

**SEVA SADAN'S**

**RAMCHAND KIMATRAM TALREJA  
COLLEGE OF ARTS, SCIENCE &  
COMMERCE**

**ULHASNAGAR-3**

**Annual Quality Assurance Report  
(AQAR) Academic Year 2014-15**

**Address:**

**Near Shivaji Chowk, Ulhasnagar-3, District Thane, Maharashtra**

**Tel. No. 0251-2730297; Fax: 0251-2701079;**

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## Part – A

### I. Details of the Institution

1.1 Name of the Institution

**R.K. Talreja College of Arts,  
Science and Commerce  
Ulhasnagar.**

1.2 Address Line 1

Near Shivaji Chowk,

Address Line 2

City/Town

Ulhasnagar

State

Maharashtra

Pin Code

421 003.

Institution e-mail address

principal@ssrkt.edu.in

Contact Nos.

09324740102, 09822450522,  
09821347020

Name of the Head of the Institution:

Dr. (Mrs.) Shanta P. Janyani

Tel. No. with STD Code:

0251 2730297

Mobile:

+91 7875323579

Name of the IQAC Co-ordinator:

Prof. Alexander Verghese

Mobile:

+91 7738051788

IQAC e-mail address:

iqacrkt@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN11096

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/32/087 dt 03/05/2004

1.5 Website address:

www.ssrkt.edu.in

Web-link of the AQAR:

[http://www.ssrkt.edu.in/uploads/AQAR\\_2014-15.pdf](http://www.ssrkt.edu.in/uploads/AQAR_2014-15.pdf)

1.6 Accreditation Details

| Sr. No. | Cycle                 | Grade | CGPA  | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|-------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | B     | 78.15 | 2004                  | 5 Years         |
| 2       | 2 <sup>nd</sup> Cycle |       |       |                       |                 |
| 3       | 3 <sup>rd</sup> Cycle |       |       |                       |                 |
| 4       | 4 <sup>th</sup> Cycle |       |       |                       |                 |

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

30/11/2010

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

2014-15

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

i. AQAR (2013 - 14) Submitted to NAAC on 16/02/2015

1.10 Institutional Status

University

State

Central

Deemed

Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

1.13 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  UGC-CE

|                                  |                                  |                              |                                  |
|----------------------------------|----------------------------------|------------------------------|----------------------------------|
| UGC-Special Assistance Programme | <input type="text" value="NIL"/> | DST-FIST                     | <input type="text" value="NIL"/> |
| UGC-Innovative PG programmes     | <input type="text" value="NIL"/> | Any other ( <i>Specify</i> ) | <input type="text"/>             |
| UGC-COP Programmes               | <input type="text" value="NIL"/> |                              |                                  |

## **2. IQAC Composition and Activities**

|   |   |
|---|---|
| 2.1 No. of Teachers   | <input type="text" value="05"/>   |
| 2.2 No. of Administrative/Technical staff                         | <input type="text" value="02"/>   |
| 2.3 No. of students   | <input type="text" value="01"/>   |
| 2.4 No. of Management representatives                             | <input type="text" value="01"/>   |
| 2.5 No. of Alumni   | <input type="text" value="0"/>  |
| 2.6 No. of any other stakeholder and<br>community representatives | <input type="text" value="0"/>  |
| 2.7 No. of Employers/ Industrialists                              | <input type="text" value="0"/>  |
| 2.8 No. of other External Experts                                 | <input type="text" value="0"/>  |
| 2.9 Total No. of members  | <input type="text" value="09"/>   |
| 2.10 No. of IQAC meetings held                                    | <input type="text" value="04"/>   |
| 2.11 No. of meetings with various stakeholders:                   | No. <input type="text" value="01"/> Faculty <input type="text" value="01"/> |
| Non-Teaching Staff  | <input type="text" value="0"/>  |
| Students  | <input type="text" value="0"/>  |
| Alumni  | <input type="text" value="0"/>  |
| Others  | <input type="text" value="0"/>  |
| 2.12 Has IQAC received any funding from UGC during the year?      | Yes <input type="text"/> No <input checked="" type="checkbox"/>             |
| If yes, mention the amount  | <input type="text" value="----"/>   |

## 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

- Workshop on F.Y.B.A (Hindi Compulsory) revised syllabus was organized by Department of Hindi on 12<sup>th</sup> July, 2014.
- A National Seminar on “Women’s Issues” on 20<sup>th</sup> March, 2015 by Department of Economics.
- A workshop on Banking, Finance, Service and Insurance (BFSI) by Students’ Guidance and Counselling Centre on 25<sup>th</sup> July 2014.

## 2.14 Significant Activities and contributions made by IQAC

- Orientation Programme for First year students.
- Staff encouraged to pursue Higher Education, Research & Skill Development.
- Dissemination of notices and important information through SMSes.
- Sought feedback from students on teaching and analysis done.

## 2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action                            | Achievement  |
|---|--|
| ➤ Need-based Programmes                   | ➤ Talks, guidance lectures and motivation lectures were organised.   |
| ➤ Strengthening teaching-learning process | ➤ Guest lectures, talks, screening of short films relevant to the curriculum and field visits were arranged.                   |
| ➤ Skill enhancing activities              | ➤ To enhance the skills of students, various competitions were conducted, plays were staged, lectures on skill development and |

|                                      |  |
|--------------------------------------|--|
|                                      | translation course was conducted.  |
| ➤ Women-centric initiatives          | ➤ Self defence training was given to students and seminar organised on women's issues.   |
| ➤ Developing environmental awareness | ➤ Number of programmes such as tree plantation, cleanliness drive, eco-friendly rally and eco-friendly festival were organized to create environmental awareness.  |
| ➤ Awakening social responsibility    | ➤ To create social responsibility among students, some activities such as donation of necessary items to the underprivileged, organization of Road safety rally, voting awareness, training programme in disaster management and lectures on socially relevant topics were arranged. |
| ➤ Building career opportunities      | ➤ Workshops and talks on various career opportunities like banking, finance and insurance were organized.  |
| ➤ Inculcating Research               | ➤ Number of papers were presented in national and international seminars/conferences by the faculty and research papers were published in reputed national and international journals.   |
| ➤ Upgradation of infrastructure      | ➤ New departmental rooms were made available for Arts and Commerce faculty.  |
| ➤ Initiating Placement of teachers   | ➤ Placement procedures were initiated to speed up the CAS of teachers.   |
| ➤ Sharing Knowledge with Peers       | ➤ Updated teachers and students regarding the revised syllabus and paper pattern through workshops.  |

\* Attach the Academic Calendar of the year as Annexure.(Annexure III)

2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes (**Annexure I.1**)

| 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                    | 2                             |  |                                     |  |
| PG                     | 9                             |  |                                     |  |
| UG                     | 13                            |  | 6                                   |  |
| PG Diploma             |                               |  |                                     |  |
| Advanced Diploma       |                               |  |                                     |  |
| Diploma                |                               |  |                                     |  |
| Certificate            |                               |  |                                     |  |
| Others                 |                               |  |                                     |  |
| <b>Total</b>           | 24                            |  | 6                                   |  |
| Interdisciplinary      |                               |  |                                     |  |
| Innovative             |                               |  |                                     |  |

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

##### (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | All                  |
| Trimester |                      |
| Annual    |                      |

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students  Yes

**(On all aspects)**

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

\*Analysis of the feedback in Annexure 1.2

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

CBCGS has been introduced according to the guidelines of the University of Mumbai with 75:25 marking scheme with syllabus updation.



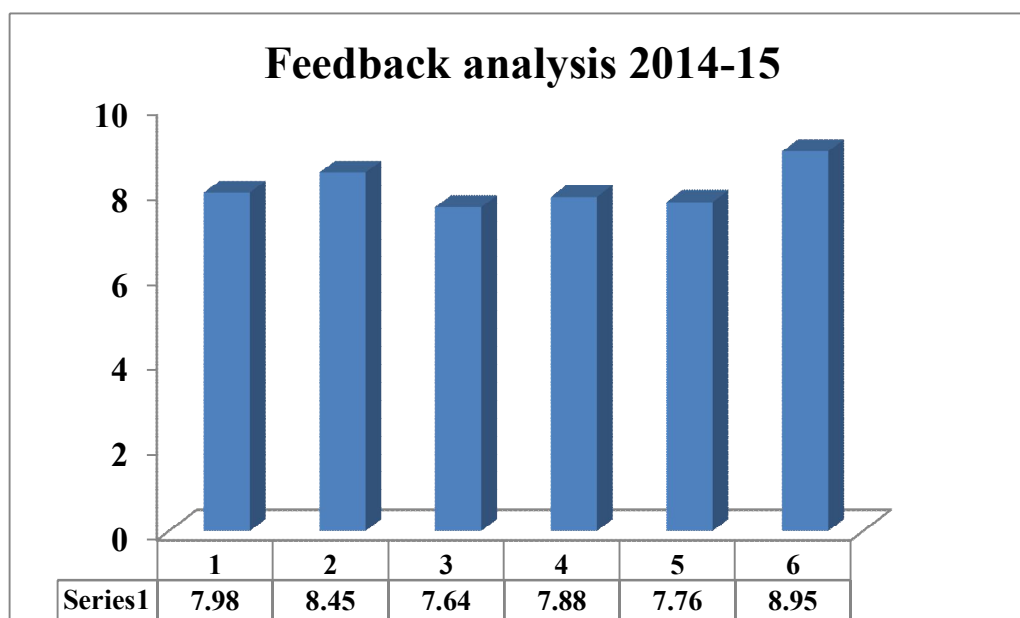
1.5 Any new Department/Centre introduced during the year. If yes, give details.

|    |
|----|
| NO |
|----|

### Annexure 1.1

| Program              | Courses              | Details of existing Programs         | Details of self-financing programs |
|----------------------|----------------------|--------------------------------------|------------------------------------|
| Under Graduate       | Bachelor of Arts     | English                              | Not Applicable                     |
|                      |                      | Hindi                                |                                    |
|                      |                      | Marathi                              |                                    |
|                      |                      | Sindhi                               |                                    |
|                      |                      | History                              |                                    |
|                      | Economics            |                                      |                                    |
|                      | Bachelor of Commerce |                                      |                                    |
|                      | Bachelor of Science  | Physics                              |                                    |
|                      |                      | Chemistry                            |                                    |
|                      |                      | Botany                               |                                    |
|                      |                      | Zoology                              |                                    |
|                      |                      | Microbiology                         |                                    |
| Maths                |                      |                                      |                                    |
| Bachelor of Commerce |                      | Accounting & Finance (BAF)           |                                    |
|                      |                      | Banking & Insurance (BBI)            |                                    |
|                      |                      | Financial Markets (BFM)              |                                    |
|                      |                      | Bachelor of Management Studies (BMS) |                                    |
| Bachelor of Science  |                      | Information Technology (IT)          |                                    |
|                      |                      | Computer Science (CS)                |                                    |
| Post Graduate        | Master of Arts       | Hindi                                |                                    |
|                      |                      | English                              |                                    |
|                      |                      | Marathi                              |                                    |
|                      |                      | Economics                            |                                    |
|                      |                      | History                              |                                    |
|                      | Master of Commerce   | Accountancy                          |                                    |
|                      | Master of Science    | Botany                               |                                    |
|                      |                      | Micro Biology                        |                                    |
| Zoology              |                      |                                      |                                    |
| Ph.D                 |                      | Hindi                                |                                    |
|                      |                      | Botany                               |                                    |

### Annexure 1.2 Analysis of the feedback of teachers by the Students



| X Axis Label | Details of X Axis Label                        | Y Axis Score Obtained |
|--------------|--|-----------------------|
| 1            | Time Sense                                     | 7.98                  |
| 2            | Subject Command                                | 8.45                  |
| 3            | Use of Teaching Aids                           | 7.64                  |
| 4            | Helping Attitude                               | 7.88                  |
| 5            | Class Control                                  | 7.76                  |
| 6            | Laboratory Interactions (for science students) | 8.95                  |

## Criterion – II

### 2. Teaching, Learning and Evaluation

|   |            |                  |                      |            |        |   |
|---|------------|------------------|----------------------|------------|--------|---|
| 2.1 Total<br>No. of<br>permanent<br>faculty | Total      | Asst. Professors | Associate Professors | Professors | Others |   |
|   | Permanent  | 75               | 46                   | 29         | 0      | 0 |
|   | Sanctioned | 86               | 46                   | 40         | 0      | 0 |

2.2 No. of permanent faculty with Ph.D.

16

No. of teachers from other state

18

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  |
| 01               | 11 | 0                    | 0 | 0          | 0 | 0      | 0 | 01    | 11 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

37

27

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level | University Level |
|------------------|---------------------|----------------|-------------|------------------|
| Attended         | 06                  | 04             | 01          | --               |
| Presented papers | 34                  | 38             | 02          | --               |
| Resource Persons | 01                  | 07             | --          | 05               |

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

- Use of ICT, experiential learning through excursion and industrial visits, workshops and seminars.
- Use of interactive methods in teaching – power point presentation, role play, question & answer sessions.
- Animated videos are used to make teaching process impactful
- Making available question banks and paper solving exercises as a part of revision activities.
- To reduce monotony, arouse interest and update knowledge, guest lectures were organised.

2.7 Total No. of actual teaching days during this academic year 180

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

- Teachers submitted marking scheme and detailed model answer of the question paper before assessment.
- Students are given photo copies of answer book as per University guidelines.
- Internal Exams conducted.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 03 02 01

2.10 Average percentage of attendance of students 72.5%

2.11 Course/Programme wise distribution of pass percentage :

| <b>2014-15</b>         |                                |                     |        |        |        |        |       |        |
|------------------------|--------------------------------|---------------------|--------|--------|--------|--------|-------|--------|
| Title of the Programme | Total no. of students appeared | GRADE WISE ANALYSIS |        |        |        |        |       |        |
|                        |                                | O                   | A      | B      | C      | D      | E     | Pass   |
| <b>BCOM</b>            | <b>748</b>                     | 0.00%               | 27.94% | 43.79% | 24.18% | 4.08%  | 0.00% | 82.04% |
| <b>BSC</b>             | <b>101</b>                     | 2.04%               | 36.73% | 36.73% | 16.33% | 8.16%  | 0.00% | 48.51% |
| <b>BA</b>              | <b>194</b>                     | 0.74%               | 18.38% | 25.00% | 35.29% | 19.85% | 0.74% | 70.10% |
| <b>MCOM</b>            | <b>90</b>                      | 0.00%               | 66.67% | 30.67% | 2.67%  | 0.00%  | 0.00% | 83.33% |
| <b>MA</b>              | <b>107</b>                     | 0.00%               | 15.48% | 48.81% | 23.81% | 11.90% | 0.00% | 78.50% |
| <b>MSC</b>             | <b>27</b>                      | 0.00%               | 36.36% | 50.00% | 13.64% | 0.00%  | 0.00% | 81.48% |
| <b>BSC.IT</b>          | <b>49</b>                      | 5.71%               | 57.14% | 22.86% | 14.29% | 0.00%  | 0.00% | 71.43% |
| <b>BSC.CS</b>          | <b>28</b>                      | 0.00%               | 27.27% | 54.55% | 18.18% | 0.00%  | 0.00% | 39.29% |
| <b>BMS</b>             | <b>45</b>                      | 0.00%               | 36.36% | 36.36% | 18.18% | 9.09%  | 0.00% | 73.33% |
| <b>BBI</b>             | <b>43</b>                      | 0.00%               | 26.83% | 46.34% | 21.95% | 4.88%  | 0.00% | 95.35% |
| <b>BFM</b>             | <b>13</b>                      | 0.00%               | 0.00%  | 9.09%  | 54.55% | 36.36% | 0.00% | 84.62% |
| <b>BAF</b>             | <b>49</b>                      | 0.00%               | 42.22% | 44.44% | 13.33% | 0.00%  | 0.00% | 91.84% |

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

- 1) Academic calendar is prepared that allows planning of activities for the year.**

- 2) **Implementation of Academic Activity Calendar & the teaching plan for effective planning of teaching learning programme.**
- 3) **Encouragement for continued academic progress and professional development of Research scholars and teachers to participate in International, National & State level seminars, workshops & conferences.**
- 4) **Students' feedback forms are collected by respective departments.**
- 5) **Regular meetings with Principal, HOD's and committee heads are conducted to review the departmental activities and programmes organized.**
- 6) **Reports of the Departmental / Committee activities help in evaluating the plans laid out for teaching – learning process.**
- 7) **Regular meetings held by HODs, Principal, Vice – Principal and Staff Members help in implementation of plans in the teaching learning process.**

#### 2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses                              | 05                                  |
| UGC – Faculty Improvement Programme            | 0                                   |
| HRD programmes                                 | 01                                  |
| Orientation programmes                         | 0                                   |
| Faculty exchange programme                     | 0                                   |
| Staff training conducted by the university     | 01                                  |
| Staff training conducted by other institutions | 0                                   |
| Summer / Winter schools, Workshops, etc.       | 23                                  |
| Others   | 08                                  |

#### 2.14 Details of Administrative and Technical staff

| Category             | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 99                            | 31                         | 0  | 07                                     |
| Technical Staff      | 0                             | 0                          | 0  | 01                                     |

## Criterion – III

### 3. Research, Consultancy and Extension

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

A research committee in the name of Research Development committee (RDC) has been set up in the college to promote research activities in the different departments of college. The committee encourages teachers to apply for projects and helps them in writing and submitting proposal. It also takes initiative to develop research interest in teachers and students and supports them to take part in workshops and conferences. Research facilities like library, computer lab, internet is made available. Also subscription for INFLIB NET program and BCL helps in easy access to various research journals with multilingual search option. College organises various study visits to research institute or laboratories for students to make them familiar with different aspects of research. Every year post graduate students and staff attend the open day organised by ACTREK and get acquainted with the advance research happenings related to cancer.

#### 3.2 Details regarding major projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | -         | -       | -          | -         |
| Outlay in Rs. Lakhs | -         | -       | -          | -         |

#### 3.3 Details regarding minor projects

|                     | Completed | Ongoing | Sanctioned  | Submitted |
|---------------------|-----------|---------|-------------|-----------|
| Number              |           | 03      | 10,63,000/- | -         |
| Outlay in Rs. Lakhs | --        | --      | --          | --        |

#### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 11            | 2        | -      |
| Non-Peer Review Journals | 9             | 15       | 5      |
| e-Journals               | 7             | 01       | -      |
| Conference proceedings   | 6             | 16       | -      |

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

| Nature of the Project  | Duration Year | Name of the funding Agency | Total grant sanctioned | Received   |
|--|---------------|----------------------------|------------------------|------------|
| Major projects   | -             | -                          | -                      | -          |
| Minor Projects   | 2             | UGC                        | 10,63,000/-            | 7,48,000/- |
| Interdisciplinary Projects   | -             | -                          | -                      | -          |
| Industry sponsored   | -             | -                          | -                      | -          |
| Projects sponsored by the University/ College                                  | -             | -                          | -                      | -          |
| Students research projects<br><i>(other than compulsory by the University)</i> | -             | -                          | -                      | -          |
| Any other(Specify)   | -             | -                          | -                      | -          |
| Total  | -             | -                          | 10,63,000/-            | 7,48,000/- |

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

Organized by the Institution

| Level               | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number              | -             | -        | -     | -          | -       |
| Sponsoring agencies | -             | -        | -     | -          | -       |

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

3.13 No. of collaborations: International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College

Total

3.16 No. of patents received this

| Type of Patent |         | Number | year |
|----------------|---------|--------|------|
| National       | Applied | -      |      |
|                | Granted | -      |      |
| International  | Applied | -      |      |
|                | Granted | -      |      |
| Commercialised | Applied | -      |      |
|                | Granted | -      |      |

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

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| -     | -             | -        | -     | 01         | -    | -       |

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other



3.21 No. of students Participated in NSS events:

|                  |    |                     |    |
|------------------|----|---------------------|----|
| University level | 68 | State level         | 40 |
| National level   | 03 | International level | -  |

3.22 No. of students participated in NCC events:

|                  |    |                     |    |
|------------------|----|---------------------|----|
| University level | 86 | State level         | -  |
| National level   | 01 | International level | 04 |

3.23 No. of Awards won in NSS:

|                  |    |                     |    |
|------------------|----|---------------------|----|
| University level | 07 | State level         | 03 |
| National level   | 01 | International level | -  |

3.24 No. of Awards won in NCC:

|                  |   |                     |   |
|------------------|---|---------------------|---|
| University level | - | State level         | - |
| National level   | - | International level | - |

3.25 No. of Extension activities organized

|                  |    |               |    |           |   |
|------------------|----|---------------|----|-----------|---|
| University forum | -  | College forum | -- |           |   |
| NCC              | 20 | NSS           | 18 | Any other | - |

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

- System of extending library membership to alumni students under the heading "external membership" system continued in the year 2014-2015.
- Library extension program was initiated from this year by the librarian. It was decided to reach out to the society to fulfil their reading requirements through NSS camp. Students from NSS camp visited the people in the Village and inquired about their reading requirements. The book title list was prepared by the students as per their demand. Library staff separated the books from the library as per the list. With the help of NSS camp students and library staff, these books

were then distributed in the village. Books were collected by the students after four days. Spiritual books, news papers and magazines were most preferred.

- Donation of clothes to the needy people in Naneghat.
- Blood donation drive to plasma blood bank.
- Road safety rally was conducted unit in collaboration with traffic Police of Ulhasnagar.
- Voting awareness rally was organised in Ulhasnagar.
- Cleanliness drive at Ulhasnagar railway station.
- Guest lecture organised on AIDS awareness.
- Disaster Management Training.
- Anti-Tobacco campaign.
- Eco-friendly festival and rally.
- Zee media Tree plantation drive.
- Organ donation awareness programme`.
- Pulse polio campaign
- Medical camp
- Civil Defence Programme
- Swacch Bharat Abhiyan.
- Coastal area cleaning drive.
- NSS volunteer participated in ‘Mahila Swayam Siddhata camp organised in Dharavi Slum.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

| Facilities  | Existing     | Newly created | Source of Fund | Total       |
|---|--------------|---------------|----------------|-------------|
| Campus area   | 2+2<br>Acres | -             | Management     | 4 acre      |
| Class rooms   | 32+8         | -             | -              | 40          |
| Laboratories  | 16+1         | -             | -              | 17          |
| Seminar Halls   | 3            | -             | -              | 3           |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | 4            | -             | -              | 4           |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | 37 lakhs     | 8.53lakhs     | UGC + College  | 45.53 lakhs |
| Others  | 46.5 lakhs   | 6.87 lakhs    | UGC + College  | 53.37 lakhs |

#### 4.2 Computerization of administration and library

The administrative units and library is fully computerized giving internet facility to each computer. In library building, a separate room with computer and internet facility has been created for the staff and students who are doing research.

#### 4.3 Library services:

|  | Existing  |          | Newly added |        | Total        |          |
|--|-----------|----------|-------------|--------|--------------|----------|
|  | No.       | Value    | No.         | Value  | No.          | Value    |
| Text Books                               | 103099    | 10502828 | 2661        | 490002 | 105760       | 10992830 |
| Reference Books                          |           |          | 41          | 73611  | 41           | 73611    |
| e-Books                                  | N-LIST    | 5000     | N-LIST      | -      | N-LIST       | -        |
| Journals                                 | 74        | 83000    | 72          | 86518  | 72           | 86518    |
| e-Journals                               | N-LIST    |          | N-LIST      |        | N-LIST       |          |
| Digital Database                         | -         | -        | -           | -      | -            | -        |
| CD & Video                               | NB-1243   | 29145    | NB-97       | 6565   | NB-1340      | 35710    |
| Others (specify) text book for book bank | 1.Book    | 187089   | 1.Book      | 118907 | 1.Book bank- | 305996   |
| 1) Bound Volume                          | bank-1082 | -        | bank-701    | -      | 1783         |          |
| 2) Thesis, Dissertation& Project Report  | 2.MB-1015 | -        | 1.MB-59     | -      | 1.MB-1074    |          |
| 3) Gifted/Donated                        | 3.TD-NIL  |          | 2.TD-NIL    |        | 2.TD-NIL     |          |
| 4) *Shodhganga( N-List)                  | 4.G-2266  |          | 3.G-450     |        | 3.G-2716     |          |

\* R.K.T (CMC) self-financing library was merged with the main library.

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 150             | 85            | 7 hubs   | 1                | 1                | 34     | 7           | 24     |
| Added    | 04              | 0             | 0        | 0                | 0                | 0      | 04          | 0      |
| Total    | 154             | 85            | 7        | 1                | 1                | 34     | 11          | 24     |

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

1. Computers and internet facility are available in the library, college office, Principal's room, Conference Room, Staff room and all Science departments.
2. Some of the professors use ICT enabled teaching methods.
3. SOUL software training was given to newly recruited staff and promoted library clerks.
4. Training was also given for the use of internet for library work and stock checking.
5. Disaster Management training was imparted to the library staff through a certified training course of the Govt. of Maharashtra under the head "Civil Defence Corps"
6. The support staff of the library attended a One-Day Workshop on "Changing College Libraries- New Ideologies, Challenges and Opportunities", held at Birla College Central Library, Kalyan on 28<sup>th</sup> June, 2014.

#### 4.6 Amount spent on maintenance in lakhs:

|  |              |
|--|--------------|
| i) ICT                                   | 0.86         |
| ii) Campus Infrastructure and facilities | 18.96        |
| iii) Equipments                          | 0.89         |
| iv) Others                               | 8.22         |
| <b>Total:</b>                            | <b>28.93</b> |

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information is disseminated regarding Government of India scholarship and institutional Student Aid Fund on notice board and through orientation programme.
- Orientation programmes are conducted for first year degree college students to acquaint them with the Credit Based Semester and Grading System (CBSGS).
- NSS and NCC campaigns for volunteers by carrying out class to class visit to motivate students to enroll.
- Library orientation programme is conducted by the Librarian and the staff.
- Conducts various awareness programmes through various committees like Students' Guidance and Counselling cell, WDC, Students' Council and Literary Associations, apart from NSS and NCC.

#### 5.2 Efforts made by the institution for tracking the progression

- Result analysis is done by Exam Committee and the Departments.
- Measures are taken to improve the performance of the students.
- Remedial coaching is given by some departments.
- Students' feedback on teachers is evaluated.
- The potential of students are explored by organizing various activities & competition and rewarding them.
- Alumni was involved in various activities and helped in organizing cultural, sports, NSS and NCC activities through out the year.

#### 5.3 (a) Total Number of students

| UG   | PG  | Ph. D. | Others |
|------|-----|--------|--------|
| 4438 | 529 | 11     | --     |

#### (b) No. of students outside the state

|    |
|----|
| 18 |
|----|

#### (c) No. of international students

|    |
|----|
| -- |
|----|

|     |      |       |       |      |       |
|-----|------|-------|-------|------|-------|
| Men | No   | %     | Women | No   | %     |
|     | 2324 | 46.68 |       | 2654 | 53.31 |

| Last Year |     |    |     |                       |        |       | This Year |     |    |     |                       |        |       |
|-----------|-----|----|-----|-----------------------|--------|-------|-----------|-----|----|-----|-----------------------|--------|-------|
| General   | SC  | ST | OBC | Physically Challenged | Others | Total | General   | SC  | ST | OBC | Physically Challenged | Others | Total |
| 2800      | 696 | 61 | 573 | 08                    | --     | 4138  | 2533      | 785 | 60 | 444 | --                    | 1156   | 4978  |

**Demand ratio 1:2.77**

**Dropout % : .052%**

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

- Career Guidance lecture was organized on opportunities and preparation for excise department positions.
- Short term guidance lectures for UPSC and MPSC exams for Third Year UG and PG students.
- Special guidance lecture for reserved category students for NET / SET was conducted.

No. of students Benefitted

143

5.5 No. of students qualified in these examinations

NET 0    SET/SLET 01    GATE 0    CAT NA  
IAS/IPS etc NA    State PSC NA    UPSC NA    Others NA

5.6 Details of student counselling and career guidance

- Workshop on Banking, Finance, Service, Insurance (BFSI) conducted by Students' Guidance and Counselling centre.
- Personal counselling provided to number of students in Students' Guidance and Counselling centre.

No. of students benefitted

191

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 |
| NIL                             | NIL                             | NIL                       | NIL                       |

## 5.8 Details of gender sensitization programmes

- NCC unit organized “Self and combined Defence Training in September 2015.
- One NSS Volunteer participated in Mahila Swayam Sidhata Competition organized in Dharavi Slum.

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

|  | Number of students | Amount  |
|--|--------------------|---------|
| Financial support from institution                                   | 106                | 114710  |
| Financial support from government                                    | 1290               | 4967664 |
| Financial support from other sources                                 | 0                  | 0       |
| Number of students who received International/ National recognitions | 0                  | 0       |

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

17

5.13 Major grievances of students (if any) redressed: - No major grievances.

## **Criterion – VI**

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision

*“CHHATRA: SANSKAREN SUJANA BHAVANTU”*

Mission

*“OUR MISSION IS TO EDUCATE, ENLIGHTEN AND EMPOWER STUDENTS IN GENERAL AND GIRLS IN PARTICULAR THEREBY DEVELOPING THEIR MENTAL, PHYSICAL AND EMOTIONAL DIMENSIONS IN ORDER TO CREATE BETTER CITIZENS AND SOCIETY. TO THIS END WE ENDEAVOR TO MOBILIZE THE AVAILABLE RESOURCES WHICH ARE NECESSARY FOR HIGHER EDUCATION AND ADD TO EXISTING ONE”*

6.2 Does the Institution has a management Information System.

- Meeting of Principal with faculty members at the beginning and end of each semester of academic year to discuss critical issues.
- Regular meeting of HoDs/ Teacher in-charge with other faculty members of the department (s) concerned for discussion of syllabus distribution, completion, analysis of results, strategies for grade improvisation, conducting of events, visits to Institutions/Fields etc.
- The time tables are uploaded on college website for the students and other stake holders.
- The academic and administrative committees were asked to submit detailed reports of events/programmes organised throughout the year to the Principal and IQAC.



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

#### 6.3.1 Curriculum Development

The College follows the syllabus of University of Mumbai. To supplement the syllabus, the College also organises events/programmes, field trips, visits to Institutions etc through its units/committees.

Faculty members participate in designing, restructuring and revision of curriculum through the BoS and/or curriculum development committees of the University.

#### 6.3.2 Teaching and Learning

ICT use in the teaching-learning process has increased. Experiential and interactive teaching methods are used to make the teaching process impactful. Science departments conduct parent teacher meetings to inform them about the performance and regularity of students. Feedback from students on quality of teaching is taken. Guest lectures are also organised to update knowledge.

#### 6.3.3 Examination and Evaluation

The college has set up an examination committee for smooth conduct of examinations under the guidelines laid down by the University of Mumbai.

To facilitate the same, the examination committee takes several initiatives including dissemination of duties to teachers via WhatsApp and text messages. The duty charts are also displayed in advance on staff notice board.

#### 6.3.4 Research and Development

RDC (Research Development Cell) monitors each and every aspect of research. The RDC takes several initiatives to inculcate research culture among the faculty members. Some of these are-

1. It encourages teachers to pursue Ph.D.
2. Encouraging faculty to submit research proposals to funding organizations.
3. Invited lectures by eminent researchers from industry and other academic institutions.
4. Providing facilities for faculty to do in-house research.
5. Encouraging students to explore real life problem through research.
6. Faculty members are encouraged to attend conferences / workshop/ seminar, viva voce and to present research paper.

7. Promoting industrial interaction for establishing research culture.
8. Sharing information with peers on conferences, seminars attended.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library facility has been provided to the students at College and some Departmental level.
2. College library has good number of reference and text books, journals and magazine etc.
3. Departmental library enables the students to access the books instantly during routine lectures and practicals, if any.
4. College library has INFLIBNET, N-List facility for both students and faculty.
5. Computer with internet facility has been provided to students and faculty members.
6. Bar code facility is developed for issuing the books.
7. The college procures instruments, computers and their accessories, and other items in order to make the infrastructure better and hence to strengthen academic and research environment.

#### 6.3.6 Human Resource Management

The faculty members and nonteaching staff members are always encouraged to enhance their knowledge/skills in the field by attending programmes/events and/or by doing certificate courses available in the field.

Both teaching and nonteaching staff members are assigned jobs for which they have been appointed.

Technology knowledge upgradation done by the staff members is always appreciated by the College for accurate and fast working of the system.

#### 6.3.7 Faculty and Staff recruitment

The College adopts policies of Governments, University Grant Commission and the University of Mumbai while recruiting the faculty and other staff members.

#### 6.3.8 Industry Interaction / Collaboration

Yes.

### 6.3.9 Admission of Students

Admission at both UG and PG level is done as per the Mumbai University's guideline. To facilitate the admission process, the College has set up an Admission Committee that takes efforts in simplifying the procedures for admitting the students.

### 6.4 Welfare schemes for

|                           |  |
|---------------------------|--|
| Teaching and Non teaching | <ol style="list-style-type: none"> <li>1. Co-operative Credit Society.</li> <li>2. Provident Fund.</li> <li>3. DCPS to staff recruited after 2005.</li> <li>4. Welfare Committee felicitates the retiring teachers.</li> <li>5. Insurance Premium facility under Salary Saving Scheme.</li> <li>6. Financial help against salary to those newly recruited teaching / non teaching staff who do not get salary in beginning months of appointments.</li> </ol>  |
| Students                  | <ol style="list-style-type: none"> <li>1. Group Insurance for both UG and PG students.</li> <li>2. Special diet to sport persons, NCC cadets, etc. during their training period and also during tournaments and campus adventures.</li> <li>3. Arranging Health check up camp and Blood donation Camp.</li> <li>4. Counselling centre gives emotional support to lead a purposeful life.</li> <li>5. Fee waivers, Fee concessions, staggered fee payment facility, etc .are offered to students.</li> <li>6. Accidental benefit scheme.</li> <li>7. Students are given easy access to computer and internet facility in the library and laboratory.</li> </ol> |

### 6.5 Total corpus fund generated

2,77,00,000

6.6 Whether annual financial audit has been done  Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done? **NO**

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

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

Mumbai University has taken several initiatives regarding examinations at both UG and PG level. The college remains strict with the same while conducting the examinations. This are-

1. Online hall ticket.
2. Re-evaluation and moderation.
3. Bar-coded answer sheets.
4. Online results.

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

N.A

6.11 Activities and support from the Alumni Association

1. Participate as Resource person/Guest in academic prize distribution of college.
2. Participate in blood donation camp/Health camp in association with NCC/NSS/Women Development Cell, etc.
3. Provide Career and Personal Counselling facility through student's guidance and counselling cell.
4. Ex NCC cadets/NSS volunteers come and train current NCC/NSS volunteers.

6.12 Activities and support from the Parent – Teacher Association

Nil

#### 6.13 Development programmes for support staff

1. SOUL software training was given to newly recruited staff and promoted library clerks.
2. Training was also given for the use of internet for library work and stock checking.
3. Disaster Management training was imparted to the library staff through a certified training course of the Govt. of Maharashtra under the head “Civil Defence Corps”
4. The support staff of the library attended a One-Day Workshop on “Changing College Libraries- New Ideologies, Challenges and Opportunities”, held at Birla College Central Library, Kalyan on 28<sup>th</sup> June, 2014.

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

1. Dry and Wet waste segregation.
2. Minimal/No use of plastics.
3. Plantation in garden campus.
4. Introduced LED on selective basis.
5. Defined parking of vehicles.

## 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.**

**Innovative practice 1:**

Social media was used by the college to disseminate information, news, activities related to University, College and staff. Information circulated to students through SMS facility.

**Innovative Practice 2:**

Several initiatives have been taken for non-teaching staff such as (a) organized Guest lecturers for enhancement of administrative knowledge, (b) conducted Art of Living programmes for maintaining work life balance, (c) conducted yoga sessions to relieve the stress and for better concentration on work. (d) Encouraged non teaching staff to participate and visit various colleges to attend workshop/conference/ seminar for upgrading and paperless office training.

**Innovative Practice 3:**

Computerization of office records. All hard bound registers converted into soft copy form (using MS office).

**Innovative Practice 4:**

To create transparency, our College introduced a system of collection of fees from students only through DEMAND DRAFT.

**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                  | Achievements   |
|---------------------------------|--|
| Need based Programme            | <ul style="list-style-type: none"><li>• A Talk on Personality Development and Preparation for competitive exam with special reference to IPS.</li><li>• Career guidance lecture organized on “ Opportunities and preparation for Excise Department Positions by Mr. Jayant Patil.</li><li>• Short term guidance lecture for UPSC / MPSC exams for final year UG / PG students.</li><li>• Special guidance lectures for reserved category students for NET / SET exams.</li><li>• A Talk on ‘Global Financial Market’ by Mr. Greesh Lassi was organized.</li><li>• Motivational workshop was organized under the guidance of Mr. Jai Duseja.</li><li>• A lecture on the importance of Yoga was arranged for non – teaching staff by the registrar, Mr. Sunit Paryani.</li></ul> |
| Strengthening teaching learning | <ul style="list-style-type: none"><li>• Talk on the Budget on different sectors by Dr. L. Natrajan Principal &amp; Prof. C.A. R.H. Baweja, Department of accountancy.</li><li>• Guest Lectures organized:-<ul style="list-style-type: none"><li>➤ डॉ. प्रवीणचंद्र विष्ट – दुष्यंतकुमार के गजलो का अनुशोलन. १६/०८/२०१४.</li></ul></li></ul>   |

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>➤ डॉ. सत्येव त्रिपाठी – नाय्यशीलन बेकरी नाटक के संर्दभ में.</li> <li>➤ डॉ. सुनिता विजन – महाभोज (उपन्यास) २८/०७/२०१४.</li> <li>➤ Screening of short flim ‘महाभोज’ on १७/०९/२०१४.</li> </ul> <ul style="list-style-type: none"> <li>• Took students of F.Y.B.Sc to observe Animal behaviour, Habitat, Ex-situ conservation studies at Rajeev Gandhi Zoological Park, Pune on 06/12/2014.</li> <li>• Field trip organized for students of T.Y.B.Sc and M.Sc to understand diversity &amp; density study of Inter-tidal flora &amp; fauna and also for plantation sampling for practical purpose at Alibaug fort beach, Alibaug on 16/05/2015.</li> <li>• Took students of S.Y.B.Sc and M.Sc to observe and understand study of fish landing, diversity, preservation methods followed at the site, crafts &amp; gears used for fishing, demand &amp; price ratio.</li> </ul> |
| Skill enhancing activity               | <ul style="list-style-type: none"> <li>• English Department students staged a play titled “Teen Angels.</li> <li>• Mangesh satpute – lecture and demo on voice culture on 30-07-2014</li> <li>• Debate competition</li> <li>• ‘पाऊसगाणी ‘स्पर्धा</li> <li>• देशभक्ती गीतगयान – १३/०८/२०१४</li> <li>• शुद्धलेखन – १९/०८/२०१४</li> <li>• निबंधलेखन – ०६/०९/२०१४</li> <li>• District level Debate competition.</li> <li>• Started self finance translation course.</li> </ul>  |
| Women centric initiatives              | <ul style="list-style-type: none"> <li>• NCC unit organized “Self and combined Defence Training in September 2015.</li> <li>• One NSS Volunteer participated in Mahila Swayam Sidhata Competition organized in Dharavi Slum.</li> </ul>   |
| Inculcating Research Activities        | <ul style="list-style-type: none"> <li>• Minor Research Project. (Botany &amp; Zoology Department)</li> </ul>   |
| Developing Environmental Consciousness | <ul style="list-style-type: none"> <li>• Cleanliness Drive was taken up by the NSS unit at the Ulhasnagar Railway station.</li> <li>• Eco – friendly festival and costal area cleaning drive was initiated by NSS on 16<sup>th</sup> August 2014 and 14<sup>th</sup> September 2014 respectively.</li> <li>• District level mega tree plantation on 18/07/2014.</li> <li>• Eco –friendly rally was organized by NSS on 24/08/2014.</li> <li>• Zee media Tree plantation by NSS on 20<sup>th</sup> August 2014.</li> <li>• Swachha Bharat Abhiyan by NSS on 9<sup>th</sup> December 2014.</li> </ul>   |
| Awakening social responsibility        | <ul style="list-style-type: none"> <li>• `Donation of clothes to needy people in Naneghat by NCC on 15/07/2014.</li> </ul>  |

|                               |  |
|-------------------------------|--|
|                               | <ul style="list-style-type: none"> <li>• Blood donation drive by NCC, NSS unit to Plasma Blood Bank on 22<sup>nd</sup> August, 2014.</li> <li>• Road Safety Rally was conducted by NCC unit in collaboration with the traffic Police of Ulhasnagar in July 2014.</li> <li>• Voting Awareness Rally was organized in Ulhasnagar.</li> <li>• Guest lecture was organized on Aids Awareness in December 2014.</li> <li>• Disaster Management Training in December 2014.</li> <li>• Library extension activity in the form of donation of books in villages.</li> <li>• Anti-Tobacco campaign on 13<sup>th</sup> August 2014.</li> <li>• Organ Donation Awareness Programme on 12<sup>th</sup> September 2014.</li> <li>• Pulse polio Programme on 12<sup>th</sup> and 26<sup>th</sup> September 2014.</li> <li>• Medical camp on 28/09/2014.</li> </ul> |
| Building career opportunities | <ul style="list-style-type: none"> <li>• Workshop on Banking, Finance, Service and Insurance (BFSI) was organized on 25<sup>th</sup> July, 2014.</li> </ul>  |
| Unearthing Cultural Talents   | <ul style="list-style-type: none"> <li>• Students participated in Inter - collegiate cultural and creative competitions and won Prizes.</li> </ul>   |

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

**Best Practice 1: Mobile Library**

Please see **Annexure IV** for details on practice name, Time schedule, Goal of the practice, Process, Impact of the practices, Outreach (Number of Beneficiary), Resources required and Plan for next year.

**Best Practice 2: Sharing and Caring for the Old**

Please see **Annexure V** for details on practice name, Time schedule, Goal of the practice, Process, Impact of the practices, Outreach (Number of Beneficiary), Resources required and Plan for next year.

*\*Provide the details in annexure*

**7.4 Contribution to environmental awareness / protection**

- 1) District level tree plantation programme on July 18, 2014 at Vangani. About 3000 volunteers across Thane Districts were present in this programme. In addition to this programme, Zee Media tree plantation drive was undertaken.
- 2) Disaster Management Training during December 2-6, 2014 regarding fire fighting, rescue operation, first aid etc. About 147 volunteers took active part in this training.
- 3) Regular cleanliness of campus. In addition, as a part of Swaccha Bharat Abhiyan on 02.10.2014, Volunteers cleaned the Ulhasnagar Railway station entirely. Volunteers took oath to keep our country clean. Girls' volunteers cleaned the premises of the College.
- 4) NSS organised eco friendly festival rally on August 16, 2014.
- 5) NSS organised International Coastal Area Cleaning drive on September 14, 2014.



**7.5 Whether environmental audit was conducted?**

Yes  No

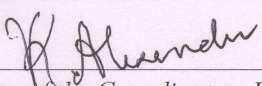

**7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)**

|   |  |
|---|--|
| <p><b>Strength</b></p> <ul style="list-style-type: none"> <li>• Old reputed Sindhi Minority College</li> <li>• Library facility-one of the biggest library in the district of Thane- A 3 storied building- Automated under Integrated Library Management System (ILMS) by introducing SOUL 2.0 software since 2009 -collection of more than 1 Lakhs books (for UG, PG and PhD students) –Books also made available for outside CA students with membership.</li> <li>• College provides financial support to Low Income Groups (LIG) and Minorities through Student Aid Fund (SAF)</li> <li>• College provides books and materials to students and alumni to prepare for competitive examinations</li> <li>• Well equipped computer lab for both UG and PG courses</li> <li>• PhD centre for Botany and Hindi</li> <li>• Aided PG courses like M.Com and M.A. in Economics, English, Hindi, History, Marathi and M.Sc in Botany, Zoology, and Microbiology. College takes pride in conducting Sindhi lectures for University PG students.</li> <li>• University CAP centre (offline only).</li> <li>• Participation of faculty in university assignment like chairperson/paper setter/Moderator/examiner in both UG and PG examinations, apart from that, teachers also served as University Senate member, chairperson/member in Board of Studies (BOS) and Coordinator of National Service Scheme (NSS).</li> <li>• Dedicated Placement cell for both UG and PG students.</li> <li>• Guidance lecture for NET/SET.</li> </ul> | <p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Better library facility could be provided for all students Introducing Add-on and new courses</li> <li>• Promote research (along with more resources and space) among both teachers and students</li> <li>• Full Digitization of office and administration</li> <li>• Upgradation of facilities in CAP centre</li> <li>• Opening up PhD research centre for some PG Courses</li> <li>• Faculty can contribute effectively for syllabus revision, publishing text book</li> <li>• To promote linkage between industry- institution and University</li> <li>• Initiative to be taken by faculty members to carry out Minor/Major research projects and contribute in research and Development.</li> </ul> |
| <p><b>Weakness</b></p> <ul style="list-style-type: none"> <li>• Students from Low income group</li> <li>• Not in close proximity to the Railway station, College is located within the market area</li> <li>• Space constraint to start new and add-on courses</li> <li>• Limited parking facility</li> <li>• Insufficient play ground for big team games</li> <li>• Insufficient space in Staff Room</li> <li>• No Boys Common Room</li> <li>• No conference/Seminar Hall</li> <li>• Understaffing in teaching and non-teaching staff</li> </ul>   | <p><b>Threat</b></p> <ul style="list-style-type: none"> <li>• Due to lack of new and add-on courses, top students are not attracted</li> <li>• Due to limited parking facility, students are not attracted to take admissions</li> <li>• Students interested in outdoor sport are not attracted as the existing infrastructure is not conducive to outdoor sports</li> <li>• It is difficult for teaching staff to carry out their own study, research and student interaction during the College hours and they are forced to do it at their home.</li> </ul>   |

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Shortage of drinking water facility</li> </ul> | <ul style="list-style-type: none"> <li>• Inadequate space for carrying out state /National /International conference/seminars/workshops within the campus.</li> <li>• Existing staff overburdened</li> </ul> |
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**8. Plans of institution for next year**

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| <ul style="list-style-type: none"> <li>• To initiate measures to organize skill based development programme which will cater to student interest. (Teaching learning)</li> <li>• To encourage more number of teachers to apply for Research Grants and come up with qualitative research.</li> <li>• To inculcate Social Consciousness.</li> <li>• To prepare for NAAC peer team visit.</li> </ul> |
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| Name <u>VERGHESE ALEXANDER</u>   | Name <u>Dr. Shanta P. Janyoni</u>  |
| <u></u> | <u></u> |
| Signature of the Coordinator, IQAC   | 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          |

## Academic calendar

### 2014-15

| <b>First Term: - 9th June 2014 to 17<sup>th</sup> October 2014</b>          |  |
|---|--|
| June 2014   | Admission to FY Degree Courses   |
| 05/06/14  | Additional exam for Sem. II & IV   |
| 9/06/14   | Commencement of first term   |
| July 2014   | Orientation for FY Degree students<br>Constitution of college committees |
| 3 <sup>rd</sup> week of July 2014 to 1 <sup>st</sup> week of September 2014 | Organisation of various activities of departments/ committees.           |
| 12/09/14 to 19/09/14  | FY/SY/TY internal examination  |
| 22/09/14 to 15/10/14  | FY/SY regular/ATKT exam  |
| 20/10/14 to 08/11/14  | Diwali vacation (University Circular UG/02 of 2014)                      |
| <b>Second Term: - 10/11/2014 to 30/04/2015</b>                              |  |
| 10/11/2014  | Commencement of second term  |
| 2 <sup>nd</sup> week of November 2014 to last week of January 2015          | Organisation of various activities of departments/ committees.           |
|   |  |

|                                       |                                |
|---------------------------------------|--------------------------------|
| 1 <sup>st</sup> week of December 2014 | NSS Camp                       |
|                                       |                                |
| 3 <sup>rd</sup> week of December 2014 | Cultural festival              |
| 26/12/14 to 01/01/15                  | Winter break                   |
| 09/02/15 to 24/02/15                  | Internal Exam                  |
| 25/02/15 to 18/03/15                  | FY/SY regular/ATKT Examination |
| 1 <sup>st</sup> week of May 2015      | FY/SY result declaration       |
| Admission Schedule                    |                                |
| 13/05/15                              | SYBSC                          |
| 14/05/15                              | SYBA                           |
| 15/05/15 to 21/05/15                  | SYBCOM                         |
| 22/05/15                              | TYBSC                          |
| 25/05/15                              | TYBA                           |
| 26/05/15 to 30/05/15                  | TYBCOM                         |

**Best Practice 1 for Academic Year 2014-15**

|                                     |  |
|-------------------------------------|--|
| <b>Practice Name</b>                | <b>“Mobile Library”</b>  |
| <b>Time Schedule</b>                | The activity was done by the librarian and library unit during January 4 - 10, 2015.   |
| <b>Goal of the practice</b>         | To provide an opportunity for access to knowledge to the people who are not directly connected to our educational institute, and getting connected with the society.   |
| <b>Process</b>                      | <ul style="list-style-type: none"> <li>• Library extensions program was introduced in 2014-15 in order to reach out to the society through NSS camp.</li> <li>• Briefing was given to the concerned group of students by NSS coordinator and librarian.</li> <li>• Students visited people in the village and made a survey about their reading requirements.</li> <li>• The list was prepared as per their demand and based on that, library staff separated the books from the library.</li> <li>• These books were then distributed to the villagers with the help of the librarian, library staff with the help of NSS camp students. The same books were collected by the students after 4 days.</li> </ul> |
| <b>Impact of the practices</b>      | <ul style="list-style-type: none"> <li>• Village people had an opportunity to directly interact with librarian, library staff and NSS students for their reading requirements.</li> <li>• The motto of getting connected with the society and sharing knowledge with them was fulfilled.</li> <li>• Librarian and library unit could understand that most of the demand was for spiritual books and news papers. People were really interested in reading. Reading facilities not easily accessible. Overall, it was a wonderful and enriching experience.</li> </ul>  |
| <b>Outreach (no of beneficiary)</b> | <ul style="list-style-type: none"> <li>• NSS students approached maximum possible families in the village.</li> <li>• 14 members from the 11 families availed the benefit.</li> </ul>  |
| <b>Resources required</b>           | <ul style="list-style-type: none"> <li>• Initiative and co-ordination from librarian to execute the program.</li> <li>• Dedicated human resource from library for sorting of books as per the demand.</li> <li>• Cooperation from NSS unit and students.</li> </ul>  |
| <b>Plan for next year</b>           | Continuity of the program should be maintained. Library will try to increase the number of beneficiaries.  |

**Best Practice 2 for Academic Year 2014-15**

|                                     |   |
|-------------------------------------|---|
| <i>Practice Name</i>                | Sharing and Caring for the Old  |
| <i>Time Schedule</i>                | The activity was done by the Student Council members and teachers on 20 <sup>th</sup> Jan, 2015. Students' Council members and some teachers paid a visit to the Old Age Home.  |
| <i>Goal of the practice</i>         | To make the students realize the value of grandparents and to sensitize them. This also helps to spread happiness amongst members of the old age home.  |
| <i>Process</i>                      | <ul style="list-style-type: none"> <li>• This noble deed was initiated by Prof. Seema Sindgikar.</li> <li>• The students whole heartedly supported this idea.</li> <li>• A day was selected in consultation with the students.</li> <li>• They were welcomed by the entire team of Shanti Prakash Ashram (Ulhasnagar – 05).</li> <li>• Students themselves fed the ajiis (Grandmas) and ajobas (grandpas). They were all happy.</li> <li>• They left with teary eyes.</li> </ul>  |
| <i>Impact of the practices</i>      | <ul style="list-style-type: none"> <li>• The students realized the real social issues prevalent in our society.</li> <li>• Students were even sensitive to old people.</li> <li>• This visit also spread awareness in the society.</li> <li>• This also spreads happiness.</li> </ul>   |
| <i>Outreach (no of beneficiary)</i> | <ul style="list-style-type: none"> <li>• Old age people of the institute were benefitted in the form of emotional support they derived through the care and concern shown by the youngsters.</li> <li>• Ashram was benefitted as the young took good care of old people thereby complementing and supplementing the Ashram's efforts. It also benefitted as their good work was appreciated and received publicity.</li> <li>• Students' council members were benefitted as it developed leadership skills, art of team work, the ability to empathise with their needs.</li> </ul> |
| <i>Resources required</i>           | <ul style="list-style-type: none"> <li>• Dedicated and cooperative support of Student Council.</li> <li>• Cooperative team of Vrudhashram.</li> <li>• Teaching and non-teaching staff of the college.</li> </ul>  |
| <i>Plan for next year</i>           | <ul style="list-style-type: none"> <li>• Will try to include more and more members.</li> <li>• Also will try to spread the awareness about this issue to the large student community.</li> </ul>  |

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