

**JNAN VIKAS MANDAL'S
MOHANLAL RAICHAND MEHTA DEGREE COLLEGE OF COMMERCE,
DIWALIMAA MEHTA DEGREE COLLEGE OF SCIENCE,
AMRITLAL RAICHAND MEHTA DEGREE COLLEGE OF ARTS,
(DR.) R. T. DOSHI DEGREE COLLEGE OF COMPUTER SCIENCE,
AIROLI, NAVI MUMBAI-400708
DISTRICT THANE
MAHARAHSTRA STATE**



**The Annual Quality Assurance Report (AQAR) of the
IQAC
Academic Year 2017-2018**

**Submitted to National Assessment and Accreditation Council,
Bangalore
Track ID: MCHCOGN 11704**

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The Annual Quality Assurance Report (AQAR) of the IQAC

2017-18

Part – A

1. Details of the Institution

1.1 Name of the Institution	<p style="text-align: center;">Jnan Vikas Mandal's Mohanlal Raichand Mehta Degree College of Commerce, Diwalimaa Mehta Degree College of Science, Amritlal Raichand Mehta Degree College of Arts, (Dr.) R. T. Doshi Degree College of Computer Science.</p>
1.2 Address Line 1	<p style="text-align: center;">Plot No.09, Sector 19.</p>
Address Line 2	<p style="text-align: center;">-----</p>
City/Town	<p style="text-align: center;">Airoli, Navi Mumbai</p>
State	<p style="text-align: center;">Maharashtra</p>
Pin Code	<p style="text-align: center;">400708</p>

Institution e-mail address

jvm_collegeairoli@yahoo.co.in

Contact Nos.

022 - 27797245 (Office)

Name of the Head of the Institution:

Dr Leena Sarkar

Telephone No. with STD Code

022-27791470

Mobile No

9869054583

Name of the IQAC Co-ordinator:

Dr.B.R.Deshpande

Mobile:

9892109883

IQAC e-mail address:

mehtacollegeiqac@gmail.com

1.3 NAAC Track ID

MCHCOGN11704

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(CS)/29/A7A/20.2 dated 27-11-2017

1.5 Website address:

www.jnanvikasmandalthane.com

Web link of the AQAR

<http://www.jnanvikasmandal.com/AQAR2017-18.pdf>

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

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.82	2012	15-09-2012 to 14-09- 2017
2	2 nd Cycle	A	3.33	2017	27-11-2017 to 26-11- 2022
3	3 rd Cycle	-	--	--	--
4	4 th Cycle	-	--	--	--

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

20-04-2011

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

2017-18

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)

AQAR for the year 2017-18 is submitted to NAAC on 24th December 2018

1.10 Institutional Status:

University

 --

State

 --

Central

Deemed

Private

 v

Affiliated College

Yes

 v

No

Constituent College

Yes

No

 v

Autonomous college of UGC

Yes

No

 v

Regulatory Agency approved Institution

Yes No

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

Type of Institution: Co-education Men Women

Urban Rural

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

Grand aid in + Self financing Total self financing

1.11 Type of faculty/ Programme:

Art Science Commerce Law PEI (Phy Edu)

TEI (Edu) Engineering Health Science Management

Other 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

Yes-Minority Status (Linguistic)

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

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

2.11 No. of meetings with various stakeholders Total no. Faculty

Non-teaching staff /Students Alumni Others

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 Institutional

Themes

a) Revised Syllabus in M.Com
b) Institutional Quality Culture Development

2.14 Significant Activities and contributions made by IQAC

The IQAC has taken the following initiatives for the implementation of the vision and mission of the institution

- a) Organisation of various events-Cultural, Social, Sports etc.
- b) Promotion of research activities and participation in various seminars and conferences
- c) Conduct of remedial lectures/intensive extra coaching
- d) Organise short term skill based certificate courses
- e) Promotion of placements by organising job fairs
- f) Teachers who were eligible have been relieved to attend Orientation, Refresher Course and Short term Courses.

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) To organize five Certificate courses	A) Six Short Term Certificate courses were conducted
B) Two intra and Two Inter college events to be organized	B) Four Inter and one Intra college events organized
C) Five Remedial Lectures to be conducted for the slow learners in each subject.	C) On an average five remedial lectures conducted for slow learners in each class and in each subject.
D) Four Industrial Visits and Study tours to be organized	D) Four industrial visits/study tours conducted for students, specially for the BBI, BAF, BMS, B.Sc. (IT & CS), M.Com, M.Sc. etc
E) To improve the number of campus placement.	E) Mega Job Fair was organized for placement of the students. 450 Students participated and 157 Students placed.
F) To start B.Sc. Physics in third year as optional subject	F) B.Sc. Physics initiated as an optional subject
G) To install Security Scanner and Issue digital Identity Cards	G) Security scanner installed, Digital Identity Cards Issued to monitor entry and exit and proper discipline and security ensured at campus
H) To have more Memorandum of Understandings (MoU) with different associations for Certificate courses and Placements	H) Six MoUs introduced with different associations for the certificate course and placements.
I) To go for Second Cycle of assessment and accreditation	I) Second Cycle of accreditation successfully completed on 10 th and 11 th November 2017 with "A" Grade (CGPA 3.33).

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of Existing Programmes	Number of Programmes added during the Year	Number of self-financing programmes	Number of value added / Career Oriented Programmes
PhD	--	--	--	--
PG	03		03	--
UG	09		09	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	
Diploma	--	--	--	
Certificate	--	06	--	-
Others	--	--	--	-
Total	12	06	12	-

Interdisciplinary	--	02	--	-
Innovative	--	01	--	--

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.**

1.3 feedback from stakeholders* Alumni



Parents



Employers Students

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

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

Please refer to Annexure II and III for the analysis of the feedback, Parents and Alumni.

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 attend workshops organized by the Board of Studies whenever the syllabi is revised. The college is following Choice Based Credit and Grading Semester System (CBCGS) of Assessment since 2016-17

Class	Subject	Semester	Salient Aspects
T.Y.B.Sc.	Physics	V & VI	Changes in Mathematical Physics, Crystal Structure. New practicals introduced.
S.Y.B.Sc.	Physics	III & IV	Introduced new topics like Biophysics, Geophysics and microprocessor in theory. Practical with new topic like microprocessor were introduced.
T.Y.B.Sc. (CS)	Computer Science	V	As per the requirement of current trends in IT-Industries, syllabus has been changed. Subjects like Data communication and networking, Advanced Java Programming-I, Mobile application Development-I, Data Management using PL/SQL
T.Y.B.Sc. (CS)	Computer Science	VI	In the last semester subjects like Advanced Networking & Security, Advanced Java Programming-II, Software Engineering and Testing, Data Management using PL/SQL-II
S.Y.B.Sc. (CS)	Computer Science	III	As per the requirement of current trends in IT-Industries, syllabus has been changed. Topics like Theory of Computation, Core Java, Operation System, Database Management System, Combinatorics and Graph Theory, Physical Computing and IoT programme are introduced.
S.Y.B.Sc. (CS)	Computer Science	IV	Introduced new subjects like Fundamental of Algorithm, Advanced Java, Computer Network, Software Engineering, Linear Algebra using Python, NET Technologies, Skill Enhancement: Android Developer Fundamentals.
S.Y.I.T	Information Technology	III & IV	New subjects are introduced in the second year like Python Programming & Computer Oriented Statistical Technique. Conventional programming languages like C, C++ are replaced by Python Programming which is a language of

			next generation. Use of computer in statistical analysis is introduced in semester IV. As a part of practicals the concept of Stepper Motor, Traffic Signal, Implementation of Temperature Controller.
M.Sc.	Chemistry	I & II	Physical Chemistry: Reshuffling of topics Inorganic Chemistry: Reshuffling of topics Organic Chemistry: Introduced C-13 Nuclear Magnetic Resonance and few name reactions. Analytical Chemistry: Implementation of TQM with reference to Kaizen, Six Sigma and 5S. New unit of Thermal Methods and Surface Analytical Techniques. Introduced Statistical Analysis in Practicals.
S.Y.B.Sc.	Chemistry	III & IV	Introduced new subject of Analytical Chemistry. Introduced the topics Electrochemistry, Phase Equilibria, Crystalline State, Catalysis, Solid State and Chemical Kinetics in Physical Chemistry. Introduced the topics Organometallics, Heterocyclic Chemistry and Stereo chemistry in detail in organic chemistry.
SY.BCom	Commerce	III	Commerce: Introduced Contemporary Issues in Management and in-depth study in Management functions.
		IV	Commerce: Introduced basic concepts of production management, inventory management & quality management. It includes recent trends in Indian Financial system.
	Economics	III	Economics: Introduced Fundamental Concepts and Issue of Public Finance. Analyzing public policies & their impact and economic lives of people.
F.Y.B.Com	Commerce	I & II	Paper pattern changed.
M.Com.	Commerce	III	Cost Accounting (Advanced): Responsibility accounting, activity based costing. Project work introduced in Sem- III and IV for application of knowledge in solving, analyzing exploring real life situation or problem.
		IV	Introduced the new subject on GST.
		IV	Financial Management: Introduced new topics on financial policy and corporate strategy and financial planning. Corporate Financial Accounting includes Consolidated Financial Statements as per the Companies Act 2013
S.Y.B.A.F	Direct Tax	III	To introduce GST in next academic year direct tax was introduced in this academic year.
	Research Methodology	IV	To inculcate research aptitude the subject of research methodology was introduced.
	Auditing	IV	New subject on Auditing introduced.
S.Y.B.B.I.	Foundation course	III & IV	To provide more knowledge about banking and insurance
	Business Economics	IV	Introduction to macro economics relating to monetary policies, Fiscal policy and open economy.
S.Y. B.M.S	Information	III& IV	A subject on Information Technology introduced.

	technology in Business Management		
	Foundation Course	III & IV	Introduced contemporary issues like Right to Information, competitive examination, technologies application and disadvantages.
	Event Marketing and Tourism Marketing	IV	Introduced new subject on how to organize tours and events.(Marketing Stream)
	Conflict and Negotiation	IV	Introduced information about conflict and how to negotiate with different issues in an organization (Human Resource Management stream)

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
55	53	01	--	01 [Librarian]

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty positions recruited (R) 06 during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06	-	--	--	-	--	-	--	06	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

01

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	12	06	01
Presented papers	12	06	-
Resource Persons	-	-	05

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

- The institution has adopted a number co-curricular activities for the holistic development of the students in the academic year 2017-18
 - a. Short term courses in association with professionals were conducted for students of various courses to gain knowledge of recent trends in industry
 - i) Short – Term course on WordPress was conducted for students of B.Sc IT and B.Sc. Computer Science by “D-Codetech”
 - ii) Short Term course on “Microsoft Advance Excel” was conducted for BMS, BBI and BAF students by “ATS Learning Solutions”.
 - iii) Short Term courses such as Personality Development, Interview Preparation, CAT/CET/Other Competitive Exam Preparation were conducted by “Skyline”
 - iii) Short term course on “Certified Tax Accountant Plus” was conducted by Dept. of Accountancy and Commerce by “Sattyam institute of Tax Accountants”
 - b. Department of Zoology showed Educational Videos for students as a part of innovative teaching.
 - c. For the students of Department of Physics, Chemistry, C.S and IT organised workshop on “ROBOTICS”.by Maverick Den
 - d. Industrial/Study tours were organised by various departments to get practical knowledge connected with their respective subjects.
 - e. Aptitude tests, quiz competitions were arranged by various departments.
 - f. A guest lecture on ‘Investors Awareness Programme’ in association with Company Secretaries of India was organised for the students of the Dept. of Commerce.
 - g. Career guidance session on ICAI was organised.
 - h. Department of chemistry encouraged faculties and students to register for NPTEL online certificate courses on NMR spectroscopy, Retro synthesis and Organ metallic chemistry.
 - i. Department of Chemistry also motivated students to have knowledge on Clinical Research, Packaging and Instrumentation by organising guidance lecture by industrial expert.

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

182

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

- As an affiliated college, examination evaluation reforms are adopted as directed by the University.
- At the college level, providing question bank, giving assignments, solving previous year's question papers, conducting of preliminary examination etc. are followed for the benefit of the students.
- Examinations rules are read out prior to the commencement of the examination so as to keep the examinees away from malpractices.
- On the concluding day of the examination, a thank-giving notice is circulated by the Head of the institution in all examination blocks addressed to the examinees for extending their full co-operation in the process of conducting the examination.
- Parents of the learners are informed during their meet with the faculty members regarding examination schedule, marking scheme, minimum marks to be obtained in both internal and theory papers etc.
- Parents are also informed to advise their wards to keep them away from malpractices during the examinations.

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

01	Nil	Nil
----	-----	-----

2.10 Average percentage of attendance of students

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. Sc (CS)	SemV	34		02	12	04	53.00
	Sem VI	34	-	03	11	13	79.41
TYB.Sc (IT)	SemV	38	-	10	04	10	63.15
	Sem VI	38	01	09	14	08	84.21
TYB.Sc (Phy)	SemV	14	02	05	01	01	64.28
	Sem VI	14	02	07	02	-	78.57
TYBSc(Chem)	SemV	26	01	07	06	03	65.38
	SemVI	26	01	07	10	05	88.46
TYBMS	SemV	51	--	13	13	20	90.19
	Sem VI	51	01	22	09	14	90.19
T.Y.B.Com	SemV	245	02	16	30	113	65.71
	Sem VI	245	01	22	43	149	87.76
T.Y.B.B.I	SemV	46	--	12	11	19	91.30
	Sem VI	46	--	16	16	10	91.30
T.Y. B.A.F	SemV	61	01	18	20	19	95.08
	Sem VI	61	03	24	15	17	96.72
T.Y.B.M.M	SemV	24	02	02	04	07	62.50
	Sem VI	21	-	-	03	11	66.66
M.Sc (Chem)	SemI	19	-	05	05	---	52.63
	Sem II	19	-	06	05	---	57.89
M.Sc (IT)	SemI	11	--	02	06	01	81.81
	Sem II	11	--	05	02	--	63.63
M.Com (Acc)	SemI	48	--	08	20	03	64.58
	Sem II	47	01	10	17	01	61.70
M.Sc (Chem)	Sem III	18	-	10	02	---	66.66
	Sem IV	18	--	12	03	--	83.33
M.Sc (IT)	Sem III	17	--	03	01	--	23.53
	Sem IV	17		05	09	--	82.35
M.Com (Acc)	SemIII	37	--	07	10	11	75.67
	Sem IV	35	-	06	25	--	88.57

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

1. Monitoring of teaching plan and its implementation.
2. Monitoring of students' attendance.
3. Advising teachers to undertake periodic class tests.
4. PTM to be held once a month and parents to be advised to enhance their ward's attendance and academic performance.
5. Undertake students' evaluation of teachers to provide important insights about their teaching.
6. Advise the faculty to entrust the students with project work in order to enhance their analytical and bi-lateral thinking abilities.
7. To ensure sufficient teaching-learning, resources are made available in the college library. Advise the college library committee in this regard as and when required.
8. HODs are informed to ensure the delivery of quality lectures/effective teaching.
9. The IQAC ensures quality teaching and learning process through mentoring or appointing class teacher for each class. Along with the same, there are tutorials, remedial lectures, class assignment, students feedback, projects and surveys, periodical class tests etc.,
10. In this age of information explosion and a far wider accessibility, the IQAC motivates the faculty and students to make the institution ICT proficient to keep up with the changing times.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	-
Staff training conducted by the university	--
Staff training conducted by other institutions	4 BMS faculty members attended a workshop on Microsoft from an expert from ATS Microsoft Learning Solutions.
Summer / Winter schools, Workshops, etc.	--
<u>Others (short duration programmes)</u>	5 faculty members attended a conference at state level entitled “Towards Excellence in Teaching” at IBS School, Mumbai.

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	12	-	---	01
Technical Staff	04	-	---	01

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC gives suggestions to the Research committee and Departments to encourage research based training and research related activities in the institution. It develops strategies to ensure excellence in quality research, training and knowledge transfer. The following actions have been undertaken by the committee :-
 1. Encourage faculty members to publish research papers.
 2. Inspire faculty member to undertake minor research projects.
 3. Motivate faculty members to register for Ph.D degree
 4. Motivate senior faculty members with Ph.D to register themselves for guideship.

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	02	--	--
Non-Peer Review Journals	06	08	--
e-Journals	02	--	--
Conference proceedings	08	05	--

3.5 Details on Impact factor of publications:

Range

█
--

 Average

--

 h-index

--

 Nos. in SCOPUS

15

* Though the faculty have published papers in research journals, the impact

factor is not known.

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

Nature of the Project	Duration	Name of the funding Agency	Total grant	Received
	Year		Sanctioned	
		-		-
Major projects	--	-	--	-
Minor Projects	--	-	--	-
Interdisciplinary Projects	--	-	--	-
Industry sponsored	--	-	--	-
Projects sponsored by the	--	-	--	-
University/ College				
Students research				
Projects	--	-	--	-
<i>(other than compulsory by the University)</i>				
Any other(Specify)	--	-	--	-
Total	--	-	--	-

3.7 No. of books published i) With ISBNNo. 10 Chapters in Edited Books --

ii) Without ISBN No. Nil

3.8 No. of University Departments receiving funds from

Not applicable since we are an affiliated college.

UGC-SAP
 CAS
 DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy
 CPE DBT Star Scheme
 INSPIRE 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: One Lakh

From funding agency

--

From Management of University/College

--

Total

--

3.16 No. of patents received this year

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

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

Total	International	National	State	University	District	College
--	--	-	--	--	--	-

No. of faculty from the Institution who are Ph. D. Guides - 01

and students registered under them

--

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

--

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

JRF	<input type="text" value="-"/>	SRF	<input type="text"/>	Project Fellows	<input type="text"/>	Any other	<input type="text"/>
-----	--------------------------------	-----	----------------------	-----------------	----------------------	-----------	----------------------

No. of students Participated in NSS events:

University level	<input type="text" value="50"/>	State level	<input type="text" value="01"/>	National	<input type="text" value="-"/>
International level	<input type="text" value="--"/>				

No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	

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	

No. of Extension activities organized

University Forum	01	College Forum	01
National Level	---	International Level	---

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

NSS extension activities.

1. Yoga Day Celebrated with Patanjali Yog Sanstha .
2. Blood donation Camp was organized in association with NMMC Hospital, 67 units of blood were collected.
3. Thalassaemia awareness and check up camp organized in college campus with a participation of 250 students.
4. Mega Health Check up camp organized in association with 'Dausup Hospital' and 143 people from nearby areas benefited.
5. Notebooks were distributed by the students at Sanjeevandeep school(School for Divyang) on the occasion of 'NSS Foundation Day'.
6. During the Ganpati festival 'Eco Friendly Ganesha' Survey was conducted by the students in the vicinity of the college. They visited 78 houses.
7. Dry & Wet waste segregation awareness campaign was conducted in 12 housing society's at Ambernath under the special camp.
8. Self Defence training workshop was organized in the college under the resource person- Mr. Sagar Kurtadkar. 95 girl students participated and were issued certificates.
9. Paper bags made by NSS students were distributed among local shop keepers.
10. Dengue Awareness survey was conducted by 89 NSS volunteers
11. Paper dustbins made by volunteers were placed at railway station ,bus depots and inside the lecture halls.
12. Road Safety Workshop was conducted in collaboration with 'United Way' (NGO)
13. Road Safety Awareness was organised by NSS volunteers at traffic signals with the help of Navi Mumbai Traffic Police
14. 7 Day's special camp was held at Jambhivali Village at Ambernath from 06th to 12th December 2017, including the following activities:-
 - Dry-Wet waste survey
 - Swachha Bharat Drive
 - Educational Programme
 - Lecture on "Eradication of Superstitions"
 - Disaster Management (Fire Brigade)
 - Theatre Workshop

- Skit Plays for Villagers on social issues

- **College Women Development Cell**

1. College Women Development Cell organized seminar for girl students on 'Hygiene and Sanitation'
2. The Cell installed and inaugurated Sanitary Napkin Vending Machine in collaboration with Tendril Group
3. Organized Seminar on 'Personality Development – Positive Thinking and Confidence Building.
4. Organized Skit, Mono-Acting and Elocution Competitions, on the topic 'Women Empowerment', on the occasion of Savitri Bai Phule Birth Anniversary
5. Organised a demonstration –cum- workshop on **Self Defence**

- **Department of Lifelong Learning and Extension (DLLE) :**

1. Plastic free India campaign conducted at Airoli sectors 2 and 3.
2. Water saving awareness campaign conducted at Airoli sectors 2 and 3.
3. Conducted survey on status of women in society.
4. A guest lecture was organised on 'Empowerment of Women in India : Journey and Challenges' in collaboration with College Legal Cell.
5. Students conducted survey on 'Global warming'.
6. Students participated in the UDAAN Festival organized by Department of Lifelong Learning and Extension, University of Mumbai. They won 3rd prize in street play competition on – Issues of LGBT.

- **Counselling Cell**

1. Counselling Cell organized counselling session for first year students
2. Individual counselling of ten new cases and follow up sessions of five cases conducted
3. Special student – parent counselling session arranged.
4. Counselling sessions for faculties conducted.
5. Personality development seminar by Mr. Satish Salian arranged for teaching and non teaching staff on the occasion of Teachers Day Celebration.
6. An Activity held in NSS Camp by counsellor along with counselling cell to bring together youth using co-operative play to create laughter, compassion and peace.

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	-	Management	1.5 Acres
Class rooms	33	-		33
Laboratories	8	-		8
Seminar Halls	1	-		1
No. of important equipments Purchased (\geq 1-0 lakh) during the current year.	-	05		-
Value of the equipment purchased during the year (Rs. in Lakhs)	57,89,448	63,40,511		1,21,29,959
Others (Auditorim)	01	-		01

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 the students.
- The college library is equipped with facilities like computers, printers and internet.
- The library is fully automated and partially air conditioned.
- All the departments and laboratories have computers with internet access.
- The examination department has an independent room with computer and internet access.
- The College administrative office is well-equipped, fully automated, air conditioned and well furnished.
- The administrative office uses licensed software for all administrative purposes.
- Qualified and experienced staff, make full use of computerized technology both in administration and library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10988	1251577	302	36409	11,290	12,87,986
Reference Books	2105	1,50,4418	73	38233	2178	1,54,2651
e-Books	---	---	---	---	---	---
Journals	---	---	---	---	---	---
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	02	---
CD & Video	155	55,695	-	-	155	55,695
Others (specify)Maps	24	3,680	-	-	24	3,680

- For e-books, e-journal and digital databases college library subscribed to NLIST, BCL and DELNET database programme.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	123	03	03	01	-	11	19	-
Added	03	-	20	-	-	02	-	-
Replaced	-	-	-	-	-	-	-	-
Total	126	03	23	01	-	13	19	-

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

Training for teachers and students on WordPress by D-CODE-Tech (word press web design) Workshop on Robotics.
Mobile App Development

4.6 Amount spent on maintenance in lakhs :

i) ICT	3.12
ii) Campus Infrastructure and facilities	5.07
iii) Equipments	6.04
iv) Others	10.25
v) Total	24.48

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information regarding students belonging to reserve category (SC, ST, OBC, SBC etc .) collected and an informative session was conducted
- Students belonging to special category are informed regarding the support services like free ships, scholarships etc. extended by the institution, the government and other social organizations.
- Students are informed about the above orally, by notices and via prospectus.
- Students are informed about the students’ support services through notices and induction programme.
- Through PTA meetings, parents are informed about the support services made available to the students.
- The information about Student support services are displayed on college website and even shared through social media.

5.2 Efforts made by the institution for tracking the progression

- Two meetings of alumni association were conducted through which information about students’ progression was collected.
- The details of students securing admission for PG courses is maintained
- Transfer certificate records are used to track students’ progression.
- College authorities maintain one to one contact with passed out students through social media.
- Under the existing Mentoring system the mentor maintains the details of passed out students which is used to track their progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2135	160	NIL	NIL

(b) No. of students outside the state

14

(c) No. of international students

NIL

	No	%		No	%
Men	1138	49.58	Women	1157	50.42

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1906	155	04	204	01	2270	1822	149	05	318	01	2295

Demand ratio 1:2 Dropout % less than 1%

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

- Guidance lecture was organized for CAT examination for final year students by SEED INFOTECH.
- Guidance session on interview preparation, communication and personality development was conducted by Career counselling cell through 'Edubridge' 250 students benefitted .
- Guidance sessions were organized by Career counselling cell through 'Brighthwayz' for the students appearing for MBA-CET/CAT examination. 61 students were trained of which 50 students cleared MBA entrance examination.
- An Institutional tie up with "Skyline Institute" to guide and prepare the students to face interviews and to improve their communication skills.
- The college library is well stocked with books and journals for students to prepare for competitive examinations.

No. of students beneficiaries

300

5.5 No. of students qualified in these examinations

NET -- SET/SLET -- GATE --- CAT 50

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

5.6 Details of student counselling and career guidance

- A regular visiting professional counsellor has been appointed for students counselling
- Orientation lecture on counselling is delivered by the counsellor for each class organised by the College Counselling Cell.
- Special lectures are organised on career guidance by placement cell in association with College alumni.
- Campus interviews are organised by well known companies through placement cell.
- ATS Microsoft Company and D-Codetech Pvt. Ltd provide training for the students for placements to enhance self skills
- College has organized a short term course on "Robotics", "WordPress" and "Microsoft Advanced Excel" for the benefit of students.
- College has an MOU with "ATS Microsoft" "Skyline Institute", Edubridge, Brightways and "Technoserve", "Sattyam Institute of Tax Accountants" to guide the students for facing the interviews.
- College has a tie up with SEED INFOTECH which organizes sessions on career guidance and personality development.
- Some of the companies who have conducted campus interviews are:
 - L&T Finance, Tata Business Solutions, Hindustan Global Services and Hexaware

No. of Students benefited:

199

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
19	450	157	-----

5.8 Details of gender sensitization programmes

- The college conducts gender audit to ascertain that there is a fair representation of women/girls in the campus in connection with enrolment, participation/representation in various activities including extension activities, academic achievements etc.(Annexure IV)
- The institution is committed in modification of the behaviour of general public by raising awareness of gender equality
- Lectures on gender equality have been arranged every year for the parents during the Parents Teachers Association (PTA) meet
- A Rally has been arranged in the vicinity of the college under the theme” Beti bachao betti padao”
- A street play was organised under the extension activities regarding gender equality
- A lecture on anti dowry movement was arranged in the college auditorium to create an awareness among the youngsters that “a girl is not a liability but an asset”
- A survey on “ girls education” was conducted in the vicinity of the college to ascertain that no girl remains illiterate in the area
- Skit was organised on LGBT community to sensitize the society by DLLE unit

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(Rs)
Financial support from institution	05	25000
Financial support from government	56	6,96,415.00
Financial support from other sources CIDCO	--	--
Financial support from other sources	04	8000
Number of students who received International/ National recognitions	NA	NA

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 : 10

Under National Service Scheme (NSS) Department of Lifelong Learning and Extension, and Women Development Cell (WDC) following initiatives were undertaken by the students

- Activities connected with cleanliness drive under Swacch Bharat Abhiyan, women empowerment, etc. were undertaken.
- A workshop on self defence for girls was arranged.
- Students conducted a survey on “Status of Women in Society” and analysed the outcome of the survey
- Organised skit, mono acting and elocution competition on Women Empowerment.
- Organised a street play on dowry and its effects-giving a message to the society that dowry is a social evil.
- A rally under the banner “ Beti Bachao Beti Padhao” was arranged.
- Skit on LGBT community to sensitise the society by DLLE

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

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 were no major grievances during this academic year, only minor grievances were redressed as per the satisfaction of the students.

CRITERIA VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p style="text-align: center;">Vision</p> <p>To make the institution a centre of academic excellence. To ensure quality education is accessible to all. To tune – in the minds of youth for an ever changing world.</p> <p style="text-align: center;">Mission</p> <p>To empower students with knowledge and skills. To develop competence for gainful employment. To inculcate discipline, commitment and sensitivity .</p>
--

6.2 Does the Management has Management Information System

The Management has provided ICT tools for the admission, administration, accounting and other necessary office work. The work of the office is fully computerized, and the necessary reports are generated in e-form. Various softwares are being used for more effective and smooth working/administration. The College has a centralized information/announcement system.

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

6.3.1 Curriculum Development

Faculty members attend syllabus restructuring workshop and provide valuable suggestions for revision of the syllabus for benefit of the student community. The faculty members also meet Board of Studies members for exchanging views and ideas for the syllabus improvement.

6.3.2 Teaching and Learning

- Orientation programmes are conducted by the Principal for the First Year students to familiarize them with the infrastructure, Library, Laboratory, Gymkhana and other facilities available in the college.
- Faculty members make use of ICT tools for the effective delivery of lectures and to make teaching learning process more effective.
- Guest Lectures and seminars are organized to address the students on various relevant topics for imparting more knowledge and creating awareness.
- Staff Meetings and Departmental Meetings are frequently held to decide the plans and programmes for making teaching learning process more effective
- Industrial Visits and Field Trips are organized for the students to make them understand practical working of industry, banks etc.,
- Students are encouraged to participate in the inter-collegiate events to develop confidence and team spirit.
- Teaching and Learning process is made more effective through infrastructure and other facilities.

6.3.3 Examination and Evaluation

- This Institute is affiliated to the University of Mumbai, hence the college follows the examination norms set by the University.
- Faculty plan and complete the syllabus within the stipulated time period.
- Revaluation and moderation of the examination answer papers are done as per the University rules and regulations.
- The students are informed of punishment and the consequences of using unfair means which discourage them from using unfair means in examination.
- Centralised evaluation and online evaluation of answer books is done.
- Examination results are declared within 30 days from the last date of examination.
- The college also conducts training for students to prepare for the MBA-CAT, CET, and other competitive examinations.
- College is centre for various examinations of University of Mumbai, Government Examinations and others.

6.3.4 Research and Development

The management encourages the staff to enroll for the research degrees and undertake research activities.

Following faculty members have registered for the Ph.D degree:-

- Mr. Manojkumar Gupta Asst.Prof. Dept. of Accounting and Finance
- Mrs Prema Bardhan, Asst. Prof. Dept. of Economics

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The Library Committee meets twice in a semester to decide the books to be purchased and other necessary decisions for the smooth functioning of library.
- The book exhibition is organized every year to enable the Students/Staff to select books of their choice.
- E-book facilities are provided to the Staff and Students.
- Entire college campus covering Entrance, Class Rooms, Corridors, Library, Seminar Hall, Auditorium, Office, Canteen, etc are installed with high definition CCTV cameras for ensuring effective discipline, security and safety of students and staff in college.
- The College has Chemistry, Physics, Zoology laboratories with necessary infrastructure and instruments.

6.3.6 Human Resource Management

- Principal and Departmental Heads held the meeting of the staff to plan the academic activities and proper implementation.
- Different committees are formed to execute the planned academic activities.
- Employees reporting and departure time working hours are made known to them in writing as per norms.
- Daily timing of muster, biometric attendance system have been implemented.
- Teacher's lectures time table, weekly workload etc. are given as per norms.
- Non teaching staff work assignment is given to them in writing and details of daily work done is taken on daily basis.
- Employess are given leaves admissible to them as per rules.

- Both teaching and non teaching staff are given promotion/placement on higher scale as and when they become eligible for the same.
- All employees are paid their salaries in first week of every month.
- Teachers are expected to prepare their teaching plan and are expected to submit the syllabus completion report as per teaching plan. The departmental heads monitor the same.
- The examination result are properly analyzed and necessary directives are given to the subject teacher for the enhancement of the result.
- Employees Provident Fund scheme has been implemented as per norms and employees are paid all allowances as per rules.
- All employees are felicitated for their excellent performance/service on 5th September every year with special gift and monetary incentives.
- Teachers who achieve 100% result are given Cash Prize and Certificates.
- Staff completing 5 years, 10 years, 15 years and 20 years of service are given incentives.
- Attendants are given uniforms, rain wares, shoes, etc

6.3.7 Faculty and Staff recruitment

- All recruitments of faculty and the staff is done by following the University statutes.
- Posts are advertised in the leading news papers inviting applications from qualified candidates.
- Selection committee is constituted for conducting interviews.
- Qualified, experienced, suitable and competent candidates are selected for the teaching and non teaching posts.
- Demonstration lectures are also conducted to assess the teaching skill of the candidates.
- In case eligible candidates are not available, teachers are appointed looking and performance, if their teaching is good their services are regularised by the management.

6.3.8 Industry Interaction / Collaboration

Industrial Visits and field tours are organized every year by the college

- Students are taken to manufacturing Units and Service oriented organizations and other corporates for a direct interaction with them. Effective interaction of students with Technical experts and Managers are arranged
- After the industrial visits, the students are instructed to prepare the projects on the visits.

6.4 Welfare schemes for Staff: Teaching

a) JVM Employees Group Gratuity ,Trust is contributing Rs 20 Lakhs every year for the Gratuity Fund

b) Tuition fees concession is given for wards of staff

Non- teaching

a)Uniform for the class IV employees

b) Tuition fees concession for their wards

c) Interest free Loans

Students Group Insurance Policy for Students.

6.5 Total corpus fund generated **NILL**

6.6 Whether annual financial audit has been done **Yes**

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

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

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

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

- a) Our college Alumni Association participate in the Flag Hoisting ceremony on Independence Day and Republic Day
- b) Assist the college in organizing various events
- c) Helps in finding job opportunities for the students
- d) Organise orientation lectures for new entrants.

6.12 Activities and support from the Parent – Teacher Association

- a) The college has formed the Parents Teacher Association (PTA)
- b) Parents and teachers directly interact on the last Saturday of every month
- c) Suggestions are invited from the parents regarding the improvements in teaching and learning process, infrastructure and other facilities.

6.13 Development programmes for support staff

- Following measures have been undertaken for support staff:-
- Uniform for the support staff
 - Shoes and Umbrellas are given to the support staff
 - Tuition fees concession for their wards
 - Interest free loan whenever required
 - Session on Mobile Banking
 - Awareness about consumer rights.
 - Induced to acquire basic and higher qualification
 - Personality Development and Mind training workshop

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

Every year NSS organizes environment awareness and eco-friendly initiatives:-

- a) Tree plantation within the campus and vicinity.
- b) Discourage the use of plastic bags, cups and water bottles.
- c) Providing dustbins in all Class Rooms made out of cardboard.
- e) Using e-documents to reduce the use of paper.
- f) Honoring guests by presenting Tulsi Plant in programmes and events.
- g) More use of LED bulbs and tube lights for saving electricity.
- h) Creating awareness to switching off lights when not in use, save water.

Criterion VII

7. Innovations and Best Practices

7.1 Innovation introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Security Scanner for tracking entry and exit is installed for ensuring security, safety and discipline in college premises.
- CCTV cameras have been installed in all class rooms and corridors covering entire college campus for discipline and security.
- Free Wi-Fi routers are installed in campus for the benefit of students to collect online information for project work under the guidance of teachers and for other academic activities.
- Notice boards have been affixed at different prominent places to display various notices connected with student attendance, placement information, current affairs etc.
- For every college, library is always considered as an asset. In order to improve its functioning, library has been made digital. With successful use of advanced scanners, the stock verification of library books has become more effective and less time consuming. College library has taken subscription of e-resources like Inflibnet, Delnet, N-list, British library etc.
- The World is increasingly revolving on technological axis. To access internet via computer, smart phone is fundamental, not only for individual or personal communication and creativity, but also for educational institution. The college is focusing on use of ICT resources in teaching and learning process. Digital technology for education and administration has been used for creating **Best Digital Citizens**.

7.2 Provide the Action taken report based on the plan of action decided upon at the beginning of the year.

Plan of Action	Achievements
A) Planned to organize five skill based Certificate courses	A) Six Short Term Certificate courses were conducted
B) Planned to organize two intra and two inter collegiate events	B) Four inter and one intra college activities were organized during the academic year

C) Five remedial lectures are to be conducted for the slow learners in each class	C) Average five remedial lectures conducted for slow learners in each class
D) Four Industrial Visits and Study tours to be organized	D) Four Industrial Visit/Study Tour were conducted for the students. Specially for the BBI, BAF, BMS, B.Sc., B.Sc. (IT & CS) ,M.Com., M.Sc. etc
E) Improvement in campus placement.	E) Mega Job Fair was organized for placement of students. 450 students participated and 157 students were placed.
F) To start department of B.Sc. Physics in the academic year 2017-18	F) The Department of Physics was introduced from the academic year 2017-18.
G) To install Security Scanner and Issue digital Identity Cards for staff and students	G) Security scanners have been installed at the entrance of the college, Digital Identity Cards are issued to monitor entry and exit of students and to prohibit entry of unwanted elements.
H) To have more Memorandum of Understandings (MoU) with different associations for certificate courses and placements	H) Six MOUs with different associations for the certificate courses and placements have been signed
I) To get the institution accredited for the second cycle.	I) Second cycle of accreditation successfully completed on 10 th and 11 th November 2017 with "A" Grade (CGPA 3.33).

7.3 Give two best practices of the institution (Annexure V)

- Skilled based Short term courses
- Mega job fair-Placement drive

7.4 Contribution to environmental awareness/ protection

- Conducted survey on electricity conservation in the vicinity of the college and created awareness on how to save electricity.
- Conducted survey on Eco- friendly Ganesh idols and created awareness about degradation of Idols causing water pollution.
- Under Swach Bharat Abhiyan following activities were conducted :-
 - Cleanliness drive on road, bus depot, railways station and adopted area was carried out.
 - Paper bags were made and distributed in the market area and awareness was created among the citizens regarding the problems arising out of the use of plastic bags and encouraged to use paper and cloth bags.
- Tree plantation undertaken in college campus and nearby areas.
- Street plays were arranged to discourage smoking in public places and on other social

issues.

- Survey was conducted to create awareness regarding global warming.
- Water saving awareness campaign was conducted in the vicinity of the college.

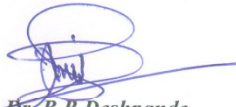
7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add [SWOT Analysis]

Nil

7.7 Plans of institution for the next year

- To start new certificate courses based on skill development
- To organize workshops on revised syllabus
- To organize conferences and seminars.
- To undertake more research activities and start research centre.
- To conduct inter and intra college activities for the students.
- To increase the number of lecture halls.
- To apply for an additional division of Bachelor of Management Studies (BMS) course.



Dr. B.R. Deshpande
Name and Signature of the Coordinator, IQAC



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

AQAR 2017-18

ANNEXURE I

Academic Calendar 2017-18	
5th June 2017: 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.	
Admission Committee	5 th June 2017
Students Council Cell	5 th June 2017
I.Q.A.C	5 th June 2017
5 th June world environment observation day	5 th June 2017
Exam Committee	6 th June 2017
Students Grievance Cell	6 th June 2017
Women Development Cell	8 th June 2017
Cultural committee	8 th June 2017
PTA meeting	8 th June 2017
Alumni Members Meet	9 th June 2017
N.S.S. Meet	9 th June 2017
Counseling Cell meet	9 th June 2017
Time-table committee	9 th June 2017
LMC meeting	10 th June 2017
Holiday Ramzan-Eid	26 th June 2017
Orientation for fresher's	3 rd & 4 th July 2017
Commencement of lectures for all FY students	5 th July 2017
Remedial lectures before ATK T Exams.(Additional exams)	7 th July 2017
Orientation by Counseling Cell	10 th July 2017
Inter- disciplinary- one week workshop on preparation for competitive exam by economics department	3 rd week of July 2017
Program by College WDC	24 th July 2017
Debate competition for T.Y I.T & CS students organized by CS IT dept.	1 st week of Aug. 2017
Holiday – Rakshabandhan	7 th Aug. 2017
1 st & 3 rd semester internal exam begins	2 nd week of Aug. 2017
Independence day – Flag Hoisting	15 th Aug. 2017
Holiday- Pateti- parsi new year	17 th Aug. 2017
Debate competition by commerce dept. (commerce forum)	3 rd week of Aug. 2017

Mid - term vacation [Ganpati Utsava]	25 th August to 29 th August 2017 (Both days inclusive)
NSS Blood Donation camp	4 th week of Aug. 2017
First Parent Teacher meet	31 st Aug. 2017
NSS Tree Plantation	31 st Aug. 2017
Goonj- Inter collegiate Dance competition	1 st Sept. 2017
Holiday Bakari –Eid	2 nd Sept. 2017
Teachers Day celebration	4 th Sept. 2017
Holiday- AnantChaturdashi	5 th Sept. 2017
2nd & 3 rd Sept. ATKT Exam begins	11 th Sept. 2017
Programme by counseling cell	13 th Sept. 2017
RashtraBhasha Hindi Diwas	14 th Sept. 2017
Goonj (Finale), Panorama &Sci- Tech Fest (Inter collegiate fest)	16 th Sept. 2017
Contech concept test in chemistry By Association of Chemistry Teachers	16 th Sept. 2017
Exam committee meeting	18 th Sept. 2017
Elocution & Essay competition by Economics dept.	3 rd week of Sept. 2017
1 st & 3 rd semester external exam begins	25 th Sept. to 7 th Oct. 2017
IQAC Meeting	29 th Sept. 2017
Holiday- Dassera	30 th Sept. 2017
Holiday- Gandhi Jayanti	2 nd Oct. 2017
Result Declaration	14 th Oct. 2017
LMC meeting	14 th Oct. 2017
{Every fourth Saturday of the month parent teachers meeting with all faculty members} (Diwali vacation- from 16th Oct. to 8th Nov. 2017)	
Second Semester 2017	
09th Nov. 2016 College reopens after Diwali vacation, Lectures resumes as per time table, result analysis, meeting of Head of the Departments.	
Time-table committee	9 th Nov. 2017
Students Grievance Cell	9 th Nov. 2017
Students Council Cell	9 th Nov. 2017
I.Q.A.C	10 th Nov. 2017
Elocution & Essay competition organized by commerce forum	3 rd week of Nov. 2017
Holiday Eid-a- Milad	1 st Dec. 2017
World HIV AIDS Day. Celebrated by N.S.S. Cell (1 st Dec)	2 nd Dec. 2017
10 th dec. Chemistry Day	9 th Dec. 2017
Alumni Meeting	11 th Dec. 2017

Exhibition on current trends in IT by IT dept.	2 nd week of Dec. 2017
Advertisements(AnimationMaking) competition for SY CS IT	2 nd week of Dec. 2017
PPT presentation competition by economics dept.	2 nd week of Dec. 2017
Library Advisory meeting	14 th Dec. 2017
Research Committee	15 th Dec. 2017
String festival (Jashn)	19 th & 20 th Dec. 2017
Interview for best student of college	19 th Dec. 2017
Sports day	21 st & 22 nd Dec. 2017
Annual Prize distribution	23 rd Dec. 2017
Winter vacation	25 th Dec. 2016 to 1 st Jan. 2018
College reopens after winter break. Lecture resumes as per scheduled time	2 nd Jan. 2018
2 nd & 4 th semester internal exam begins	1 st week of Jan. 2018
LMC meeting	5 th Jan. 2018
PPT presentation for F.Y. IT CS students by IT CS Dept.	2 nd week of Jan. 2018
National youth day celebration	13 th January 2018
IQAC Meeting	13 th Jan. 2018
Republic day – Flag Hoisting	26 th Jan. 2018
Exhibition by all department.	26 th Jan. 2018
Fare well function for final year students Convocation ceremony for passed TY students & PG students and Alumini meet	31 st Jan. 2018
Inter- collegiate film making competition by BMM dept.	4 th Feb. 2018
Hoilday- Mahashivratri	14 th Feb. 2018
Guidance lecture for all 3 rd year classes	2 nd week of Feb. 2018
Career guidance lecture for economics students	2 nd week of Feb. 2018
Holiday- ShivajiJayanti	19 th Feb. 2018
Marathi Bhashadiwas	27 th Feb. 2018
National Science Day – Visit to Homibhabha research institute (Chemistry dept.)	28 th Feb. 2018
Workshop on packaging by chemistry dept.	1 st March 2018
ATKT exam commences	1 st to 10 th March 2018
Holiday- Holi	3 rd March 2018
International Women Day celebration	8 th march 2018
Regular exam begins 2 nd & 4 th semester	20 th March 2018
Holiday – Ram Navami	26 th march 2018
Holiday- Mahavir Jayanti	29 th March 2018
Holiday- Good Friday	30 th March 2018

Holiday- Dr. Ambedkar Jayanti	14 th April 2018
Result Declaration	20 th April 2018
Admission Committee	28 th April 2018
Staff meeting	29 th April 2018
Last working day	30 April 2018
(Every fourth Saturday of the month Parent teacher Meeting with all faculty members.)	
Summer vacation begins from 1st May 2018	

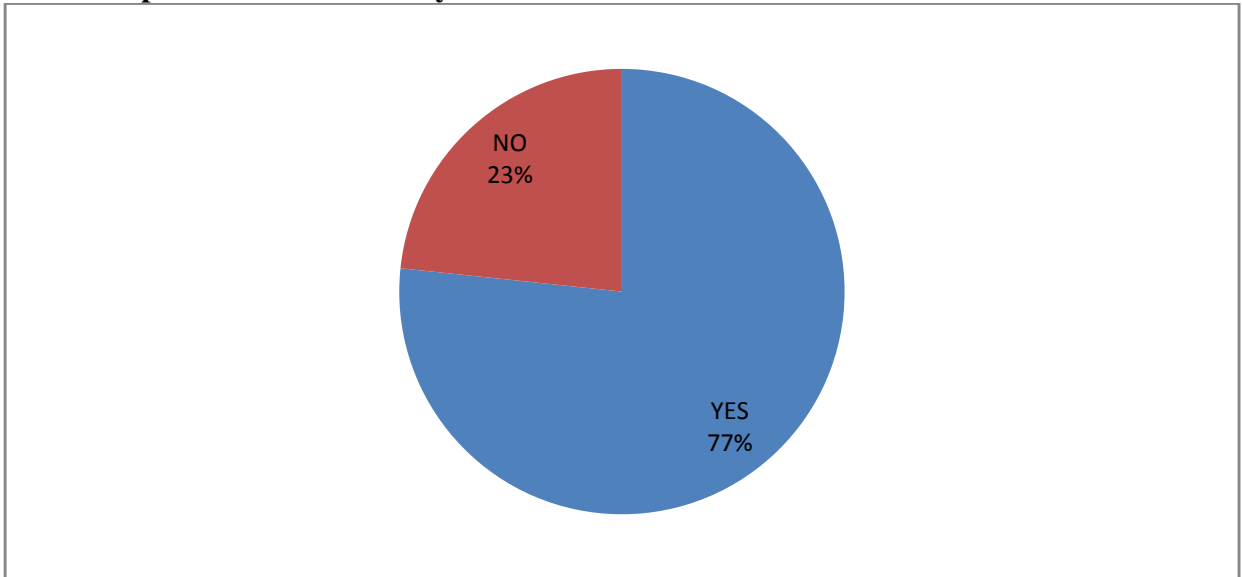
ANNEXURE II

Parents Feedback Analysis

During the parents teachers' meet, 60 parents of the students belonging to different classes were issued the questionnaires with a request to respond. Ten questions were asked covering the various issues connected with the students.

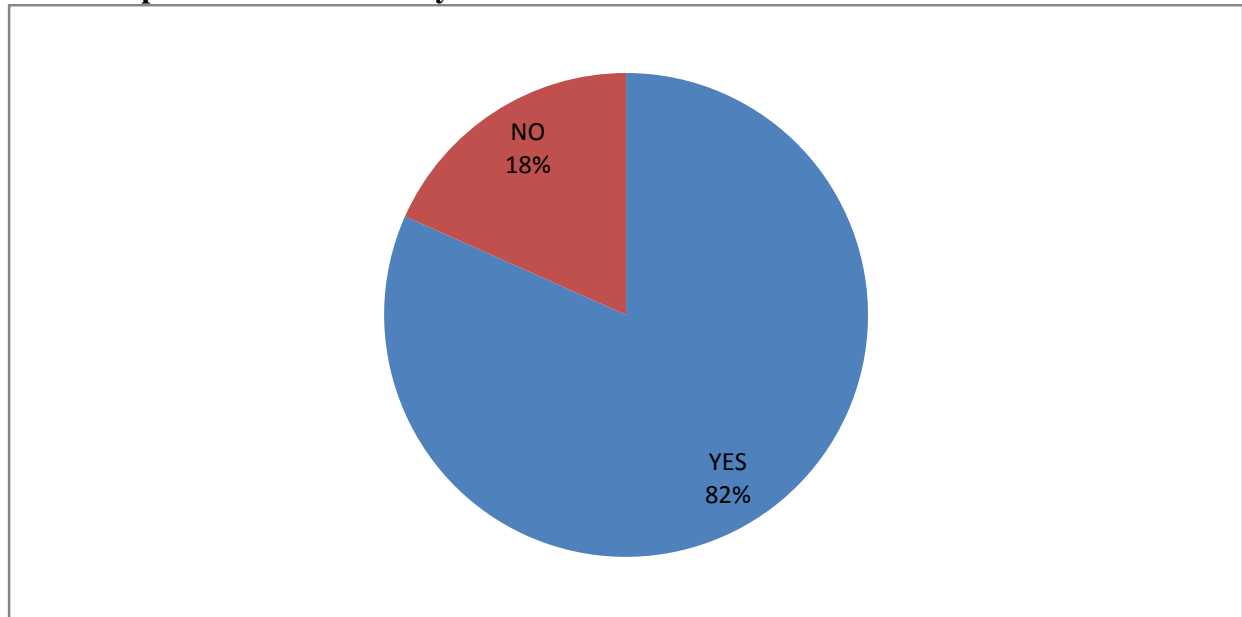
1. Do you find this institution better than others for your ward? Yes/ No.

Out of 60 parents 46 have said yes

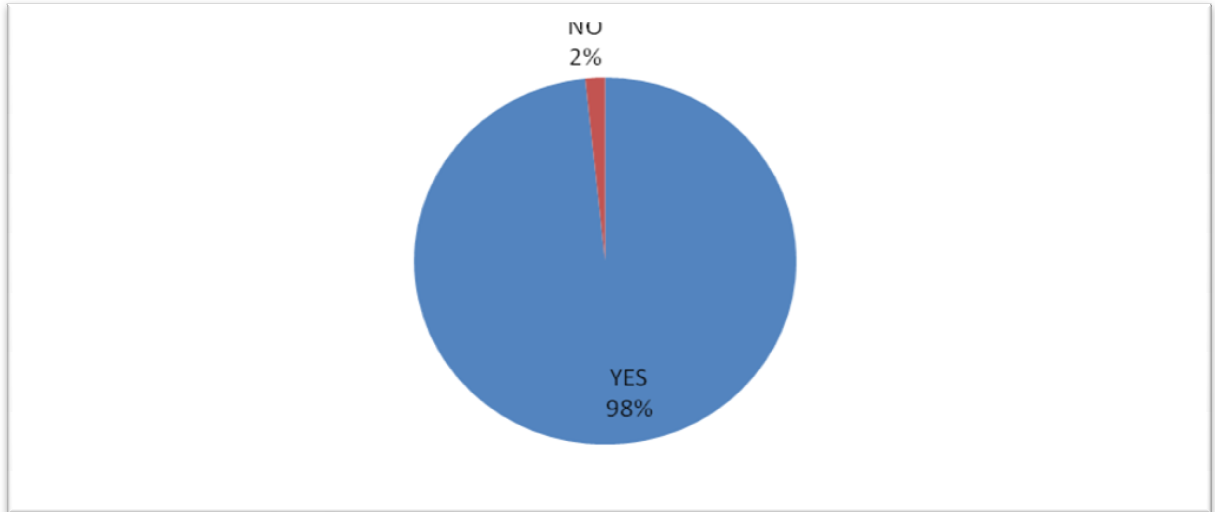


2. Do you feel facilities/infrastructure in the college are adequate? Yes/ No.

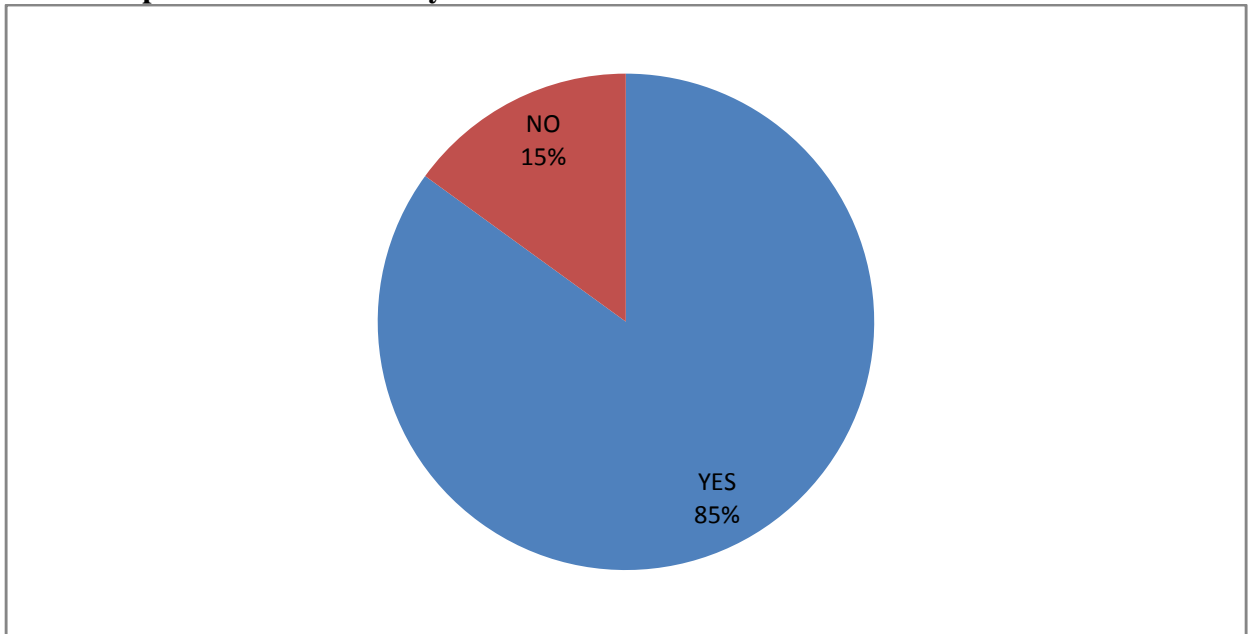
Out of 60 parents 49 have said yes



3. Do you feel that your ward is physically secured in the campus? Yes/ No.
Out of 60 parents 59 have said yes.

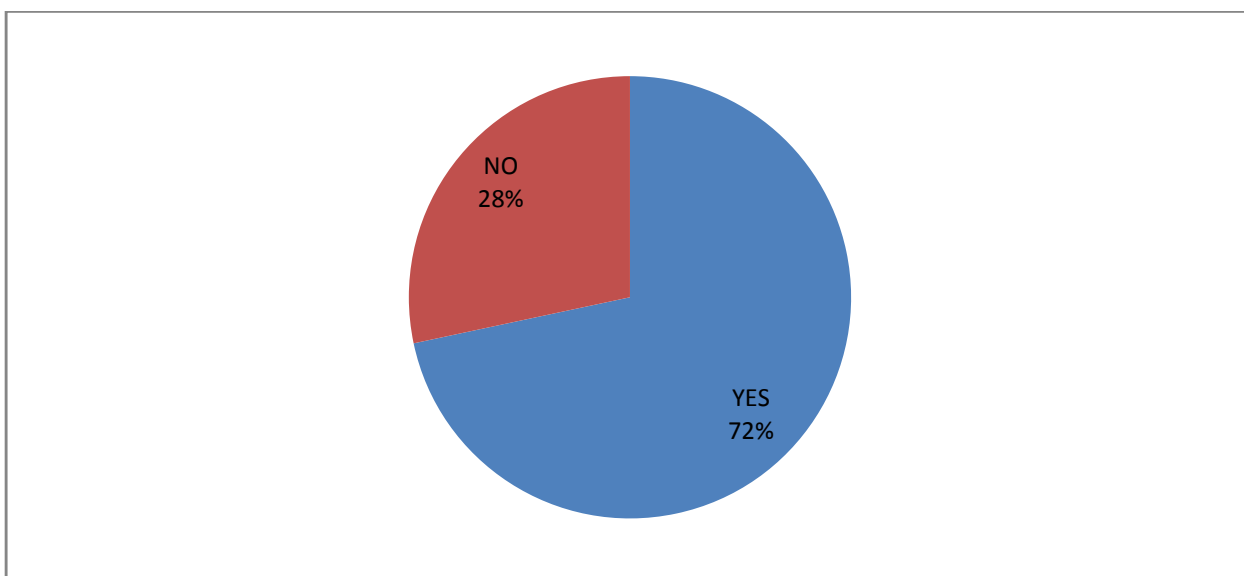


4. Whether teaching, learning and evaluation process of the college is Satisfactory?
Yes/ No.
Out of 60 parents 51 have said yes



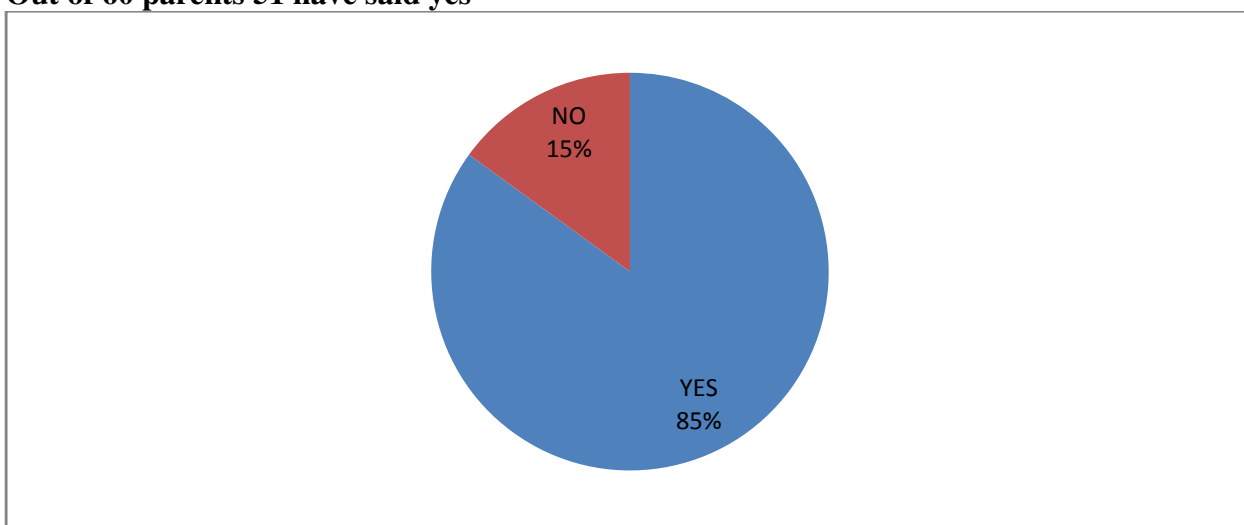
5. Are you satisfied with the cooperation extended by the administrative staff? Yes/ No.

Out of 60 parents 43 have said yes



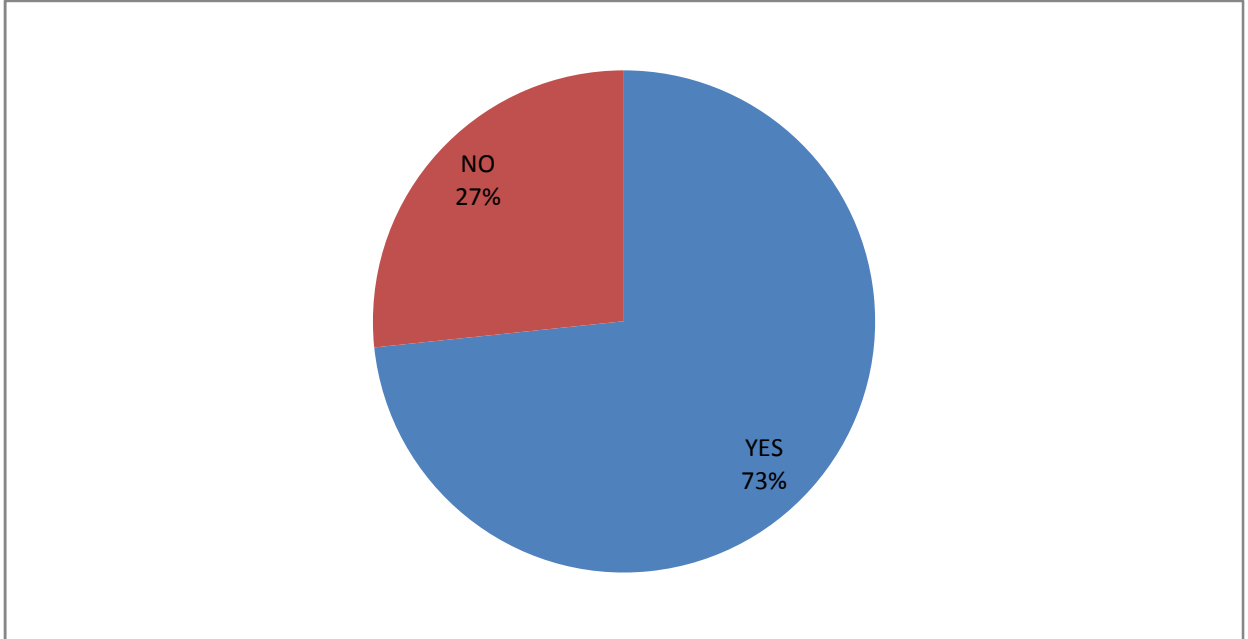
6. Can you make direct communication with teaching staff? Yes/ No.

Out of 60 parents 51 have said yes



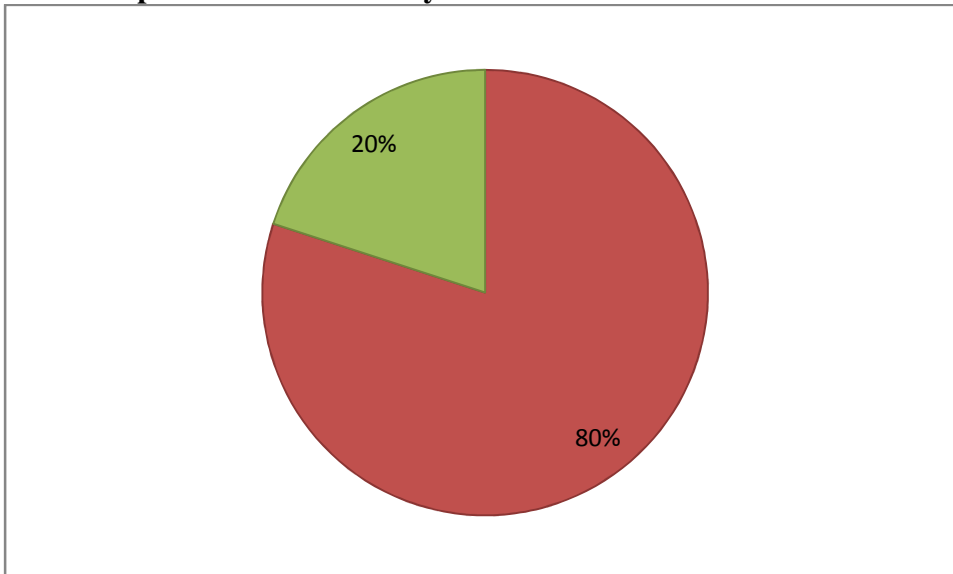
7. Do you find upgradation of hard and soft skills of your ward? Yes/ No.

Out of 60 parents 44 have said yes



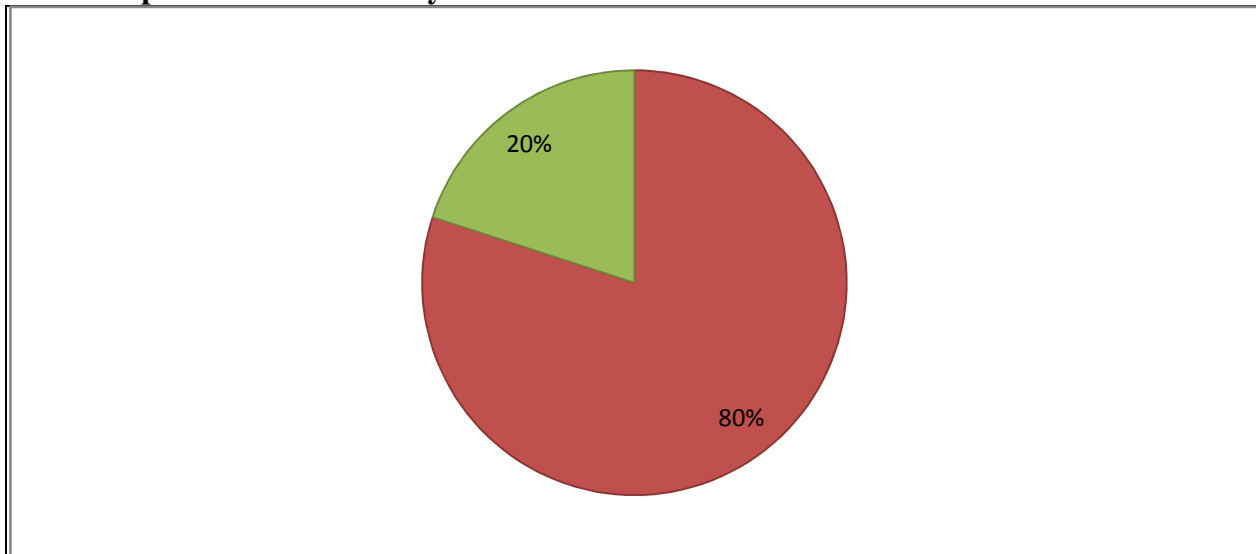
8. Are you satisfied with library facility provided by the college to the learners? Yes/ No

Out of 60 parents 50 have said yes



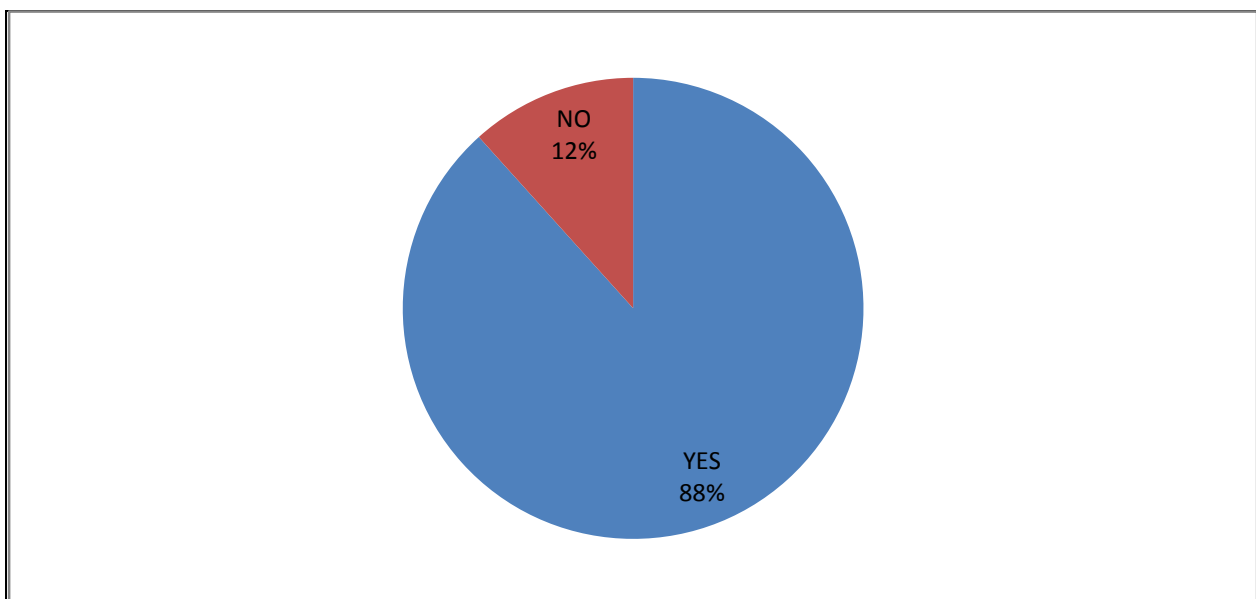
9. Whether the admission process adapted by the college is transparent and merit based? Yes/ No

Out of 60 parents 48 have said yes



10. Whether the college and its surroundings are kept clean to attain the objectives of 'Swacch Bharat' Yes/ No

Out of 60 parents 53 have said yes



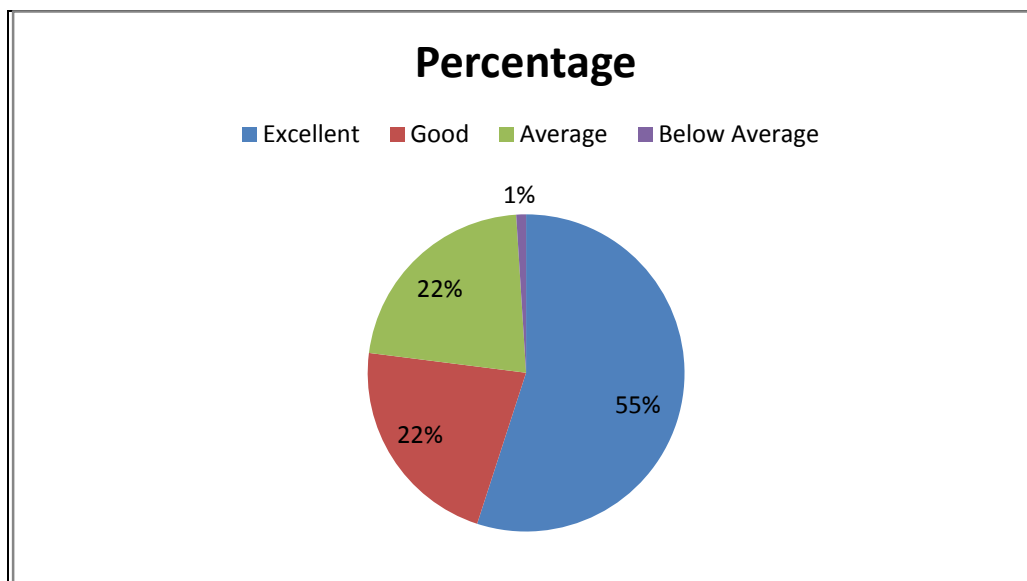
ANNEXURE -III

Alumni Feedback Analysis-AQAR 2017-18

Feedback from the college Alumni was taken on 15th August 2017. Questionnaire consisting of 10 questions were given to 50 Alumni with the request to give their response. Their responses were recorded on 4 point scale, Excellent, Good, Average and below average. Accordingly following analysis was made question wise (in Percentage).

Q.1 The quality of teaching and learning

Observation	Excellent	Good	Average	Below Average
Percentage	55	22	22	01



55% of the alumni opinion that the quality of teaching and learning is excellent.

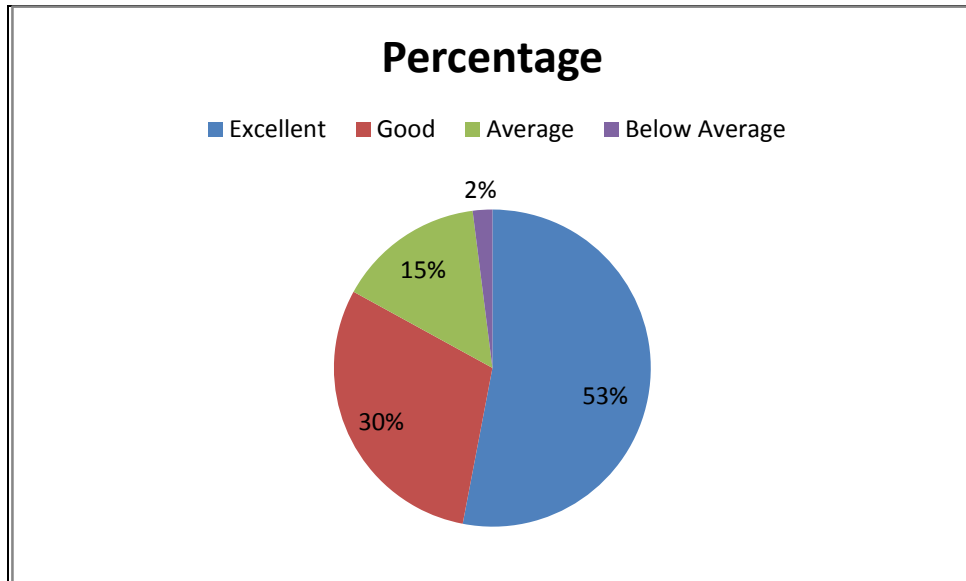
22% of the alumni are of the opinion that the quality of teaching and learning is good.

22% of the alumni are of the opinion that the quality of teaching and learning is average.

01% of the alumni are of the opinion that the quality of teaching and learning is below average.

Q.2 Role of Institution in the holistic development of the students

Observation	Excellent	Good	Average	Below Average
Percentage	53	30	15	02



53% of the alumni are of the opinion that the institution plays a dominant role in the holistic development of the students.

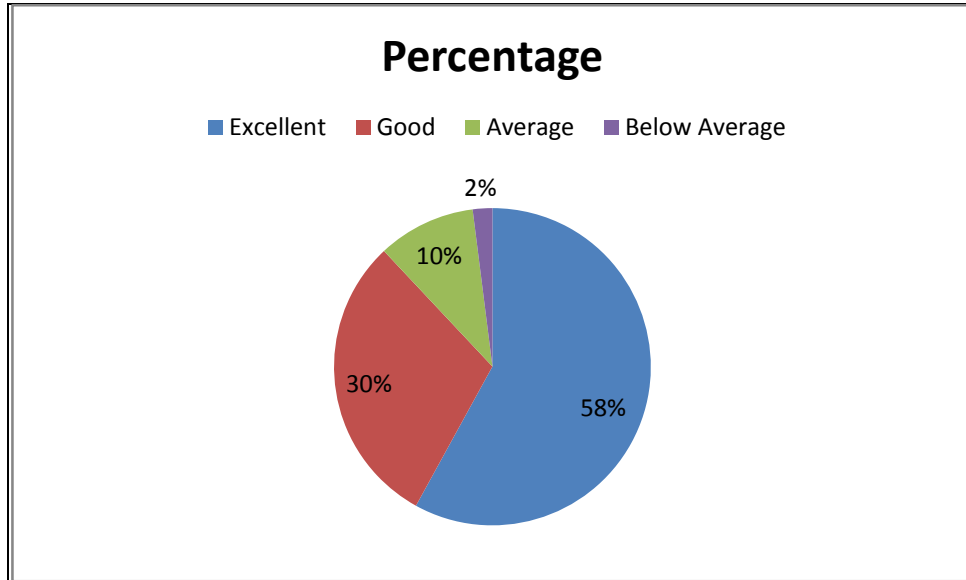
30% of the alumni are of the opinion that the institution plays a good role in the holistic development of the students.

15% of the alumni are of the opinion that the institution plays an average role in the holistic development of the students

02% of the alumni are 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	Below Average
Percentage	58	30	10	02



58% of the alumni are of the opinion that the institution encourages the students for further studies

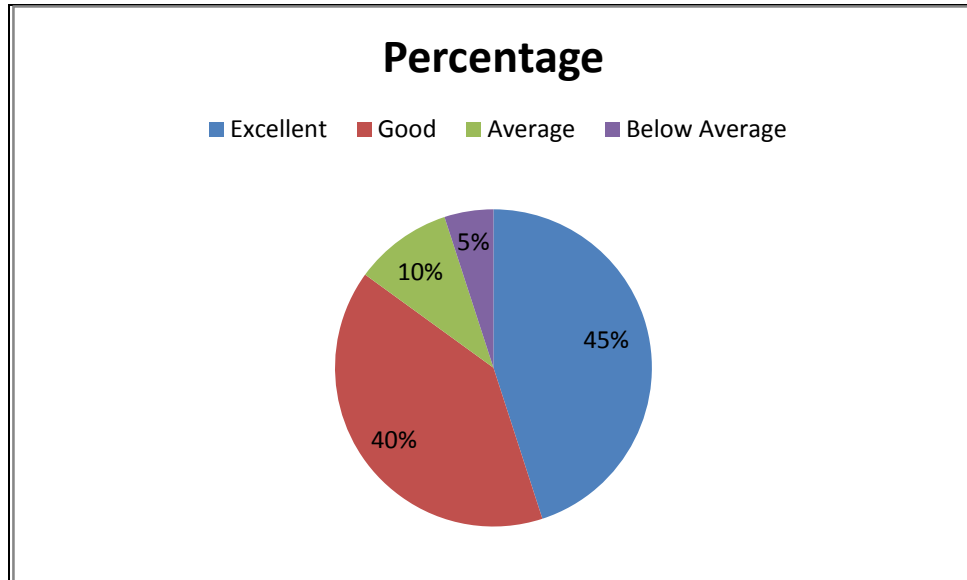
30% of the alumni are of the opinion that the institution encourages the students for further studies.

10% of the alumni are of the opinion that the institution encourages the students for further studies

02% of the alumni are of the opinion that the institution encourages the students for the further studies.

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

Observation	Excellent	Good	Average	Below Average
Percentage	45	40	10	05



45% of the alumni are of the opinion that the institution makes the learner a responsible citizen of this country

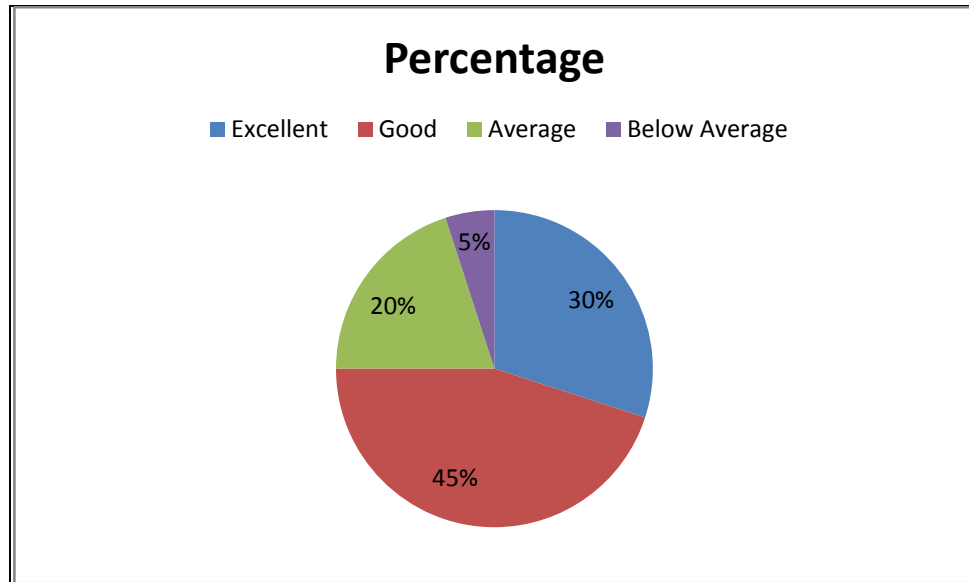
40% of the alumni are of the opinion that institution makes the learner a responsible citizen of this country.

10% of the alumni are of the opinion that institution makes the learner a responsible citizen of this country

Only 05% of the alumni are of the opinion that the institution makes the learner a responsible citizen of this country

Q.5 The name, fame and reputation of the Institution in the eyes of general public

Observation	Excellent	Good	Average	Below Average
Percentage	30	45	20	05



30% of the alumni are of the opinion that the name, fame and reputation of the institution in the eyes of the general public is excellent

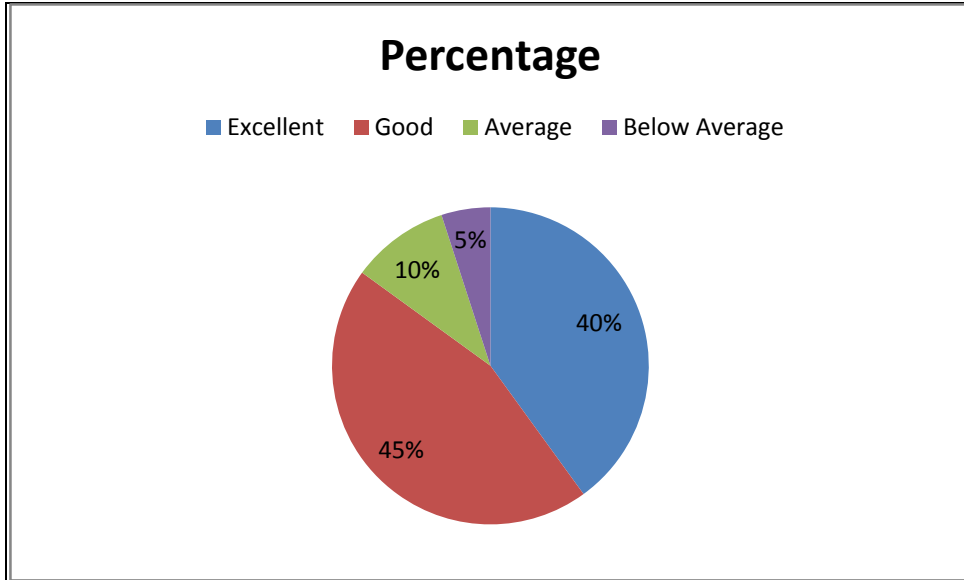
45% of the alumni are of the opinion that the name, fame and reputation of the institution in the eyes of the general public is good.

20% of the alumni are of the opinion that name, fame and reputation of the institution in the eyes of the general public is average

05% of the alumni are of the opinion that the name, fame and reputation of the institution in the eyes of the general public is below average.

Q.6 Development of leadership quality among the learners

Observation	Excellent	Good	Average	Below Average
Percentage	40	45	10	05



40% of the alumni are of the opinion that the development of the leadership quality among learners is excellent.

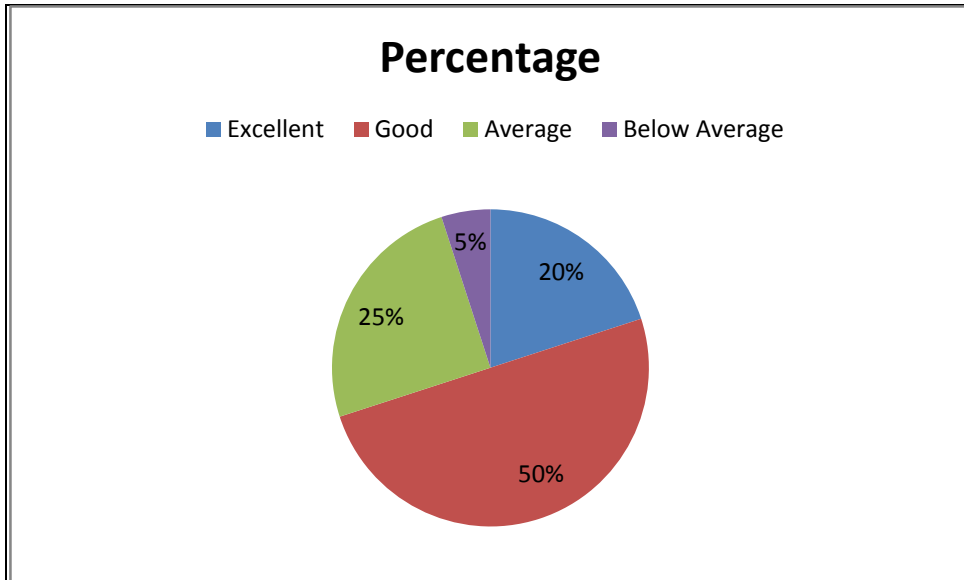
45% of the alumni are of the opinion that the development of the leadership quality among the learners is good

10% of the alumni are of the opinion that development of the leadership quality among the learners is average.

05% of the alumni are of the opinion that development of the leadership quality among the learners is below average.

Q.7 Creation of entrepreneurial quality among the learners.

Observation	Excellent	Good	Average	Below Average
Percentage	20	50	25	05



20 % of the alumni are of the opinion that the creation of entrepreneurial quality among the learners is excellent.

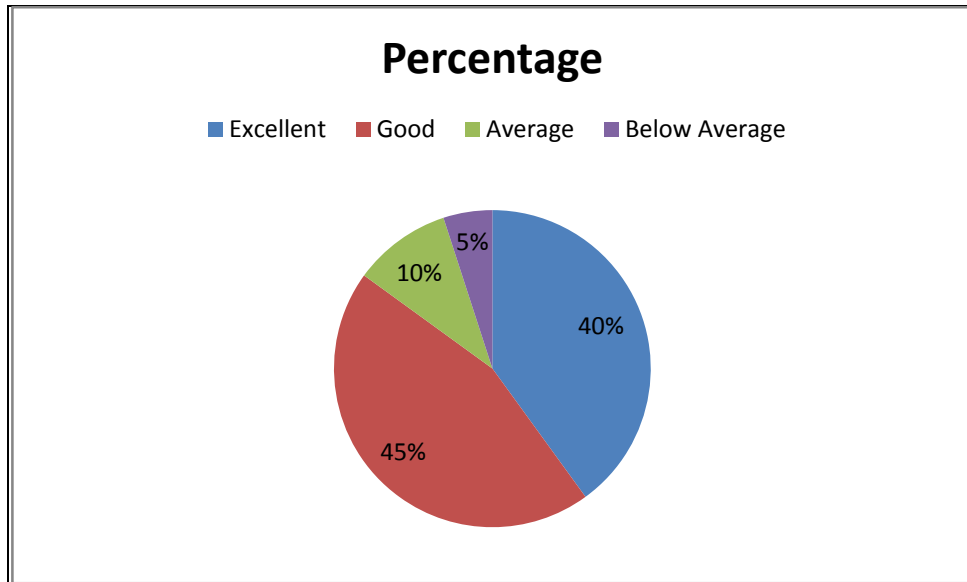
50% of the alumni are of the opinion that the creation of entrepreneurial quality among the learners is good.

25% of the alumni are of the opinion that the creation of entrepreneurial quality among the learners is average.

05% of the alumni are of the opinion that the creation of entrepreneurial quality among the learners is below average.

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

Observation	Excellent	Good	Average	Below Average
Percentage	40	45	10	05



40% of the alumni are of the opinion that the role of the institution in preparing learners for competitive examination is excellent

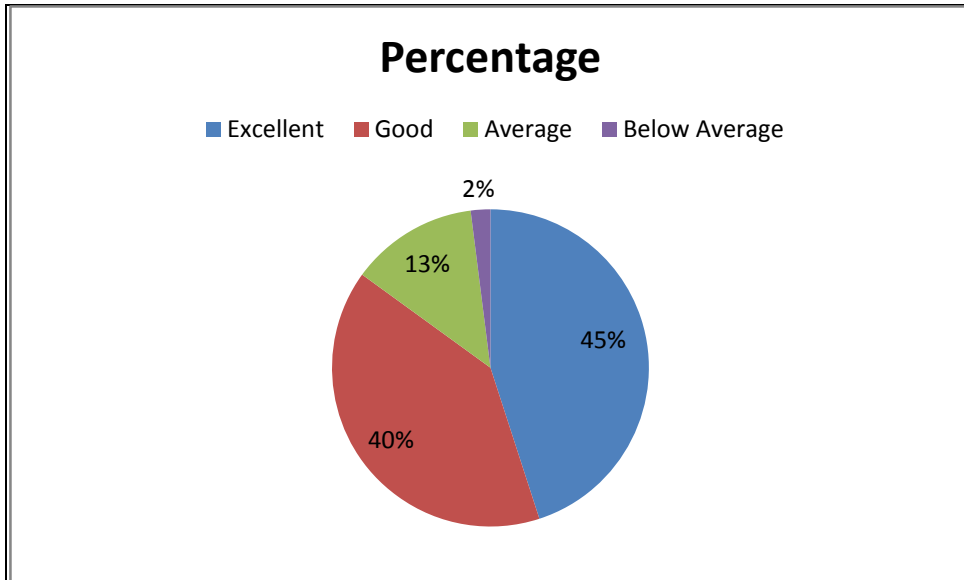
45% of the alumni are of the opinion that the role of the institution in preparing learners for competitive examination is good

10% of the alumni are of the opinion that the role of the institution in preparing learners for competitive examination is average

05% of the alumni are of the opinion that the role of the institution in preparing learners for competitive examination is below average.

Q.9 Grooming the learners in making them successful professionals.

Observation	Excellent	Good	Average	Below Average
Percentage	45	40	13	02



45% of the alumni are of the opinion that grooming the learners in making them successful professionals is excellent.

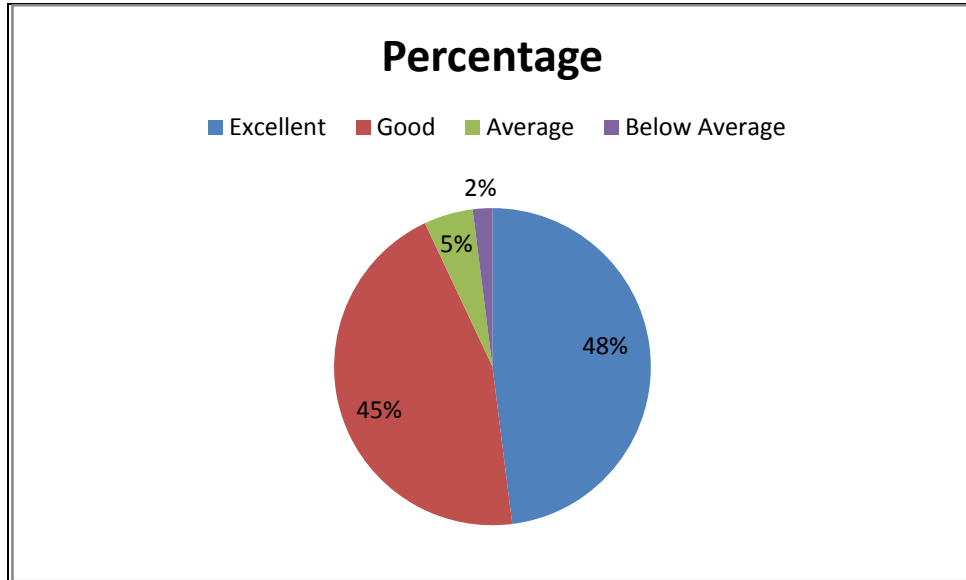
40% of the alumni are of the opinion that grooming the learners in making them successful professionals is good

13% of the alumni are of the opinion that grooming the learners in making them successful professionals is average.

02% of the alumni are of the opinion that grooming the learners in making them successful professionals is below average.

Q.10 Desire of the Alumni to remain associated with the Institution.

Observation	Excellent	Good	Average	Below Average
Percentage	48	45	5	02



48% of the alumni showed their desire to remain associated with the institution-Excellent.

45% of the alumni showed their desire to remain associated with the institution-Good

5% of the alumni showed their desire to remain associated with the institution-Average.

02% of the alumni showed their desire to remain associated with the institution-Below average.

ANNEXURE -IV

Gender Audit Report

Name of College: J.V.M.'S Mehta Degree college, Airoli , Navi Mumbai.

Academic Year -2017-18

Name & Desigantion of Auditor:

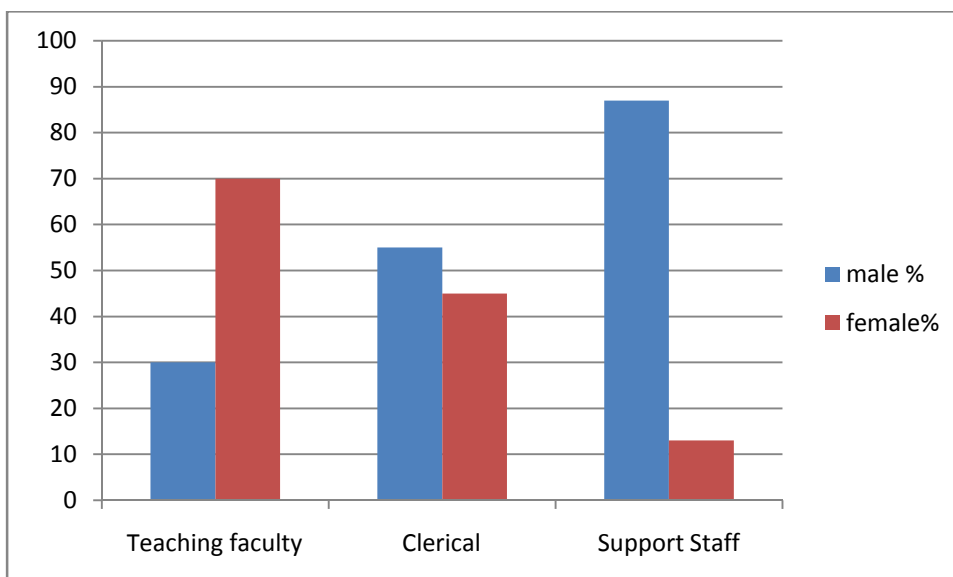
Prof Ujwala S. Pawar- Assistant Professor, Dept. of Commerce, J.V.M.'S Mehta Degree College, Airoli

The auditor visited the administrative office and went through teaching and non - teaching staff muster, leave records, faculty development programme records, salary register, Students Enrollment, Examination Results showing academic performance etc. After collecting all the records and details the auditor made the following observations.

1. Appointment of teaching and non teaching staff (Employment)

Appointment	Total	male	female
Teaching faculty	54	16	38
Non-teaching Clerical	22	12	10
Support Staff	15	13	02

category	male %	female%
Teaching faculty	30	70
Clerical	55	45
Support Staff	87	13



Conclusion: The above data shows that 70% of the total teaching staff is female whereas 30% is male. In other words the female staff is almost two and half times more than male teaching staff. This indicates that a) Females are preferred in connection with the appointment of teaching faculty. b) Without neglecting male staff, an efforts has been made to maintain a balance between male and female staff c) High percentage of female teaching staff induce the female students to enroll themselves in the college.

In case of office staff which includes clerks and lab assistants 55% are male and 45% are female, and in support staff 87% are male and 13% female as support staff is required for manual work.

From the above data and records, the auditor has drawn a conclusion that there is a favourable environment for female teaching staff in the college.

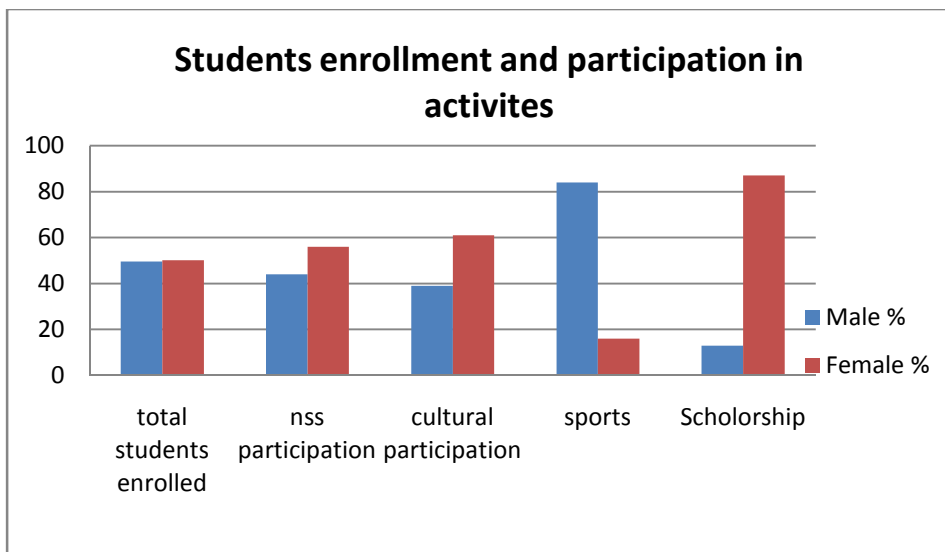
2) Salary Parity: The observation of salary register indicates that all employees are paid on the basis their designation. Nowhere salary disparity is visible based on gender.

3. Students data:

The auditor went through all the records related to admission, participation in sports, cultural activities , NSS etc. and procured the following data related to the above.

	Total	Male	Female
Total students enrolled	2295	1138	1157
NSS participation	100	44	56
Cultural participation	138	54	84
Sports participation	103	87	16
Scholarship and Free Ship	55	7	48

Category	Male%	Female%
Total students enrolled	49.58	50.14
NSS participation	44	56
cultural participation	39	61
Sports participation	84	16
Scholarship and Free Ship	13	87



Conclusion:

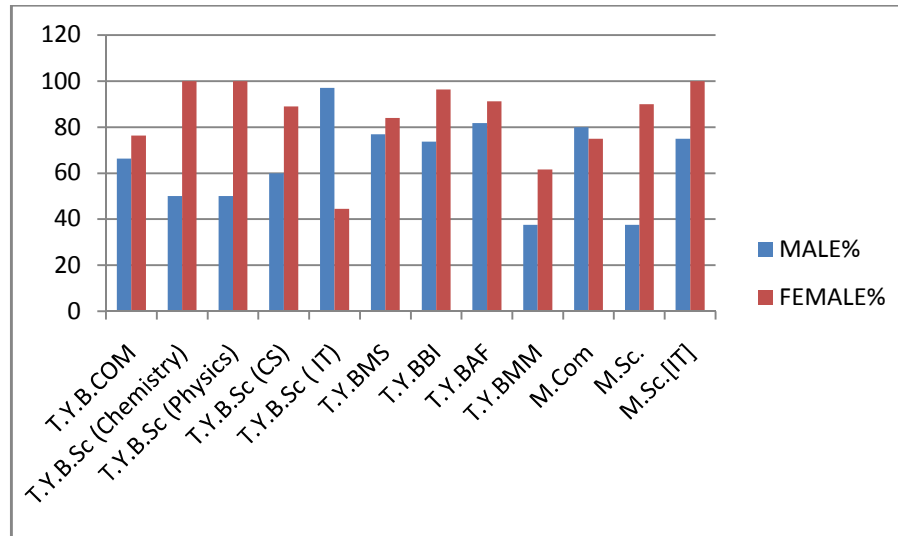
The female students enrolled are 50.14% and male students 49.58%. This shows that almost equal number of male and female students are enrolled in the college. The participation of female students in NSS as well as cultural activities are more than male students. This indicates that the environment for female students is favourable in the college. The scholarship availed is 13% by male students and 87% by female students. The participation of female students in sports activities is 16% and male 84%. This shows that very less number of girls are participating in sports activities. Therefore Institution must encourage female students to participate in sports activities.

4.Academic performance

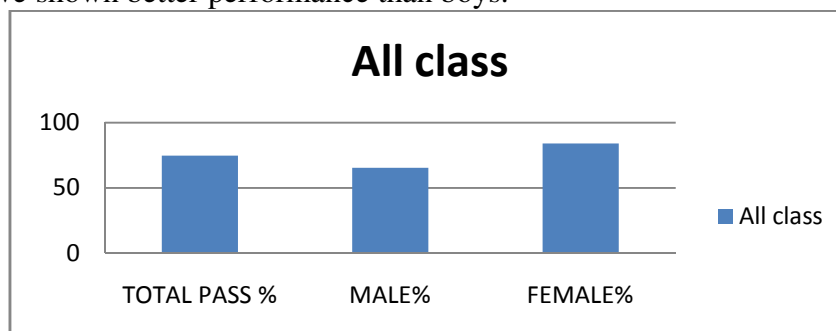
The academic performance of the students in the VI semester examination held in April 2018 indicates that except in T.Y.B.Sc(Information Technology),the passing percentage of female students is more than male students in all other programmes.

	CLASS	MALE%	FEMALE%
1	T.Y.B.COM	66.36	76.39
2	T.Y.B.Sc (Chemistry)	50	100
3	T.Y.B.Sc (Physics)	50	100
4	T.Y.B.Sc (CS)	60	89

5	T.Y.B.Sc (IT)	97	44.44
6	T.Y.BMS	76.92	84
7	T.Y.BBI	73.68	96.3
8	T.Y.BAF	81.81	91.18
9	T.Y.BMM	37.5	61.54
10	M.Com	80	75
11	M.Sc.	37.5	90
12	M.Sc.[IT]	75	100



The overall percentage of passing for the academic year 2017-18 indicates that the girls students have shown better performance than boys.



Conclusion:

The above data shows that the passing percentage of female students is more than the male students. From all the above information it is concluded that the environment created by institution is favourable for females.

Sd:-

Name of Auditor

Mrs. Ujwala Pawar

ANNEXURE – V
BEST PRACTICE NO. 1

Title of the Practice : **SKILL BASED SHORT TERM COURSES**

Objectives of the Practice:

- To improve the employability of the students.
- To fulfil the requirements of the industry pertaining to skilled man power by providing courses such as Advanced excel, Personality Development, Robotics and Certified Tax Accountant Plus.
- To utilize the infrastructure of the college to its full extent.
- To divert the students from costly private classes for such courses towards the college where the course fee is comparatively less.
- To save the time of the students as regular lectures and these skill based short term courses are taught within the college premises.
- To provide practical hands on training to enable the students to get internship and work on live projects and presentation.
- To enhance the soft skill of the students to show better performance in the interviews.
- To provide knowledge regarding the conception, design, manufacture and operation of Robots
- To enable the students to learn the advanced methods and techniques to make them smart, impressive for presentation and highlighting of data, advanced charting, preparing and reporting of pivot table.
- To update the knowledge regarding the tax system more particularly the structure and payment of Goods and Services Tax (GST).

Context

Skill plays a dominant role in enhancing the productivity and efficiency of labour. General education leading to undergraduate and postgraduate degrees do not make the degree holders fit for employment in industry. There is a gap between the requirements of the industry and the quality of availability of labour. Therefore there is an acute need to bridge the gap between supply and demand. Keeping this in mind, the institution has introduced a number of short term skill based certificate courses.

Since the world is dynamic, there is a need for the introduction of dynamism in the system of education. These short term courses help the students not only to update their knowledge but also prepare them to accept future challenges by learning new techniques and their implementation.

When there is a change in government policies, the learners should be trained to understand the nature, significance and implementation of such policies. Short term certificate course in GST is the best example of such training which include tax assessment, online payment, submission of tax returns etc.,

The Practice :

The Internal Quality Assurance Cell (IQAC) decides upon the courses to be introduced in the college after proper discussion. The members identify the courses on the basis of the requirements of the industry and employability aspect of the aspirants. The courses identified are for the benefit of the students. The courses such as Advance Excel, Personality Development, WordPress and The Certified Tax Assessment Plus were introduced in this college after discussing their importance with the professionals. The college has made an effort to bring the best organizations to provide the above referred courses and charge reasonable fees. The course fees in the private institutes are beyond the reach of the common students. The IQAC discussed the matter with the HODs to start the courses in the college campus. The college is providing computer labs and class rooms for running these courses. The schedule of the short term skill based courses are prepared considering the available time of the students and laboratories . The courses are handled by experienced and expert faculty in the concerned field. The students are given the weekly schedule of practicals and lectures.

The Practice

In the beginning of the academic year 2017-18, the IQAC has planned to conduct short term certificate courses in Advance Excel, WordPress, Certified Tax Assessment Plus, Robotics, Personality Development, Competitive examination preparation course etc.,. All these courses were conducted with large participation of the students

The college has made sincere efforts to bring the best organizations for imparting training courses at a reasonable fees. The course fees in the private institutions are so high that it is beyond the reach of the students of this college.

As the college is blessed with the best infrastructure, the same has been made available for the implementation of this best practice. This includes Computer Lab connected with internet facility, Lecture Hall, Projectors, Seminar Hall etc. The courses were conducted by experienced and experts faculty in the concerned fields. Over and above lectures, group discussion, practices etc., were also conducted. The following table indicates the details of courses conducted, number of students enrolled, duration of each course and other relevant details.

Name of Courses	Name of Institute	No. of Students	Duration Hours
Advance Excel	ATS Learning Solutions	130	25
Short – Term course on WordPress by D-Codetech	D-Codetech	09	24
The Certified Tax Accountant Plus	Sattiyam Institute of Tax Accountants	29	72
Personality Development and Interview preparation	Edubridge	138	60
CAT/CET/Other Competitive Exam Preparation	Technoserve	60	60
Robotics	Maverick Den	08	20

Evidence of Success

This practice of conducting short term certificate courses for regular students has shown the best results. As these courses involve practical training, learners involvement, they are

welcomed by the participants. 130 students enrolled and completed advanced excel course which helped them to participate in the placement drive conducted by the college in March 2018. Certified tax accountant plus course involving the most relevant subjects like tally ERP 9, GST etc., helped them to know computerized accounting, tax assessment and online submission of tax return. 29 students attended the course and were awarded certificates. Specialized professionals were invited to conduct these courses and prepare them for appearing for various competitive examinations. 60 students enrolled for Personality Development Interview preparation.

General education does not provide practical knowledge regarding soft skills, techniques of attaining success in job interviews, knowledge about – how to appear and succeed in the competitive examinations like CAT, CET etc. Therefore college has conducted skill based short term certificate courses.

The training programme conducted by D-Codetech on WordPress was attended by 9 students and successfully completed the same. Similarly the course on Robotics was attended and completed by 8 students

Problems Encountered and Resources Required :

PROBLEMS :

- a) Fixation of fees for the students: Since there is no regulatory authority for the fixation of fees, it becomes difficult for the institution for fixing the fees for different short term courses.
- b) Fixation of schedule of courses : The schedule for the practical and theory lectures are difficult to decide as the lecture hall and computer laboratories are pre occupied for the regular lectures.
- c) Providing Infrastructure: Providing the infrastructure for the short term course is the major problem as the regular courses also require the same infrastructure.

RESOURCES REQUIRED :

- a) Well equipped computer Labs: well equipped computer labs are required for conducting short term courses without affecting the regular lectures and practicals

- b) Class Rooms : Separate class rooms are required for conducting lectures for the short term courses.

- c) ICT equipments: ICT equipments such as Computers, Projectors, Laptops etc are required for the smooth conduct of the short term courses.

BEST PRACTICE NO. 2

Title of the Practice : MEGA JOB FAIR - PLACEMENT DRIVE

Objective of the practice:

- To enable the students to get an opportunity to appear for placement interviews
- The placement drive enables the learner to compete with other job seekers and helps them to withstand the competition in the job market
- To enhance the reputation/recognition of the institution as placement is one of the main factors determining the name and fame of the institution.
- To train the teacher to organize placement drive every year for the benefit of the students.
- To maintain a link between the corporate sector and institution through such placement drive.

The Context :

The mega placement-fair was organized for the final year students of BMM, BMS, BBI, BAF, B.Com ,B.Sc , B.Sc (Computer Science), B.Sc (Information Technology), M.Sc (Chem.), M.Com (Acc.) and M.Sc (IT). The companies were requested to depute their Human Resource managers for conducting placements. The campus selection was organized in association with an NGO Edubridge. Different companies specialized in Manufacturing, Banking, Software, Transportation and others were requested to get involved in the placement drive titled as “JOB FAIR 2018” . The students were informed couple of weeks in advance to keep their resumes ready and were given training pertaining to communication skill and personality development to face the interview and how to make CV more impressive .

The unique feature about this career-fair was that it was open for the students of other colleges. The posters were uploaded on the social media and banners were displayed at different prominent places . The campus selection committee took extra initiative to reach out to more number of students to participate from all over Mumbai to provide an opportunity for better prospects in the renowned and well-known companies.

The Practice :

The placement was conducted with an intention to provide more job opportunities to the students. The college has been conducting the placements for the students since last ten years but this year the same was done in a mega, huge scale in association with the NGO “Edubridge” . The aim of the job fair was that more number of students be recruited and be placed with better prospect. The companies such as Financial Agency, Point, AEGIS, Andromeda, HDFC life , Hexware, HGS, “TecknoSIM” SFS, NetAmbit, Sitel, TATA BUSINESS SUPPORT SERVICES LTD, IntelNet IMPACT, L&T Finance, GANGAR EYENATION, Dealmoney, Coppergate and others were invited to conduct placement interview.

Evidence of Success :

Seventeen companies participated in the mega event of placement - “JOBFAIR”. Students from **40 colleges all over Mumbai participated in this mega event.** More than **450 students participated.** **19** companies shortlisted **157 candidates for placement** . This drive was not only successful, but also appreciated by other colleges. The college also provided the required infrastructure and resources for the smooth conducting of the placement drive.

Problems Encountered and Resources Required :**PROBLEMS:**

- a) Expectation of salary package by candidates was more than the package fixed by the companies ranging from Rs 8,000 to 20,000
- b) Large number of students expect jobs related to administration and accounting and not ready to accept other types of jobs like marketing, call centres etc.

RESOURCES REQUIRED :

- a)The management provided all the required infrastructure for the job fair such as Class

Rooms, Sound System, Printers, Photocopy facilities , as well as refreshment and lunch for all HR Managers, organizers and volunteers.

- b) Financial resources are required for wide publicity through out the city of Mumbai so as to enable large number of students to participate and to get the benefit of such mega event.
- c) Resources are also required for extending of hospitality to the student aspirants and HR managers of different companies.
- d) An active placement cell of the college is required to coordinate with different industry/organizations for their cooperation to make such event more successful.

CONTACT DETAILS

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Name of the Institution JVM's Mehta Degree College of Arts, Science and Commerce.

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