

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2015-2016

I. Details of the Institution

1.1 Name of the Institution

Vivekanand Education Society's 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 Institution:

Dr. (Mrs.) Jayashree K. Phadnis

Tel. No. with STD Code:

+91 (22)25227470, +91 (22)25284132

Mobile:

09323906118

Name of the IQAC Co-ordinator:

Dr. (Mrs.) Mary Stephen

Mobile:

09323698629

IQAC e-mail address:

iqac_vesasc@ves.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

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:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/PCRAR/58/080 dated
10/03/2012

1.5 Website address:

www.vesasc.org

Web-link of the AQAR:

<http://www.vesasc.org/AQAR2015-16.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	-	2003	5 years
2	2 nd Cycle	A	3.12	2012	5 years
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

09/07/2004

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

- i. AQAR **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 (21/11/2014)**
- iv. AQAR **2014-15 Submitted Online to NAAC on (12/12/2015)**
- v. AQAR **2015-16 Submitted Online to NAAC on (29/07/2016)**

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Self -Financing Courses

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

Mumbai University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

YES

UGC-CE

UGC-Special Assistance Programme

DST-FIST

YES

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

13

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 community representatives

-

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

01

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

15 + many informal meetings

2.11 No. of meetings with various stakeholders:

Total No.

75

Faculty

12

Non-Teaching Staff

01

Students

12

Alumni

01

Others*

* **Meetings with HOD's: 01,**

Department Review committee: 04,

Various Committee meetings: 37

Audit meetings: 07

2.12 Has IQAC received any funding from UGC during the year? **Yes-**

No

If yes, mention the amount

NIL

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- **The main attraction was our National Level conference in association with Vijnana Bharati on “Evolving as Smart college: Concept Opportunities and challenges” held on 17th and 18 February 2016. The conference witnessed various brain storming and innovative sessions of eminent educationists and stalwarts from institutions across the country. A report of conference is prepared and submitted to the government and university.**
- **The IQAC in association with VESLARC organized programs for our students and staff viz. Goal setting, Jigyasa, Antarmukhita.**
- **A talk by Mr. Sridhar on “Think like an actor, think creatively” on 15/6/2015**
- **A workshop by Dr. Swati Desai on 2/7/2015 on “Mindfulness”.**
- **“Induction Training course” for newly recruited teaching staff was conducted by VESLARC on 8th July 2015. Seven members attended this program.**
- **Members of criterion VII organized workshop on “Kitchen Waste Composting” by Mr. Jayant Joshi.**

2.14 Significant Activities and contributions made by IQAC

- **Two day National Level conference in association with Vijnana Bharati on “Evolving as Smart College: Concept Opportunities and Challenges” held on 17th and 18th February 2016.**
- **Internal academic audit presentations of the departments were carried out on 29th, 30th and 31st March, 2016. The following departments were recognized on 2nd May 2016 for their contributions and performance.**
 - ✓ **Recognition for contribution in Thrust Areas : Dept. of Information Technology**
 - ✓ **Recognition for Good governance: Dept. of Physics.**
 - ✓ **Recognition for Extension activities: Dept. of Bachelor of Management Studies**
 - ✓ **Recognition for Highest Research Output: Dept. of Microbiology**
 - ✓ **The top scorers for consecutively second year, for extension activities and research output were dept. of BMM and Chemistry respectively. Hence they were felicitated.**
- **Administrative Audit was successfully conducted on 17th May 2016.**
- **A Committee Audit of all the committees in the college was conducted on 7th, 8th and 9th June 2016.**
- **Application for FIST and STAR college grant were sent to DST and DBT. We are happy to mention that we are selected to receive the FIST and STAR college grant of 80 Lakhs and 55 Lakhs respectively. First installment of Rs. 62.5 Lakh (DST-FIST) is received by us in the month of June 2016.**

- IQAC also had many deliberations on B.Voc. and Community College Applications, in that context Dr. Anita Kanwar had made a presentation to staff on 27th June 2015.
- Prof Anushree Lokur of Ruia College was invited to interact with IQAC members to provide guidelines on the procedures for the applications to UGC for Community College and B.Voc courses, on 16th July,2015.
- Meanwhile in collaboration with Thomas Cook a certificate course in Travel and Tourism is initiated in our college.
- With IQAC initiative and guidance applications for 06 minor research projects were sent to university and 03 to UGC. Our college has been granted 03 Minor Research Projects by Mumbai University in this academic year 2015-16.
- The class teacher concept was further formalized by implementation of student card concept, so as to know them, monitor their progress and mentor them effectively from IInd term of the academic year 2015-16.
- The IQAC members were also instrumental in scrutinizing the CAS applications of 04 staff members and the formalities were successfully completed.
- IQAC formed a committee to send applications for NIRF and the task was successfully completed. The application was sent to UGC.
- IQAC interacted with our trustee Incharge Shree Dinesh Tahilianiji to appraise him about the developments and requirements for the third reaccreditation cycle of NAAC.

2.15 Plan of Action by IQAC/Outcome

The plan of action was chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcomes achieved by the end of the year are listed in the table below:

Plan of Action	Achievements
To find smarter ways to deliver education by excelling in multiple key areas through strong human capital, social capital, technology, innovative practices and ICT infrastructure.	<ul style="list-style-type: none"> ■ With this in mind, the IQAC of the college in collaboration with Vijnana Bharati organized a two-day national level conference on 17th and 18th February, 2016. ■ To facilitate this exercise, smart initiatives, ideas and research papers were invited on various themes. Eminent educationist and Experts were invited from top educational and research institutions as well as from the Industry to deliberate and share their views. ■ Proceedings of the conference were published with ISBN number.
Staff and student Development Programs	<ul style="list-style-type: none"> • On 22nd August 2015 Dr. Anita Kanwar, Prof. Santhini Nair and Prof. Minal Parab attended a Leadership Seminar organized by Ramkrishna Mission, Bandra. • The IQAC in association with VESLARC organized the following programs for our staff and students: <ul style="list-style-type: none"> ✓ 7 teachers attended an induction program on 8th July 2015. ✓ Students attended Goal setting, Antarmukhita and

	<p>Jigyasa sessions on various occasions.</p> <ul style="list-style-type: none"> ✓ On 24th August 2015, a lecture was conducted by VESLARC for S.Y.B Sc. Computer science students (32) on how to study effectively. ✓ On 19th August, 2015 the lecture on “How to avoid procrastination” organized. Around 41 students of science attended the session. ✓ On 14th July 18 students of TYBSc (Physics) attended goal setting workshop.
Internal Academic Audit for the year 2015-16 (Department Recognitions)	The IQAC conducted Internal academic audit of all the departments on 29 th , 30 th and 31 st March, 2016. A panel was formed to audit the departments. As an outcome four departments were recognized for their contribution.
To have quality enhancement, quality assurance and to develop sense of accountability amongst teaching and nonteaching staff	<ul style="list-style-type: none"> • Administrative Audit was conducted on 17th May 2016. • Committee audit of 34 committees was conducted on 7th, 8th and 9th June 2016.
To felicitate and appreciate the service of the staff members	<ul style="list-style-type: none"> • 03 staff members who have completed 25 years of service were felicitated by the college and management on 27th Feb 2016. • Staff members who have taken minimum number of leave were felicitated.

* 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

Actions taken by Management

- Management took note of work done by the college on all fronts.
- Action plan was prepared for the 3rd accreditation cycle by NAAC.
- Renovation of Forum Hall was done and it was renamed as Auditorium.
- Digital Signage was installed to show case current activities, academic and other notices, achievements and highlights of the programs conducted.
- Information Desk was installed for enquiry.
- Renovation of entrance lobby.
- Ramp constructed to facilitate handicapped students.
- Video conferencing facility installed in the auditorium.
- Sanction was given to develop
 - FIST lab and Central Instrumentation Facility
 - Renovation of Physics, Chemistry and IT laboratories.
 - Covering of Terrace for Youth festival practice.
 - Beautification of campus and reallocation of notice boards

Part – B

Criterion – I

1. Curricular Aspects:

1.1 Details about Academic Programmes:

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	02	03	-
PG	09	-	09	-
UG	17	-	09	06
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others		-	-	12
Total	27	02	21	18

Interdisciplinary	ACP, Self defense program	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Two per year (for all courses)
Trimester	
Annual	

1.3 Feedback from stakeholders*

Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

Feedback Analysis is attached in Annexure-II

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

- **FYBSc (Physics, Computer Science) syllabus was revised by BOS (copy of syllabus is maintained in the department)**
- **SYBSc (Microbiology, Chemistry, Mathematics, Biotechnology) syllabus was revised by BOS (copy of syllabus is maintained in the department)**
- **SYBA (Commerce Paper I and II), Accountancy (Book Keeping) syllabus was revised by BOS (copy of syllabus is maintained in the department)**
- **TYBA (Psychology) syllabus was revised by BOS (copy of syllabus is maintained in the department)**

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

Centre for Ph.D. (Physics, Microbiology) studies.
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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

	Asst. Professors	Associate Professors	Others	Total
Aided	29	18	1(Principal)+1(Librarian)	49
Unaided	20	-	-	20
Total	49	18	2	69

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

13

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

	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
Aided	03	01	-	-	-	-	-	-	03	01
Unaided	05	12							05	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

00 Guest

104 Visiting

00 Temporary

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	24	89	15
Presented papers	18	28	NIL
Resource Persons	NIL	02	02

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

- **Mushroom Cultivation:** Microbiology department teaches growing of mushrooms in an innovative way, where mushrooms are grown on a large scale. The entire elaborate process of cultivation of mushrooms is conducted in a laboratory, and this batch harvest is then distributed among staff and students. This activity motivated one of our students Mr. Ronak Patel who started a small scale commercial unit in Gujrat and has become an entrepreneur and his business is flourishing.
- **Entrepreneurship Skill Development:** Economics department organized its flagship Entrepreneurship Workshop. The activities spread over 3 months from November 2015 to February 2016 included initiating (guidance lectures and meetings), informative display of charts prepared by students on Entrepreneurship, procuring, costing & pricing, marketing & Sales, accounting, distribution of proceeds, return of unsold products, talk on Entrepreneurship by Dr. Rashmi Gopinathan. This exercise expanded from a micro to macro scale this year with its turnover increasing by three times to touch almost Rs 20,000. The participating students (more than 200 as volunteers and product/ service providers) developed practical skills in conducting small businesses, cashed-in on the skills they already possessed, learnt to enhance these skills and so developed entrepreneurial skills.
- **Other Innovative practices:**

S.N.	Innovative Teaching-Learning Systems/Methods	User Departments (Indicative List)
1.	Remedial course	Physics, Chemistry, Psychology, economics, Accountancy and Microbiology, BMM, English
2.	Weekly class test and Practical Test	Physics
3.	Audio-visual aids like charts, OHP, LCD	All as per need
4.	Interactive Methods like class discussions/ presentations, asking questions, conducting class quiz, sharing experiences	All as per need
5.	Project Based Learning	Microbiology and Unaided sections
6.	Live Projects (with active industry support/ live execution)	BMS, BMM
7.	Computer Assisted Learning (ICT, Class-net, Use of Prezi and other software, use of internet by showing video clips of experiments, You-tube videos etc)	All, but more in Mathematics, Physics, IT , Computer Science, Chemistry Psychology and BMM
8.	Experiential Learning/ Learning by Doing (Props to teach HFC etc)	Mainly Science departments and partly others, BMM
9.	Case study, Seminars and awareness program	All as per need
10.	Co-operative learning and Peer learning through innovative ways like “Group presentations” and “Conceptual Cricket”	Especially in B&I, Psychology, Mathematics, EVS, Physics, Economics BMM
11.	Interview Method	Computer Science, Commerce, Economics, BMM
12.	Group Discussions and Group presentations	Foundation Course, Computer Science & IT, Sociology, EVS, Chemistry,

		Microbiology, Commerce, BMM
13.	Special problem solving sessions/tutorials, Solved papers with marking scheme	All as per need
14.	Role plays, Skits, Street plays and enactments	Psychology, Sociology, Foundation Course, Economics, Commerce Microbiology, EVS, BMM
15.	Making/Screening of Films	Psychology, Physics, BMM, Foundation Course, EVS Economics, BMM
16.	News Paper Reading, Book reading	Foundation Course, Sociology, Microbiology & Biotechnology
17.	Poster/Chart Making and its display (Flow charts, Cartoons, Diagrams, Maps, illustrations etc)	Economics, Sociology, Foundation Course, EVS, BMM
18.	Study Tours/Industrial visits	EVS, Commerce, Sociology, BMM, BMS, B&I, Psychology, Sociology, Microbiology, Physics, Chemistry, BMM
19.	Class Elocutions/Debates	Commerce, Chemistry, Economics
20.	Student as Teaching Assistant	Economics
21.	Problem Solving Sessions/ Circulating Problem Sets/ Solved papers with marking scheme	All as per need
22.	Circulating Lecture Outlines/ Notes/ Synoptic and Model Answers	All departments in varying degrees
23.	Mind Map Technique	Mathematics, Economics
24.	Mock-Viva	Unaided Departments (for TY Projects
25.	Moot-court and Cricket method	Some departments
26.	Document collecting exercise	Commerce, BMM and accountancy
27.	Subject based clubs, associations etc.	All
28.	Sharing notes and information on emails and other ICT	Microbiology, Mathematics, CS, Accountancy, IT, chemistry etc.
29.	Prepared text book	English
30.	Book review and live entrepreneurship projects	BMS, BMM, Economics
31.	Business Management games	Commerce, BMM
32.	Peer learning	Commerce, BMM
33.	Bridge course	Accountancy, Psychology, Economics, Mathematics

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

180

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

- ❖ **Internal Test for Computer Science papers in FYBSC were held online as per their BOS norms.**
- ❖ **Open book test by accountancy.**
- ❖ **Teachers visit the class rooms to orient students to sensitize them about the consequences of unfair means, explain the eligibility norms for the conduct of additional exams on medical grounds.**
- ❖ **Time table conveniently drawn after consulting students and visiting faculties.**

- ❖ Scheduling of FY and SY exams on alternate days to improve the performance.
- ❖ Whats-app messaging to coordinators and Class CR for informing ATKT, Medical exam schedule.
- ❖ Question paper screening after the examination.
- ❖ Preparing Query Report file with queries in exam and all question papers.
- ❖ Exam Committee Squad to check Unfair means.
- ❖ Keeping record of late comers for supervision duties.
- ❖ Records are maintained: to ensure equal distribution of supervision duties to all teachers, and dates of submission of question paper and mark-sheets.

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 /revision/syllabus development	Member of Board of Study/Faculty	Curriculum Development workshop
09	04	25

2.10 Average percentage of attendance of students

Satisfactory

2.11 Course/Programme wise distribution of pass percentage: (SEM-I to VI average)

RLE: Result in reserved for lower exam.

PROGRAM	O' GRADE	A' GRADE	B' GRADE	C' GRADE	D' GRADE	E' GRADE	FAIL	RLE	TOTAL	COLLEGE %
TYBA	0	8	16	14	5	0	26	3	72	59.72%
TYBCOM	1	38	79	68	21	0	49	21	277	74.73%
TYBSC	3	66	52	12	0	0	15	46	194	68.56%
TYBMM (Advt.)	0	9	18	17	4	-	6	1	54	87%
TYBMM (Journ.)	0	2	2	1	1	-	-	-	6	100%
TYBSc (IT)	5	35	10	2	-	-	12	-	64	81.25%
TYBMS	1	21	20	7	1	-	5	3	58	90.90%
TY (B&I)	-	21	20	10	-	-	4	-	55	92.72%
TY (FM)	-	15	18	10	1	-	9	1	54	81.48%
MA (PR)	-	6	2	-	-	-	-	1	9	88.88%
SEM V-VI average										
TYBA	1	15	15	8	7	0	26	-	72	63.89%
TYBCOM	5	101	61	47	12	0	51	-	277	81.59%
TYBSC	22	95	37	10	5	0	25	-	194	87.11%
M.Com	Result Awaited									
M.Sc. (Microbiology)										
M.Sc. (Analytical/organic Chemistry)										

The icing on the academic cake is the First Position in TYBSc. Microbiology and merit position in M.Com. (Accountancy). It was indeed a matter of pride for the college that Ms. Zeenath Mohamed Mustafa of TYBSc. (Microbiology) & Ms Shaikh Nazneen Mohd Anees Sabina of M.Com. (Accountancy) who secured Grade O with CGPA 7.00 in examination held in March-April 2015. They were felicitated by Vice-Chancellor of University of Mumbai on 29th December 2015. Their academic distinction was also appreciated at the convocation function held in January 2016.

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

- Staff members maintained number of lectures missed and compensated by them in the Compensation register.
- Departments were given result analysis report of FY and SY. By analyzing these reports they conduct remedial lectures for weak students.
- Submission of Diary on a monthly basis and Portion completion cards by teachers at the end of semester.
- Follow up on attendance defaulters by the class coordinator. Parents are informed about the student's attendance and academic performance from time to time.
- Induction lectures for new staff members were organized by IQAC.
- Students are given diverse learning opportunities where presentations, assignments, quiz, debate are conducted for assigning the internal 05 marks.
- College (05 departments) applied for "STAR COLLEGE GRANT" by DBT and was selected for the same for the improvement of UG teaching and learning experiences.
- Internal academic audit was conducted.
- IQAC encourages use of ICT based techniques in teaching learning.
- IQAC encourages departments to send students for internship and summer training, hands on training workshops.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	NIL
HRD programmes	02
Orientation programmes	05
Faculty Exchange programme	NIL
Staff training conducted by the university	04
Staff training conducted by other institutions	20
Summer / Winter schools, Workshops, etc.	03
Others (Staff Development program)	12

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Aided Section:				
Administrative Staff	18	3	1	0
Technical Staff	14	-	1	0
Self Financing Section:				
Administrative Staff	14	-	-	-
Technical Staff	08	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- **IQAC constituted an award for recognizing the department having highest research output.**
Research circle as part of IQAC initiated following programs:
- **Motivated staff member to take major and minor research projects by funding agencies such as Mumbai University and UGC. 09 teachers have sent their minor and major research proposals.**
- **Scrutiny of proposals of various major and minor research projects funded by UGC and Mumbai University was done by Dr. Vasant Barhate, Dr. Anita Kanwar and Dr. Mary Stephen.**
- **Inspired students to initiate research project and present their work at various intercollegiate events such as Avishkar and research conferences.**

7th Dec 2015	BM S	Intercollegiate Research Convention	Avishkar	Ms Bharati Rupali and Mr. Kapil	SYBM S	selected for the district level competition, (management category).
8 th Jan 2016	Maharashttra State	15 th State Level Microbiology Olympiad, Shirpur	Preliminary round of 15 th State Level Micro-biology Olympiad	13 SYBSc and 30 TYBSc students participated	SYBSc and TYBSc	Three T.Y students bagged 2 nd position where as Three S.Y. students were at 4 th position
15 th Feb 2016	Research Paper Presentat	Bunts Sangha's S.M. Shetty College of Sc and com and Management	Research Paper on "Clean E-Waste and Protect India"	Ms. Janane Surya	FYBSc. Computer Science	2 nd Prize

	ion	Studies, Powai				
25 th Feb 2016	'Green India – Vision 2020 '	Bunts Sangha's S.M. Shetty College of Sc and com and Management Studies, Powai	Research Paper Presentatio n	Kirti Deshmukh Renuka Singh Megha Panchal	BCom	2 nd Prize
8 th Jan 2016	Tris- hool	PN Doshi College - SNDT	Paper Presentatio n	3 students from SYBA	SYBA	3 rd Prize.

- **Promoting and arranging summer internships for students. This year more than 15 students were sent for research level internship.**
- **Research circle encourages B.Sc. and M.Sc. students to go for hands-on training to various research organization and industries.**
- **College applied and was selected for FIST (DST) and Star College (DBT) grants.**

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01		
Outlay in Rs. Lakhs	-	Rs.9,96,280/-		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted/Applied
Number	04	02	04	03
Outlay in Rs. Lakhs	Rs. 68000/-	Rs. 2,97,500/-	Rs. 57,600/-	UGC minor

Detailed information in the Appendix –IV

3.4 Details on research publications

	International	National	Others
Peer Review Journals	25	02	-
Non-Peer Review Journals	04	-	-
e-Journals	02	-	-
Conference proceedings	08	25	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	03, 2012-15	UGC	Rs. 11,42,800/- Changed to Rs.9,96,280/-	Rs.2,52,000/ (2015-16)
Minor Projects	01, 2015-16	Mumbai University	Rs. 72,000/-	Rs.57,600/-+ Rs.17,000/- (For 2014-15)
		UGC	Rs.2,50,000/-	--
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from **(Sanctioned in 2015-16)**

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

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (DST-FIST)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02		02	12
Sponsoring agencies		1.Rising Star, Geebee Education, Seed Infotech & (HPCL) 2.RCF, BPCL, Digital edu, MMAR, Pratibha In., ICICI		1. Digital Edu, Times Pro 2. BOS Microbiology	Various agencies

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

Experts	Chairperson	Resource person
18	04	09

3.13 No. of collaborations International National Any other

International:

1. Dr. Manish Shirgaonkar from University of Alberta, Canada collaborated with our M.Com. Students for the conduct of Focus group activities with respect to “Transportation Policy Research”.

National:

1. IQAC in collaboration with Vijnana Bharati organized two-day National Level Conference on “Evolving as a smart college: Concept, Opportunities and Challenges”
2. Physics student go to BARC for summer training.
3. Chemistry students go to RCF, BARC for summer training.
4. Physics department collaborate with IAPT for NGPE exam.
5. Dr. Smita Zhingde from “Indian Women Scientist Association” gave a talk on Proteomics –Future prospects. 45 students of TYBSc and SYBSc Biotechnology attended the talk. They conduct lecture series in collaboration with IWSA.
6. We have MOU with MMAR
7. We have MOU with Thomas Cook for training and placement purpose.

Any other:

1. Talk on Financial Literacy – How to be a smart investor in collaboration with the Consumer Guidance Society of India (CBGS). Mr. Ganesh Bhatt delivered the talk. The programme was attended by 415 students from Arts, Science and Commerce faculties.
2. Our College organized a posters display and street play presentation in collaboration with the Burns Hospital with the aim of creating skin donation awareness. It was attended by 52 students.
3. Awareness program on Stem cell Donation was organized in collaboration with the Bone Marrow Donor Registry of India. The speaker of the day was Dr. Praveen Clement (Transplant Coordinator, Marrow Donor Registry of India, MDRI).
4. Two students from SYBSc Computer Science, Rohit and Kiran, completed an internship at Zebec Marine Consultants and Services from 9th May to 10th June 2015.
5. Economics department collaborated with Forum of Free Enterprise.
6. Economics department collaborated with Latin Manharlal Group of Co.
7. Economics department also collaborate with AD Shroff memorial for Essay competition.
8. IT department collaborated with Endeavor Institute, Thane
9. IT department collaborated with Marine Institute.
10. An intercollegiate research paper presentation competition was conducted by the BT department in collaboration with Marathi Vidnyan Parishad. About 14 participants took part from various colleges.

3.14 No. of linkages created during this year = **08**

3.15 Total budget for research for current year in lakhs:

From funding agency	Rs. 3,27,080/-
From Management of University/College	Rs. 4,70,549/-
Total	Rs. 7,97,629/-

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialized	Applied	-
	Granted	-

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

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

- **Mrs. Aarohi Khar Presented a Paper titled “Aspects of Child Sexual Abuse, as reported by College Students. A Case Study”, in an International Conference at Kolkata. She was also awarded the “Best oral Paper presentation award” for the session, during the Conference.**
- **Mrs. Sadhana Singh Presented and published 2 research papers on Two Days International Conference on “MANAGEMENT & IT” Organized by Institute of Management & Computer Studies (IMCOST) INSEMIT - 2016 & Awarded Best Paper.**

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

03

05

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

01

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level National level International level

3.22 No. of students participated in NCC events: **College does not have NCC. Our students participate in NCC program by enrolling in other colleges.**

University level State level National level International level

3.23 No. of Awards won in NSS:

University level State level National level International level

- Our NSS students also participated in a intercollegiate street play competition at Sathaye College, Vile Parle, organized by the Anti-Dowry Movement, Bombay on 28th November 2015. They were awarded 3rd Prize.

3.24 No. of Awards won in NCC:

University level State level National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

I. Extension Activities:

Life Long Learning and Extension (LLLE) Cell

S.N.	DATE	TITLE OF EVENT/ACTIVITY	ORGANIZING BODY & DETAILS
Population Education Club (PEC) of LLE			
1.	1 st August 2015	Talk on Financial Literacy – How to be a smart investor	This talk was organized in collaboration with the Consumer Guidance Society of India (CBGS). Mr. Ganesh Bhatt delivered the talk. The programme was attended by 415 students from Arts, Science and Commerce faculties.
2.	28 th August 2015	Visit to the National Burns Hospital, Airoli , Mumbai	The aim of this exercise was to get an insight into the working of the Skin Bank. 27 students visited the Hospital and understood the importance of the work carried out by them.
3.	13 th Feb 2016	Skin Awareness Programme	Our College organized a posters display and street play presentation in collaboration with the Burns Hospital with the aim of creating skin awareness. It was attended by 52 students.
4.	9 th Dec 2016	Awareness program on Stem cell Donation	This programme was organized in association with the Bone Marrow Donor Registry of India. The speaker of the day was Dr. Praveen Clement (Transplant Coordinator, Marrow Donor Registry of India, MDRI). The talk covered the importance of Stem Cell Donation and its procedure.
5.	12 th Dec 2015	Stress Management Workshop	This workshop was organized by our college. The speaker was Mr. Rashmin Pulekar. The talk was attended by 150 students.
6.	9 th Jan 2016	Poster Competition	It covered the topics of skin donation, female feticide and status of women in the society.
7.	8 th Jan 2016.	Street Play Competition	30 students participated in the competition. The play 'Kuch toh ho gaya hai' was sent for UDAAN.
8.	6 th Feb	Talk on	Smt. Asha Kulkarni, Hon. Secretary, Anti-dowry

	2016	Anti-dowry Laws	movement, Mumbai. The session was attended by 35 students of PEC and SWS groups.
9.	13 th April 2016	Introductory Session on Self-defense	This session was conducted by Dr. Upadhaya for ACP students.
10.	16 th , 18 th and 21 st April 2016	Follow up Sessions on Self-defense	These are the beginning sessions for the ensuing academic year, also conducted by Dr. Upadhaya.
LLE Work on Status of Women(SWS)			
Through 2015-16	Surveys on Status of Women by VES College Students		The surveys were analyzed and interpreted by the students. The students also attended the talk on Anti-dowry laws. They wrote essays on women empowerment and presented posters on the same. 21 students enrolled for this activity.
LLE Career Project(CP)			
Through 2015-16	Career Project through Posters, Interviews and PowerPoint Presentations		74 students registered for the Career Project this year. The students were made to select career options, find more about it, and make posters regarding the type of career, courses offered, institutes and opportunities in each career.
LLE's Women Empowerment Education Programme (WEEP)			
Through 2015-16	To study different National Policies for the empowerment of women in society and contribute to the education extension programme		26 students of TYBSc IT students prepared charts/posters; wrote essays on the topic and presented the same in front of the other participants. This has improved the awareness of the students in this field and helps them better understand the various programmes, policies, procedures and services offered by Government so as to foster the holistic development of women and children

Outreach and Social Extension:

S.N.	DATE	TITLE OF EVENT	DETAILS
Organizing Body or Department Name: Outreach Cell			
1.	2015-16	Assisting physically challenged and visually impaired inmates of NASEOH, Chembur	The groups of students (total 80) were sent to NASEOH to assist the physically challenged children in their allocated jobs. Each student completed tenure of 30 hours of such work. During the course of the year, 12 groups completed the tenure at NASEOH.
2.	2nd September 2015	A talk on bio-composting	Mr. Jayant Joshi, a microbiologist who is working towards spreading awareness about managing waste from source by bio-composting. He has designed a device, using a plastic basket with a mesh within, for house-hold bio-composting purposes and introduced it to our staff, students and neighboring housing society residents.
3.	2015-16	'Annual Job Fair' at NASEOH, Chembur	More than 50 students assisted NASEOH during their 'Annual Job Fair'. Students' from all over India came for job selection. More than 26 companies including

			LIC, SBI, and TATA had put up their stalls at NASEOH.
4.	2015-16	Social Work at Balanand	A group of 12 students' completed tenure of 20 hours at Balanand which is an orphanage-adoption centre at Chembur.
5.	18th March 2016	Annual Donation Drive of NASEOH	In the annual donation drive of NASEOH, 100 students' participated to raise a healthy sum of Rs. 37450/-. Our college was felicitated with a trophy on 18th March, 2016 for the same.
6.	2015-16	Material Donation to NGO's: Goonj, Ma-Niketan and Sparkle Foundation	The Outreach Cell collected material (clothes and books) from staff members and donated the same to NGO's: Goonj, Ma-Niketan and Sparkle Foundation to help the under-privileged.
7.	2015-16	Anti-Narcotics Talk by API Anil Dabre and Senior Inspector Satish Shinde	The Anti - Narcotic Cell, Crime Branch - Mumbai Police were invited to our college to address our students on: a) The harmful effects of drug addiction. b) How college students can play a pivotal role in preventing this social malaise from spreading in society. c) How students can assist the police in arresting this social vice. Approximately, 200 students attended the seminar.
8.	2015-16	Financial help to a deserving student	The sixth semester course fees for a deserving student of TYBCom were provided for by the Accountancy Association and the Outreach Cell.
9.	4 th July 2015	NGO VISIT	The Faculty and Students of the IT department visited " <i>Sneha Sadan, Chembur East</i> "-a home for homeless children, and they donated Rs. 5000/- (Sale-proceedings of That's IT -8 th Edition) to them.
10.	31 st Jul 2015	Hepatitis Awareness Programme	Students of SYBSc observed the Hepatitis day and spread awareness in the Swami Vivekanand High school and Junior college. The students made use of charts and posters
11.	20 th Aug 2015	Donation Drive	The BMM department donated clothes, food and other necessities to an NGO, Little Angel Welfare Society, at Madh.
12.	20 th Aug 2015	Malaria Awareness	Students of TYBSc BT went to Hashu Advani-Rochiram T Thadani High School for the malaria awareness campaign. The students made posters and explained the same.
13.	4 th & 13 th Sep 2015	TB Awareness And Check Up Drive	This seminar was held in the college for the students of BMM on 4 th Sep 2015. A TB awareness and checkup drive was held for the benefit of Govandi residents on 13 th Sep 2015.
14.	14 th Sep 2015	Healthy Food Awareness and Distribution Drive	Students of SYBMS distributed healthy snacks in college as well in the slums of Kurla.

15.	12 th Dec 2015	Staff Welfare (Financial Literacy) Programme for Teaching and Non teaching- staff	On 12 th Dec 2015 Director of Latin Manharlal group, Mr. Bhavin Shah, provided high quality research and analytical insights to guide our college Staff in making the right choices when it comes to building investment portfolio and attaining the goal of wealth maximization.
16.	17 th , 25 th to 30 th Jan 2016	Social Awareness Week (SAW)	The Social Awareness week is a BMM initiative where students and the department teachers visit NGO's, carry out road safety, clean up drives, blood donation, drop a coin initiative (fund collected is used to sponsor education to the needy), TATA memorial cancer hospital patients are given medicines, and food is provided to them.
17.	Febru ary 26	Social Awareness Week (SAW)	Students visited the Nerul Wonders Park to distribute food and spend time with the small children of the NGO BAL VIKAS KENDRA
18.	26 th Jan 2016	Medical camp held by Surana Sethia Hospital, GSB hall Sion	Six students of TYBSc volunteered in the conduct of a medical camp organized by Surana Sethia Hospital. The students took up various duties like Registration, Assisting the doctors and writing of reports
19.	10 th Sep 2015	World Suicide Prevention Day.	Students of TYBA Psychology performed a street play on suicide Prevention to mark the World Suicide Prevention Day. The play was aimed at spreading awareness among the students of the college.
20.	21 st Sep 2015	Disability Awareness Workshop	Students of MA Psychology, in association with TISS organized a workshop to sensitize people on problems of the disabled.
21.	2015- 16	Street Play to Prevent Suicides	To mark the International Suicide prevention day, a street play was organized and enacted in college at 3 different floors for spread of awareness to prevent Suicides.
22.	2014- 15	Social Extension @ BMS Dept.	55 BMS students carried out social work at different NGOs during their summer and Diwali vacation of 2015-16. The NGO/ Organizations/ Schools visited and help rendered is outlined in the table below:

NGO Activity - TYBMS 2015-16

Sr. no.	Name of the NGO	No. of students	Name of voluntary work done
1	AASRA	1	Counseling people and working for child education
2	Access Life Assistance foundation	3	Helped children in studying, made envelopes, visitor's entries in laptop, playing with children, taking basic studies etc.
3	Balanand (world children welfare trust)	2	Taught students, helped for filling aadhar card forms, stock registering, help in filling aadhar card forms.
4	Brahma kumari Peace Park	2	Volunteer, accounting work, assistance in free summer camp

5	C.M.A.HR. Sec School	1	Conducting regular lectures for 1st-8th class students, focusing on their personality development.
6	Child Vision Foundation	3	Child education
7	Dr. Reddy's Foundation	2	Teaching English, ITES, helping cancer patients
8	Jeev Daya Sansthan	4	Managing the reception, weighing and packing and distribution of ration.
9	Lions Club Sunshine Platinum	1	Organizing activities to help needy people of the society.
10	Lok Adhikara Welfare Trust	1	Helped in cooking and distribution of food
11	MBA foundation	2	Making of envelope, notepad, candles, chocolates, paper bags, lemon juice, and artificial flowers, helped in studies.
12	NASEOH	1	Assisted in computers, English and mathematics.
13	Prajapati Bramha Kumari Ishwariya Vishwa Vidyalaya	1	Gardening, Cleaning and office work.
14	Rochiram Thadani School	9	Teaching, spending time with children, playing with them, monitoring the class, helping teachers to teach students, observing how do they behave and play with teaching students to make charts, etc.
15	Save Indian Family Foundation	1	Clerical job and observation, counseling the problems.
16	Sindhu Varsha Foundation	11	Helping the old inmates and the staff in their daily work. Gardening, Cleaning kitchen and office work.
17	Swami Shanti Prakash Vridhashram	1	Helping them in kitchen, cleaning their room and serving food.
18	Vivek Sindhi Kendra	1	Teaching Sindhi language to 10 students
19	Youth Council	8	Helping cancer patient in their day to day activities, for taking medicine, entertaining and motivating them.

NSS:

S.N.	DATE	TITLE OF EVENT	DETAILS
1.	31 st July 2015	Enrolment drive and Orientation program	The enrollment drive for NSS was conducted in the month of July that admitted 200 volunteers for the year 2015-16. In order to orient the newcomers, an orientation cum training program was conducted on 31 st July, 2015.
2.	17 th July 2015	Stem cell Donor Registration Camp	The NSS unit in association with the Marrow Donor Registry India (MDRI) organized a Stem Cell Donors Camp in the College on 17 th July 2015. 222 stem donor registrations were done which included teaching and

			non-teaching staff and students from VES college
3.	21 st and 22 nd July 2015	Thalasemia awareness and detection program in the campus	The NSS unit in association with the ROTRACT club of Chembur and Faith foundation conducted a Thallasaemia awareness program in the campus and also a detection camp in the campus on 22 nd July 2015. Mr. Vinay Shetty of Faith Foundation conducted this awareness programme on 21 st July 2016. Blood samples from 375 students were collected and clinical reports with necessary suggestions for further perusal of the case were given to the beneficiaries.
4.	22 st Jul 2015 and 24 th January 2016	Blood Donation Camps	The Unit organized two blood donation camps and collected 260 bottles of blood in association with Raheja blood bank and Red Cross on 22 st July 2015 and 24 th January 2016
5.	2015-16	Blood Donors Club @ VESASC	Ever since the inception of the NSS Unit, we have established a blood donors club in our college to arrange blood on the spot to the needy emergency patients admitted in various hospitals This year our volunteers could help 46 needy patients in various hospitals
6.	4 th Aug 2015	Street play on blood donation	A street play was performed by NSS volunteers on blood donation awareness in Acharya College, Narayan Guru College And Ambedkar College
7.	6 th August 2015	World peace day	Nearly 1500 students, Gandhian workers, peace activists, advocates, journalists and NGOs participated in a peace march to commemorate the Hiroshima Day on Thursday, August 6. The rally started from Azad Maidan to Hutatma Chowk around 2.45pm. 15 students from VESASC along with a faculty member, Mr. Prashant Swami participated.
8.	4 th to 9 th Sep 2015	Malaria and dengue awareness	40 students our College underwent training for the ongoing Malaria Awareness Campaigning and conducted a rally, skit and survey. The exercise was conducted By Mr. Ashrafi (Pest Control Officer, G/N Ward, MCGM,). They gave detailed information regarding the causative agent of Malaria (i.e. Mosquito, their types, source, life span, preventive measures for decreasing the spread of Mosquito, information regarding symptoms of a Malaria infected person etc.)
9.	Nov 2015	Save the Girl Child	Our NSS volunteers sent various quotations on the theme "Save the Girl Child" though SMS to their friends and relatives. The posters on the theme "Save the Girl Child" on the Notice Boards were put to spread awareness. The College had organized seminar on "Save the Girl Child". The programme was attended by 87 students. Our NSS students also participated in a intercollegiate street play competition at Sathaye College, Vile Parle, organized by the Anti Dowry Movement, Bombay on 28 th November 2015. They

			were awarded by 3 rd Prize.
10.	2015-16	Energy Saving Project	Our Energy Conservation cell was very active throughout the year. As suggested by the VC of Mumbai University, they imparted training to NSS Volunteers regarding Energy Conservation. The Cell had collected Electricity bills of various homes and shops of college students, volunteers and people of adopted slum pocket to save electricity. The cell had monitored almost 1500 houses and shops.
11.	2015-16	Note Book Preparation and Distribution	As per instructions we have established a Note Book Preparation Cell in our college involving 72 NSS Volunteers as core volunteers. They prepared 900 Note books from the used books of last year along with NSS Volunteers and Other College Students. They distributed these books to poor students on 17 th November, 2015 in our adopted slum area, Konkan Nagar and Ashok Nagar.
12.	2015-16	Road Safety Program	NSS Volunteers of College conducted various Road safety programs such as Poster Competition, sending SMS, rally and Seminar on road safety to improve the awareness of citizens of India regarding various safety measures to be adopted while driving the vehicles on the road.
13.	Jan 2016	Voting Awareness Programme	VES college had organized a Voting Awareness Programme to improve the awareness of the students of college and to impart knowledge about the importance of voting. 22 NSS students participated in a Rally in Chembur Camp market place and performed skit near the same area on 23 rd January 2016. The skit was performed in the college campus also. On 25 th January 2016 we observed the National Voters Day. On this occasion we organized an invited talk by Prof. Vinod Zalte from P. N. Doshi College. 110 students attended this talk.
14.	2015-16	AIDS Awareness Programme	The NSS Unit conducts an AIDS awareness programme on the campus, our adopted village and nearby slum area throughout the academic year. 28 volunteers participated in Aids Awareness rally from Acharya College to Shatabdi Hospital and performed the skit in nearby slum area on 1 st December 2015. The volunteers organized an exhibition on AIDS awareness with the materials supplied by Mumbai AIDS Control Society. The exhibition was held in the campus during the college on 22 nd and 23 rd December 2015. This rally also intended in demolishing the various myths that go around in the society about the spreading of this disease. The volunteers carried posters and yelled out slogans in the local languages. The Skit was performed by NSS volunteers at the camp site, Thakur Pada and also in College Campus.

15.	2015-16	Participation in seminars and training programs	Our volunteers also attended various programmes organized by the University such as Anti Tobacco Awareness Rally on 1 st October 2015, Bhajan Sandhya on 2 nd October 2015 etc. One of our NSS PO attended 7-day Orientation Program at ETI, Ahmednagar.
16.	2015-16	Swacch Bharat Abhiyan:	1. A Pledge was administered at college by students and staff. 2. Posters were put up on the notice boards and camps to aware students about cleanliness. 3. Class to class awareness programmes were organized to make the students more aware. 4. Skit was performed on Swacch Bharat Abhiyan by NSS Volunteers at Thakur Pada, Ambernath and nearby slum area and also the college campus. 5. Every day 3 hours were devoted by 61 Volunteers on cleanliness at Shibirmaidan, Ambernath . 6. Door to Door campaign was conducted by the students in a village to alert children about the Cleanliness drive at Tara Village.
17.	24 th Sep 2015	NSS Day Celebration	All NSS students of VES college celebrated the NSS day by performing skits to create awareness on the topics like Status Of Women in India, blood donation etc, the students also sang songs of NSS. The videos on different social issues were screened on this day. Mr. Vikas Ware also made a presentation on the Foundation of NSS and its Objectives.
18.	26 th November 2015	Celebration of Constitution Day	The Unit organized the celebration on the Constitution Day on 26 th November 2015, where in Prof. Umesh Chauhan from the Sociology department addressed the students and enlightened them with the history and importance of the Constitution in India
19.	2 nd Oct 2015	Gandhi Jayanti Bhajan sandhya	15 students of VES attended The University Level Bhajan Sandhya Programme at Gateway of India, on Gandhi Jayanti also called International Non-Violence Day.

II. Institutional Social Responsibility:

- The teaching and non teaching staff of our college contributed one day's salary for the draught affected people of Maharashtra. This funding was utilized for initiating permanent water harvesting measures in draught hit three villages in Jalna district of Maharashtra.
- On 25th July 2015, Accountancy department conducted a workshop "To Know Your Tax Obligations" for appraising the staff members and the residents of the nearby housing societies about on line filing of ITR-1.
- Our college being a "Sindhi Linguistic Minority College", we encourage students to take certificate course, Diploma and advanced diploma course in Sindhi language in collaboration with National Council for promotion of Sindhi Language (NCPSL).

- **Number of students enrolled over the years:**

YEAR	NO OF STUDENTS
2012-13	83
2013-14	76
2014-15	123
2015-16	175

- **VES & NCPSL had organized career guidance workshop for IAS aspirants in Sindhi Language. Shri Rajaram Bhagwati (DIG) Dr. Ravi Teckchandani (Director NCPSL) & Shri Ladharam Nagwani guided 200 students of our college.**
- **Mr. Arvind Iyenger (student from South Wales University Australia) is doing PhD in “Sindhi Linguistic “. He conducted interview session with BMS, BAF, BFM, IT , and CS students from 17 November to 21 November 2015. He interviewed around 50 students. He even taught them to pronounce & speak Sindhi fluently.**
- **“Sindhi Bhasha divas” was celebrated on 9th April 2016 by VES & NCPSL in collaboration.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing Sq. ft.	Newly created Sq. ft.	Source of Fund	Total Sq. ft
Campus area (Constructed)	71645	-	Management	71645
Class rooms	42120	-	Management	42120
Laboratories	20854	-	Management	20854
Seminar Halls	3700	-	Management	3700
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Aided	Rs. 1,36,484/-	College	Rs. 6,10,807/-
		Rs.4,74,323/-	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	Aided	Rs. 72,498/-	College	Rs. 20,76,186/-
		Rs.9,88,537/-	UGC	
	SFC	Rs. 10,15,151/-	College	
Others Area (Staff rooms, departments etc.)	-	Rs.20,24,666/-	College/UGC	Rs.20,24,666/-
Auditorium and Sarswati Mandir area	-	Rs. 33,47,003/-	College, Management	Rs. 33,47,003 /-
Electrical load redistribution and rewiring	-	Rs.15,67,781/-	Management	Rs.15,67,781/-

4.2 Computerization of administration and library

- **Introduction of “Digital Signage” to showcase college activities and important notifications.**
- **Income Tax-Filing of Quarterly Returns i.e. e-TDS by using Sensys Easy TDS Software.**
- **“HTE Sevaarth Software” provided by Joint Director’s office is implemented successfully.**
- **Online NET/SET Certificate Verification**
- **Preparation of LTC with the help of www.indianrail.gov.in**
- **College office staff assists in All India Survey & M.I.S Data.**
- **Use of “Saral Software” for result processing.**
- **SMS - using Digital Edu software to Students/Staff.**
- **Online registration of Electricity bills, so that we receive sms every month. This helps us to make payment with a discount on a bill.**
- **Regular back up of data on Google drive.**
- **Library: The College Library is fully automated we migrated from LIBSUITE to SLIM21 Software in 2015-16. We have Online Public Access Catalogue (OPAC) & WEBOPAC to search Library holdings. Using this software data related to teachers and students transaction, how many books they issued in a year etc. can be generated.**

4.3 Library services:

Particulars	Existing		Newly added in 2015-2016		Total	
	No.	Value in Rs.	No.	Value in Rs.	No.	Value in Rs.
Text Books	24,003		2702		26,705	
Reference Books	21,526	1,24,93,531.75	436	10,51,250.00	21,962	1,35,44,781.75
e-Books	-	-	-	-	-	-
Journals	86	-	86	1,18,261.00	86	-
e-Journals	N-List + 17 Journals	5000	N-List + 17 Journals	5000	N-List + 17 Journals	5000
Digital Database	-	-	-	-	-	-
CD & Video	CD - 1955 Video-59	-	CD – 59 Video – 0	-	CD - 2014 Video - 59	-
Others (specify): 1) Bound Volume 2) Grey Literature 3) Thesis & Dissertation & Projects Reports	BV - 1312 GL – 59 TD - 28	-	BV – 0 GL - 1 TD - 0	-	BV – 1312 GL – 60 TD – 28	-

Services:

- Document Delivery
- Bibliographic Service
- User Orientation
- Reference Service
- Current Awareness Service
- Internet Access to Students & Staff
- Book Bank (76 sets+13 sets from Shri Hingorani book bank scheme)
- 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 & WEBOPAC
- Access to E-Journals & 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
- Annual Book Review Competition for students (English, Marathi & Hindi Language) and winners of Competition are sent to inter-collegiate Book Review Competitions.
- Scholar's Card given to Merit Holders & Additional Cards given to Students recommended by Professors.
- Separate Novel Card issued to Students.
- Subscribe to more than 80 print Journals.
- Digitalization & access to previous years Question papers through WebOpac.

E-Resource Centre: 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. The nominal charges for printing are as follows –

Sr. No.	Particular	Time / Qty.	Nominal Charges
1.	Printing	1 page – single side	Rs. 2/-
2.		1 page – both side	Rs. 4/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	251	7	3	1	6	1	18	-
Added	28	-	-	-	-	-	-	-
Total	279	7	3	1	6	1	18	-

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

Date	Activity	Details
2015-16	For Students	Online filling up of the admission and Examination forms.
26 th Nov 2016	Kaun Banega Physicist	Inter-collegiate Quiz-Kaun Banega Physicist on the line of Kaun banega crorepati was conducted by the Physics department using a program developed by physics professors. (43 teams participated)
29 th Feb 2016	Live telecast of Finance Minister’s speech on Union Budget	Accountancy department Organized live telecast of Finance Minister’s speech on Union Budget at Lok Sabha. 26 participants took the benefit of this programme.
17 th and 18 th Feb 2016	Two day National Level Conference “Evolving as smart college: Concept, Opportunities and Challenges”	In this conference We had one video conferencing session by Dr. Sanjay Oak (Vice Chancellor: D Y Patil University)
17 th and 18 th Feb 2016	Two day National Level Conference “Evolving as smart college: Concept, Opportunities and Challenges”	We had one interactive session using skype with Mr. Imran Khan of Alwar, Rajasthan who as developed many educational Apps. for school children.
Two students from SYBSc Computer Science, Rohit and Kiran, completed an internship at Zebec Marine Consultants and Services from 9th May to 10th June 2015, developed their application on MS SQL in May 2015.		
Harmit Jasani and Karthik Pillai of SYBSc Computer Science successfully completed a 10 week’s course on Python (Programming for Everybody) from University of Michigan thru Coursera and scored 92.3% and 99.1% in May 2015 respectively.		
25 th February 2016	A Lecture on Hadoop by Seed Infotech	Around 15 students of FYBSc CS attended the Hadoop lecture from 3 pm – 6 pm on Hadoop and its use for Data Storage and Analysis.
5 th to 8 th May 2015	Pearl Programming Workshop	From 5th May to 8th May 2015, SYBSc CS students Mr. Harmit Jasani, Mr. Aakash Bora and Mr. Akshay Shelake conducted a workshop for FYBSc Computer Science students to cope with new technology. 25 FYBSc students attended the same.
3 rd August, 2015	Mrs. Madhavi Vaidya	On 3rd August 2015, a seminar on Mongo DB was conducted by Mr. Ravindran and Mr. Chetan of TYCS. Around 63 students attended the same.
12 th Sept. 2015	Soft Skill Development	Ms. Sneha Hariharan alumna of 2011 batch, working as HR professional with CAPGEMINI was invited to conduct a session on importance of soft skills for SYBSc Computer

		Sc students.
16 th Oct, 17 th Oct, 21 st Oct 2015,	VB.NET Workshop	For the 32 students of SYBSc, a workshop on VB.NET was conducted. It was conducted to give them an idea of GUI development which would help them to learn software engineering in next term.
20 th November 2015	Designing	A session by Mr. Chetan Tayde, our TYComp Sci student for the students on Designing was conducted. Approximately 57 students attended the session.
3 rd Nov -6 th Nov 2015	Bioinformatics	An add-on certificate course for TYBSc in “Bioinformatics” was conducted by the Microbiology department in collaboration with CISTREN Integrated System (ABACUS). Participants were given hands-on training in bioinformatics databases, its tools, and applications, sequence analysis and alignment, structural and functional genomics and proteomics. 18student participated in this course.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs. 6,41,771/-
ii) Campus Infrastructure and facilities	Rs. 18,68,780/-
iii) Equipments	Rs. 1,14,092/-
iv) Others	Rs. 3,91,860/-
Total :	Rs 30,16,503/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- It is our practice to hold an orientation session for students and parents immediately after admissions to brief them about the college activities, discipline, examination system and facilities provided by the college.
- Institutional feedback analysis helps us in improvement of student support services.
- Students are also given support by way of goal setting exercise and personality development program by VESLARC.

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.
- This year “Student Card Concept” is introduced to know our student and their progress well.

- **Many departments conduct parents teacher meetings to brief them about their ward attendance and progress in general.**
- **Result analysis report is circulated to the departments for improving academic performance.**
- **We keep track of alumni progress.**

5.3 (a) Total Number of students:

UG		PG		Ph. D.	Total
Aided	Unaided	Aided	Unaided		
1843	1120	-	302	03	3268

(b) No. of students outside the state

38

(c) No. of international students

NIL

No	%
1212	37%

Men

No	%
2056	63%

Women

Last Year (2014-2015)							This Year (2015-2016)						
General	SC	ST	OBC	Physically Challenged/ Sindhi	NT	Total	General	SC	ST	OBC	Physically Challenged/ Sindhi	NT	Total
2019	253	08	237	429	74	3020	2122	284	7	253	514	88	3268

Demand ratio **292 %**

Dropout % **3.34%**

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.

- **Department of Accountancy:** Coaching in different subjects of Common Proficiency Test Conducted by Institute of Chartered Accountants of India for entering in Chartered Accountancy Course. For this purpose “VES-CPT Study Circle” has been formed and senior teachers and students who have passed CPT Examination were invited and they gave guidance on various topics. **(13 students)**
- **Department of BT:** Preparation for IIT –JAM **(29 students)**
- **Chemistry Department:** Chemistry Aptitude Test (ICS) , M.Sc. entrance exam for ICT, Guidance for NET, SET, PET exams and IIT –JAM **(50 students)**.
- **IT Department:** Alumni conducted seminar on numerical aptitude sessions and Collaboration with external linkages and to conduct soft skills workshop. **(65 students)**.
- **Mathematics Department:** IIT –JAM **(8 students)**.
- **Computer Science Department:** MCA and MBA coaching **(75 student)**

- **Microbiology Department:** Department has collaborated with the ZIKSA academy to deliver coaching to students of SY and TY including IIT-JAM/GATE and CSIR other reputed competitive entrance exams coaching. The dept. plays an important role in identifying the advanced learners and in counseling them to join the lecture series. The department also takes care that the students are charged only reasonable fees. 11 students enrolled. (11 students)
- **Physics department:** A bridge course is conducted in the month of April where the students are coached to solve problems from previous years' JAM question papers (12 students)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

- **03 student cleared JAM.**
- **03 students cleared NGPE.**
- **03 students cleared MCA entrance.**
- **01 student cleared MBA entrance.**
- **01 student cleared TIFR entrance.**

5.6 Details of student counseling and career guidance

- **Counseling Cell:**

The Counseling Cell continued its discreet and compassionate operation of helping the troubled or confused youth going through any kind of turmoil. This year 05 students were helped in a number of sessions held through the year 2015-16.

- **Career Guidance and Placement Activities:**

DATE	TITLE OF EVENT	ORGANIZING DEPARTMENT& DETAILS
25thJul 2015	Academy for Clinical Excellence (ACE) lecture on "Career in clinical research"	A lecture was organized for the students of TYBSc. Biotechnology, TYBSc. Microbiology, TYBSc. Chemistry, SYBSc Biotechnology and MSc. Microbiology by Dr. Farheen Shaikh on the career prospects in Clinical Research.
On 25 th July	Avenues of Research in Physics	Ms. Usha Rao and Mr. Rohan Rajasekharan, our alumni, interacted with TYBSc students acquainting them with the avenues of research
25 th Jul 2015	GD	SYIT students attended the GD session conducted by one of our alumni Mr. AKASH SAIGAL
11 th Jul 2015	Careers in Advanced SQL	RAJIV GUPTA from seed InfoTech conducted a seminar on career in Advanced SQL for SYIT students.
11 th Jul 2015	Aptitude Test	Seed InfoTech, Ghatkopar conducted an Aptitude Test for TYIT students. 10 students were

		shortlisted as the score-toppers.
15th Jul 2015	Overseas Education	GeeBee Education, Thane, conducted a seminar on “Overseas Education” to TYIT students on 15th July from 10.30-11.30 am.
28th Aug 2015	Chem Careers India -2015 Organised by ICT with RSC India.	Three of our T.Y.B.Sc students attended the event
19th August 2015	Presentation and Aptitude Test by Profound Educate.	Mr. Kamlakar Rao and Mrs. Kaur of “Profound Educate” gave a brief idea to B.Sc. Computer Science and B.Sc. IT students regarding the needs of the company and how they can help them for the same. After that an aptitude test was conducted. Around 100 students appeared for the process. From TYBSc Computer Science, 12 students got short-listed.
10th Sep 2015	Prof. Kunal kumar	Conducted orientation programme under CGAPC on creating online database using google app.
17th October 2015	Seminar on Communication Skills	A session on Communication Skills was conducted by Ms. Sneha Hariharan from L&d Division of Capgemini, for the students of FYBSc Computer 23 students attended the session.
15th to 17th Dec 2015	GBEE MET workshop Conference	Placement for students Workshop for career guidance Short term course after graduation
14th Dec 2015, 1.40 pm to 3 pm	'Future Studies after TYBSc'	On 14th December, 2015 between 1:40 pm to 3pm Mr Ryan Monteiro, alumni of our Computer Science Dept who is pursuing MBA from IIM Ahemadabad conducted a seminar for SYBSc Computer Science and TYBSc Computer Science on 'Future Studies after TYBSc' Around 75 students attended the same.
23rd January onwards	Tech-Drive	The students of TYIT conducted a demo placement session for SYIT students. It consists of Aptitude, Technical GD and HR rounds which are conducted on Saturdays
11th Jan 2016	Career Prospects in Service Sector	Mr. Eknath Birari Ex Manager Oriental Bank of Commerce delivered 2 separate sessions for F.Y. B.Com & S.Y. B.Com Students.
5th Jan & 12th Jan 2016	Mr, Naveen Sughandi	He conducted two sessions on the topic of Probability for the SYBSc Computer Science which would help them in preparing for Aptitude tests in coming years. 15 students attended these sessions.
9th Feb 2016	Career guidance lecture for SYBA	PPT Presentation on "Careers in Economics" by Mrs. Samhitha Sharma for SYBA and TYBA

	and TYBA students	students Some TYBA students also shared their views on careers in Economics.
12th Sep 2015	Career Advancement Talk	NISM & VESIM conducted a seminar on career advancement for TYFM & SYFM students
22nd Aug 2015	Aptitude test for TYFM	Department organized aptitude test for TYFM students conducted by MMAR

No. of students benefitted

Appx. 2000 students

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	550	253	124

5.8 Details of gender sensitization programmes: **09**

S.N.	DATE	TITLE OF EVENT/ACTIVITY	ORGANIZING BODY & DETAILS
1.	6th Feb 2016	Talk on Anti-dowry Laws	Smt. Asha Kulkarni, Hon. Secretary, Antidowry movement, Mumbai. The session was attended by 35 students of PEC and SWS groups.
2.	Through 2015-16	Surveys on Status of Women by VES College Students	The surveys were analyzed and interpreted by the students. The students also attended the talk on Anti-dowry laws. They wrote essays on women empowerment and presented posters on the same. 21 students enrolled for this activity.
Women's Development Cell (WDC)			
1.	July 2015	Orientation Programme	The WDC members addressed the students on "What is WDC?", its importance and role in Colleges.
2	July 2015	Talk on Health And Nutrition	Dr. David Dale Chandy, an Endocrinologist spoke to the girl students about "Health, Diet and Nutrition" and healthy habits for a healthy mind and body. The students of SYBA, SYBCOM, SYBSC, & TYBA attended the programme.
3	2015-16	Posters For Creating Awareness Among Girls In College	Posters were put up in the college as a part of creating awareness among the girls about health and hygiene. Posters were also put up about the proper use of the available facilities in the toilets, use of dustbin etc.
4	Nov 2015	Intercollegiate Street Play Competition	This competition was organized by Sathaye College. In April 2015, the Supreme Court of India had expressed serious concern about the

			lack of improvement in sex ratio and the need to form a statutory board for strict implementation of a law prohibiting female foeticide. This was the theme chosen by our students who participated in this intercollegiate event. The NSS and WDC teams prepared the students for this inter collegiate event on women empowerment as part of observing the Anti Dowry Week. The street play presented by VES students won the Third Prize in this event.
5	2015-16	Cases on Emotional Harassment	The WDC handled two cases on emotional harassment reported by students of VES. The necessary action was taken as per the university norms. In connection to this, students of a specific class were addressed by the WDC members, highlighting the importance of respecting self and others.
6		Two Leadership Workshops for the WDC Team	Members of WDC attended two workshops during the current academic year. The first one on "Strengthening women leadership for the changing world", organized by Rama Krishna Mission. The second workshop was organized by VESIMSR's Women Development Cell. The workshop was on understanding the uniqueness of Feminine Power and right brain techniques for skill and behavior improvement".

5.9 Students Activities

- 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.
- Students are guided and supported through the Counseling cell, WDC, LLE, NSS of our college which is very active.
- College celebrated International Yoga day, Science day and Marathi Bhasha Divas.

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

State/ University level: **72** National level: **01** International level: **NIL**

More information in Appendix-V

5.9. 1. No. of students participated in cultural events

State/ University level: **61** National level: **NIL** International level: **NIL**

More information in Appendix-VI

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

State/ University level: **07 (03 top three positions and 04 in top 08 rankers)**

National level : **01** International level : **NIL**

5.9.3: No. of medals /awards won in cultural events:

State/ University level: **13+39** National level: **NIL** International level: **NIL**

5.10 Scholarships and Financial Support (**Aided+ Unaided**)

- **No student is ever denied admission for inability to pay fees, part payment facility is provided at the time of admission.**
- **Notices are circulated about Sponsorship, Freeship and needful follow up is done to submit this information online to Samaj Kalyan office.**

	Number of students	Amount
Financial support from institution (Fee Waiver)	09	Rs.35,000/-
Financial support from government	361	Rs. 3929040/-
Financial support from other sources		
A) Allowed to pay by part payment mode	100	50% fees later
B) Scholarship fund (Motumal Dandumal Kalro Trust)	13	Rs.1,00,000/-
C) Scholarship fund (VES Education Scholarship) VES Adoption Scheme	17	Rs.68,000/-
D) Parpatibai Edanmal Daswani Scholarship	05	Rs. 33,500/-
E) Nihchal Israni Foundation Scholarship	10	Rs.1,00,000/-
F) Vivekanand Education Fund	04	Rs. 19,500/-
G) Tulsiani Charitable Trust	03	Rs. 26,000/-
Number of students who received International/ National recognitions	-	-

5.11 Student organized / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

Detailed information in 3.26

5.13 Major grievances of students (if any) redressed: **No case reported.**

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

- **RFID cards for staff and students**
- **Computerized admission system, Student data base management.**
- **Computerized library system with SLIM21 software.**
- **Computerized attendance software**
- **Computerized result processing software (SARAL).**
- **Tally/ERP system in the office**
- **CCTV cameras on campus.**
- **Public Address System in the corridors.**
- **Digital Signage**
- **ICT enabled auditorium.**

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- **Teachers are motivated to participate in curriculum framing exercise by being part of BOS and syllabus committee members.**
- **Teachers share their views on the curriculum on regular basis on whatsapp group and via email.**
- **Curriculum is designed by University. Its implementation is in our hands. Hence to give rich experience to students various methods are adopted like shaping curriculum through co curricular activities of department association which conduct programs on weekly basis, conduct of add-on courses and certificate courses, Industrial visits, guest lectures, research initiatives as in ACP.**
- **For overall development there are other avenues and academic programs conducted by the college such as women development program, life-long learning and extension program, NSS, Outreach activities and academic festivals.**
- **Certificate, Short term and value added courses are designed by faculty.**

6.3.2 Teaching and Learning

- Learning experiences are enhanced by use of ICT tools.
- To strengthen overall teaching learning many departments have active associations which conduct programs (seminar, presentations etc.) on weekly basis.
- E-database and free internet facility in the Library as well as in departments.
- Special coaching for slow learners (Remedial course) and advanced learners (ACP: Additional Credit Program) catering to their separate needs.
Detailed information about ACP (2015-16) in Annexure VII.
- Regular visits (Industry, Research institutes etc.) are arranged for students to give first-hand experience of industrial needs, technologies and advancements.
- Register for maintaining the number of lectures missed and compensated has minimized number of lectures lost due to taking leave etc.
- Submission of portion completion card (White Card) is a quality assurance measure.
- Biometric reports are shared with teachers on a monthly basis to give them insights about time spent by them on college premises.

6.3.3 Examination and Evaluation

- Examination committee conducts the exams efficiently and ensures the smooth and fair conduct of exams.
- Papers are checked by the senior teachers of the department for 100% inclusion of the syllabus and proper Weightage assigned to the topic
- Paper setters have to be present in the college during the conduct of their paper.
- Screening of question papers is done by the IQAC committee to ensure quality.
- Result committee looks after processing of the result using computer software (SARAL) so that it is declared on time and the result analysis is made available to department for further needful follow up.
- Moderation and revaluation is done as per University norms.
- Unfair means committee evaluates cases of unfair means and makes an unbiased recommendation on punishment to be assigned on the basis of University prescribed guidelines. It has served as a deterrent to adopt unfair practices during the exam.

6.3.4 Research and Development

- Teachers are encouraged to apply for the research grants from various funding agencies like UGC and University of Mumbai.
- College is Recipient of prestigious “FIST” grant (Rs. 80 Lakhs) by DST.
- College is selected for “STAR COLLEGE GRANT” (Rs. 55 Lakhs) by DBT.
- Research committee scrutinizes the research proposals before submitting it to the agency. Number of research projects sanctioned gain credit points for the respective department in department audits. Ongoing projects earn credit points under research outputs.

- Faculty members publish papers in reputed journals and present their research work at various national and international seminars and conferences. Required facilities for the same are extended by the college.
- UG students are encouraged to do research projects at department level and through ACP program.
- Students are encouraged to participate in Mumbai University Research convention “Avishkar”.
- Research based Seminar and Conference are organized by the college.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

Migration of Library Software in 2015-16 : (From Libsuite to SLIM21)

We have been using Libsuite Library software for more than a decade. But since there was no further up-gradation and proper support from its service provider we have migrated to Slim21 in the academic year 2015-16.

We have used Libsuite till August 2015 and from Sept we have used SLIM 21 for all library work. Students circulation in SLIM started from Dec 2015 after staff training sessions.

Salient features of SLIM21:

- 1) Budget Report can be generated is in single command for all departments and can also be generated in different ways.
- 2) Copy Cataloguing option
- 3) System generated reminders for pending issues to Periodicals.
- 4) Staff and student library transaction report send via email immediately.
- 5) Overdue Book reminder to students and staff send via email at regular intervals.
- 6) Transaction data to be available as an ongoing process
- 7) Systematic generation of periodical renewal letter.
- 8) Proper record of fine paid by students in software like receipt no. and amount paid.
- 9) Carrel issue data also generated.
- 10) WebOPAC is user friendly (Google like search) Search criteria is highlighted
- 11) Individual Library staff work done report can be generated.
- 12) Various reports can be generated as per our need and requirement.
- 13) Library Backup can be done in few steps.
- 14) Book cover page photos added to Library Collection and these are seen through
- 15) Weeding / Missing etc status can be changed in few step through Note pad file.
- 16) Book card label generated and Book barcode with VESASC.
- 17) Books can be marked as Current Reading and Textbook.
 - **Physical Infrastructure:**
 - ICT enabled auditorium.
 - Digital signage
 - Renovation of Sarswati Mandir Area.
 - Electric load redistribution and rewiring
 - All the non recurring assets procured during the year by the departments.

6.3.6 Human Resource Management

- **Distribution of administrative responsibilities through Principal, Vice Principal, Heads of Departments, Committee conveners and Class co-ordinators.**
- **College has an executive administrator, who looks after the administrative and accounts related responsibilities with the help of an efficient team of supporting staff.**
- **Administrative Audit was conducted on 17th May 2016.**
- **Committee Audits of all the committees was conducted from 7th to 9th June 2016.**
- **Induction program for newly recruited staff members.**
- **Active student Council and Staff council.**
- **Inclusion of teaching and non-teaching staff representatives in LMC.**
- **Various committees (IQAC, career counseling, Placement, Sports, Admission, examination, forum etc.) ensure the quality enhancement of Human Resource Management.**
- **All decisions are taken in democratic way by calling regular staff meetings/committee meetings for teaching and non teaching staff.**
- **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.**
- **This year conduct of the IQAC conference where distinguished dignitaries, eminent educationist and resource persons were invited served as the most significant staff development program for the teaching staff.**
- **College recognizes teachers/ all staff members completing 25 years of service in this college.**
- **Recognition of teaching and non teaching staff having taken minimum leave.**
- **Non teaching staffs are given opportunity to attend SDP conducted by other institutes.**

6.3.7 Faculty and Staff recruitment

- **Staff recruitment is done by taking necessary permissions from the Government (Aided) and Management (Unaided).**
- **UGC norms and Mumbai University guidelines are followed very strictly.**

6.3.8 Industry Interaction / Collaboration:

- **Departments Interact with industries and collaborate with them as per their needs.eg. Chemistry department send students to BARC, RCF and ATI for internship. Physics department send students to BARC for summer training. IT and Computer Science department collaborate with industry to conduct skill and personality development programs.**
- **An MOU was signed with Mumbai Management Academy and Research (MMAR) for the conduct of Certificate Course for “Employability Skills Development” of 6 months duration. 68 students have enrolled for it &the Course was completed in May 2016.**
- **An MOU was signed with Thomas Cook for the conduct of Joint Certification Course on “Travel and Tourism” with a duration of 6 months. 13 students have enrolled for the same and the course was completed in April 2016 with internship and placement assistance.**

- College collaborated with Ambition Learning Solutions and 27 students of SYBCom successfully completed the course on “Basics of Capital Markets” from 28th March 2016 to 30th March 2016, 3 hours each day for B & I students.

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 enrollment 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 installments depending on their needs. Several students have benefited from this policy.

6.4 Welfare schemes for

- College has made a special provision to impart classical music and instrumental music training to all its beneficiaries free of cost. For this purpose a Music teacher is being employed by the college. Music students are also facilitated to give Gandharv Mahavidyalay Exams. Many teachers, students have benefitted out of this noble practice, and promoted and nurtured the traditional Hindustani classical music.

Teaching	✓ Admissions to their wards in our college and sister institutions.
Non teaching	✓ Admissions to their wards in our college and sister institutions. ✓ Extending financial assistance.
Students	✓ Fee waiver, part payment facility, Scholarship, Freeship, Adoption and Earn and learn schemes.

6.5 Total corpus fund generated

Generated at Management level in the account of VES

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

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

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

For UG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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

- **Students have 75 % weightage for external and 25 % weightage for internal examination as per University guidelines.**
- **Internal exam/class test for 20 marks.**
- **Departments have devised different methods for assigning 05 marks such as presentations/ assignments/attendance/projects/ in order to facilitate students learning.**

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

6.11 Activities and support from the Alumni Association

- **Dr. Sanjay Sanghvi is President of College Alumni Association.**

Alumni helps us in:

- **Conducting Soft Skill Development Programs.**
- **Conducting Advanced knowledge based Programs**
- **Providing exposure to latest technology and equipments through conduct of demonstration practicals.**
- **Helping to popularize Trekking Club activities in the college.**
- **Sponsor prizes for competitions.**
- **Partly sponsored department seminars.**
- **Many of our Alumni visit the college regularly and give guest lecturers to our present students.**
- **Few of our alumni have donated in response to the appeal for constructing a computer lab in the college.**
- **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 and weak learners.**
- **Some departments conduct yearly meetings with the parents and take their feedback to improve infrastructure and teaching learning practices.**

6.13 Development programmes for support staff

- **Administrative Audit (AA) was conducted. The presentations made by each office staff during the conduct of AA was a learning experience for them which helped them to realized their strength. It also aroused the sense of accountability in them.**
- **Support staff is sent to attend training programs and workshops.**
- **Food Grains were distributed by BMM department to helping staff.**

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

- **An initiative of “Zero Waste Campus” taken wherein canteen waste and garden leaves are degraded through composting. Canteen staff and Gardener were trained to do the same.**
- **Energy Saving Project and Note Book Preparation and Distribution by NSS cell continued this year also.**
- **A talk on bio-composting by Mr. Jayant Joshi, a microbiologist was organized on 2nd September 2015. Mr. Jayant Joshi is working towards spreading awareness about managing waste from source by bio-composting. He has designed a device, using a plastic basket with a mesh within, for house-hold bio-composting purposes and introduced it to residents of neighboring society, our students and staff. Many staff members and nearby residents of the neighboring societies are using this basket now.**
- **Mostly notices are circulated using Whats App messaging system to save papers.**

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.

I) **Adopting ERP for customization of software.**

II) **Collaborative Learning and Resource sharing activities:**

III) **Recognition for Contribution in Defined Thrust Areas**

In continuation with above activities in year 2015-16 following new practices were adopted:

- **Administrative Audit.**
- **Committee Audit.**
- **Student Card Concept.**
- **Innovative teaching practices (POGIL, Flip class room, Mind map)**
- **Kitchen waste composting workshop.**

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
IQAC national level conference	Conducted successfully on 17th and 18th Feb 2016.
Internal academic audit presentation (Department Recognitions)	The following departments were recognized on 2 nd May 2016 for their contributions and performances. Thrust Areas: Dept. of Information Technology Good governance: Dept. of Physics.

	<p>Extension activities: Dept. of BMS Highest Research Output: Dept. of Microbiology</p> <p>The top scorers for the second consecutive year in extension activities and research output were dept. of BMM and Chemistry respectively. Hence they were felicitated.</p>
Conduct of Administrative Audit	Administrative Audit was successfully completed on 17 th May 2016.
Conduct of Committee Audit	Committee Audit was successfully conducted on 7 th , 8 th and 9 th June 2016. Report was circulated with recommendation for every committee.
Introduction of “Student Card”	To make class coordinator concept more meaningful, and formalized it was modified by introduction of Student Cards in 2015-16.
To initiate skill development and employability for students	An MOU was signed with Thomas Cook for the conduct of Joint Certification Course on “Travel and Tourism” with a 6 months duration. 13 students have enrolled for the same.
Induction Program for newly recruited staff members	07 Staff members were sent for induction program conducted by VESLARC.
Initiative for Placement of the teachers in higher grades (CAS)	The IQAC members were also instrumental in scrutinizing the CAS applications of 04 staff members and the formalities were successfully completed.
Enhancement of research facilities and infrastructure.	The college applied and received Grant under DST-FIST (Rs. 80 Lakhs) and DBT- Star college Grant (Rs. 55 Lakhs)
Appreciation of staff members	Teaching and non teaching staff was appreciated for taking less number of leave in the academic year.
Industrial Visits	Planned and implemented by many departments.
Extension Activities	73 Extension activities were conducted by various departments of the college.
Felicitation of Staff members	Staff members completing 25 years of service in the college were 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*)

- **Internal Administrative and Committee audit.**
- **Introduction of Student card and the mentoring system.**

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

Details in Annexure VIII

7.4 Contribution to environmental awareness / protection

- College initiated kitchen waste composting. A talk and demonstration session on “Kitchen Waste management” by Mr. Jayant Joshi, a microbiologist, for our college staff and nearby society members was organized. He is working towards spreading awareness about managing waste from source by bio-composting. He has designed a device, using a plastic basket with a mesh within, for house-hold bio-composting purposes and introduced it to our staff/students. These baskets were purchased by our staff and neighboring society members.
- Many activities were organized as a part of “Swatch Bharat Abhiyan”

7.5 Whether environmental audit was conducted?

Yes

No

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

SWOT Analysis:

Strengths:

- Transparent administration, dedicated staff and supportive management.
- Teaching, Learning and Evaluation is done in very systematic, effective manner.
- Students’ holistic development through department and association activities.
- Efficient administration through usage of ICT.
- Measures are taken for quality assurance.
- Optimum utilization of infrastructure.

Weakness:

- Most of our students are first generation learners and are from vernacular medium.
- Location of the college is away from the railway station.

Opportunities:

- Vertical and horizontal expansion
- Received FIST and STAR college grants.
- Increase in external linkages and collaborations (MOU with MMAR and Thomas Cook).

Threats:

- Frequent change in syllabus and exam pattern.
- Mushrooming self financing courses and private colleges.
- No fee revision since 2008 by the university
- Increase in student teacher ratio.

8. Plans of institution for next year:

i) Environmental Initiatives:

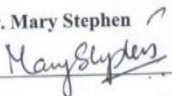
a) Tree plantation drive

b) Harnessing solar energy.

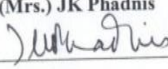
ii) Quality Enhancement Initiatives:

a) Continuation of Academic, administrative and committee audit

- b) Continuation of student card.**
- iii) Initiatives for Enhancement/ Upgrading Employability skills:**
- a) Working towards introduction of B. Voc. Courses.**
- b) Introduction of Skill and employability based certificate courses.**

Name: Dr. Mary Stephen


 Signature of the Coordinator, IQAC

Name: Dr. (Mrs.) JK Phadnis


 Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure I

**V. E. S. COLLEGE OF ARTS, SCIENCE AND COMMERCE
EXAMINATION WISE TIMETABLE FOR ACADEMIC YEAR 2015 – 2016**

Semester I, III & V	8 th June 2015 – 21 st Oct.2015
Diwali Break	22 nd Oct. 2015 – 15 th Nov. 2015
Semester II, IV & VI	16 th Nov. 2015 – 2 nd May 2016
Sports	3 rd to 5 th December 2015
Talenta	21 st & 22 nd Dec. 2015
Annual Day	23 rd Dec. 2015
Winter Break	26 th Dec. 2015 – 1 st Jan.2016
Department Recognition Presentations	29 th , 30 th and 31 st March 2016
Administrative Audit	17 th May 2016
Committee Audit	7 th , 8 th , 9 th June 2016

Timetable for ATKT Examination (Old Pattern)(AIDED)

SEMESTER I, III & V

Intimation to teachers/departments about student appearing for their respective subject for 100 Marks ATKT Exam	4 TH August 2015
Submission of Question Paper (One Set) (As per respective B.O.S.)	8 th August 2015
Examination	11 th Aug. – 14 th Aug. 2015
CAP	12 th Aug. – 19 th Aug. 2015
Submission of Mark sheet	19 th Aug. 2015
Result Declaration	21 st Aug. 2015
Revaluation of Answer sheet and Mark sheet Submission	29 th Aug. 2015
Result Declaration of Revaluation	30 th Aug. 2015

Timetable for Internal Test Theory (B.A., B.Com. & B.Sc.) (AIDED) Science Departments are requested to plan the exam dates for their TYBSC students other than mentioned below to accommodate ex-students, if any

Subject Timetable Displayed	14 th Aug. 2015
Intimation to teachers/departments about ex-student appearing for their respective subjects (Internal exam)	19 th Aug. 2015
Submission of Printed Question Paper (20 Marks) (As per respective B.O.S.)	21 st Aug. 2015
Test Date**	29 th Aug. 2015 30 th Aug. 2015 1 st Sept. 2015
Submission of Mark sheet (25 Marks)	20 th Oct. 2015

Timetable for Semester End Theory Examination– Regular (AIDED)

Intimation to teachers/departments about ex-student appearing for their respective subjects(external – theory & Practical)	10 th Sept. 2015
Submission of Question Paper – Soft Copy and Hard Copy (As per respective B.O.S.) Three Set for 75 Marks& Two Sets for 60 Marks	14 th Sept. 2015
Completion of Portion	24 th Sept. 2015
Examination	29 th Sept. – 10 th Oct. 2015
CAP	29 th Sept. – 20 th Oct. 2015
Submission of Mark sheet	16 th Nov. 2015
Result Declaration	22 nd Nov. 2015
Revaluation of Answer sheet and Mark sheet Submission	3 rd Dec. 2015
Result Declaration of Revaluation	11 th Dec. 2015

Examination Committee

Timetable for Sem. II & IV ATKT Examination

Examination	12 th Oct 20 th Nov. 2015
CAP	12 th Oct – 8 th Dec. 2015
Submission of Mark sheet	8 th Dec. 2015
Result Declaration	14 th Dec. 2015
Revaluation of Answer sheet and Mark sheet Submission	21 st Dec. 2015
Revaluation Result Declaration	23 rd Dec. 2015

SEMESTER II, IV & VI

Timetable for Internal Test Theory (B.A., B.Com. & B.Sc.)

*Scheme of Question paper bundle making will be put up on Staff Room Notice board by

Submission of Question Paper Bundle *	15 th Jan.
Test Date**	29 th Jan 2016, 30 th Jan 2016 1 st Feb 2016.
Submission of Mark sheet (20 Marks) ***	21 st March 2016.

Timetable for Semester End Theory Examination - Regular

Submission of Question Paper (As per respective B.O.S.) Three Set	10 TH February 2016
Completion of Portion	27 TH FEBRUARY 2016
Examination	1 ST – 18 TH MARCH 2016
CAP	1 ST – 29 TH MARCH 2016
Submission of Mark sheet	30 TH MARCH 2016
Result Declaration	9 TH APRIL 2016
Revaluation of Answer sheet and Mark sheet Submission	25 TH APRIL 2016
Revaluation Result Declaration	28 TH APRIL 2016

Timetable for Sem. I & III ATKT Examination

Examination	1 ST – 12 TH APRIL 2016
CAP	1 ST – 16 TH APRIL 2016
Submission of Mark sheet	16 TH APRIL 2016
Result Declaration	22 ND APRIL 2016
Revaluation of Answer sheet and Mark sheet Submission	29 TH APRIL
Revaluation Result Declaration	2 ND MAY 2016

Timetable for ATKT Examination (Old Pattern)

Submission of Question Paper (As per respective B.O.S.) One Set	20 th April.
Examination	29 th April – 10 th May 2016
CAP	7 th June 2016
Submission of Mark sheet	29 th April - 7 th June 2016
Result Declaration	8 th June 2016

Examination Committee

Annexure-II

FEEDBACK

I. Students feedback on Teachers: This feedback is taken online. Selected students with more than 75% of attendance are allowed to give this feedback. Feedback is analyzed online and result is communicated to teachers through HOD and Principal, as it is confidential. Wherever feedback is not satisfactory teachers are given suggestions for improvement and the improvement is monitored on regular basis.

II. Curriculum Feedback: Curriculum feedback is taken from third year students using Google forms at department level. These forms are designed by our faculty. The feedback is analyzed and important comments are communicated to the syllabus revision committee and BOS chairman by mail or during meetings.

e.g. Biotechnology department curriculum feedback analysis report

Q. No.1: Relevance of the subject to post graduate courses

Moderate: 18.8% Good: 62.5% Very Good: 18.8% Excellent 0 0%

Q. No.2: Relevance of the subject with respect to research

Moderate: 18.8% Good: 62.5% Very Good: 12.5% Excellent: 6.3%

Q. No.3: Relevance of the subject with respect to employability

Moderate: 68.8% Good: 31.3% Very Good: 0% Excellent: 0%

Q. No.4: Availability of course material (You can tick more than one option)

Library: 3.8% Internet: 18.8% Reference Books: 37.5%

Q. No.5: How was logical link between the syllabuses of three consecutive years?

Moderate: 37.5% Good: 43.8% Very Good: 12.5% Excellent: 6.3%

Q. No.6: Number of lectures allotted for course completion

Not Enough: 6.3% Enough: 68.8% More than enough: 25%

Q. No.7: Whether the curriculum and question paper pattern is suitable for scoring marks

Yes: 100% No: 0%

Q. No.8: Overall impression about the Biotechnology curriculum

Moderate: 18.8% Good: 37.5% Very Good: 31.3% Excellent:12.5%

Q. No.9: Whether the topics in the syllabus capture your interests and imagination

Yes: 81.3% No: 18.8%

Q. No.10: Most interesting topic in the syllabus

Genetics, DNA sequencing, centrifugation and endocrinology, SY genetics, genetics (transposons) MLT Genetics cell biology, biochemistry, industrial GENETICS, immunology, endocrinology.

Q.No.11: Any other comment or suggestion about the FY, SY and TY syllabus

- ◆ Many of the practical experiments are repeated unnecessarily.
- ◆ Some other useful and interesting experiments can replace those repeated experiments. mlt and main paper practicals are not synched,
- ◆ Sem-5 paper 2 has both immunology and biochemistry
- ◆ immuno which is too much link the topics and add more practical knowledge
- ◆ There should be a proper link between the theory syllabus and practical syllabus for better understanding of concept.
- ◆ The syllabi must be up-to-date

III. Parents Feedback: Feedback from parents is taken by giving them forms in HINDI, MARATHI and ENGLISH and these forms are analyzed department wise. e.g Analysis of Physics department parents feedback report:

Feedback Criterion	Excellent	Very Good	Good	Satisfactory	Non-satisfactory
Total number of Parents:100					
Admission Process	12	18	46	18	3
Administrative Office Services	3	18	56	20	3
Library Facility	29	43	25	2	0
Conduct of exams	24	37	35	4	0
Canteen	4	10	50	27	10
Sports	12	26	46	11	4
Lectures	35	34	25	6	0
Accessibility of teachers	32	38	27	1	0
Extra-curricular Co-curricular Activities	16	22	50	8	2
Overall Impression	21	27	17	3	0

IV. Institutional Feedback (Exit Feedback): It is taken from third year students at college level. Students are asked to give feedback about the college and office infrastructure, General behavior, teaching and non teaching staff. The google form for the same was prepared by the college faculty and analysis report generated online is presented below.

Analysis Report:

**Total number of responses – 422 (Male: 158, Female: 264),
(Arts: 79, Science: 152, commerce: 191)**

Q.- Admission procedure followed by the college			Q.-Clarity of notices and guidelines		
Excellent	38	9%	Excellent	45	10.7%
Very good	101	24%	Very good	121	28.7%
Good	169	40.1%	Good	172	40.9%
Average	85	20.2%	Average	70	16.6%
Poor	28	6.7%	Poor	13	3.1%

Q.-Teaching Staff approachability			Q.-Promptness in office service		
Excellent	112	26.7%	Excellent	32	7.6%
Very good	159	37.9%	Very good	86	20.4%
Good	121	28.9%	Good	170	40.3%
Average	21	5%	Average	98	23.2%
Poor	6	1.4%	Poor	36	8.5%

Q.- Collection of library books and journals			Q.- Library Staff approachability		
Excellent	94	22.5%	Excellent	83	19.9%
Very good	148	35.4%	Very good	144	34.5%
Good	128	30.6%	Good	146	35%
Average	38	9.1%	Average	36	8.6%
Poor	10	2.4%	Poor	8	1.9%

Q.- Promptness in library service			Q.- Library and reading room facility		
Excellent	82	19.7%	Excellent	92	21.9%
Very good	123	29.6%	Very good	145	34.5%
Good	157	37.7%	Good	127	30.2%
Average	44	10.6%	Average	45	10.7%
Poor	10	2.4%	Poor	11	2.6%

Q.- Internet facility (E-resource center)			Q.- Classrooms, labs, computers, LCDs, OHPs etc		
Excellent	28	6.7%	Excellent	48	11.5%
Very good	80	19.3%	Very good	110	26.3%
Good	126	30.4%	Good	160	38.3%
Average	101	24.3%	Average	81	19.4%
Poor	80	19.3%	Poor	19	4.5%

Q.- Forum hall and AV room			Q.- Sports facilities(Ground/gymkhana)		
Excellent	52	12.4%	Excellent	36	8.6%
Very good	116	27.6%	Very good	91	21.7%
Good	181	43.1%	Good	165	39.4%
Average	51	12.1%	Average	83	19.8%
Poor	20	4.8%	Poor	44	10.5%

Q.- Girls Common room facility			Q.- Canteen Facility		
Excellent	14	3.4%	Excellent	15	3.6%
Very good	61	14.7%	Very good	44	10.6%
Good	147	35.4%	Good	118	28.3%
Average	102	24.6%	Average	127	30.5%
Poor	91	21.9%	Poor	113	27.1%

Q.- Wash rooms			Q.- Safe drinking water		
Excellent	17	4.1%	Excellent	30	7.2%
Very good	60	14.3%	Very good	74	17.7%
Good	156	37.2%	Good	164	39.1%
Average	109	26%	Average	105	25.1%
Poor	77	18.4%	Poor	46	11%

Q.- Emergency medical help			Q.- Financial support given to needy		
Excellent	28	6.7%	Excellent	31	7.5%
Very good	93	22.4%	Very good	93	22.5%
Good	201	48.3%	Good	182	44.1%
Average	71	17.1%	Average	81	19.6%
Poor	23	5.5%	Poor	26	6.3%

Q.- Amenities for physically challenged students -			Q.- Hostel facility		
Excellent	52	12.7%	Excellent	11	3%
Very good	143	34.8%	Very good	49	13.2%
Good	162	39.4%	Good	183	49.3%
Average	45	10.9%	Average	70	18.9%
Poor	9	2.2%	Poor	58	15.6%

Q.- Quality of knowledge given by teachers			Q.- Fairness and smoothness in conduct of exam		
Excellent	133	31.9%	Excellent	90	21.5%
Very good	165	39.6%	Very good	153	36.6%
Good	98	23.5%	Good	137	32.8%
Average	16	3.8%	Average	30	7.2%
Poor	5	1.2%	Poor	8	1.9%

Q.- Career Guidance provided			Q.- Placement support		
Excellent	80	19.2%	Excellent	70	17%
Very good	147	35.3%	Very good	95	23.1%
Good	138	33.1%	Good	139	33.8%
Average	35	8.4%	Average	61	14.8%
Poor	17	4.1%	Poor	46	11.2%

Q.- College Schedule (Exams and other activities) planning and implementation			Q.- Result declaration		
Excellent	54	13%	Excellent	51	12.2%
Very good	115	27.7%	Very good	134	32.1%
Good	164	39.5%	Good	166	39.8%
Average	60	14.5%	Average	54	12.9%
Poor	22	5.3%	Poor	12	2.9%

Q.- Cultural -talentia/annual day/forum time			Q.- Sports and trekking club activities		
Excellent	116	28%	Excellent	63	15.4%
Very good	133	32%	Very good	98	24%
Good	113	27.2%	Good	158	38.7%
Average	42	10.1%	Average	68	16.7%
Poor	11	2.7%	Poor	21	5.1%

Q.- Soft skill guidance (interviews, resume writing, group discussions etc)			Q.- Activities by NSS, Outreach Cell		
Excellent	45	11%	Excellent	37	9.3%
Very good	108	26.4%	Very good	97	24.3%
Good	151	36.9%	Good	172	43.1%
Average	72	17.6%	Average	75	18.8%
Poor	33	8.1%	Poor	18	4.5%

Q.- External linkages(Industrial visit, internships, training programs etc)			Q.- Support for Music/Drama/Literary/Fine arts activities		
Excellent	25	6.1%	Excellent	45	11%
Very good	65	15.8%	Very good	102	25%
Good	119	29%	Good	163	40%
Average	94	22.9%	Average	75	18.4%
Poor	108	26.3%	Poor	23	5.6%

Q.- Activities of department associations			Q.- Security provided in campus		
Excellent	61	14.9%	Excellent	65	15.7%
Very good	107	26.2%	Very good	143	34.6%
Good	177	43.3%	Good	155	37.5%
Average	52	12.7%	Average	37	9%
Poor	12	2.9%	Poor	13	3.1%

Q.- Mentoring by class coordinators			Q.- Counseling cell		
Excellent	81	19.8%	Excellent	27	6.7%
Very good	121	29.6%	Very good	98	24.4%
Good	158	38.6%	Good	192	47.8%
Average	36	8.8%	Average	62	15.4%
Poor	13	3.2%	Poor	23	5.7%

Q.- General discipline maintained in the college			Q.- Fairness and transparency in rules		
Excellent	89	21.5%	Excellent	65	15.8%
Very good	144	34.8%	Very good	144	35%
Good	146	35.3%	Good	148	35.9%
Average	28	6.8%	Average	38	9.2%
Poor	7	1.7%	Poor	17	4.1%

Q.- Gender equality			Q.- Social activities conducted		
Excellent	123	29.9%	Excellent	52	12.6%
Very good	147	35.8%	Very good	138	33.5%
Good	114	27.7%	Good	173	42%
Average	23	5.6%	Average	40	9.7%
Poor	4	1%	Poor	9	2.2%

Q- College Web site			Q.- Admission without donation		
Excellent	35	8.5%	Yes	383	92.7%
Very good	105	25.4%			
Good	150	36.2%			
Average	79	19.1%	No	30	7.3%
Poor	45	10.9%			

V: Feedback about the activities conducted: Whenever any festival or intercollegiate seminar, workshop, conferences and competition are conducted by the department feedback is taken and the analysis is used to improve the level next time. This feedback is maintained at department level.

VI. Employers feedback: Departments which have placement cell maintain this data in the department.

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

General: At undergraduate level CBSGS with 75% external and 25% internal marks was introduced.

Chemistry : BSc Semester-I and Semester-II syllabus has been revised by BOS. wherein physical and analytical chemistry is Paper-I and Organic and Inorganic chemistry is paper-II.

Psychology: Sem-III and Sem -IV syllabus changed.

Department of Biotechnology

Semester I

Old syllabus	New syllabus
Paper I-	
Unit I-Microbiology	Unit I-History, Introduction and perspective of Biotechnology
Unit II-Genetics	Unit II-Basic Microscopy
Unit III-Microbial Diversity And Functional Biology	Unit III-Stains and staining procedures
Paper II-	
Unit I-Cell Biology	Unit I-Biomolecules
Unit II-Biomolecules	Unit II-prokaryotic and eukaryotic cell structure
Unit III-Medical Biotechnology	Unit III-microbial Nutrition, Cultivation, Isolation and preservation

Semester II

Old syllabus	New syllabus
Paper I-	
Unit I-Microbiology ²	Unit I-Control of Microorganisms
Unit II-Genetics ²	Unit II-Plant Tissue culture
Unit III- Microbial Diversity And Functional Biology ²	Unit III-Animal Tissue culture
Paper II-	
Unit I-Cell Biology ²	Unit I-Biomolecules II
Unit II-Biomolecules ²	Unit II-Genetics
Unit Iii-Medical Microbiology ²	Unit III-Food Biotechnology

Commerce: FYBA Commerce-I paper changed. T.Y.B.Com Commerce III –Marketing and Human Resource Management and Export Marketing syllabus has been revised.

Microbiology:

Change in syllabus F.Y.B.Sc. 2014-2015

Paper I: Yearly pattern - Fundamentals of Microbiology (old)

Paper I:Semester I- Fundamentals of Microbiology (New)

Paper I:Semester II - Basics techniques in Microbiology (New)

Paper II : Yearly pattern - Applied Microbiology (Old)

Paper II:Semester I- Basics of Microbiology (New)

Paper II : Semester II- Exploring Microbiology(New)

Accountancy: SEM-V and SEM-VI papers have same name but certain topics have been changed.

Annexure- IV

LIST OF MINOR RESEARCH PROJECTS SANCTIONED DURING THE FINANCIAL YEAR 2014-15

Sr. No.	Name of the Project	Name of the Teacher	Sanctio ning Body	Sanctio ned Grant	Grant Release d	Remarks
Projects Completed						
1.	“Analytical Applications of Thiosemicarbazone Derivatives of 5-Substituted Isatin for the determination of Environmentally and Industrially Important Metalions”	Prof. (Mrs.) Seema Borgave	Univer sity (Minor)	15,000/ -	12,000/ -	Project No. 07, 80% in Nov.14 and 20% in March 15
2.	“The Silenced Freedom : A Study of the Marginalisation of Regional Women Writers from the Western Coast of India”	Prof. (Mrs.) Lekha Nambiar	Univer sity (Minor)	30,000/ -	24,000/ -	Project No. 139, 80% in Nov.14 and 20% in March 15
3.	“Significance and Problems of Power Loom Industry in Bhiwandi	Prof. (Mrs.) Sunita Sherifani	Univer sity (Minor)	25,000/ -	20,000/ -	Project No. 238, 80% in Nov.14 and 20% in March 15
4.	“Screening, Characterization of Actinomycetes from garden and cultivated soils and study of its antimicrobial activity”	Prof. (Mrs.) Vinaya Jategaonkar	Univer sity (Minor)	15,000/ -	12,000/ -	Project No. 122, 80% in Nov.14 and 20% in March 15
Ongoing Projects:						
1.	“Isolation of Keratin degrading microorganisms and their application in feather waste management”	Prof. Malay Shah	U.G.C. (Minor)	3,25,00 0/-	2,42,50 0/-	Sanctioned on 21 st May 2014 & 75% grant released
2.	“A Critical Study of Heterogenous Ethnic Voices and Multiculturalism in South Asian Canadian Writing”	Dr.(Mrs.) Shikha Dutta	U.G.C. (Minor)	65,000/ -	55,000/ -	Sanctioned on 20 th Feb. 2015. Release of grant awaited
Sanctioned Projects in 2015-16:						
1.	“Synthesis of New and Novel Ferrocene containing components”	Dr. Dinesh Navale	Univer sity (Minor)	25,000/ -	20,000/ -	Project No. 126, 80% in Nov.15 and

						20% Bal.
2.	“Study of Prodigiosin pigment production from serratia Marcescens and citric acid production from Aspergillus niger obtained from spoiled coconuts”	Dr. Nagesh Malik	Univ ersity (Minor)	20,000/ -	16,000/ -	Project No. 195 80% in Nov.15 and 20% Bal.
3.	“Development of a Clinostat – Centrifuge System for space Biology and Astrobiology studies and its application for enhanced growth of Tulsi”	Prof. Mrs. Sulekha Gopinath	Univ ersity (Minor)	27,000/ -	21,600/ -	Project No.144 80% in Nov.15 and 20% Bal.
4.	“Studies on Microbial pigments: Media Optimization and Characterization”	Prof. (Mrs.) Shweta Patil	U.G.C. (Minor)	2,50,00 0	Yet to be release d	File No. 47-1219/14 (WRO)

Annexure- V
Sports Report 2015-16

Sports In-charge: Assistant Prof. Malay Shah

Student achievements in Sports in 2015-16

During 3rd to 5th December 2015, the College celebrated its Annual Sports Day amongst much fanfare. Some indoor sports events were held earlier to minimize the load of activities and competitions that are to be conducted on these three days.

The college also sent many student participants for competing in many inter-collegiate and university competitions. Some notable **Sports Achievements in 2015-16** are tabulated below:

DATE	SPORTS EVENT	ACHIEVEMENTS
17 th - 19 th Aug 2015	University Swimming Competition	Ms. Ugine D'Mello (S.Y.BMS) won a Silver Medal in 50M Breast Stroke and secured 4 th Position in 100 M free style Inter Collegiate Swimming Competition, organized by University of Mumbai at The P.M. Hindu Swimming Bath, Netaji Subhash Road, Charni Road,
1 st October, 2015	University Mallkham b	Ms. Poonam Sharma (F.Y.B.Sc) Won Gold Medal in Inter Collegiate Mallkhamb Competition, organized by University of Mumbai at Shri Samartha Vyayam Mandir, Shivaji Park Maidan, Dadar, Mumbai
1 st October, 2015	University Mallkham b	Ms. Vinaya Mapelkar (T.Y.B.Sc. Biotech) Won Bronze Medal in Inter Collegiate Mallkhamb Competition, organized by University of Mumbai at Shri Samartha Vyayam Mandir, Shivaji Park Maidan, Dadar, Mumbai – 400 025, on 1 st October, 2015.
7 th to 11 th January, 2015	Inter-University Mallkham b	She was also part of Mumbai University Mallakhamb team and represented Mumbai University for Inter-University Mallkhamb Competition held at Punjabi University, Patiala from. The team secured 4 th Position in the same.
2 nd to 4 th November 2015	University Boxing Competition	Mr. Piyush Mansanghini (S.Y.BAF) secured 8 th Position in Inter Collegiate Boxing Competition (81 – 91 Kg category), organized by University of Mumbai at Thakur College, Kandivali
6 th to 8 th November 2015	University Athletics Meet	Our College Girls relay team secured 7 th Position in 4 X 100 M Relay at Inter Collegiate Athletics Meet, organized by University of Mumbai at University Sports Pavilion, Marine Lines, Mumbai. Following were the team members: Ms. Poonam Sharma, Ms. Darshana Sharma, Ms. Jayashree Phadtare and Ms. Bharti Matkar.
6 th to 8 th November 2015	University Athletics Meet	Ms. Poonam Sharma (F.Y.B.Sc) secured 7 th Position and 8 th Position in 800 M and 400 M respectively at Inter Collegiate Athletics Meet, organized by University of Mumbai at University Sports Pavilion, Marine Lines, Mumbai – 400 020 from 6 th to 8 th November, 2015.
3 rd - 5 th Dec 2015	Annual Sports	The Annual Sports of the college were organized amongst much fanfare on these three days. Prizes were awarded to many winners of the various indoor and outdoor events.

Annexure- VI

University of Mumbai Youth Festival and other Inter – collegiate Prizes Won

Date	Name of the Festival	Organizer	Event	Name of the student	Class	Prize Won
University of Mumbai Youth Festival:						
Here our college won 9 Prizes in the zonal competitions and the following 4 Prizes (2 Events and 2 Titles) in the final round.						
2015-16	University Youth Festival	University of Mumbai	Debate Group B	Lalita Ravisankaran Tanvi Abhang	T.Y.B.M.S T.Y.BSc	1 st Prize
2015-16	University Youth Festival	University of Mumbai	Skit Group C	Disina Barua Aditi Pawar Sushma Nikita Ramteke DevuParmar Ashika Gowda	TYB.A(Eco) SYBSc (BT) SYBSc (BT) FYBSc(Micro T.Y.BCom S.Y.BSc	Consolation Prize Ms.Devu Parmar bagged the title of best actress
2015-16	University Youth Festival	University of Mumbai	One Act Group C	Vishakha Mali	S.Y.BSc (BT)	Best Actress
Other Intercollegiate festivals:						
9 th - 12 th Dec 2015	Utkarsh	S.K.Somaiya	Solo dance	Kunal Shinde	FY.BCom	1 st Prize
13 th to 15 th Dec 2015	Vision	SIES	Vision's Got Talent (Cold meal)	Akshay Gore Anikesh Mandal Vishal Thate Arifa Zaheer Akshay Manik	SYBMS FYBSc.(CS) FYBScMIC FY.BSc.MIC TYBcom	2 nd Prize 3 rd Prize 1 st Prize
12 th to 13 th Dec 2015	Khwaish	Chandraban Sharma College of Arts, Sc & Com	Dance	Akshay Gore Anikesh Mandal	SYBMS FYBSc.(CS)	2 nd Prize
25 th Dec 2015	Pratibimb	VJTI	Dance	Akshay Gore Anikesh Mandal	SYBMS FYBSc.(CS)	Runner up
28 th December 2015	Utsav	Ruia college	Street play	Shantanu Nagvekar Vaibhav Bokade Vishaka Mali Jayant mourya Prabhu swamy	SY.BMM SY.BA.psy SY.BSC.BT SY.Bcom SY.BBI SY.BMM SY.BFM	3 rd Prize

				Gillroy Mehtabh		
2015-16	Anti-dowry movement, Bombay unit	Sathe college	Street play	Bharat kurdia Aarti Rajbhar Indrajeet Bora Aditi, Nazish Neha, Bhavna Parag Aseri Sanjay Rathore	SY.Bcom SY.Bcom SY.BAF SY.BSc FY.Bcom SY.BSc SY.Bcom	3 rd prize
12 th January 2016	Udaan	Guru nanak college	Street play	Aditi Pawar Sushma Verma Snehal Desai Vishakha Mali Vikas Tiwari Shrutisingh AshleshaParde Poonam Yadav Pallavi Narute Shweta Yadav.	SY.BSC.BT SY.BSC. BT SY.BSC. BT SY.BSC. BT SY.BSC. BT SY.BSC. BT SY.BSC. BT SY.BSC. BT SY.BSC. BT	Consolation
12 th Jan 2016	Udaan	Guru nanak college	Poster competition	Ankita Mhatre and Varsha	SY.MICRO SY.MICRO	1 st Prize
18 th – 20 th Jan 2016	Zeal	Guru nanak college	Quiz	Kirti Vanilla	FY.BAF FY.BAF	1 st Prize
2015-16	Confluence	VES college, BMS department	Lol (stand up comedy)	Bharat Kurdia, Prabhu Swamy, Mehtabh Sheikh	SY.BCOM SY.BBI SY.BFM	1 st Prize
2015-16	Confluence	VES college, BMS department	Movie making	Shantanu Nagvekar	SY.BMM	1 st Prize
2015-16	Confluence	VES college, BMS department	Yoga	Jayant Mourya Rakesh Yadav	SY.Bcom SY.BAF	2 nd Prize
2015-16	Confluence	VES college, BMS department		Aditi pawar Poonam Sharma	SY.BSc.BT FY.BSc.MIC	1 st Prize
2015-16	Seasons	SIES College Nerul	Street dance	Prabhu Swamy SushmaVerma Aditi Pawar Sonali Desai Rakesh yadav Bunty Chinmani Franklin noel	SY.BBI SY.BSc.BT SY.BSc.BT FY.BBI SY.BAF SY.BAF TY.BB TY.BSC.BT	2 nd Prize

				Bhavesh Gupta		
4 th – 7 th Feb 2016	Alegria	Pillais College, Panvel	Duet dance	Akshay Gore Anikesh Mandal	SY.BMS FY.BSc.(CS)	2 nd Prize
30 th Jan 2016	MLDC Alumni Associati on	ML Dahanukar College of commerce, Vile-Parle	Elocut ion	Shok Yadav	F.Y.B.M.M	1 st Prize
3 rd Sep 2015	Artha-ma nthan	Acharya Marathe College	Poster Comp etition	Nusrat Siddiqui	S.Y.B.Com.-A	1 st Prize
3 rd Sep 2015	Artha manthan	Acharya Marathe College	Elocut ion	Nusrat Siddiqui	S.Y.B.Com.-A	2 nd Prize
2015- 16	Annual Inter collegiate	Hindi Mahasabha	Elocut ion	Nusrat Siddiqui	S.Y.B.Com.-A	2 nd Prize
26 th -31 st Oct 2016	Vigilance Week	BARC	Vigila nce Comp etition	Ashok Birendra Yadav	F.Y.B.M.M	2 nd Prize
2015- 16	Vigilance Week	BARC	Debate	Tanvi Abhang	T.Y.BSc	1 st Prize
2015- 16	Vigilance Week	R.C.F	Elocut ion	Zeenat Mustafa	M.Sc. Part I	2 nd Prize
2015- 16	Vigilance Week	R.C.F	Elocut ion	Jyothi Jacob	F.Y.B.A	4 th Prize
015-1 6	Ramakris hna Mission	Ramakrish na Mission, Khar.	Essay writin g	Mandrika Chaurasia	F.Y.B.Sc.- PCM	2 nd Prize
26 th Aug 2015	BMS Festival of MCC college	MCC college	Visual Merch andisi ng and TRtro Stock	Students of SYBMS	SYBMS	Third and First prize respectively
7 th -8 th Sep 2015	Utakrsha: A Tech Fest	SIES College	App Guru Event	Mr. Akash Bora from	TYBSc - CS	1st Prize
7 th Dec 2015	BMS	Intercollegi ate Research Convention	Avish kar	Ms Bharati Rupali and Mr. Kapil	SYBMS	selected for the district level in the managemen t category.
8 th Jan 2016	Maharash tra State	15 th State Level Microbiolo	Prelim inary round	13 SYBSc and 30 TYBSc students	SYBSc and TYBSc	Three T.Y students bagged 2 nd

		gy Olympiad, Shirpur	of 15 th State Level Micro-Olympiad	participated		position where as Three S.Y. students were at 4 th position
27 th Jan 2016	15 th State level Microbio-Olympiad	15 th State level Microbio-Olympiad Shirpur	Final round of 15 th State Level Micro-Olympiad	Participation of 3500 students from 31 colleges from all over the state	SYBSc and TYBSc	Our TYBSc (Microbiology) team stood second while our SYBSc (Microbiology) team stood fourth
16 th Jan 2016	Consortia	Pillai College	Poster presentation competition	Vikas Tiwari and Poonam Maurya	SYBSc	Won a Prize
15 th Feb 2016	Research Paper Presentation	Bunts Sangha's S.M. Shetty College	Research Paper Presentation	Ms. Janane Surya	F.Y.BSc. Computer Science	2 nd Prize
25 th Feb 2016	'Green India – Vision 2020'	Bunts Sangha's S.M. Shetty College	Research Paper Presentation	Kirti Deshmukh Renuka Singh Megha Panchal	BCom	2 nd Prize
20 th Feb 2016	Physics quiz and exhibition	National College	Physics quiz and exhibition	Nilesh and Akshay	F. Y. B. Sc.	3 rd prize for
8 th Jan 2016	Trishool	P.N.Doshi College - SNDT	Paper Presentation	3 students from SYBA	SYBA	3 rd Prize.
13/09 / 2015	Chemistry Aptitude test	Indian Chemical Society (Mumbai Branch)	Chemistry Aptitude test	4 students Vimla Vaishnav Nilesh Gaikwad Nisha Pandit and Gauri Nirlankar	B.Sc.	Four came in the merit list. Got certificates by Indian Chemical Society

Annexure-VII

Additional Credit Programme for Advanced Learners

This year the ACP program with its new format was implemented, where in students were offered a **revised module I**.

Every department offered a course as an elective, and a total of **15 electives were available** to students to pick from. This cafeteria approach has the flavour of choice based course content. Each student had to choose any 3 from the offering. It was decided that the course could run provided at least 8 students opted for it. This year 9 courses became operational.

The formats of module II and III remained same as in previous years.

Module I - 50 hours (26 hours compulsory for all and 24 hours of 3 electives -8 hours each)

Module II - Research Project

Module III - social service component.

This year 68 students enrolled for ACP. And are currently undertaking their **module I**. Students enrolled last year also joined in for Module I as Module I will only run once in two years. A total of 90 students therefore undertook Module I this year.

22 Students enrolled in the last academic year worked on their research component of Module II. The research topics were invited in June and each student was allotted a teacher mentor according to their area of interest. These students carried out their research work during and along with their regular syllabus studying in semester 3 & 4.

17 Students completed their ACP this year and were awarded their certificates in a glittering ceremony in the month of February.

	NAME	TITLE OF RESEARCH PROJECT
1	Rebecca D'souza	Parent- Child Relationships in Nuclear families.
2	Pranav Vivekanandan	A study to examine mental healthcare infrastructure in India
3	Sagar Kharade	Reason behind the growth of IT Sector
4	Harmit Jasani	An insight into noetic science
5	Kiran Sidbache	Massive open online courses
6	Shraddha Rao	Comparing the personality profiles of achievers and non-achievers
7	Akshay Shelake	Quantum Computer in cryptography
8	Selvi Yadav	Impact of Price Rise on poor households
9	Dhanlaxmi Raja	Impact of watching TV on children

10	Srishti Ahuja	Steganography
11	Harikrishna R.Mekala	V M Ware
12	Shraddha M. Pawar	Comparison between RDBMS Packages
13	Megha J. Surve	HTML 5
14	Sonali S. More	Use of Cloud Computing in Accident handling
15	Komal Pathani	JunkBox
16	Divya Sebastian	Human Emotion
17	Kajal Wadhwa	Python Programming

Annexure-VIII

BEST PRACTICES- 1

1. Title of the Practice: Internal Administrative and Committee Audit.

2. Goal: The process of reaccreditation was a learning in itself which constantly brought forth several areas as priority for Quality Enhancement. Measures need to be adopted to address all areas where there is scope for improvement and innovation as well.

There is a greater need to have collective thinking and efforts to achieve higher end goals to have better outcomes through brainstorming with a feeling of oneness emerging in working groups. Each administrative staff member, who is assigned a particular task in the administrative office and committee as a functional unit needs to be motivated to achieve set targets which ultimately will lead to institution building at a larger level.

3. The Context: The context/Objectives for conduct of Administrative/Committee Audit is as follows:

- To have Quality enhancement and Quality assurance in functioning of each administrative unit and college committees.
- To galvanize committees to foster team spirit & collective working thereby giving impetus to:
 - Conduct of team events
 - Higher degree of student engagement
 - Higher degree of staff involvement
- To have reflection on activities conducted by the administrative office and committees, identify areas for improvement, adopt methods for streamlining processes, ultimately to achieve better outcomes.
- To have accountability, transparency and systematic functioning of each administrative unit and a committee, thereby setting targets and reflecting on outcomes.

4. The Practice: The audit team members were

Principal Dr. (Mrs.) JK Phadnis (Chairperson)

Vice Principal and NAAC coordinator Dr. (Mrs.) Anita Kanwar

IQAC coordinator Dr. (Mrs.) Mary Stephen

CA Prof. Mr. Kishore Dichwalkar

Executive Administrator Ms. Rita Vazirani

i. Each administrative staff was asked to make presentation on 17th May 2016 highlighting

- their areas of work,
- innovations introduced by them in their functioning in last four years,
- how these innovations have helped them in ensuring quality and improving the services offered by them to students and staff,
- use of ERP and ICT based tools
- future plans

ii. Committee conveners were asked to make presentations on 7th, 8th and 9th June 2016. The format of the presentation includes:

- Name of all committee members with positions.
- Task undertaken as a committee in the academic year 2015-16.
- Contribution of individual member in completing the task with work assigned and completed by the member.
- Task completed and outcomes achieved by the committee.
- Improvement and innovations made during the academic year 2015-16.
- Improvement and innovations planned for the academic year 2016-17.

The presentations gave opportunity for reflection on the functioning, thus enabling them to draw a road map for the committee to work systematically and define the measures to be taken for achieving success. It also gave us an opportunity to understand the difficulties experienced by the administrative staff and committee members.

5. **Evidence of Success:** This practice helped us to collectively deliberate on the functioning of each administrative unit and committee. We were able to reflect on the outcomes achieved due to implementation of various practices at the administrative and functioning levels. As a team we were able to analyze difficulties faced by them and deliberated on the quality initiatives to be undertaken to improve and modify the processes. Some of the recommendations made by the audit committee were:

- Advised to prepare an annual report to review and reflect on outcomes and list Improvement and innovations planned for the next academic year.
- Convener should maintain record of number of hours contributed by each member as a member of the committee.
- In general maintain minutes of all the meetings conducted during the academic year with signature of the members present.
- Wherever possible display pictorial form of data, (Bar charts, pie diagrams) in comparison to previous years' performance.
- Update website information on regular basis (Pre event under What's new, and the activity, its report and outcomes under relevant column on the website.
- Also submit data about conduct of any activity to be included in the monthly activity report

6. **Problems Encountered and Resources Required:** Audit committee took note of difficulties and problems faced by the members and suggested measures to overcome these problems.

7. **Notes (Optional):** This practice as a quality enhancement measure of conducting internal committee audits of all the committees is a unique practice adopted by our institution to ensure quality, accountability, transparency and better functioning of various units in the college. It also creates feeling of belonging to the institution by adopting an inclusive approach where all the members are given equal opportunities to contribute towards the success of the institution

8. **Contact Details:**

- Name of the Principal: Dr. (Mrs.) JK Phadnis
- Name of the Institution: **VES College of Arts, Science and Commerce**
- City: Mumbai
- Pin Code:400 071

- Accredited Status: Accredited A grade (3.12)
- Work Phone : +91 (22)25227470, +91 (22)25284132Fax:
- Website:www.vesasc.org
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BEST PRACTICES-2

1. Title of the Practice: Introduction of Student card and the mentoring system.

2. Goal: We were following class coordinator concept for more than a decade. With new challenges we thought of modifying this concept with more structured system of Student card. Following are the objectives of introduction of this practice

- To help/guide students identify and work on their goals/problems during their time in the college.
- To gather constructive feedback from the students for the better functioning of the college.
- To make the students aware of the various avenues available in the college for their growth.

The student card has been made with these aims in mind. But alas, it's not the card or the data collected but the teacher who can bring about any positive change in their ward.

3. The Context: 'Each and every one of us is a mentor'. There is no fixed formula of mentoring as per the needs, understanding and requirement of mentee mentor has to modify himself/herself in his mentoring skills. Inclusive education is required and teachers should be like centripetal and not centrifugal force for their students. Function of CC is to identify students with Disability (learning, attention etc), Emotional stress, slow and advance learners and accordingly guide them. As said by Dr. Harish Shetty (well known Psychiatrist) Every child is important, All child are equal, Every child can learn, No child is born criminal and Transformation is possible for everyone, we have worked keeping this in mind.

4. The Practice:

Initially, each student will be provided with a student card by their respective class coordinators (CC). At least two formal meetings in a year must be arranged, the keyword being AT LEAST

During each meeting the student will be asked to answer questions already printed in the card. The student's responses to these questions NEED to be discussed.

First Year Meeting 1: (somewhere in Middle of July)

Questions to be answered by student: What are your reasons for joining VESASC? What are you Interested in Joining NSS / LLLE / ACP / Sports / Forum Activities?

Students must fill in the first page of their card, Information about CBSGS, college activities, library, discipline, attendance, and anti-ragging policy may be given. Students' aptitude can be judged and he/she can be guided to pursue suitable activities. Students from vernacular medium can be encouraged to learn English

First Year Meeting 2: (somewhere in Start of Dec)

Questions to be answered by student: Has your library card been issued? Have you encountered any difficulty during your time in the college?

First Semester result must be discussed and entered in the card along with their attendance
Failures must be motivated to take remedial coaching

Second Year Meeting 1: (somewhere in End of June)

Questions to be answered by student: Did you join any summer internship program/work? What are your goals for this year? How do you plan to work towards them? The replies must be entered by CC or student

New CC will ask student to make entry of students Sem. II results

Failures must be motivated to take remedial coaching

Students can be made aware of online courses which they can pursue in their 2nd year

Students could be informed about Avishkar

Second Year Meeting 2: (somewhere in start of Jan)

Questions to be answered by student: What changes would you like to bring in college for the betterment of students? Have you been able to choose a career option for yourself? What are the skills you are lacking for your chosen career option.

Third Semester result must be discussed along with their attendance and make entry in card

Failures must be motivated to take remedial coaching

Others may be motivated to pursue summer internship programs or online courses

Third Year Meeting 1: (2nd week of college reopens)

Questions to be answered by the student: Did you join any summer internship program / Or worked? If yes, please specify. What are your goals for this year? How do you plan to work towards them? Have you enrolled yourself for placement activities in our college?

Fourth Semester result must be discussed along with their attendance and make entry in card

Failures must be motivated to take remedial coaching

The process of university examinations must be discussed

Identifying students who can apply for best student award and guiding them

Third Year Meeting 2: (2nd week of Jan)

Questions to be answered by the student: Any suggestions for the improvement of the college functioning or better amenities?

Fifth Semester result must be discussed along with their attendance and make entry in card

Failures must be motivated to take remedial coaching

Asking them to become a member of alumni association

At the end of the academic year, a report must be submitted by each CC preferably by April 1st week

5. Evidence of Success: It's a good initiative as per the feedback given by the students. It help teachers to know the learner more closely and help them in their academics and guide them make proper choices as per their caliber and interest.

Knowing from the beginning also help CC to direct good students for ACP, slow learners for remedial courses and the students which require counseling can be sent to counselors if required. Over the years we have observed that students are undergoing lots of stress because of various issues such as family problems, stress, lack of confidence, financial problems etc. In such cases we can help them to set their goal, motivate them for ICT,

JAM, various entrance examinations, make them aware of various welfare schemes. In short It give us an opportunity to know our student better.

6. **Problems Encountered and Resources Required:** It requires efforts from both teachers and parents to bring about a positive change in the mindset of the student.

7. **Notes (Optional):** Student card was successfully implemented in 2015-16.

8. **Contact Details:**

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