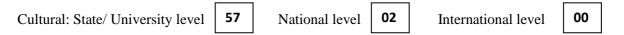
Approximately 1200

5.7 Details of campus placement

	On campus				
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed		
Appx. 21	Appx. 205	Аррх. 114	NIA		

- 5.8 Details of gender sensitization programmes
- <u>Women Development Cell</u>: The College is taking steps to improve gender sensitization. The Women Development Cell of our college has organized several talks by eminent social scientists to sensitize the girls students specially about their rights and about how to assert their rights under adverse situations. The counseling cell has over the years counseled several girl students for gender related issues. The Woman Development Cell of the institute has taken a special initiative this year to empower the girl students. The high point of this initiative was a self-development and self defense program for girl students. The program consisted of 16 lectures of 3 hrs each.
- <u>The WDC</u> organizes talks by expert counselors for the benefit of girl students. Prof.ShamaDalwai, Member of University Women Development Cell, Dr. Sudhakar Upadhya an expert in stress management and self defense address our girl students on various topics. Such talks are instrumental in helping the girl students overcome their inhibition in seeking help, thus benefiting them immensely.
- For the welfare of the girl students, the college has also been implementing <u>Women Self</u> <u>Empowerment Program</u> that provides vital inputs in stress management, physiology and hygiene. A special module on Legal literacy is included in this program.
- 5.9 Students Activities





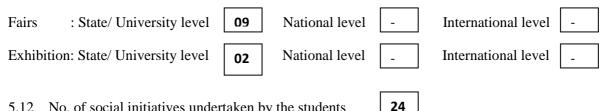
Our College Cultural Coordinator Prof. Mrs. Manjurika Das was felicitated by the Vice Chancellor (Mumbai University) on 30th July 2013at the prize distribution function of 45th Youth Fest for organizing the Zonal round of Performing Arts at our college.

5.10 Scholarships and Financial Support:

The department of Social Welfare: Government of Maharashtra has appreciated our good inclusive practices and in fact had selected our college for conducting the workshop for online filling the forms for social marginalized students. They have also given us letter of appreciation in this regard.

	Number of students	Amount (Rs.)
Financial support from institution (Fee Wavier)	06	24,000/-
Financial support from government	317	35,05,460/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	02	01 Student was selected by IIT for integrated PH.D, Another one got in first 1% in NGPE exam.

5.11 Student organized / initiatives



5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

MISSION: "PURSUIT OF EXCELLENCE IN HIGHER EDUCATION"

VISION: ENLIGHTENED SOCIETY THROUGH HOLISTIC EDUCATION

OBJECTIVES:

- To provide conducive academic atmosphere to students.
- To improve overall academic performance of students.
- To inculcate discipline as a value among students.
- To develop employable skills among students.
- To render service to society.

6.2 Does the Institution has a management Information System **Yes**

- RFID cards for staff and students
- Computerised admission system
- Computerised attendance software
- Computerised result processing software.
- Tally system in the office
- CCTV cameras on campus.
- Public Address System in the corridors.
- 6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development:

- Following teachers are BOS members. They contributed towards framing of syllabus for under graduate and post graduate programs. The syllabus is framed in consultation with research institutes and industry requirements.
 - > Prof. Ashwini Bachalkar (Commerce BOS, Ex-Chair Person)
 - Prof. Shikha Dutta (BMM BOS, 32.5 member)
 - > Prof. Kamalkar B (Computer Science BOS Ex-Chairman)
 - Prof. Jayalakshmi Srinivasan (IT, Member of Syllabus Committee)
 - Prof. Shantani Nair (Microbiology BOS)
 - > Prof. Nagesh Mallik (Microbiology BOS)
 - > Dr.Suniti Nagpurkar (Economics, BOS)
 - > Dr. (Mrs.) Mary Stephen (BOS, Chemistry)

- Teachers submit their views on the curriculum on regular basis.
- Curriculum is designed by University. Its implementation is in our hands. Hence to give rich experience to students various methods are adopted. Many departments conduct add on courses and certificate courses.
- For overall development there are other avenues and academic programs conducted by the college such as women development program, life-long learning program, NSS, and academic events

6.3.2 Teaching and Learning

- 100% portion is completed by the teachers in the college.
- Attendance is monitored very strictly and regularly, engaging compensatory lectures in lieu of any lectures lost. The college takes pride in claiming that minimum number lectures are lost due to taking leave etc. as we have this system.
- <u>Regular diary writing by the teachers:</u> Every teacher maintains a daily record of lectures taken in the academic diary and submits it to the HOD/Principal, along with a plan for compensatory lectures (if any lectures are missed) on monthly basis. This ensures that lectures are conducted regularly and loss of lectures is avoided or at least minimized. The reward lies in timely completion of all syllabi to the satisfaction of our most important stake holders i.e. the students.
- <u>Introduction of "Missing Hours" & "Modification of leave" forms:</u> From the academic year 2011-12, we have developed a new mechanism to give due credit to the teachers, accounting for the time they spend discharging their duties with reference to University or other academic stake holders. We have therefore devised 'Missing Hours Form' that teachers fill in when they are on duty at places other than the college, with or without duty leave. The outcome is more accurate records of teachers in terms of amount of time spent on the campus or on duty. Incidentally it has emerged as one of the important requirements for the PBAS.
- <u>Bio-metric system for better time keeping:</u> With a view to automate the staff attendance, we introduced the Bio-Metric system from January 2011. This has enabled us to start the practice of giving the individual teachers a monthly compiled report on the duration of time spent on the campus every week from the current academic year 2011-12. (Now this has been made mandatory practice by the University)
- 6.3.3 Examination and Evaluation
 - System of stitched answer books is introduced to reduce malpractices.
 - Record of CAP is maintained on daily basis.

• For internal assessment teachers are given freedom to select the methods of evaluation. Diversity of evaluation methods of assessment to test varied skills of the students.

6.3.4 Research and Development

- Teachers are encouraged to submit minor /major research projects.
- Many teachers have enrolled for Ph.D.
- Students are encouraged to do research by introducing programs like <u>CUBE</u> in collaboration with HBCSE, <u>Avishkar:</u> Mumbai University Research convention and Marathi Vidnyan Parishad.
- <u>Research Paper Presentation Competition</u> was organised by the research Circle of the college.
- Dr. Chitra Natrajan from HBCSE was called to address students who enrolled as the member of the research circle.
- Two teachers got recognition as the research guide by Mumbai University.
- Three research labs; Microbiology, Chemistry and Biotechnology were setup.
- The Additional Credit program of the college also has research component in it.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 06 Departments i.e. English, BMM, Computer Science and IT, Physics and Psychology make use of ICT based tools in teaching on regular basis.
- <u>E-Resource Centre:</u> It is a part of Library on the 4th Floor. It has 10 Computers with Internet access for students and staff for their Academic Work with printer and scanner facility. Browsing and Scanning facilities are free.
- In some departments they have created group email accounts to pass on notes and important information to the students.
- We are also in the process of fully computerising the attendance record system. The digital edu system is working on this.

6.3.6 Human Resource Management

- Regular staff meetings are conducted for teaching and non teaching staff to appraise them about the college functioning and other activities.
- Special "Induction program" was conducted to help the new staff members know about the college and develop required teaching and administrative skills.
- Staff Development Programs are conducted on non teaching days to inform teachers about new methods of teaching, free courses and internet tools available in education and examination and evaluation system reforms.
- College recognizes teachers/ all staff members completing 25 years of service in this college.
- From 2013-14, during the year end staff meeting members of teaching and non teaching staff with outstanding performance in terms of minimum leave taken were

appreciated and felicitated by the Principal in presence of management trustee Incharge.

- 6.3.7 Faculty and Staff recruitment
 - No objection certificate is obtained from the Joint Director for Appointment of the sanctioned posts.
 - Teachers are appointed on consolidated salary basis and clock hour salary basis till permanent appointments are made.
 - In the academic year 2013-14 following permanent appointments were made
 - Sachin Bhandarkar- First in B & I Department then in Commerce department
 - > Vinaya Jategaokar- Biotechnology department
 - > Dr. Dinesh Nawale- Chemistry department
 - > Lab Assistant Amit Karawal- Physics department.

6.3.8 Industry Interaction / Collaboration

- Chemistry department sent students for the aptitude test conducted by <u>Indian</u> <u>Chemical Society.</u>
- Physics department conducts "NGPE" national graduate physics exam in collaboration with IAPT "Indian Association of Physics Teachers"
- Physics department every year sends TYBSc students to <u>BARC</u> for summer training.
- CUBE (Collaborative Under-graduate Biology Education) initiative by Biotechnology department in collaboration with HBCSE "<u>Homi Bhabha Centre for Science Education</u>" continued this year also.
- Economics, Sociology and Psychology department Students participated in Social Work Activities with NGOs. eg. <u>NASEOH, Baal Anand, IIPS, TISS and Adept</u> for sensitizing them towards Physically & mentally challenged Children
- Sociology department organized Workshops Seminars in collaboration the <u>Anti</u> <u>Narcotics Cell (Crime Branch) of Mumbai Police</u>.
- Computer Science Department conducted an Add-on Course on Python in collaboration with <u>Free Software Foundation (Homi Bhabha Centre for Science education)</u>, India for the interested students of FY & SY.

6.3.9 Admission of Students

• We strictly follow the guidelines for admission of students belonging to marginalized sections and fill in the admissions as per the quota guidelines of Government of Maharashtra, University of Mumbai. Further at the time of admission we charge them the minimum fees as prescribed by the University, though there is always a delay in receiving the scholarship grants from the University of Mumbai and Government of Maharashtra in this regard.

Online Admission System:

This system was introduced since the academic year 2012-13. It has helped maintain and access students related data easily. It also improves time efficiency in administration particularly when colleges are expected to participate in the enrolment procedures of the university. MKCL system is implemented.

NO STUDENT HAS EVER BEEN DENIED ADMISSION FOR LACK OF ABILITY TO PAY FEES AT THE TIME OF ADMISSION. Several students are given full/half fee waiver on the basis of their economical background and past academic performance. The students are allowed to pay their fees in instalments depending on their needs. Several students have benefited from this policy.

6.4 Welfare schemes for

Teaching	Admissions in our college and sister institutions.
C	 Extending financial assistance in our college.
Non teaching	 Admissions in our college and sister institutions.
	• Extending financial assistance in our college.
Students	Fee waiver, Scholarship, Adoption and Earn and learn
	schemes

6.5 Total corpus fund generated

NIL	
	-

- 6.6 Whether annual financial audit has been done
- 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	Ext	ternal	Internal		
	Yes/No	Agency	Yes/No	Authority	
Academic	-	-	Yes	College IQAC	
Administrative	-	-	-	-	

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

For UG Programmes



Υ

No

Yes

For PG Programmes



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

- Credit based system is introduced by the university in the year 2011-12.
- Here students have 60 % weightage for external and 40 % weightage for internal examination.

Yes

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

NA

6.11 Activities and support from the Alumni Association

- The college celebrates 2nd October as "Re-Union Day" with Alumni every year. In year 2013-14, 300 alumni members participated.
- Dr. Sanjay Sanghvi is President of College Alumni Association
- Alumni helps us in:
 - a. Conducting Soft Skill Development Programs
 - b. Conducting Advanced knowledge based Programs
 - c. Providing exposure to latest technology and equipments through class room demonstrations.
 - d. Helping to popularize Trekking Club activities in the college.
 - e. Sponsor prizes for competitions.
 - f. Partly sponsored department seminars.
 - g. Many of our Alumni visit the college regularly and give guest lectures to our present students.
 - h. Few of our alumni have donated in response to the appeal for constructing a computer lab in the college.
 - i. Active participation in the operational issues of the department such as examiner for mini project viva, seminars and workshops on recent trends in the field and voluntary support for the department inter-collegiate tech fest.

6.12 Activities and support from the Parent – Teacher Association

- Regular conduct of meetings with the parents of attendance defaulters.
- Some departments conduct yearly meetings with the parents and take their feedback to improve.
- Based on the feedback from the parents many teachers have changed their style of teaching to cater to needs of the students.

6.13 Development programmes for support staff

- Support staff members are sent for training programs whenever we get information about such programs.
- On 31/1/14 SD Tumbare was sent for Industrial visit to Pune.

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

- More plants are put in and around the campus.
- Students are sensitised to switch off the lights/fans whenever not in use.
- A committee is formed to take care of the hygiene of the campus.

Criterion – VII

7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.
 - <u>Internal Academic Audit</u> was conducted by the IQAC members on 30th September 2013 and 1st October 2013.
 - Introduction of an <u>award for the department</u>: "Recognition for the department addressing Thrust areas", to motivate the departments making significant contributions and work towards the thrust areas.
 - Following presentations were made as <u>STAFF DEVELOPMENT PROGRAM</u> 3rd OCT 2013.

	TOPIC	NAME
1.	Innovative Methods of Evaluations	Dr. (Mrs.) JK Phadnis
2.	Learning Resources	Mrs. Meghna S
3.	Coursera	Mrs. Dipta Dasgupta
4.	New method of presentation "PREZI"	Mr. Malay Shah

•

- Examination reforms were introduced.
- Peer learning method used in teaching by various departments.
- New extension activity "Just Do it" to enhance SSR.
- Chart/Poster making competition to inculcate research habits amongst students
- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Action taken Report
Internal Academic Audit work was initiated by the IQAC members	I nternal Academic Audit was conducted by the IQAC members on 30 th September 2013 and 1 st October 2013.
To achieve recognition and award of excellence	The college submitted 'Best College Award' application to the University of Mumbai
Students were motivated to do the research	05 Avishkar Projects were submitted. One team with project on "Daphnia and Epigenetic" Qualified for the zonal level.
IQAC tried to strengthen tie-up with University and other	College conducted workshop for Avishkar for Humanities on behalf of Mumbai University.

colleges IQAC initiated award for the	Many Fest, inter collegiate competitions, seminars and visits were organized by various departments Marking Scheme and criterion for the award was
department as "Recognition for the department addressing Thrust areas"	created by the IQAC members.
To introduce new staff members with culture of the institute.	The <u>INDUCTION PROGRAM</u> for the teachers conducted on 30 th Oct 2013 by Dr. J. Mistry. Topic: Innovative teaching methods. 22 staff members benefitted.
Staff Development Programs	Four staff lectures were conducted under this.
Appreciation of staff members	Teaching and non teaching staffs were appreciated for taking less number of leave in the academic year, significant research contribution and their extra, noteworthy efforts in college functioning.
Industrial Visits	Planned and implemented by many departments
Extension Activities	87 extension activities were conducted by the college.
Felicitation of Staff members	Staff members completing 25 years of service in the college are felicitated by the management.
Best Student Award	Every year one student is selected on the basis of overall performance of the student in all activities and awarded a trophy.

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

Being a learning organization we constantly endeavour to improvise our functioning in all the areas of our operations. We believe in bench marking on our own performance so as to be contextually more relevant and effective. Most of our students come from marginalized back ground. We have therefore constantly tried to develop our teaching practices to suit their requirements. Many of such practices are now standardized over a period of time. They are our best practices in teaching learning. Further to hone the skills of advance learner's we have develop special programs. They not only hone their skills and subject knowledge but also sensitize them to societal issues. To improve overall efficiency of our curriculum transaction and to ensure effective administration we have also develop certain practices in administration. Following are the two new practices introduced in 2013-14.

Revised Guidelines of IQAC and submission of AQAR

• <u>All round development of the students:</u>

To increase interest and participation of the students in extra-curricular, research and skill development based activities "Zero Hour" that is Forum slot is introduced on every Saturday between 11.10am to 12.20pm. During this time no lectures or practical are conducted. College organises Literary, Performing arts and handicraft activities for all the students based on their interest. Same time various subject associations conduct research/ subject based association activities for the students.

• <u>Collaborative Learning and Resource sharing activities:</u>

To share the resources and expertise of all the institution under VES, one of the best practice which was introduced by the VES in 2013-14 is "Innovative and Collaborative learning group" called "<u>ADHARSHILA</u>". Members of the group meet every month to share

- > Innovative teaching and administrative methods adopted by the institution
- > Training programs for the staff members
- > Feedback on various aspects and
- ➢ How to motivate the staff members.

This practice has benefitted the institution in terms of generating new ideas and sharing of knowledge and resources.

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

7.4 Contribution to environmental awareness / protection

- Rain harvesting in collaboration with Rotary Club of Deonar
- Awareness on consequence of smoking: Psychology department
- One day was devoted for environment awareness in SAW: Social Awareness Week by BMM department

7.5 Whether environmental audit was conducted?



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

SWOT was divided under three major parameters

Parameter I: Human Resource Management:

Strength:

- Qualified, dedicated and experienced faculty.
- Good blend of team spirit and healthy competition.
- Faculty empowerment through FDP, FIP, ICT training program.
- Visiting faculty with professional expertise and Industry experience.

Weakness:

- Adverse Student teacher ratio.
- High rate of Superannuation in past and near future

Opportunities:

- Increasing avenues for research and career progression
- Staff empowerment through various management development programs for professional and vocational skills.

Threats/Challenges:

• Changing attitudes of students towards learning, teachers, peers and society at large.

Parameter II: Governance and Operations:

Strength:

- Transparent rule based administration ensuring inclusive practices.
- Timely compliance with the requirements of regulatory bodies.
- Effective and timely conduct of examination and related matters.
- Collaborative resource sharing initiatives with VES institutions.
- Well ventilated and lighted class rooms with modern facilities (mike, OHP, LCD connections)
- Campus under constant Electronic surveillance.
- Well guarded campus.

Weakness:

- Bureaucratic delay at the level of regularity body
- Fund crunch with infrequent revisions of fee structure and declining grants.
- Frequent and sudden changes/ haphazard syllabus revisions and changing examination pattern.
- Shy efforts in building brand image.
- Infrastructure constraints with reference to space.

Opportunities:

- Increasing opportunities for collaboration with industries with the expansion of self financing professional courses.
- Increasing collaborative avenues with research institutes.
- To develop research centres.

Threats/Challenges:

- Increasing administrative functions/tasks for teachers.
- Colleges having to cater to the increasing number of exams with the same manpower.
- College increasingly sharing the functions/ tasks previously performed by the affiliating authority (University) with the same manpower.

Parameter III: Immediate Stake Holders (Our Students):

Strength:

- Disciplined Students
- Students with the blend of modernity with traditional values.
- Though small in size, a section of students with a strong motivation to excel in higher studies in spite of their academic and socio economic marginalized background.

Weakness:

- A large number of students coming from marginalized socio economic background.
- A large number of students are first generation learners
- A high degree of heterogeneity in the class room.
- A limited number of add on courses due to various constraints from students side.
- Locational disadvantage for students.

Opportunities:

- A large number of programs to cater for the students with diverse background.
- Emerging possibilities for good campus placements.
- Increasing exposure to different fields through formal and informal tie-ups with national level institutes and research centres.

Threats/Challenges:

- Multiplicity of options leading to the problem of opulence.
- Credit system which has effectively reduced the teaching time due to increasing number of examinations.

8. Plans of institution for next year:

- Three more awards have been introduced for department to take initiatives to work towards strengthening thrust areas. i.e. Recognition for Maximum Research Output, Recognition for Extension Activities and Recognition for Good Governance.
- College plans to organize two day seminar on IQAC.
- To obtain Parents feed back
- Alumni appeal for funding
- More research lab recognitions to conduct Ph.D. Programs.
- Introduction of 04 new courses.
- Organization of National seminar on "Outsourcing" by commerce department.
- Organization of International Symposia on "New horizons in Chemistry" by Chemistry department.
- Organisation of Entrepreneurship workshop by Economics department.
- Intercollegiate Quiz competition by Physics department.
- Structure attendance recording system using RFID cards.

Name: Dr. Mary Stephen 🦯

ManySupley Signature of the Coordinator, IQAC

Name: Dr. (Mrs.) JK Phadnis luth attes

Signature of the Chairperson, IQAC

Abbreviations:

	Career Advanced Scheme
	Career Advanced Scheme
-'	Common Admission Test
-	Choice Based Credit System
-	Centre for Excellence
-	Career Oriented Programme
-	College with Potential for Excellence
-	Department with Potential for Excellence
-	Graduate Aptitude Test
-	National Eligibility Test
-	Physical Education Institution
-	Special Assistance Programme
-	Self Financing
	State Level Eligibility Test
-	Teacher Education Institution
-	University with Potential Excellence
-	Union Public Service Commission

Revised Guidelines of IQAC and submission of AQAR

Page 38

Revised Guidelines of IQAC and submission of AQAR

<u>Annexure – I</u>

V. E. S. COLLEGE OF ARTS, SCIENCE AND COMMERCE SINDHI SOCIETY CHEMBUR MUMBAI 400071

ACADEMIC CALENDER FOR THE ACADEMIC YEAR 2013-2014

Semester I, III & V	10 th June 2013 – 31 st October 2013	
Internal Academic Audit	30 th sep 2013 and 1 st Oct 2013	
Staff development Programs	3 rd Oct 2013	
Induction Program	30 th Oct 2013	
Diwali Break	1 st – 24 th November 2013	
Semester II, IV & VI*	26 th November – 30 th April 2013	
Sports	6 th -8 th December	
Talentia (Sat. & Sun.)	21 st – 22 nd December	
Annual Day (Mon.)	23 rd Dec. 2013	
Winter Break	25 th Dec. 2013 – 1 st Jan. 2014	

*Lectures as per the timetable to be taken from 15th – 26th Oct. 2013

SEMESTER I, III & V

Timetable for ATKT Examination (Old Pattern)

Submission of Question Paper *	1 st Aug. 2013
(As per respective B.O.S.) One Set	
Examination	28 th Aug. – 6 th Sept. 2013
CAP	28 th Aug. – 28 th Sept. 2013
Submission of Mark sheet	28 th Sept. 2013
Result Declaration	10 th Oct. 2013
Revaluation of Answer sheet and Mark sheet	20 th – 30 th Oct. 2013
Submission	

*Please confirm from Mr. Param Singh whether student is appearing for the respective paper.

<u>Timetable for Internal Test Theory (B.A., B.Com. & B.Sc.(only F.C.)</u> <u>Science Departments are requested to plan the exam dates and submit a copy of</u> <u>the same to the examination committee.</u>

Submission of Question Paper Bundle *	20 th Aug. 2013
(As per respective B.O.S.)	
Test Date**	Monday, 26 th Aug. (4 Papers)
	Tuesday, 27 th Aug. (3 Papers)
Submission of Mark sheet (40 Marks) ***	28 th Sept. 2013

*Scheme of Question paper bundle making will be put up on Staff Room Notice board one week prior to the Question paper submission dates.

**Timetable would be put up by 1st week of August

***Please confirm from Mr. Sanjay Chalke regarding any student failed in internal exams. Semester V mark sheet to be sent to University has to be submitted to Principal directly. Confirm the procedure for the same from respective BOS.

Timetable for Semester End Theory Examination

Submission of Question Paper (As per respective B.O.S.) Three Set	5 th Sept. 2013
Completion of Portion	28 th Sept. 2013
Examination	5 th – 14 th Oct. 2013
САР	5 th – 28 th Oct. 2013
Submission of Mark sheet	16 th Nov. 2013
Result Declaration	25 th Nov. 2013
Revaluation of Answer sheet and Mark sheet	5 th – 13 th Dec. 2013
Submission	

SEMESTER II, IV & VI Timetable for ATKT Examination

Submission of Question Paper *	15 th Jan. 2014
(As per respective B.O.S.) One Set	
Examination	10 th – 18 th Feb. 2014
CAP	10 th Jan. – 24 th Feb. 2014
Submission of Mark sheet	24 th Feb. 2014
Result Declaration	5 th March 2014
Revaluation of Answer sheet and Mark sheet	15 th – 22 nd March 2014
Submission	

*Please confirm from Mr. Param Singh whether student is appearing for the respective paper.

<u>Timetable for Internal Test Theory (B.A., B.Com. & B.Sc.(only F.C.)</u> <u>Science Departments are requested to plan the exam dates and submit a copy of</u> <u>the same to the examination committee.</u>

Submission of Question Paper Bundle *	22 nd Jan. 2014
(As per respective B.O.S.)	
Test Date**	Wednesday, 29 th Jan. 2014
	Thursday, 30 th Jan. 2014
Submission of Mark sheet (40 Marks) ***	22 nd Feb. 2014

*Scheme of Question paper bundle making will be put up on Staff Room Notice board by one week prior to the Question paper submission dates.

**Timetable would be put up by 1st week of January

***Please confirm from Mr. Sanjay Chalke regarding any student failed in internal exams. Semester V mark sheet to be sent to University has to be submitted to Principal directly. Confirm the procedure for the same from respective BOS.

Timetable for Semester End Theory Examination

Submission of Question Paper	3 rd February 2014
(As per respective B.O.S.) Three Set	
Completion of Portion	22 nd February 2014
Staff Development Program	28 th Feb 2014
Examination	1 st – 10 th March 2014
CAP	1 st – 26 th March 2014
Submission of Mark sheet	26 th March 2014
Result Declaration	1 st April 2014
Revaluation of Answer sheet and Mark sheet	10 th – 16 th April 2014
Submission	

Timetable for Sem I, III & V Additional Examination

Examination	27 th March – 5 th April 2014
САР	27 th – 15 th April 2014
Submission of Mark sheet	15 th April 2014
Result Declaration	26 th April 2014
Revaluation of Answer sheet and Mark sheet	10 th – 16 th June 2014
Submission	

Timetable for Sem II, IV & VI Examination

Examination	22 nd – 30 th April 2014
CAP	22 nd April – 16 th June 2014
Submission of Mark sheet	16 th June 2014
Result Declaration	20 th June 2014
Revaluation of Answer sheet and Mark sheet Submission	30 th June – 5 th July 2014
300111331011	

Annexure-II

Feed Back Analysis

- 1. <u>Teachers Feedback by Student:</u> This feedback is taken online. Students having more than 60% attendance are allowed to give the feedback. Report generated is kept confidential. If improvement is required it is discussed with the concerned teacher by the Principal.
- 2. <u>Feedback by the students on college functioning:</u>
 - Quality Education
 - Goodwill
 - Best College
 - Good Environment
 - Best Teaching
 - Attractive Placements
 - Excellent Teaching Faculties
 - Compulsory Attendance
 - Good support for Sports and Extra-curricular Activities

3. Suggestions by Alumni and TY Students:

- More Scholarship facility
- Improved Service of canteen
- Big area for cafeteria
- Easy Access to play ground
- Gym facility to students
- Better grooming for Interviews
- Fixed Time Schedule
- More number of books in Library
- Clarity in Admission Process
- Test papers to be sent to home

4. Parents feedback:

SR.		EXCEL	VERY		SATISF	NOT SATIS
NO.	DETAILS	LENT	GOOD	GOOD	ACTORY	FACTORY
Tota	l number of parents:177					
1	ADMISSION PROCESS	11	35	75	41	6
2	ADMINISTRATIVE OFFICE SERVICES	10	34	83	36	6
3	DISCIPLINE MAINTAINED BY THE COLLEGE	62	57	49	8	0
4	LIBRARY FACILITY	55	76	40	5	0
5	CONDUCT OF EXAMINATION	19	55	53	11	0
6	CANTEEN FACILITY	5	18	67	46	41
7	SPORTS FACILITY	8	25	97	25	14
8	REGULAR CONDUCT OF LECTURES & PRACTICALS	63	73	31	2	(
9	ACCESSIBILITY OF THE TEACHERS IN THE COLLEGE	55	84	38	3	C
10	EXTRA CURRICULAR & CO- CURRICULAR ACTIVITIES	26	60	77	8	(
11	OVERALL IMPRESSION ABOUT THE COLLEGE	51	78	44	7	1

Annexure-III

Revision/Update of Regulation or Syllabi

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects

<u>Chemistry</u>: MSc Semester III and Semester IV_syllabus has been revised_in line with western countries and it offers more employability aspects.

<u>Commerce</u>: T.Y.B.Com Commerce III –Marketing and Human Resource Management Syllabus has been revised. M.Com Part I –Strategic Management syllabus revised. Latest Topics added to the existing syllabus.

<u>Microbiology</u>: Syllabi are updated regularly every five years by the Board of Studies. Salient aspect is CBSGS semester system.

Sociology: S.Y.B.A and T.Y.B.A syllabus updated to current requirement.

Accountancy: Change in paper Pattern no change in syllabus.

Psychology: F.Y.B.A syllabus revised to update to the current research and information in the field.

Banking & Insurance: S.Y.B.com Banking & Insurance syllabus updated.

I.T: 20% of the syllabus introduced in 2012-13 was modified.

<u>BMM:</u> Distribution of Theory and Internal assessment marks was reduced.

<u>**Computer Science:**</u> The syllabus of TY was converted to Credit System. Some highlights are – (i) AC1 & AC2 papers got merged into one paper. New Practical subjects were introduced as practicals increased. Project was shifted to second term.

(ii) AC practical examination of both terms would be conducted internally. Sem 5 practical examination would be conducted internally.

Annexure -IV

New Departments Introduced

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

Received permission from University of Mumbai to start following new courses.

- UG courses: B.com (Accounting & Finance) and BSc (Maths),
- PG Courses: M.Sc. Computer Science, M.Com- Management and M.A Psychology.

Annexure -V

RESEARCH PROJECTS

Status	Name of the teacher	Project Title	Amount	
			Rs.	
Completed	Prof. I. Banerjee	"Assimilation of Bene Israel in Maharashtra"	15000	
	Prof. (Mrs.) Santhini Nair	Microbiological Assessment of Quality and Hygiene of Swimming Pools in Mumbai and Navi Mumbai	27400	
	Mrs. Khar Aarohi	A Survey to explore aspects of Child Sexual Abuse as reported by college students	50000/-	
		Total	92400/-	
Ongoing	Prof. (Mrs.) V.B. Murthy	Innovative HR Practices in IT Industry in India- An empirical study	85000/-	
	Prof. Dr. (Mrs.)	Study of mixture of liquid crystals and nano	Rs.	
	Anita Kanwar	particles	11,42,800/-	
		Total	12,27,800/-	
Sanctioned	Prof.(Mrs.) Varsha Ahuja	Synthesis, Characterization and antimicrobial Activities of Schiff's base prepared from Coumarin Derivative	25,000/	
	Prof. (Mrs.) Shweta Patil	Optimisation of growth parameters for fungal pigment producers	25,000/	
	Prof. Shrikant Ghodke	To Study various properties of cholesteric liquid crystal mixtures	28,125/-	
		Total	78,125/-	
Submitted	Prof. Malay Shah	Isolation of keratin degrading microorganisms and their application in feather waste management	4,95,000/-	