JNAN VIKAS MANDAL'S

AMRITLAL RAICHAND MEHTA DEGREE COLLEGE OF ARTS,

MOHANLAL RAICHAND MEHTA DEGREE COLLEGE OF COMMERCE,

DIWALIMAA MEHTA DEGREE COLLEGE OF SCIENCE,

(DR.) R. T. DOSHI COLLEGE OF COMPUTER SCIENCE,

AIROLI, NAVI MUMBAI-400708

DISTRICT THANE

MAHARAHSTRA STATE

The Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2015-16

Submitted to National Assessment and Accreditation Council, Bangalore

Track ID: MHCOGN 13016

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year *(for example 2013-14)*   2015-2016

1. Details of the Institution

1.1 Name of the Institution

> Jnan Vikas Mandal's M.R. Mehta Degree College of Commerce Diwali Maa Degree College of Science, A.R.Mehta Degree College of Arts, & Dr .R. T. Doshi College of Computer Science

1.2 Address Line 1

> Plot No.09, Sector 19.

Address Line 2

City/Town

> Airoli, Navi Mumbai

State

> Maharashtra

Pin Code

> 400708

Institution e-mail address

> jvm_collegeairoli@yahoo.co.in

Contact Nos.

> 022 - 27797245 (Office)

Name of the Head of the Institution:

> Dr. Mrs. Leena Sarkar

Tel. No. with STD Code: 022-27791470

Mobile: 9869054583

Name of the IQAC Co-ordinator: Dr B.R.Deshpande

Mobile: 9892109883

IQAC e-mail address: iqacmehtacollege@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* MHCOGN 13016

OR

1.4 **NAAC Executive Committee No. & Date:** EC/61/A&A/59 , Dt 15-09-2012
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.jnanvikasmandal.com

Web-link of the AQAR: http://www.jnanvikasmandal.com/AQAR2015-16.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.82	2012	15th Sept 2012 to 14th Sept 2017
2	2nd Cycle	---	---	---	---
3	3rd Cycle	---	---	---	---
4	4th Cycle	---	---	---	---

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | 20/04/11 |

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

The AQAR for the year 2015-16 is submitted to NAAC on 27th March 2017

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) | .   ---- |

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

University of Mumbai

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 | -- | UGC-CE | -- |

UGC-Special Assistance Programme | -- | DST-FIST | -- |

UGC-Innovative PG programmes | --- | Any other (*Specify*) | -- |

UGC-COP Programmes | -- |

The institution has been granted minority status (linguistic) by the Govt. of Maharashtra

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	03
2.3 No. of students	01
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	-

2.8 No. of other External Experts `01`

2.9 Total No. of members `13`

2.10 No. of IQAC meetings held `4`

2.11 No. of meetings with various stakeholders : No. `13` Faculty `09`

Non-Teaching Staff / Students `01` Alumni `02` Others `1`

2.12 Has IQAC received any funding from UGC during the year? Yes `-` No `✓`

If yes, mention the amount `-`

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [ ] International [ ] National [ ] State [ ] Institution Level [ ]

(ii) Themes [ ]

2.14 Significant Activities and contributions made by IQAC

a) A new centralized attendance system was introduced.
b) To meet the requirement of large number of learners, an additional division of Bachelor of Accounting & Finance (B.A.F) was introduced.
c) Students participation in the working of IQAC was introduced.
d) The teaching staff were encouraged to organize activities for students.
f) The teaching staff were encouraged to participate in seminar and conferences
g) Slow learners and ATKT students were provided opportunities to appear for remedial lectures.
h) Faculty members were encouraged to publish research papers in journals.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the Outcome achieved by the end of the year *

Plan of Action	Achievements
A) Guest Lecture Series to be organised for final year students	A) Guest Lectures were arranged and positive effect of such lectures were observed.
B) Planned to organize Inter collegiate events	B) Number of activities were organized during the academic year like 'Panorama', 'Goonj', 'Jashn' etc.
C) To introduce an additional division of 60 students for Bachelor of Accounting & Finance from the academic year 2016-17.	C) Application was made for an additional division of B.A.F .Permission is awaited.
D) Industrial visits and study tours to be organized	D) Industrial visits were conducted for the students of BBI, BAF, B.M.M, IT, B.Sc, B.Com, M.Sc IT, and B.M.S students for industrial interaction, and an overall exposure.
E) To conduct many sports activities for the students	E) Many Students participated in the sports activities conducted including indoor and outdoor games.
F) A centralized student attendance system to be implemented to have a full control over regular attendance of the students for lectures and tutorials.	F) A new system is adopted in which student attendance is taken in every period, analyse weekly and displayed on the notice board. Parents are informed. The general attendance of the students has increased.
G) To introduce an effective security system and house-keeping system to keep the premises neat and clean.	G) A new security system is introduced .24x7 with guards. House-keeping contract is given to a contractor with proper monitoring system.

Attach the Academic Calendar of the year as Annexure.

Academic Calendar for the academic year 2014-2015 was prepared in the beginning of the academic year and was implemented.(Annexure 1   )

2.16 Whether the AQAR was placed in statutory body   Yes ☐   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

The plan of action of IQAC was placed before the Governing Council of the college in the beginning of the academic year 2015-2016. The Governing Council approved the same and assured, its full support in its effective implementation.

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	--	--	--	--
PG	**03**		**05**	--
UG	**09**		**09**	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	
Diploma				
Certificate				
Others	--	--	--	
Total	**12**	**--**	**14**	**--**

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	**12**
Trimester	
Annual	**--**

The institution adopts the pattern of programmes designed by the University. The learners have been given a number of options for selecting the programme of their choice like B.Com, B.Sc, B.M.S, B.B.I, B.A.F, B.M.M etc.

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***
Regular feedback has been taken from the stakeholders from time to time. Proper analysis of the same has been done and the outcome of such feedback has been utilized in various academic activities. Annexure- II

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.
The University of Mumbai revises syllabi of all under graduate and post graduate courses. Faculty of the college attends workshops organized by the Board of Studies towards this end. The details of revision/update of the syllabus/regulations is given below:

Details of Change in Syllabus

2015-16

Department	Class	Semester	Subjects	Mark((√) in case of change	Salient aspects
Chemistry	F.Y.	I	Chem. I&II	No change	
		II	Chem. I&II	"	
	S.Y.	III	Chem- I	✓	Photochemistry, chemical kinetics-II Titrimetric analysis,. Separation techniques
			Chem-II	✓	
			Chem-III	✓	Industrial chemistry (new paper introduced)
	S.Y.	IV	Chem- I	✓	Liquid state, Nuclear chemistry-II, statistical treatment of analytical data

			Chem-II	✓	
			Chem-III	✓	Industrial and Enviornmental chemistry (new paper added)
	T.Y.	V & VI	Paper I, II, III, IV, and V	No Change	
Zoology	FY	I	Zoo-I	✓	Wonders of animal world and Biodiversity and its conservation
			Zoo-II	✓	Instrumentation and Animal Biotechnology
		II	Zoo-I	✓	Ecology and wildlife Management
			Zoo-II	✓	Nutrition, Public Health and Hygiene
	SY	III & IV	Zoo –I, II and III	No Change	
Physics	F.Y	I	Physics –I (Unit 1, Unit2)	✓	Vectors and Scalars,Gradient, Divergence, Curl, Differential Equation
			Physics –II (Unit -3)	✓	Behaviour of Real Gas, Thermodaynmic
		II	Physics –I (Unit-1,Unit-2, Unit-3)	✓	Circuit Theorems,Ac Theory, Dc/Ac Bridge,Dc Power Supply, Transistor as Amplifier
			Physics –II (Unit- 2)	✓	Nuclear Reactor, Nuclear Detector,Quantum Meachanics
	S.Y	III	Physics –I, Physics-II, Physics - III	No Change	

		IV	Physics-I, Physics –II, Physics - III	No Change	
C.S	F.Y.	Sem I	Python	✓	Subjects are being changed .
			COA	✓	The old subjects were
				✓	C,COA
		Sem II	Python	✓	Subjects are being changed .
			DBMS	✓	The old subjects were
					Adv C,micro processor
	S.Y.	III & IV		No Change	
	T.Y.	V & VI		No Change	
IT	F.Y.	I & II		No Change	
	S.Y.	III & IV		No Change	
	T.Y.	V & VI		No Change	
BAF	FY	I & II		No Change	
	SY	III & IV		"	
	TY	V	Advance audit	✓	Introduced the topic of computerized audit
			Financial Management	✓	Financial management subject introduced and Management account removed
			Costing	✓	Process costing introduced
			Management II Economics	✓	Management and Economics moved from sem VI to V
		VI	Financial Management		Financial Management introduced and Financial Accounting VIII removed

BBI	FY	I & II		No Change	
	SY	III & IV		"	
	TY	V & VI		"	
Commerce				No Change	
BMS	S.Y	III	Principle of Marketing	✓	Principles of Marketing, Organizational Behaviour was introduced.
			Accounting for managerial decision	✓	Accounting for managerial decision was introduced in lieu of Management Accounting.
			Organizational Behaviour and Human Resource Management	✓	Marketing Management,Strategic Management, Production Management and Material Management Subjects are introduced. Business Aspects in Banking and Insurance subject is removed.
			Marketing Group	✓	Consumer Behaviour and Strategic Management is introduced.
			Human Resource Management Group	✓	Recruitment and Selection and Motivation and Leadership is introduced.
		IV	Business Planning and Entrepreneurial Management	✓	Business Planning and Entrepreneurial Management is introduced.
			Business Research	✓	Business Research Methods is introduced instead of Research

			Methods,		Method in Business,
			Direct Taxes	✓	Direct Taxes is introduced in place of Direct and Indirect Taxes
			Production and Total Quality Management	✓	Production and Total Quality Management is introduced in lieu of Productivity and Quality Management. Export Import procedure and documentation, co-operatives and rural markets, public relation management is removed.
			Marketing Groups	✓	Integrated Marketing Communication and Advertising, and Rural Marketing is introduced.
			Human Resource Groups	✓	Training and Development in Human Resource Management and change Management is introduced.
BMM				No Change	

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
48	47	--	--	01 [Librarian]

2.2 No. of permanent faculty with Ph.D. | 05 |

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		V	R	V	R	V
05		--	--	--	--		--	06	--

2.4 No. of Guest and Visiting faculty and Temporary faculty | -- | | 1 | | -- |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	-	02	-
Presented papers	03	10	-
Resource Persons	Nil	Nil	-

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

- Overhead Projector has been introduced for effective and smart teaching.
- A Session on Stress Management & Investment Awareness Programme was arranged by the Department of Commerce.
- An inter-collegiate accountancy knowledge test and an essay competition on 'Clean India and Green India' was organised.
- Maths Aptitude Test and SUDOKU Competition was organised to enhance the interest and knowledge of Mathematics.
- A poetry recitation competition on Hindi Divas was arranged for the students.
- Chem Housie, Chem Teach and Chem ⟨180⟩ oduced to create interest among the students

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

- As an affiliated college, examination evaluation reforms are adopted as directed by the University. This includes coding and masking of answer books, supply of photo copy of the assessed answer books, revaluation etc..
- At the college level, providing question bank, giving assignments, solving previous year's question papers, conducting of preliminary examination etc. have been followed for the benefit of students.
- Along with the photocopy of answer books, the candidates are given model answers to enable the students to understand their deficiencies and help them to overcome the same.
- Subject-wise orientation lectures are conducted by the subject teachers giving the guidance to the learners as to how they should write the answers for different questions.
- All examination related notices are displayed on the college notice board alongwith the 'Best Wishes' from the faculty and the Principal.
- All examination-related matters including issue of admit cards, results, time-tables etc are displayed on the college website periodically.

Nil		

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

2.10 Average percentage of attendance of students $\boxed{75}$

2.11 Course/Programme wise distribution of pass percentage:

Programmes	SEM	No. of Students Appeared	Distinction	First Class	Second Class	Pass Class	Pass %
T.Y.B.Com	V	246	01	14	100	35	61.00%
T.Y.B.Com	VI	245	-	08	-	154	66.12%
T.Y.B.Sc(Chem)	V	16	01	08	-	06	81.25%
T.Y.B.Sc(Chem)	VI	16	02	06	-	06	81.25%
T.Y.B.Sc. CS	V	39	01	06	05	08	51.00%
T.Y.B.Sc. CS	VI	38	-	04	06	06	42.00%
T.Y.B.A	V	17	03	03	-	05	64.70%
T.Y.B.A	VI	17	-	06	03	05	82.35%
T.Y.B.B.I	V	29	-	-	-	23	79.00%
T.Y.B.B.I	VI	29	03	-	-	15	62.00%
T.Y.B.A.F	V	52	-	05	-	23	52.00%
T.Y.B.A.F	VI	52	-	07	-	36	83.00%
T.Y.B.M.S	V	52	-	05	15	08	53.85%
T.Y.B.M.S	VI	52	-	07	12	15	67.00%
T.Y. B.Sc.IT	V	36	01	07	07	12	75.00%

T.Y. B.Sc IT	VI	36	-	11	05	09	70.00%
M.Sc. IT	III	10	-	01	-	06	70.00%
M.Sc. IT	IV	10	01	01	03	-	50.00%
M.Com	III	28	-	04	12	16	93.00%
M.Com	IV	21	-	06	11	19	90.47%
M.Sc.Chem.	III	13	-	02	-	-	62.64%
M.Sc Chem	IV	11	01	03	-	04	72.7%

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

The IQAC plays a dominant role in monitoring, evaluating the teaching and learning process.

- The IQAC prepares the Academic Calendar and implements it.
- It monitors teaching plan and its implementation by the faculty members.
- The IQAC confirms the completion of the required syllabus by the end of each term by the faculty members.
- It ensures that the learners are fully prepared for the examination by the end of each term.
- Students attendance is monitored and necessary actions taken to improve the same.
- Teachers are advised to take class tests periodically.
- Necessary advice is given to the parents to enhance the academic progress of their ward.
- It advises the faculty members to have a question and answer session by the end of every period.
- The outcome of the teachers' evaluation by the students is implemented for the enhancement of teaching quality.
- Projects are given to the students to enhance their analytical abilities.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	08
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	28	-	-	-
Technical Staff	03	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC takes the initiative to guide the faculty members whose research output is very low.
- It takes all efforts to bring maximum number of faculty members in the areas of research.
- Newly appointed faculty members on temporary basis are induced to take up research activities and to obtain Ph.D. degree so that their appointment would be regularized.
- Faculty members are induced to take up minor / major research projects from their respective departments of the University.
- The Research Committee constituted for promoting research climate in the institution held meetings of the faculty periodically to share their research findings and experiences at seminars.
- The faculty presented research papers which for enhancing their knowledge.
- Lectures on research promotion was held by eminent faculty members of other institutions to promote research culture.
- A special lecture on research methodology was arranged for the benefit of faculty researchers.
- Concession in the teaching timing workload is given to the faculty members working hrs. involved in research.

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	01	-
Non-Peer Review Journals	-	01	-
e-Journals	01	02	-
Conference proceedings	03	10	-

3.5 Details on Impact factor of publications:

Range [1.5] 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	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. | 02 | Chapters in Edited Books | - |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | 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 | NIL |

As the consultancy is extended for the benefit of the people staying in the vicinity of the college free of cost, no revenue has been generated.

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	01	02
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons | 04 |

3.13 No. of collaborations   International | - | National | - | Any other | 03 |

3.14 No. of linkages created during this year | 04 |

3.15 Total budget for research for current year in lakhs: | Nil |

From Funding agency | Nil | From Management of University/College | Nil |

Total | Nil |

3.16 No. of patents received this year

Type of Patent		Number
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
-	-	-	-	-	-	-

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 | 71 | State level | - |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | - | State level | - |

National level | - | International level | - |

3.23 No. of Awards won in NSS:

University level | - | State level | - |

National level | - | 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	-	NSS	15	Any other	03

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

NSS extension activities.

1. Our volunteers took part in the Yoga Practice Camp conducted at Kalina University and participated in the Yoga Day.

2. Our students participated in the 'World Population Day' celebrations at L.S.Raheja College.

3. N.S.S Foundation Day was celebrated by distributing books at Sanjeevdeep Vidyalay for needy students.

4. World Merit Council, U.S.A arranged a camp through which our volunteers encouraged school children to use paper bags.

5. Volunteers undertook a project of book binding using the left over pages of old books and distributed among the poor needy children.

6. 'Andhashraddha Nirmulan Workshop' was attended by our students at S.M.Shetty College.

7. Volunteers arranged'Electricity Conservation Drive' to enlighten the students about the concept.

8. A rally was also organised along with NMMC traffic police department.

9. Yuva Diwas was celebrated at Kalina in which our volunteers participated.

10. Road Safety Week was observed to create awareness of the same.

11. Our N.S.S volunteers conducted a survey on eco-friendly Ganesh Utsav.

12. Tree plantation drive was conducted.

13. A survey was conducted in the nearby areas to find out the school dropout rate of children.

14. A workshop was attended by our volunteers on 'Solid Waste Management' in ICL's Jhunjhunwala College.

15. Our volunteers participated in the Yuva-Yuvati mela at Sathe College.

16. Blood donation camp was conducted.

17. Thallassemia check up was conducted for students.

18. Our volunteers participated in the 'Zapurza', cultural events for N.S.S volunteers at University and won prizes in the same.

19. Our Volunteers attended the 'Yuva Diwas' programmes conducted by Ramanand Arya DAV College.

20. 'Electricity Conservation Awareness Programme' was arranged.

21. 'Swachh Bharat Abhiyan' was carried out by the students of N.S.S

22. N.S.S Students conducted a survey of drop-out rates in the schools.

Others

1. A guest lecture on 'Sexual Harrassment at Workplace' was conducted by 'Women Development Cell'.
2. Group counselling was arranged for each class by 'Counselling Cell'.
3. A workshop was conducted on 'Polymer Waste Management' for students and faculty by Chemistry department.
4. A health check-up camp was conducted by Chemistry department for the college staff.
5. A guidance lecture on 'Sexual Harassment' was conducted by the 'Women Development Cell'.
6. A Gender Sensitization Workshop' was arranged for the faculty.
7. A counselling sessions to students were also arranged.
8. 'Stress Management Programme' was also conducted for the faculty members by the 'Women Development Cell'.

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	1.5 Acres	-		1.5 Acres
Class rooms	30	-		30
Laboratories	8	-		8
Seminar Halls	1	-		1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1	-	Management	1
Value of the equipment purchased during the year (Rs. in Lakhs)	6961259	-		84,67,106
Others				

4.2 Computerization of administration and library

> - The college has well equipped computer laboratories and other ICT enabled learning resources, which are extensively used for academic and administrative purposes.
> - The college has three computer laboratories used by students.
> - The college library is equipped with facilities like computers, printers and internet .
> - The library is fully computerized.
> - All the departments and laboratories have computers with internet access.
> - The examination department has an independent room with computers internet facility and printers.
> - The College administrative office is well-equipped with the furniture, computers and printers.
> - The administrative office uses licensed software for all administrative purposes.
> - Qualified and experienced staff make full use of computerized technology both in administration and in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9655	10,95,972	1140	1,34,541	10795	12,30,513
Reference Books	1919	13,52,657	41	62,929	1960	14,15,586
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video	155	55,695	-	-	155	55,695
Others (specify)Maps	24	3,680	-	-	24	3,680

- Library subscribed to NLIST programme under INFLIBNET. Access to more than 6000 journals.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	122	03	03	-	-	13	13	-
Added	-	-	20	-	-	-	-	-
Replaced	12	-	-	-	-	1	-	-
Total	122	03	23	-	-	13	13	-

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

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT

3,05,012

ii) Campus Infrastructure and facil

4,57,519

iii) Equipments

4,27,017

iv) Others

3,35,516

15,25,064

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- A notice board specially meant for students support services has been displayed at the entrance of the college giving details of the support services extended by the college to the learners.
- In the induction programme conducted for the new entrants, details of support services provided by the college are provided.
- Feedback is taken from learners regarding the adequacy and the execution of the support services extended to the learners.
- The institution gets information regarding students belonging to SC, ST, OBC,SBC etc
- Students belonging to special category are given information regarding the support services extended by the institution, the government and other social organizations.
- The college prospectus gives details of various support services provided by the institution
- Written notices are circulated in the classrooms giving details of various support services to enhance the awareness about such services.
- In the PTA Meetings information is given to the parents about the support services provided to the students.
- Information regarding support services is also displayed on the college notice boards from time to time for creating awareness.

5.2 Efforts made by the institution for tracking the progression

- The institution takes ideas regarding the student progression from the college alumni during their meet.
- Special record has been maintained pertaining to the students taking admissions for PG and other courses after their graduation.
- The institution maintains students' profile through which the students are contacted after their graduation regarding the details of their progression.
- The leaving certificate record maintained by the college helps in tracking students' progression.
- During the annual gathering and celebration of national days the ex-students are invited through whom details of various students progression is tracked.
- Students who continued their education from UG to PG are 67 in number as on date.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2042	123	-	-

(b) No. of students outside the state | 10 |

(c) No. of international students | - |

	No	%
Men	1079	49.83%

Women

No	%
1086	50.16%

2014-15						2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB	Physically Challenged	Total
1731	171	6	240	01	2149	1790	143	04	228	-	2165

Demand ratio   1:1.15   Dropout % -Less than 1%

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

- The faculty guide and encourage students to prepare for competitive examination after their graduation.
- Mathematics and Statistics department organized aptitude tests and quiz competition for students. Winners were felicitated with cash prize.
- Coaching is conducted for final year students for in quantitative aptitude and general English.
- The college library is well stocked with books and journals for competitive examinations.

No. of students beneficiaries | Not Known |

5.5 No. of students qualified in these examinations

NET | - | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6 Details of student counselling and career guidance

- College has appointed a regular visiting professional counsellor. Counselling is provided to students who are identified by teachers of requiring the same.
- Eminent personalities from industry are invited to guide the students regarding various career opportunities.
- The library subscribes for the newspaper- 'Employment News' for the benefit of students. They are also given necessary guidance to that effect.
- A couple of sessions on student counselling and career guidance for the students of Information Technology and Accounts and Commerce were organized.

No. of students benefitted | 25 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	180	16	Details not known

5.8 Details of gender sensitization programmes

- Gender Audit is conducted every year and proper analysis of female representation in teaching and admission is ensured and a proper record to that effect is maintained.
- Severe punishment is given to the employees/students guilty of sexual harassment.
- The Women Development Cell of the college is very active and attends all issues connected with girl students and female faculty members.
- Guest lecture on crime against women and law, our rights was arranged by an eminent lawyer.
- 'Women's Day' was celebrated under the supervision of Women Development Cell of the college.
- A programme on gender sensitization was conducted.

5.9 Students Activities

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

State/ University level [46] 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	2+3	17,000.00
Financial support from government	75	8,60,365.00
Financial support from other sources CIDCO	10	
Number of students who received International/ National recognitions	-	-

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

- The students actively participate in all events as volunteers and help the faculty in organizing various activities.
- Plantation drive has been undertaken every year for maintaining eco-friendly campus.
- Activities connected with cleanliness drive, women empowerment etc. are undertaken.
- Students participated in Ganpati Visarjan Ceremony during which the message of using environmental friendly material for creating Ganpati idol was communicated.

5.13 Major grievances of students (if any) redressed:

The college has constituted 'College Grievance Cell' to accept and redress both major and minor grievances of the students from time to time. As there are no major grievances during this academic year, only minor grievances were redressed as per the satisfaction of the students.

Criterion – VI

2015-16

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<div style="border:1px solid">

Vision
To make the institution a centre of academic excellence
To ensure quality education accessible to all
To tune –in the minds of youth for an ever changing world

Mission
To empower students with knowledge and skill
To develop competence for gainful employment
To inculcate discipline, commitment and sensitivity

</div>

6.2 Does the Institution has a management Information System

The Management Information System has been introduced for the work of office staff. The work in office is completely computerized. Account work is done with the use of accounting software. Admission process, student attendance, preparation of roll call and other necessary functions are carried out using the software. All necessary reports are generated by using software.

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

6.3.1 Curriculum Development

Faculty members regularly attend the workshops and seminars on syllabus restructuring. Senior teachers meet members of Board of Studies and discuss the curriculum with them. The heads of the department hold meetings with the faculty in their respective departments and discuss the new curriculum introduced by the university. Necessary feedback is given to the university for changes to be made if any.

6.3.2 Teaching and Learning

- Efforts are made to improve the teaching and learning process through the following means:
- A good teaching and learning environment is maintained inside the campus and all requirements for the effective teaching and learning processes are made available.
- Series of guest lectures and seminars were organized to make the students understand the subject matter clearly.
- Staff Meeting and Departmental Meetings are held frequently to find out the issues faced in the teaching and learning process and to solve problems satisfactorily.
- Orientation programmes are conducted by the Principal for the first year students to familiarize them with the infrastructure available in the college.
- Feedback is taken from the learners to enhance the quality of teaching and learning from time to time.
- Industrial visits and field trips are organized for the students to teach them knowledge, beyond the text book.
- Students were encouraged to participate in the inter-collegiate events conducted by our college and others.

6.3.3 Examination and Evaluation

- Our Institute is affiliated to the University of Mumbai; hence the college follows the examination system set out by the University of Mumbai.
- Over and above, the University directions pertaining to the conduct of examinations and evaluation, the institution of its own conducts periodical class tests, question and answer sessions during regular lectures etc.
- To encourage the students to show outstanding performance in various examinations, students with outstanding performance are given certificates and prizes every year during the annual gathering.
- The Examination committee of the college prepares the schedule of the first year and second year examination. Faculty plans to complete the syllabus on time to grant the students enough time for preparation.
- Revaluation and moderation of the examination papers were done as per the University rules and regulations.
- The students are informed about the type of punishment as a consequence of using unfair means.
- College examination results are declared within 30 days of the last paper.
- Programme-wise examination schedule is informed to all stakeholders like students, parents, alumni etc. The dates of declaration of results are communicated as well.

6.3.4 Research and Development

- Faculty members are encouraged to register themselves for Ph.D. degree in their respective subjects.
- They are also encouraged to write and publish research articles in the journals.
- They are encouraged to take up minor and research projects in their relevant subjects from the University.
- The head of the department of Commerce is awarded Ph.D. degree in the relevant subject.
- The head of the department of Marathi is awarded the Ph.D. degree in the relevant subject.
- Faculty Members who are already registered for Ph.D. Program are encouraged to complete the same as early as possible.
- Other faculty members are encouraged to register themselves for Ph.D degree in their respective subjects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The Library has been equipped with book-cases and racks for keeping the library books for the benefit of the students.
- The College has installed CCTV cameras on all floors and entrance to monitor the discipline of the students.
- Required number of instruments for Physics laboratory is made available for the learners.
- ICT Resources have been utilized for quality enhancement.
- Required quantity of different chemicals for the Chemistry laboratory have been made available for conducting experiments.
- EBooks are made available for the Faculty by the Library.
- Required number of tables, chairs and other infra-structure have been provided for students and faculty members.

6.3.6 Human Resource Management

- The College authority holds the meeting of the staff to plan the academic activities and its proper implementation
- Many committees were formed to organize the activities of the college smoothly
- Many activities were organized such as cultural, sports, academic, field tours etc. for the students to get practical knowledge
- Administration is done through a system of work assignment and periodical monitoring system. Daily return is taken from Non-Teaching Staff.
- Performance Appraisal Report is taken from the faculty and Non-Teaching Staff for every six months. The progress of the same is monitored.
- Grievances are redressed by the College Grievance Cell. Various Committees hold their meetings from time to time for the effective implementation of their objectives.
- CCTVs and cameras have been installed inside the campus for effective administration, safety and discipline.
- The college security system has been properly monitored on daily basis so as to have a safe environment inside the campus.
- The house-keeping system adopted by the college has 8 personals to undertake cleanliness work inside the college premises. Daily monitoring of their attendance, work done etc. have been done and a record to that effect has been maintained.
- All Class IV Employees have been given their daily assignment and proper monitoring is done regarding the implementation of the same. They are required to wear the uniform during their duty hours with their identity cards.

6.3.7 Faculty and Staff recruitment

- All recruitments of faculty and the staff are done following the University statutes.
- Teaching Posts are advertised on All India Basis.
- Candidates interviews are taken, selection is done on merit basis.
- Oral interviews, demonstration lectures are taken to select the best candidates for Teaching Posts.
- Initially the faculty is appointed on probation for a period of 2 years. The progress of such faculty members is observed thoroughly and a six months performance appraisal report is taken. On completion of 2 years of probation period they are confirmed in the permanent establishment of the college.
- Necessary encouragement is given to the faculty members to attain the required qualification stipulated by the University, if they are under-qualified at the time of their recruitment.

6.3.8 Industry Interaction / Collaboration

- Students were taken on study tour wherein they were intimated about organic farming.
- Students are assigned projects based on industrial activities.
- Interaction with field experts on study tours are held for them to enhance their academic standards.

6.3.9 Admission of Students

- All admissions to various courses are done through a perfect transparent system based on merit.
- Admissions process is carried out as per the norms specified by the University.
- All details pertaining to admissions are displayed on the College website and given in the prospectus.
- Admission process is streamlined to minimize the waiting time for parents and students.
- Students from the economically weaker sections are allowed to make staggered payment of fees.
- The college adheres to the reservation policy of the government pertaining to the admission of the students belonging to reserved category.
- The college displays the admission status of different courses on the notice board and on website on regular basis.
- Details of admission cancellations course-wise is also displayed in the college website and notice board.
- The college receives admission fees through generating channels in support with ICICI bank.

6.4 Welfare schemes for

Teaching	Employees Provident Fund, Gratuity, Group Insurance etc have been adopted .Birthdays of the faculty is celebrated
Non teaching	• Uniform and Monsoon wear and shoes for Class IV staff • Advance against salary is given in case of emergency. • Medical help is given in special cases. • Encouragement is given for further studies. • Notebooks are distributed to the school going childrens of Class IV Employees. Birthdays of Non-Teaching Staff is celebrated. • Salary deduction system of paying the insurance premium has been adopted.
Students	• Group Insurance Scheme has been introduced for the benefit of the students. • Freeships and Scholarships are extended to the needy students. • Notebooks are also distributed to the needy students • Placement Services, Counselling, Medical Care have been extended to them. • Doctor on call system is adopted in case of emergency to treat the students.

6.5 Total corpus fund generated   1.54Cr

6.6 Whether annual financial audit has been done   Yes [✓]   No [ ]

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

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

6.8 Does the University/ Autonomous College declares 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?

NOT APPLICABLE

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

NOT APPLICABLE

6.11 Activities and support from the Alumni Association

- The College Alumni participates in various activities related to academics, administration, culture and sports.
- They meet at least twice a year and plan their involvement in the various activities of the college.
- The alumni help the institution for placement of students in their respective organisations.
- Our college Alumni Association participates in the Flag Hoisting ceremony on Independence and Republic Day and cultural programmes.

6.12 Activities and support from the Parent – Teacher Association

- The College has a Parent Teacher Association to have a direct interaction of the parents with the faculty.
- Periodical meetings and regular interactions help the institution in the teaching and learning process.
- Interactions pertaining to students' attendance, examination results, discipline matters etc. help the students in their holistic development.

6.13 Development programmes for support staff

- Stock awareness programme was organised for staff by the departments of BBI and BAF.
- Workshop on UNICODE organized for teaching and non-teaching staff by Departments of Marathi, IT and CS in collaboration with Rajya Marathi Vikas Sanstha.

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

a) Every year NSS cell organizes the Tree plantation programme .

b) Segregation of wet and dry waste is strictly adhered to .

c) Green Audit is conducted every year to make the campus eco-friendly.

d) Lectures are arranged for the students regarding the importance of hygine,
   Tree Plantation etc.

e) Rallies are arranged to create awareness among the people regarding clean
   environment, economical use of non-renewable resources, disposal of waste
   materials etc.

f) Plants inside the campus are regularly nurtured.

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.

> 1. BC Cell Formation : The college has formed a special cell consisting of senior faculty and few students to cater to the needs of the students falling under reserved category. This cell attends to admission of reserve categories.
>
> 2. Orientation Programme for Non-Teaching Staff: As there is no specific training programme for Class III & Class IV employees of the college, there is an acute need for a training/orientation session for them to enhance their quality of service. This orientation has created positive impact on college administration.

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
A) Guest Lecture Series to be organised for final year students	A) Guest Lectures were arranged and positive effect of such lectures were observed.
B) To organize Inter collegiate events	B) Number of activities were organized by the college. Panorama and Sci-Tech Fest were organized by departments. Goonj was organized by cultural committee. Student Council organized Jashn.
C) To form a separate cell for the benefit of backward caste students.(BC Cell)	C) BC cell was formed to represent and take care of backward caste students in the working and progress of the institution.
D) Introduction of an additional division of 60 students for Bachelor of Accounting & Finance from the academic year 2016-17.	D) Application was made for an additional division of B.A.F .Permission is awaited.
E) Industrial Visits and Study tours to be organized	E) Industrial Visits were conducted for the students of BBI, BAF, B.M.M, B.M.S, B.Sc, M.Sc, B.Com, M.Com and IT for industrial interaction.
F) To conduct many sports activities for the students	F) Many Students have participated in the sports activities conducted for them which include indoor and outdoor games.

G) A centralized student attendance system to be implemented to have a full control over regular attendance of the students for lectures and tutorials.	G) Students attendance is taken regularly, monthly defaulter list is displayed on the notice board and parents are informed. The general attendance of the students has increased.
H) To introduce an effective security system and house-keeping system to keep the premises neat and clean.	H) A new security system 24x7 was introduced with guards. House-keeping contract is given to a contractor with proper monitoring system.

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

1. Feedback, audit and survey
   2. Teaching of Music , yoga and meditation for the enhancement of self confidence, concentration. Details of these best practices are given in annexure 4 and 5 to AQAR 2015-16.

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

7.4 Contribution to environmental awareness / protection

- Lectures on environmental protection was arranged in the college for creating awareness among the learners towards keeping a clean pollution-free environment.
- Endangered species are protected in the college campus like snakes by taking the assistance of 'Sarpamitra'.
- Lectures and seminars are conducted for students to sensitize them against using plastic bags .The students of NSS have taken efforts in the rural area towards the same.
- Environmental days were celebrated in the campus like Earth day, "Ozone day", "Environment day", on April 22, September 16 and June,05 respectively.
- Tree plantation program was undertaken in and outside the college campus. Installation of potted indoor plants inside the college building.
- General public are motivated to use eco-friendly Ganpati Idols made out of clay.
- Awareness created among the people not to burn the garbage, plants and trees, plastic bags, grass etc to keep the environment smoke/pollution free.
- Creating awareness among the students and outsiders to use bicycles which are eco-friendly with no pollution.

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

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

Nil

8. Plans of institution for next year

1. Students in Editorial Board: It is planned to involve the students in the preparation of college magazine.
2. Students Support Feedback: It is planned to take student support feedback from students belonging to under-privileged and reserved category.
3. Examiners Observation Report: It is planned to issue examiner's observation report of the assessment work to every student in every subject so as to enable the learners to understand their deficiencies.
4. Lecture Monitoring System: It is planned to adopt the lecture monitoring system by the departmental head. This will help the teachers improve their teaching.
5. Four Meetings of LMC: It is planned to have four meetings (two in each Term) of the Local Managing Committee to discuss various matters for the progress of the institution.
6. Basic Computer for School Children: The institution plans to extend its services to the under-privileged students studying in Municipal Schools in the vicinity by providing basic computer education to them.
7. Lecture by local counselor for Swacch Bharat: The institution plans to invite the local municipal counsellor to create awareness about the Swacchh Bharat Abhiyaan of our Hon. Prime Minister.
8. Multiple Preliminary Examination: The Examination Committee intends to hold multiple preliminary examination to make the weak students fully prepared for the final year university examinations.
9. Display of college results on the college website: The institution plans to display the annual examination results of all programmes on the College website.
10 . Feedback on institutional performance by stakeholders: The institution intends to take the feedback from the stakeholders regarding the institutional performance which will help the institution in preparing its future plan of action.

Name   Dr.B.R Deshpande

Name Dr.(Mrs.) Leena Sarkar
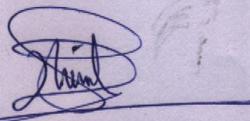
Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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ANNEXURE I -AQAR 2015-16

JVM'S MEHTA DEGREE COLLEGE, AIROLI, NAVI MUMBAI

Academic Calendar 2015-16	
8th June 2015: Reopening of college after summer vacation. Staff meeting. Meeting of Head of Departments. Display of time table for second and third year classes on notice board. Classes for third year and second year courses begin. Meeting of various committees with principal.	
Students Council Cell	13th June 2015
Admission Committee	13th June 2015
I.Q.A.C	13th June 2015
5th June World Environment Observation day	5th June 2015
Exam Committee	15th June 2015
Students Grievance Cell	16th June 2015
Women Development Cell	17th June 2015
PTA meeting	20th June 2015
Alumni Members Meet	20th June 2015
N.S.S. Meet	22nd June 2015
Counseling Cell meet	22nd June 2015
Industrial Visit Meet	23rd June 2015
Cultural committee	27th June 2015
Orientation for fresher's	1st July 2015
Commencement of lectures for all	1st year classes 3rd July 2015
Remedial lectures before ATKT Exams.(Additional exams)	6th July to 8th August 2015
Holiday- Eid-Ul Fitar (RamjanEid)	18th July 2015

Orientation by Counseling Cell	24th July 2015
Guest lecture by Women Development cell on women rights	31st July 2015
NSS Blood Donation camp	5th Aug. 2015
1st & 3rd semester internal exam begins	2nd week of Aug. 2015
Awareness of waste management by students in society – Chemistry dept.	2nd week of Aug. 2015
Independence day – Flag Hoisting	15th Aug. 2015
Holiday – Pateti	18th Aug. 2015
First Parent Teacher meet	22nd Aug. 2015
LMC meeting	28th Aug. 2015
Holiday-RakshaBandhan	29th Aug. 2015
NSS Tree Plantation	31st Aug. 2015
Teachers Day celebration	5th Sept. 2015
Programme by counseling cell	12st Sept. 2015
Rashtra Bhasha Hindi Diwas	14th Sept. 2015
Holiday- Ganesh Chaturthi	17th Sept. 2015
Holiday – Gauri visarjan	21st Sept. 2015
Holiday- Bakri- EId	24th Sept. 2015
Holiday- Gandhi Jayanti	2nd Oct. 2015
Exam committee meeting	5th Oct. 2015
1st & 3rd semester external exam begins	2nd week of Oct. 2015
IQAC Meeting	12th Oct. 2015
Holiday- Dasera	22nd Oct. 2015
NSS camp	26th Oct. 2015
{Every fourth Saturday of the month parent teachers meeting with all faculty members} **(Diwali vacation- from 21st Oct. to 15th Nov. 2014)**	

Second Semester 2015	
16th Nov. 2014 College reopens after Diwali vacation, Lectures resumes as per time table, result analysis, meeting of Head of the Departments.	
Gurunanak Birthday	25th Nov. 2015
Time-table committee	26th Nov. 2015
Students Council Cell	28th Nov 2015
PTA meeting	28th Nov. 2015
Students Grievance Cell	30th Nov. 2015
World HIV AIDS Day. Celebrated by N.S.S. Cell	1st Dec. 2015
Alumni Meeting	5th Dec. 2015
Library Advisory meeting	5th Dec. 2015
Research Committee	8th Dec. 2015
Chemistry Day	10th Dec. 2015
Interview for best student of college	12th Dec. 2015
LMC meeting	12th Dec. 2015
Sports day	16th & 17th Dec. 2015
String Fest	18th & 19th Dec. 2015
Talent show	21st Dec. 2015
Annual Prize distribution	22nd Dec. 2015
Staff Activities	23rd Dec.2015
Holiday- EId- E -milad	24th Dec. 2015
Winter vacation	25th Dec. 2015 to 7st Jan. 2016
Mahila Mukti Diwas, Celebration of Savitri bai Phule Birth Anniversary by W.D.C. (3rd Jan.)	3rd Jan. 2016
National youth Day celebration. (Swami Vivekanand Birth Anniversary)	12th Jan. 2016
Sci- Tech fest & panorama fest (Inter- collegiate event)	16th Jan. 2016

Science exhibition	16th Jan. 2016
2nd & 4th semester internal exam begins	2nd week of Jan. 2016
Republic day – Flag Hoisting	26th Jan. 2016
Fare well function for final year students Convocation ceremony for passed TY students & PG students	30th Jan. 2016
Guidance lecture for all 3rd year classes	2nd week of Feb. 2016
Holiday- Shivaji Jayanti	19th Feb. 2016
Preliminary exam for T. Y. students	3rd week of Feb. 2016
Hoilday- Maha shivratri	26th Feb. 2016
National Science Day	28th Feb 2016
IInd semester Exam commences	1st week of March 2016
Women's day celebration - WDC	8th March 2016
Holiday- Holi	23rd March 2016
Holiday- Good Friday	25th March 2016
Holiday- Dr. Ambedkar Jayanti	14th April 2016
Holiday – Ram Navami	15th April 2016
Additional Exam Commences	16th April 2016
Admission Committee	25th April 2016
Staff meeting	30th April 2016
Last working day	2nd May 2016

(Every fourth Saturday of the month Parent teacher Meeting with all faculty members.Summer vacation begins from 3rd May 2016 to 5th June 2016.

ANNEXURE II A   -AQAR 2015-16

JVM'S MEHTA DEGREE COLLEGE, AIROLI, NAVI MUMBAI

ANALYSIS OF STUDENTS FEEDBACK

Q.1. **Services rendered by the college office to students**:

Observation	Excellent	Good	Average	Needs improvement
Percentage	24	46	20	10
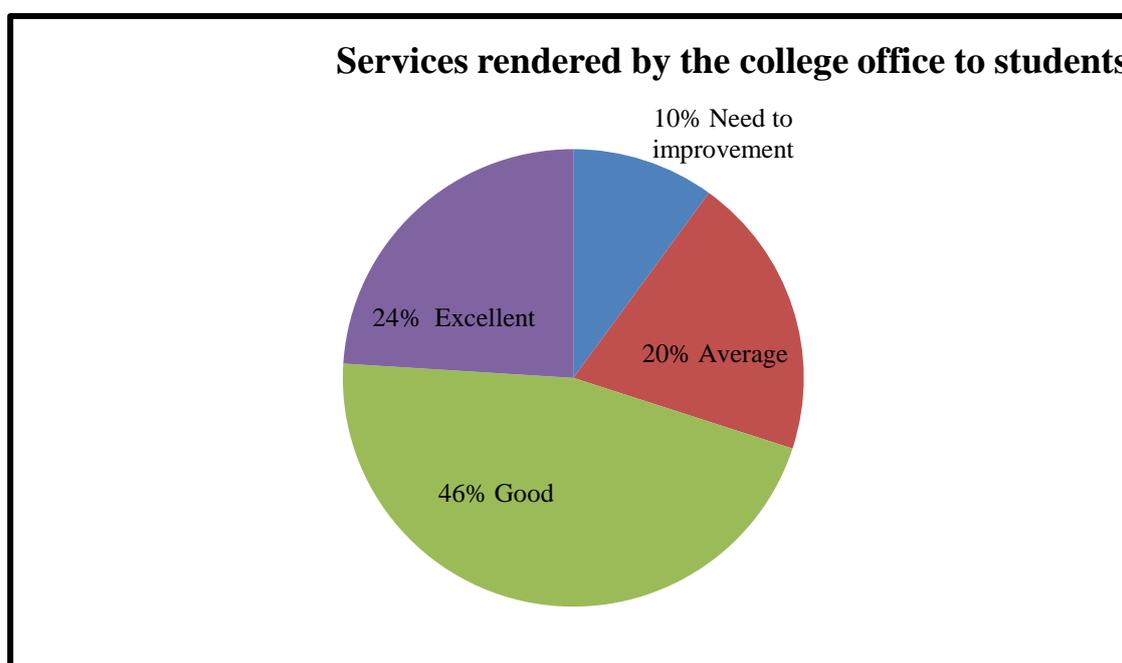
24% of the students are of the opinion that the services rendered by the college office to them are excellent.

46% of the students are of the opinion that the services rendered by the college office to them are good.

20% of the students are of the opinion that the services rendered by the college office to them are average.

10% of the students are of the opinion that the services rendered by the college office to them needs improvement.

Q.2 **Infrastructure provided by the college to the learners**:

Observation	Excellent	Good	Average	Needs improvement
Percentage	21	54	20	5
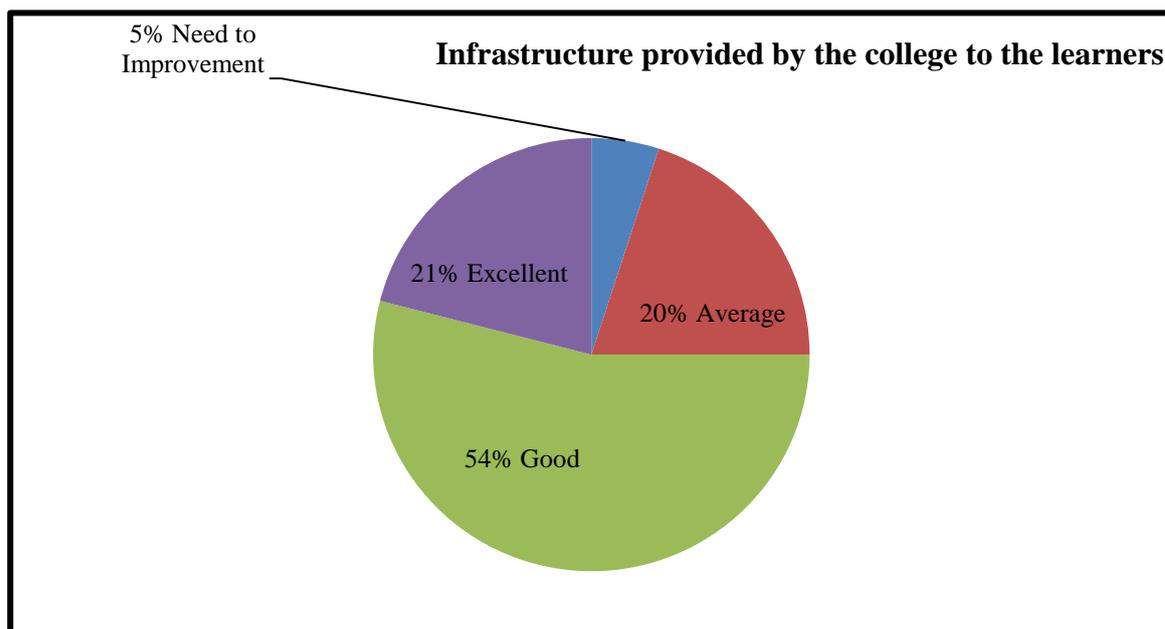
21% of the students are of the opinion that the infrastructure provided by the college to them is excellent.

54% of the students are of the opinion that the infrastructure provided by the college to them is good.

20% of the students are of the opinion that the infrastructure provided by the college to them is average.

5% of the students are of the opinion that the infrastructure provided by the college to them needs improvement.

Q.3 **Library Services extended to students:**

Observation	Excellent	Good	Average	Needs improvement
Percentage	22	58	12	8
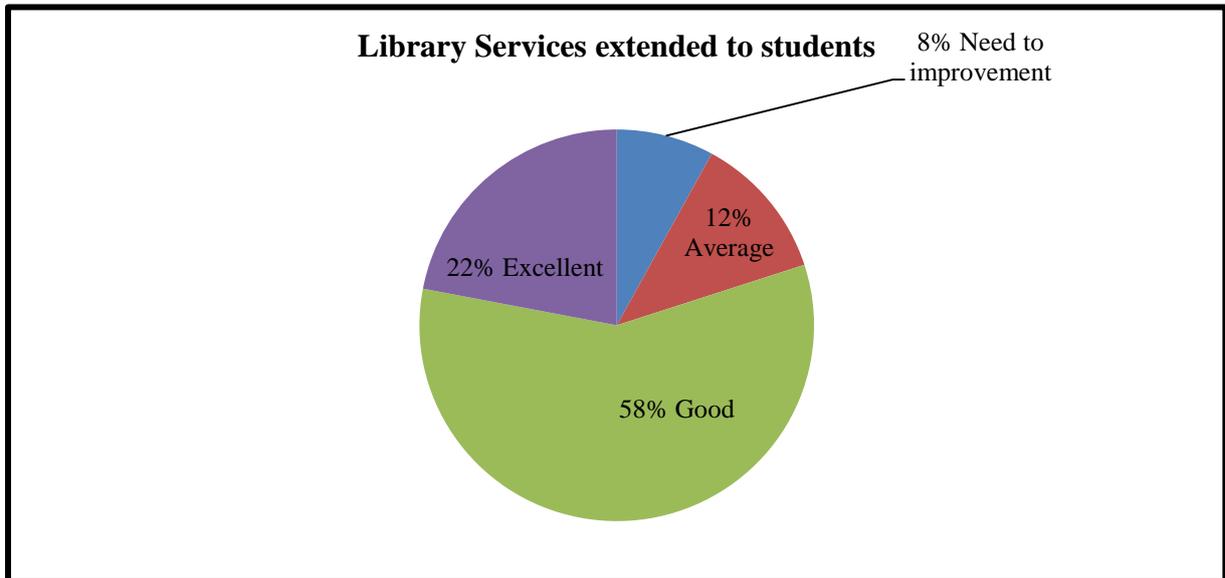
22% of the students are of the opinion that the library services extended to the students is excellent.

58% of the students are of the opinion that the library services extended to the students is good.

12% of the students are of the opinion that the library services extended to the students is average.

8% of the students are of the opinion that the library services extended to the students needs improvement.

Q.4 **Canteen services the students get from the college canteen:**

Observation	Excellent	Good	Average	Needs improvement
Percentage	17	34	24	25

Canteen services the students get from the college canteen
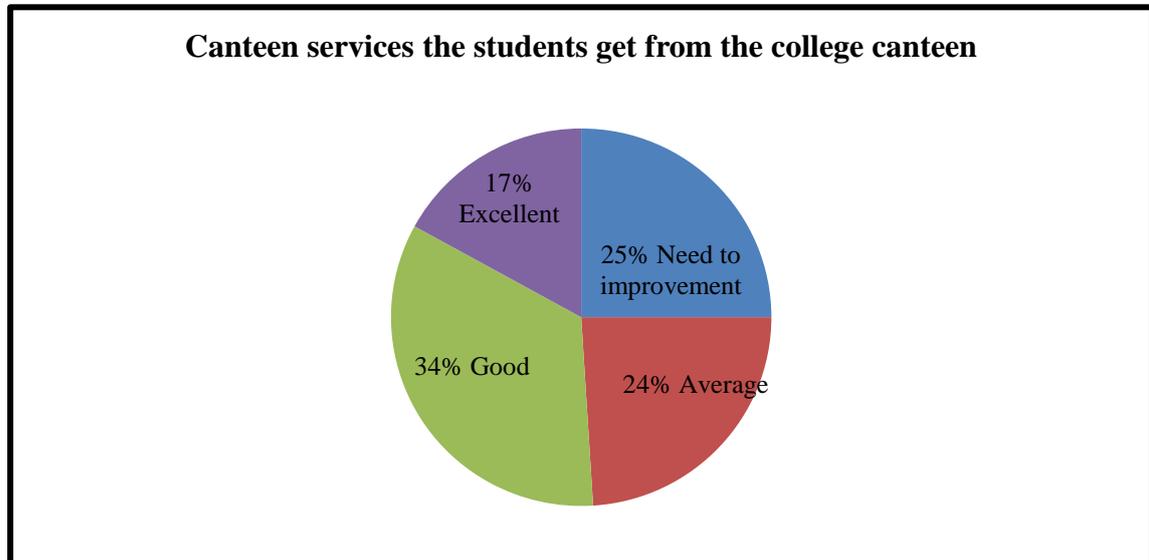
17% of the students are of the opinion that the canteen services the students get from the college canteen is excellent.

34% of the students are of the opinion that the canteen services the students get from the college canteen is good.

24% of the students are of the opinion that the canteen services the students get from the college canteen is average.

25% of the students are of the opinion that the canteen services the students get from the college canteen needs improvement.

Q.5 **Overall Teaching by the teachers in the lecture hall**

Observation	Excellent	Good	Average	Needs improvement
Percentage	34	58	6	2
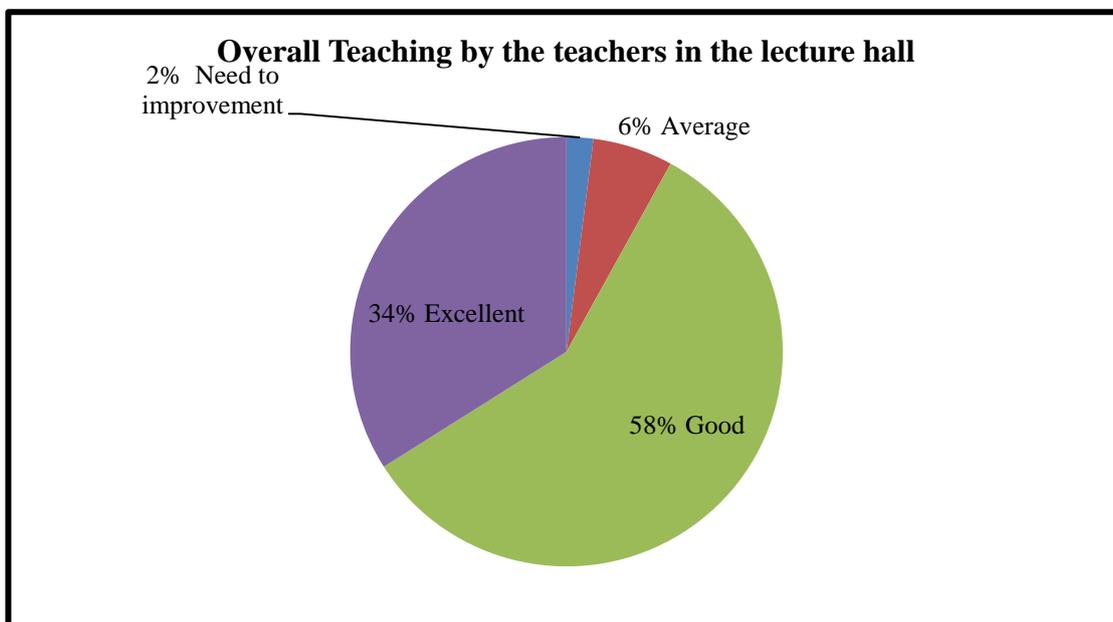
Overall Teaching by the teachers in the lecture hall

2% Need to improvement

6% Average

34% Excellent

58% Good

34% of the students are of the opinion that the Overall Teaching by the teachers in the lecture hall is excellent.

58% of the students are of the opinion that the Overall Teaching by the teachers in the lecture hall is good.

6% of the students are of the opinion that the Overall Teaching by the teachers in the lecture hall is average.

2% of the students are of the opinion that the Overall Teaching by the teachers in the lecture hall needs improvement.

Q.6   Sports/Gymkhana facilities provided to the students by the college:

Observation	Excellent	Good	Average	Needs improvement
Percentage	22	42	23	13
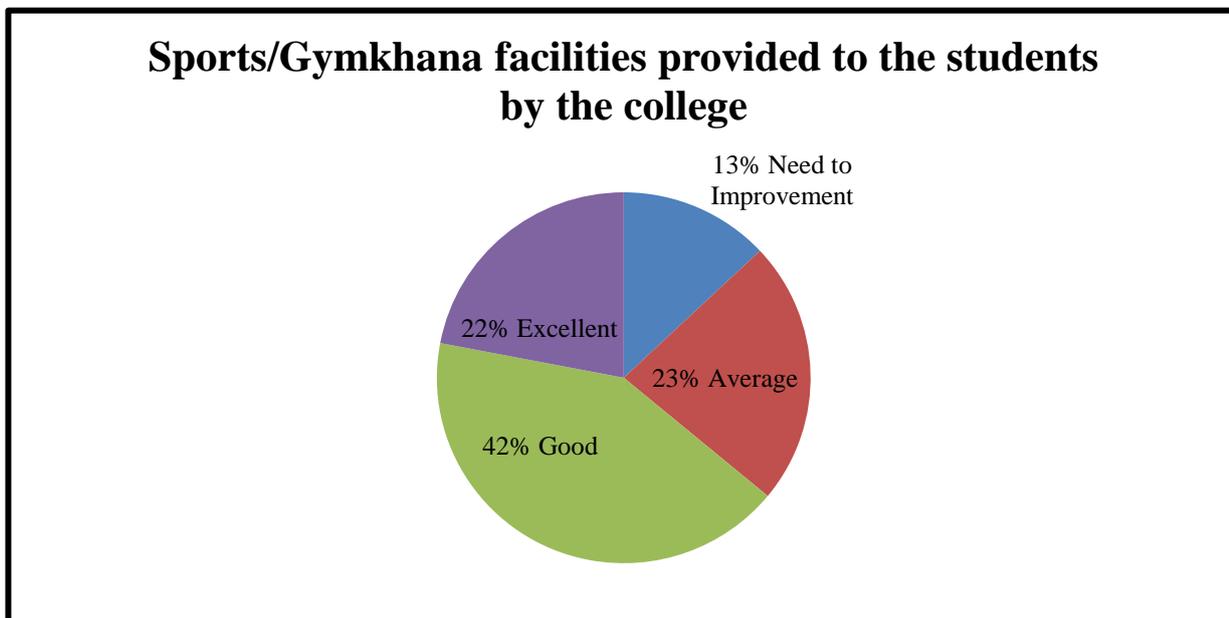
Sports/Gymkhana facilities provided to the students by the college

13% Need to Improvement

22% Excellent

23% Average

42% Good

22% of the students are of the opinion that the Sports/Gymkhana Facilities provided to the students by the college is excellent.

42% of the students are of the opinion that the Sports/Gymkhana Facilities provided to the students by the college is good.

23% of the students are of the opinion that the Sports/Gymkhana Facilities provided to the students by the college is average.

13% of the students are of the opinion that the Sports/Gymkhana Facilities provided to the students by the college needs improvement.

Q.7 **Promoting Cultural Activities and students participation:**

Observation	Excellent	Good	Average	Needs improvement
Percentage	45	51	3	1
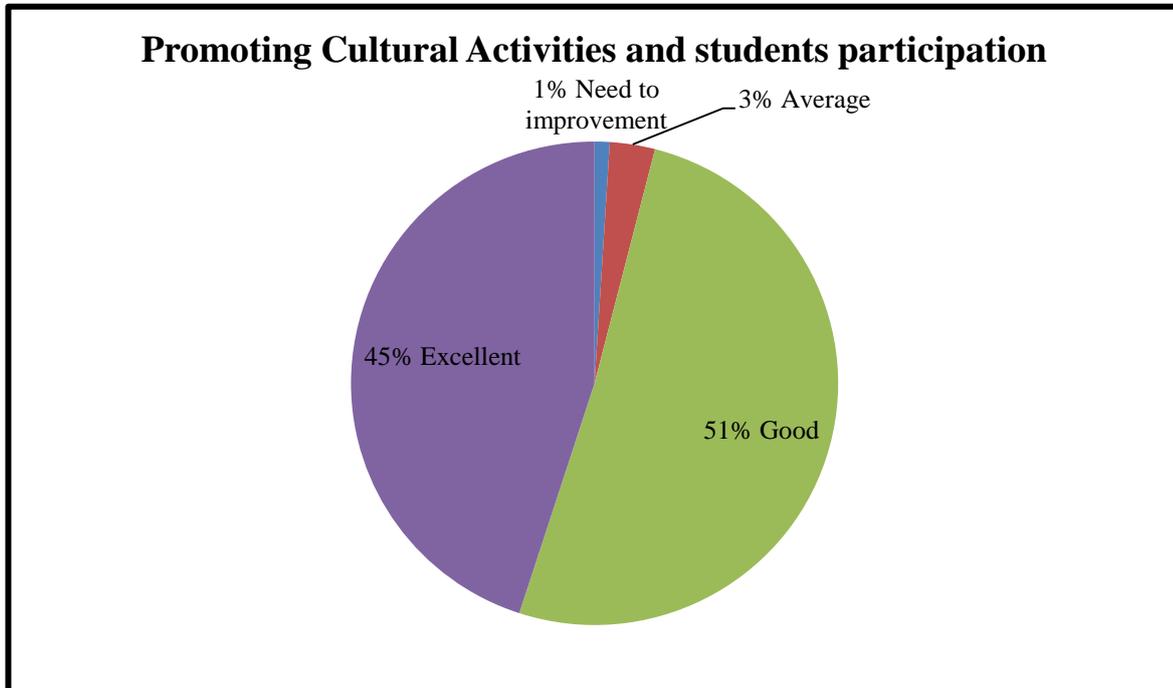
Promoting Cultural Activities and students participation

1% Need to improvement

3% Average

45% Excellent

51% Good

45% of the students are of the opinion that the promoting of cultural activities among the students by the institution and their participation is excellent.

51% of the students are of the opinion that the promoting of cultural activities among the students by the institution and their participation is good.

3% of the students are of the opinion that the promoting of cultural activities among the students by the institution and their participation is average.

1% of the students are of the opinion that the promoting of cultural activities among the students by the institution and their participation needs improvement.

Q.8 . **Overall Passing Percentage of the students in the examinations** :

Observation	Excellent	Good	Average	Needs improvement
Percentage	33	45	15	7

Overall Passing Percentage of the students in the examinations

7% Need to improvement

15% Average

33% Excellent

45% Good
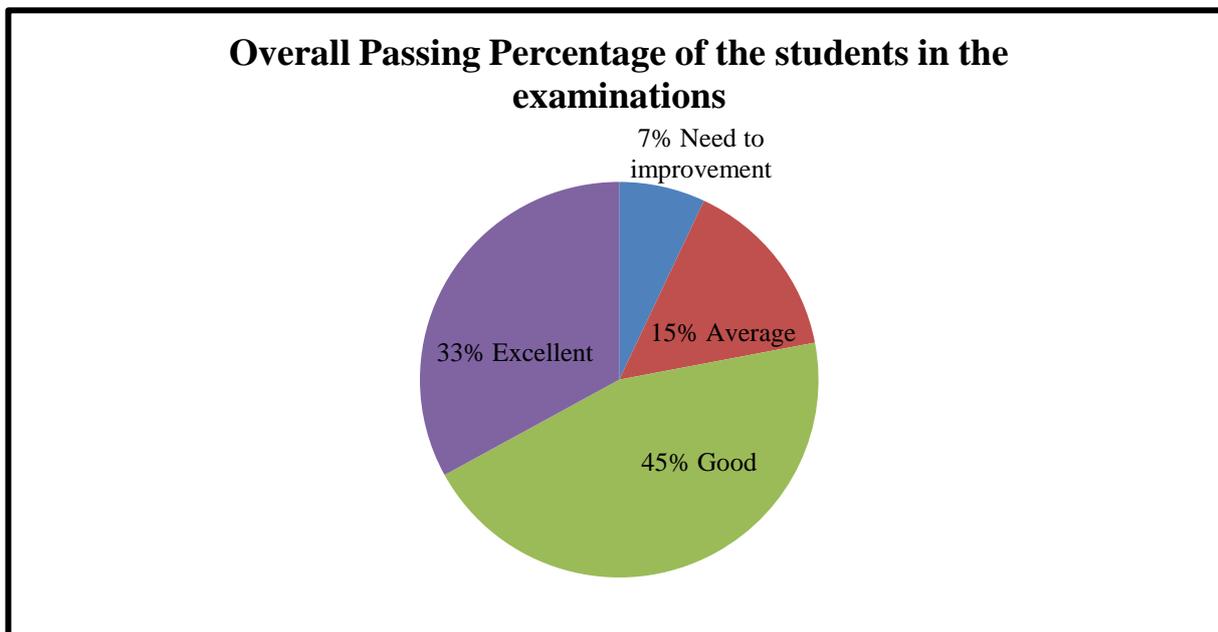
33% of the students are of the opinion that the overall passing percentage of the students in the examinations is excellent.

45% of the students are of the opinion that the overall passing percentage of the students in the examinations is good.

15% of the students are of the opinion that the overall passing percentage of the students in the examinations is average.

7% of the students are of the opinion that the overall passing percentage of the students in the examinations needs improvement.

Q.9 . **General facilities provided to the learners**:

Observation	Excellent	Good	Average	Needs improvement
Percentage	18	39	25	18
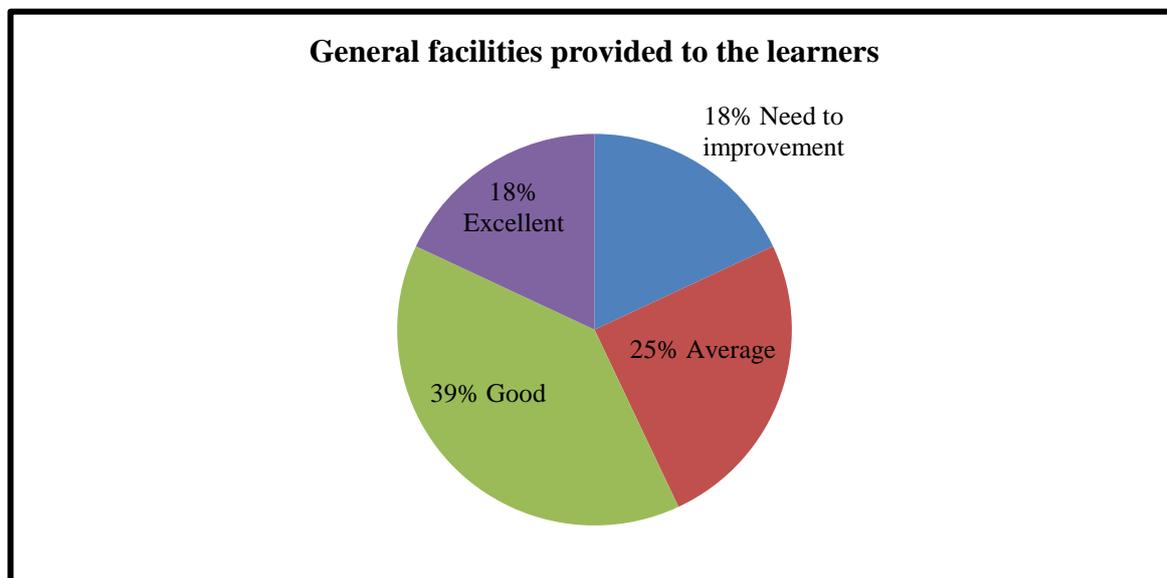
General facilities provided to the learners

18% Need to improvement

18% Excellent

25% Average

39% Good

18% of the students are of the opinion that the general facilities provided to the students in the college campus like drinking water, wash rooms, cleanliness etc is excellent.

39% of the students are of the opinion that the general facilities provided to the students in the college campus like drinking water, wash rooms, cleanliness etc is good.

25% of the students are of the opinion that the general facilities provided to the students in the college campus like drinking water, wash rooms, cleanliness etc is average.

18% of the students are of the opinion that the general facilities provided to the students in the college campus like drinking water, wash rooms, cleanliness etc needs improvement.

Q.10. Students Discipline regular attendance:

Observation	Excellent	Good	Average	Needs improvement
Percentage	31	44	21	4

Students Discipline regular attendance

4% Need to Improvement

31% Excellent

21% Average

44% Good
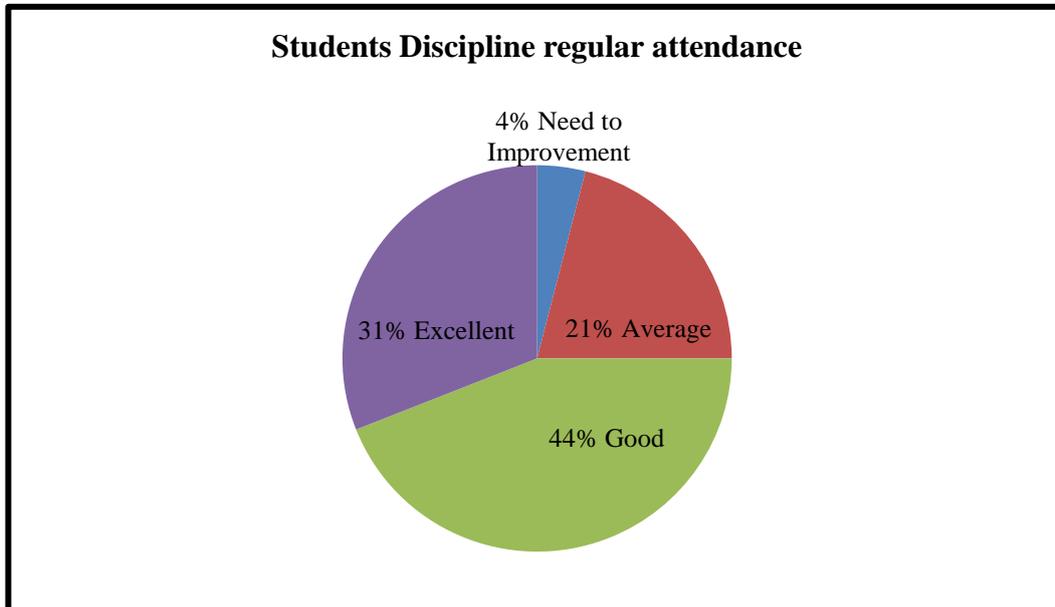
31% of the students are of the opinion that the students discipline, regular attendance of the students is excellent.

44% of the students are of the opinion that the students discipline, regular attendance of the students is good.

21% of the students are of the opinion that the students discipline, regular attendance of the students is average.

4% of the students are of the opinion that the students discipline, regular attendance of the students needs improvement.

ANNEXURE II B -AQAR 2015-16

JVM'S MEHTA DEGREE COLLEGE, AIROLI, NAVI MUMBAI

Analysis of feedback from College Alumni

Q.1 The quality of teaching and learning:

Observation	Excellent	Good	Average	Needs improvement
Percentage	39	38	21	2

The quality of teaching and learning

2% Below Average

21% Average

39% Excellent

38% Good
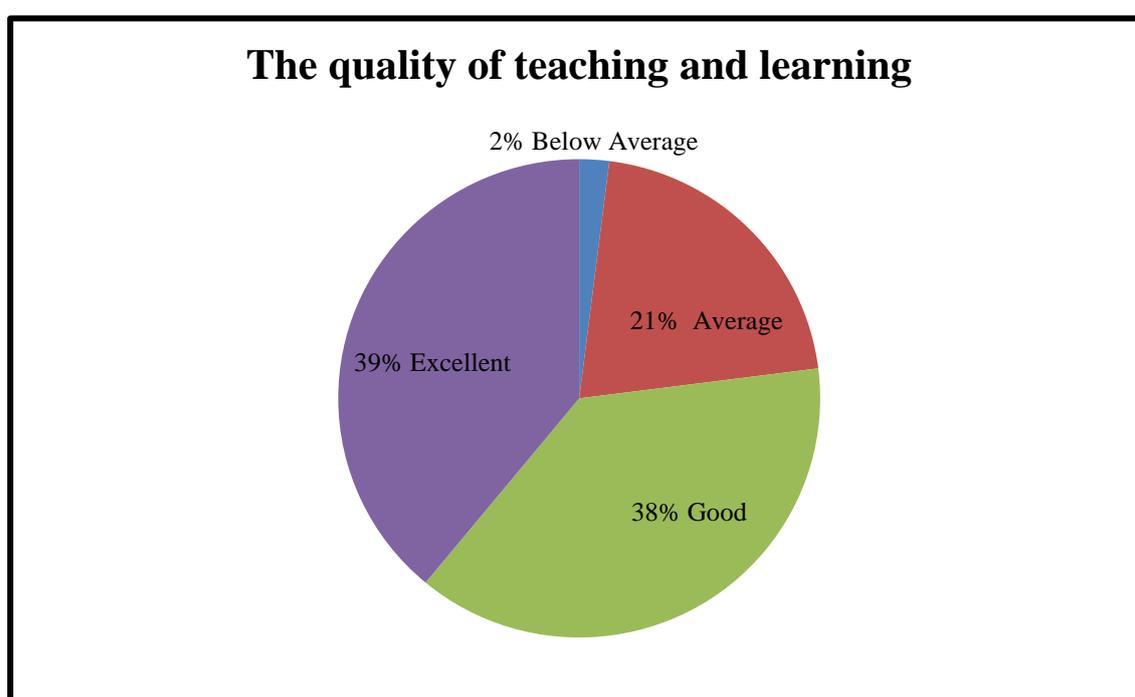
39% of the Alumni are of the opinion that the quality of teaching and learning is excellent.

38% say that the quality of teaching and learning is good.

21% are of the opinion that the quality of teaching and learning is average.

Only 2% say that the quality of teaching and learning is below average.

Q.2. Role of the institution in the holistic development of the students:

Observation	Excellent	Good	Average	Needs improvement
Percentage	41	37	22	0
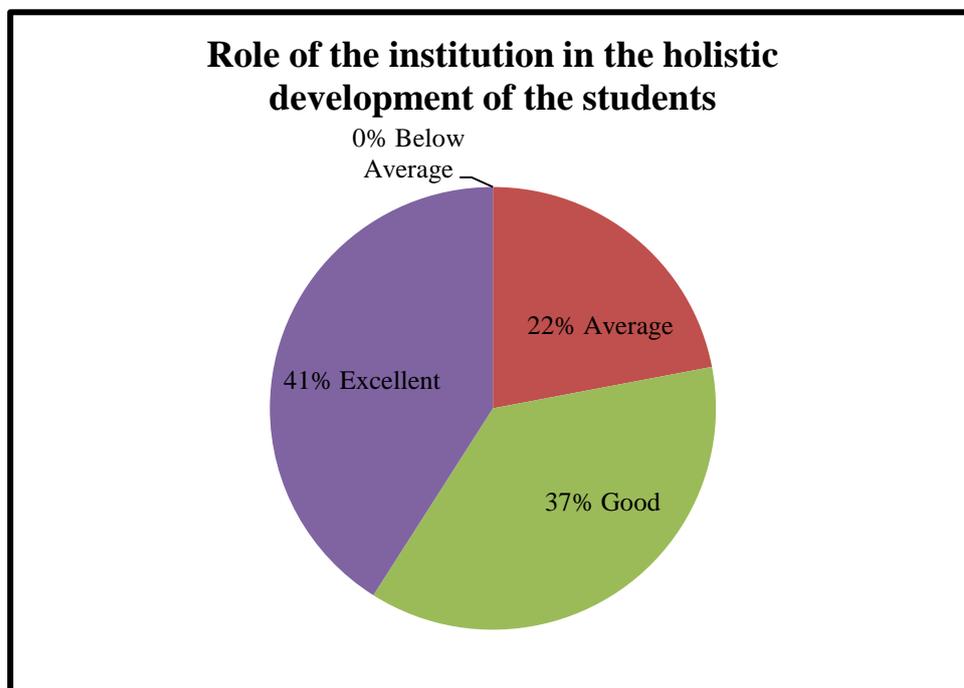
Role of the institution in the holistic development of the students

0% Below Average

22% Average

41% Excellent

37% Good

41% of the Alumni are of the opinion that the role of the institution in the holistic development of the students is excellent.

37% say that the role of the institution in the holistic development of the students is good.

22% are of the opinion that the role of the institution in the holistic development of the students is average.

No Alumni is of the opinion that the role of the institution in the holistic development of the students is below average.

Q.3 **Encouragement for further studies**:

Observation	Excellent	Good	Average	Needs improvement
Percentage	41	38	20	1
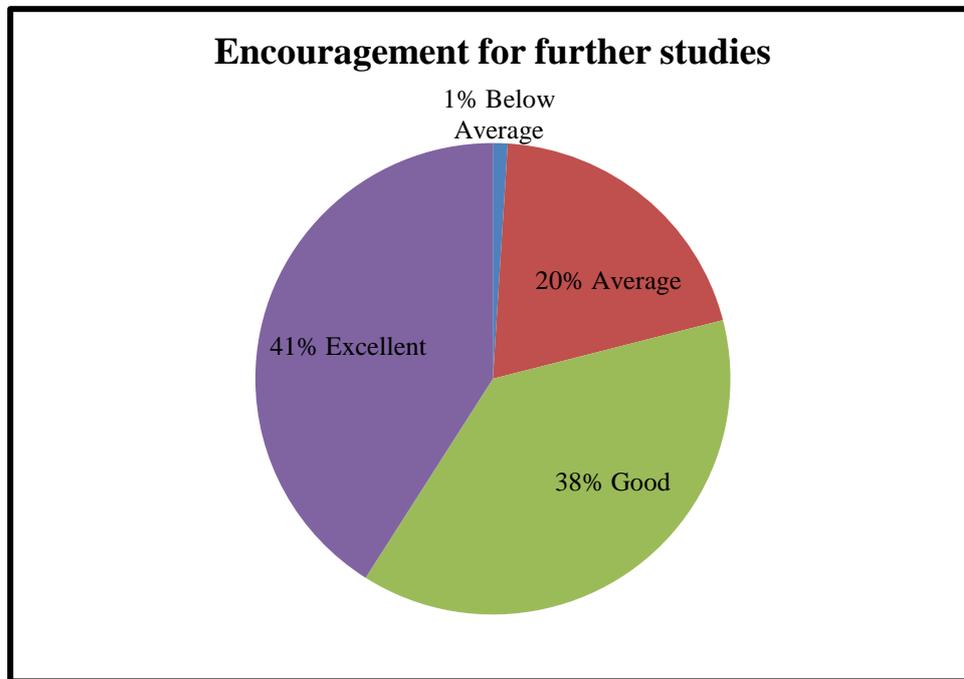
Encouragement for further studies

1% Below Average

20% Average

41% Excellent

38% Good

41% of the Alumni are of the opinion that the encouragement given to the students for further studies is excellent.

**38% say that the encouragement given to the students for further studies is good.**

20% are of the opinion that the encouragement given to them for further studies is average.

Only 1% of the Alumni is of the opinion that the encouragement given to the students for further studies is below average.

Q.4 **Institution in making the learner a responsible citizen of this country**:

Observation	Excellent	Good	Average	Needs improvement
Percentage	49	29	19	3

Institution in making the learner a responsible citizen of this country

3% Below Average

19% Average

29% Good
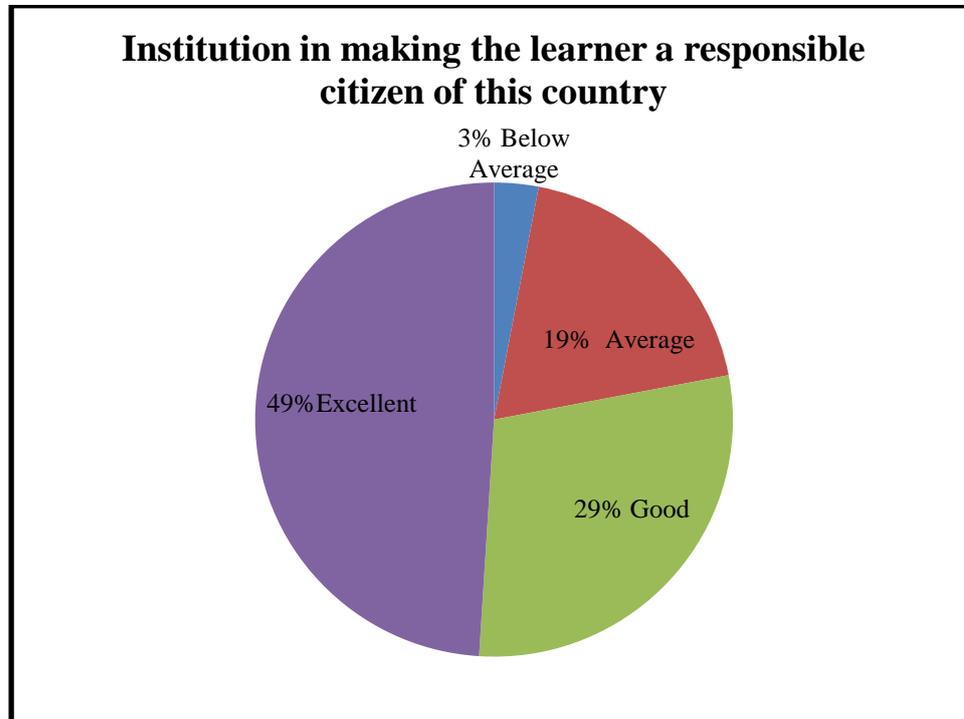
49% Excellent

49% of the Alumni are of the opinion that the role of institution in making learners a responsible citizen is excellent.
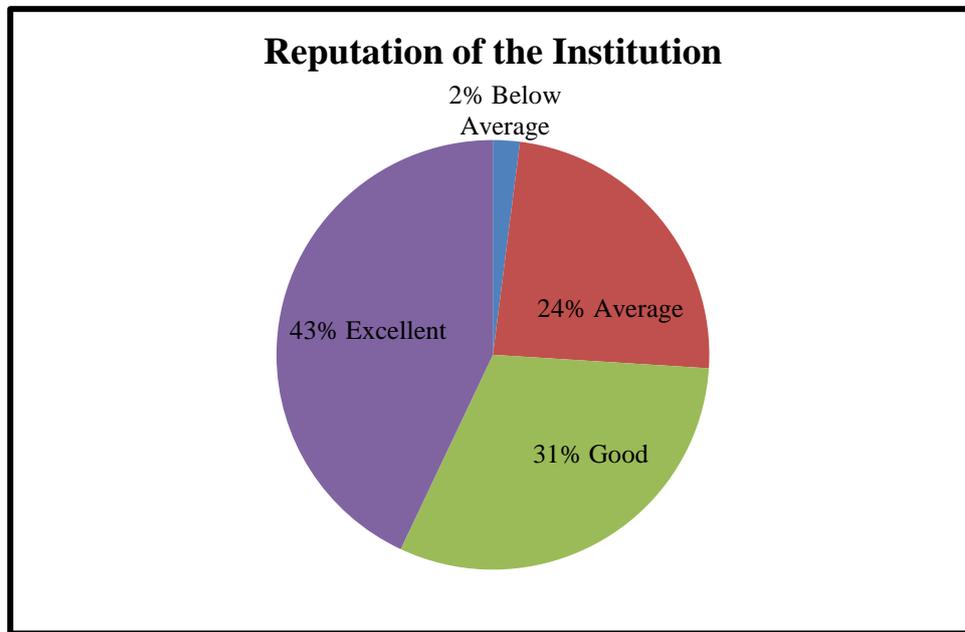
29% say that the quality of the role of institution in making learners a responsible citizen is good.

19% are of the opinion that the role of institution in making learners a responsible citizen is average.

3% of the Alumni is of the opinion that the role of institution in making learners a responsible citizen is below average.

Q.5 **Reputation of the Institution**:

Observation	Excellent	Good	Average	Needs improvement
Percentage	43	31	24	2

Reputation of the Institution

2% Below
Average

43% Excellent

24% Average

31% Good

43% of the Alumni are of the opinion that the Name, Fame and Reputation of the Institution in the eyes of general public is excellent.

31% say that the quality the Name, Fame and Reputation of the Institution in the eyes of general public is good.

24% are of the opinion that the Name, Fame and Reputation of the Institution in the eyes of general public is average.

2% of the Alumni is of the opinion that the Name, Fame and Reputation of the Institution in the eyes of general public is below average.

Q.6 Development of leadership quality:

Observation	Excellent	Good	Average	Needs improvement
Percentage	45	31	23	1

Development of leadership quality

1% Below
Averge

23% Average

45% Excellent

31% Good

45% of the Alumni are of the opinion that the role of the institution in the development of leadership quality among the students is excellent.
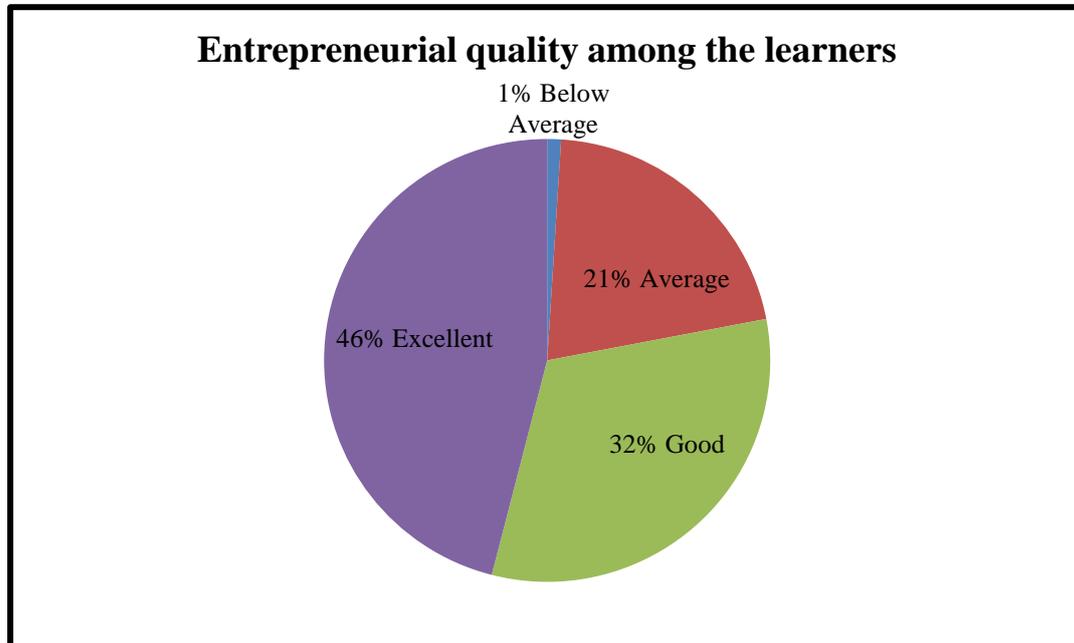
31% say that the role of the institution in the development of leadership quality among the students is good.

23% are of the opinion that the role of the institution in the development of leadership quality among the students is average.

Only 1% say that the role of the institution in the development of leadership quality among the students is below average.

Q.7. Entrepreneurial quality among the learners:

Observation	Excellent	Good	Average	Needs improvement
Percentage	46	32	21	1

Entrepreneurial quality among the learners

1% Below Average

21% Average

46% Excellent

32% Good

46% of the Alumni are of the opinion that the role of the institution in developing the entrepreneurial quality among the learners is excellent.
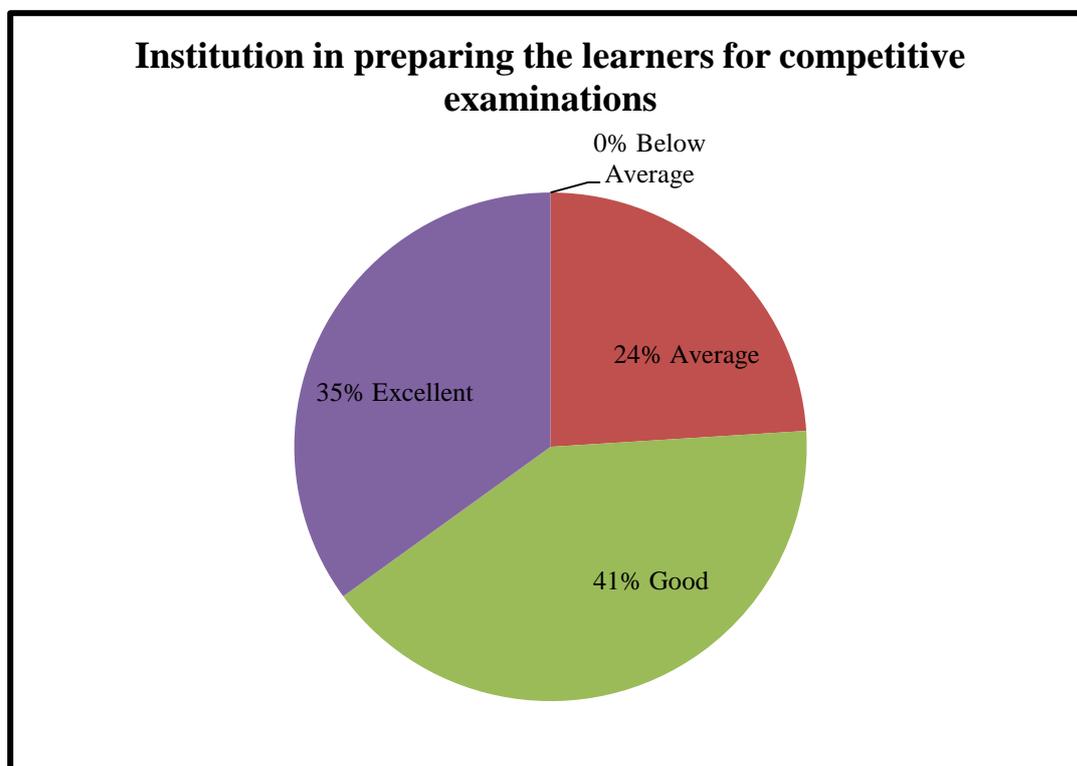
32% say that the role of the institution in developing the entrepreneurial quality among the learners is good.

21% are of the opinion that the role of the institution in developing the entrepreneurial quality among the learners is average.

Only 1% say that the role of the institution in developing the entrepreneurial quality among the learners is below average.

Q.8. Institution in preparing the learners for competitive examinations

Observation	Excellent	Good	Average	Needs improvement
Percentage	35	41	24	0

Institution in preparing the learners for competitive examinations

35% of the Alumni are of the opinion that the role of the institution in preparing learners for competitive examinations is excellent.

41% say that the role of the institution in preparing learners for competitive examinations is good.

24% are of the opinion that the role of the institution in preparing learners for competitive examinations is average.

*No Alumni say that the role of the institution in preparing learners for competitive examinations requires improvement.

Q.9 Grooming the learners in making them successful professional:

Observation	Excellent	Good	Average	Needs improvement
Percentage	36	38	23	3

Grooming the learners in making them successful professional

3% Below Average

36% Excellent

23% Average

38% Good

36% of the students are of the opinion that the role of the institution in grooming the learners in making them successful professionals is excellent.

38% say that t the role of the institution in grooming the learners in making them successful professionals is good.

23% are of the opinion that the role of the institution in grooming the learners in making them successful professionals is average.

Only 3% of the alumni are of the opinion that the role of the institution in grooming the learners in making them successful professionals is below average remark.

Q.10. Alumni Associated with the institution :

Observation	Excellent	Good	Average	Needs improvement
Percentage	39	29	28	4
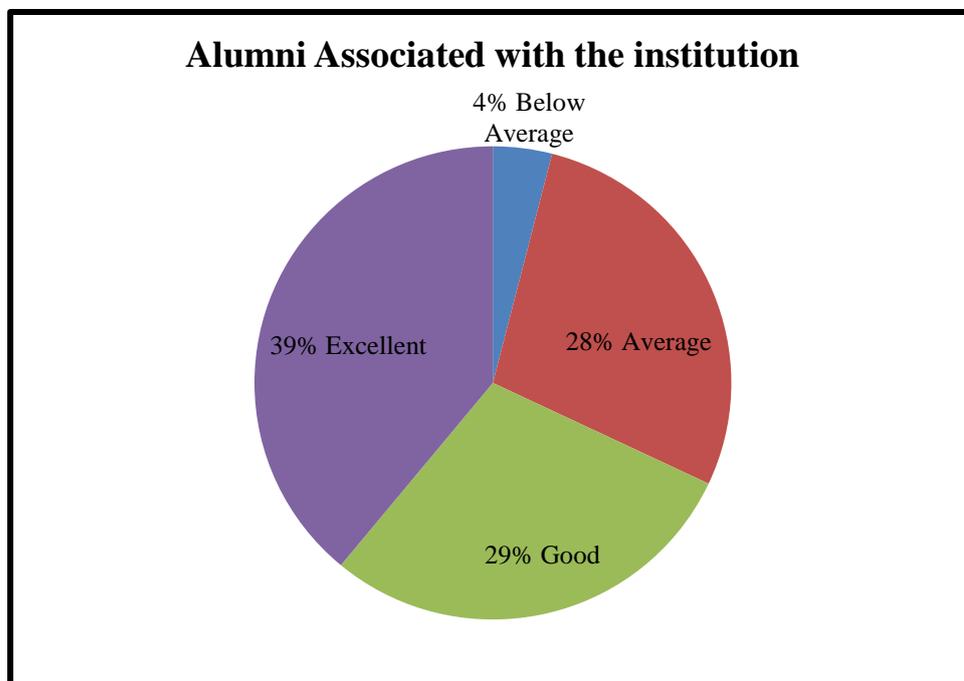
Alumni Associated with the institution

4% Below Average

39% Excellent

28% Average

29% Good

39% of the students are of the opinion that the desire of the Alumni to remain associated with the Institution is excellent.

29% say that the desire of the Alumni to remain associated with the Institution is good.

28% are of the opinion that the desire of the Alumni to remain associated with the Institution is average.

Only 4% say that the desire of the Alumni to remain associated with the Institution requires improvement.

ANNEXURE III -AQAR 2015-16

JVM'S MEHTA DEGREE COLLEGE, AIROLI, NAVI MUMBAI

Best practices (A)

Title of the practice: Institutional academic progress through Feedback, Audit and Surveys.

Goal: To attain perfection in the functioning of the College and the holistic development of the learners.

Context: To enhance the institutional performance, periodical feedback system is necessary from the stakeholders. The institution has identified various parameters to assess the quality of higher education. Accordingly, the institution conducts Yearly Academic Audit, periodical evaluation of the Teachers by the learners, Environmental Green Audit, Gender Audit, Library Audit, Student Satisfaction Survey, Infrastructural Inspection, Library Users Feedback, Administrative Audit etc. This excercise provide necessary inputs regarding institutional weaknesses and enable the institution to rectify them. It will also will help the institution in framing institutional development policy.

The Practice: The institution has conducted an **academic audit** during this academic year to ascertain the academic standard and evolve necessary strategy to overcome the weaknesses. The audit report indicates the need for improvement in certain areas under academics during the 2012-13. The institution implemented certain policy measures to overcome the short falls during the next academic year (2016-17).

The institution has conducted **an administrative audit** during this academic year to ascertain the administrative standard of the institution and evolve necessary strategy to overcome the weaknesses. The audit report indicates the need for improvement in certain areas of administration during the academic year 2015-16.

Infra-structural Inspection: Adequate infra-structure of high quality is essential for smooth and effective functioning of the institution. Such audit highlights the bottlenecks existing in the institution in the area of infra-structure. Annual Infra-Structural Audit is conducted every year by the college for further improvement.

Students Feedback is taken pertaining to the teacher's performance. Students are expected to evaluate the teachers on various parameters in the process of teaching and learning .The analysis of such evaluation indicated that only 7% of the Teachers require improvement, 10% of the Teachers have average performance and 83% of them are good and excellent. This analysis was brought to the notice of the faculty members for taking necessary steps for further improvement.

Likewise, **an Environmental Green Audit** is conducted with a view to make the campus eco-friendly. The audit report to that effect worked as a guide for the institution to initiate necessary steps to keep the college campus clean and environment friendly.

Library Users Feedback: Periodical feedbacks from the library users help the Library Advisory Committee to take appropriate steps to improve the library services. The library users are expected to give their opinion/feedback on various issues connected with library services.

Library Audit: Library Audit is conducted by experienced personnel in the library science. Such audit indicates various deficiencies in the functioning of the library which are rectified by the institution.

Students Satisfaction Survey: The students of the institution are the major stakeholders and play an important role in the functioning and progress of the institution. Their satisfaction is the main motto of this institution. Therefore, a survey is conducted to assess the level of satisfaction of the students.

Evidence of success:

1. Out of the total recommendation made under academic audit, following measures are taken:
   a. Teachers are made available to the learners after the regular lectures to solve their difficulties.
   b. The teachers student relationship becomes better.
   c. The faculty members remain in the college premises for more than 6 hours to cater the needs of the students.
   d. The faculty members submit their self performance appraisal report to the head of the institution by the end of the every academic year.
   e. The faculty members issue model question papers and model answers to the students prior to their examination.

2. On the basis of Administrative Audit Report, the following measures were taken :
   a. The office staff is given their work allotment as per their designation, working hours, duties and responsibilities.
   b. The office maintains proper record of the stationery bought, issued and balance month-wise.
   c. All washrooms are affixed with exhaust fans for better ventilation.
   d. Efforts are made to replace traditional tubelights and bulbs by CFL and LED bulbs to minimise energy bill

3. With regard to infra-structural inspection, following steps are taken :
   a. Class IV Employees are given a separate room for changing their dress.

4. Based on the students' feedback, the faculty members are given the details of score allotted by the students. The overall performance of the faculty is made known to them based on

average score. It is observed that the overall performance of the faculty members has increased over a period of last 5 years.

5. On the basis of Green Audit Report, the institution has adopted following measures:
a. The college celebrates Environment Day, Earth Day, Ozone Day to create awareness among the learners.
b. The college has displayed a number of charts, boards, posters pertaining to cleanliness and environment in the college campus.
c. Hand-made dustbins are provided in all classrooms, library, office, laboratories, washrooms etc.
d. A Class IV Employees has been allotted a special duty of watering the trees and plants in the college premises.

6. a. Books on General Knowledge, Astrology, Palmistry, Astronomy etc. are made available to the learners.
b. Books related to women/under-privileged/children are made available to the learners.
c. Librarian has arranged special lectures for faculty members and users regarding library science.

7. On the basis of Library Audit, following steps are taken based on Library Audit Report:
a. Book Bank facility is given to the students in which the learner gets a set of books of all subjects for one year.
b. Analysis of faculty's visit to the library is made and the outcome of the same is informed to the faculty members which is a part of teacher's performance appraisal report.
c. The college library has a separate cabin for relaxed reading for girl students and female faculty members.

8. Students Satisfaction Survey: On the basis of survey report, the institution has taken the following initiatives:
a. The learners are given the objectives of the programme/curriculum.
b. All learners have given access to value-added programmes like communication skills, soft skills etc.
c. The institution gives information to all learners regarding the financial support services which are made available to them by the Government, local bodies, donors etc.

Problems Encountered and Resources Required:
PROBLEM:
1. As this exercise is done within the college level, no problems were encountered.
2. However, the outcome of audit, survey, feedback are based on average figures and therefore 100% accuracy cannot be maintained.

RESOURCES REQUIRED:
- This practice does not involve any kind of major financial implications.
- The management takes care of the resources required for the successful implementation of the practice.

ANNEXURE IV -AQAR 2015-16

JVM'S MEHTA DEGREE COLLEGE, AIROLI, NAVI MUMBAI

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Best practices (B)

Title of the practice: Integrated approach for personal effectiveness.

Goal:

1. To ease-off pressures and tensions of the students.
2. To provide them platform to relax their mind & body through the medium of music, meditation and Yoga.
3. To enhance and nurture the pre-existing skills of the students.
4. To help students to control their way of thinking, feeling and body processes.

Context: Keeping in mind the vision of our institution of tuning in the minds of youth for an ever-changing world, the college has proposed an integrated approach for personal effectiveness.

This approach also leads to achievement of our mission of empowering our students with knowledge and skills. The practice organised under this approach were music and Yoga sessions for the students.

The Practice:

a) Weekly music classes were arranged for the students by the faculties expert in the field.
b) Induction of students to the book notes of Hindustani and Carnatic classical music.
c) Introducing students to the basics of music by giving them knowledge of suras and sargam.
d) Carrying out the practice of 2 minute meditation prior to every lecture to improve the concentration of the students.
e) Arranging meditation and Yoga classes by the Yog-Gurus and Experts.
f) Arranging workshops/seminar for the students and teachers to understand the importance of meditation and Yoga in today's stressful world.

Evidence of success:

i) After the practice session we found the students to be sharper, creative, enlightened and full of energy and enthusiasm. The joy of finding the key to success and life could have been easily found on the faces of the students.

Problems Encountered and Resources Required:
PROBLEM & RESOURCES REQUIRED:
- Difficulties for the faculties to engage themselves in music and Yoga classes as they had other college duties of higher priority.
- Lack of resource persons and experts who are dedicated to promote Indian classical music on a full-time basis.

NOTES:
- A major step taken by the institution to develop and enhance the skills of the students.
- Initial stages even though problems have arisen, efforts will be taken to overcome them and to achieve success in our mission.

CONTACT DETAILS

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