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

<div align="center">Part – A</div>

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

2016-17

1. Details of the Institution

1.1 Name of the Institution

NES Ratnam College of Arts, Science & Commerce

1.2 Address Line 1

NES Complex, NHS Marg

Address Line 2

Bhandup -West

City/Town

Mumbai

State

Maharashtra

Pin Code

400 078

Institution e-mail address

ratnam_college@rediffmail.com

Contact Nos.

022- 25951381 Extn: 221

Name of the Head of the Institution:

I/C Prin. Dr. Mrs. Mary Vimochana

Tel. No. with STD Code:

022- 25951381

Mobile:

9819611959

Name of the IQAC Co-ordinator:

Dr. LataSwaminathan

Mobile:

+91 9223392255

IQAC e-mail address:

slata_p@nesism.in

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

MHCOGN 10935

OR

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(SC)/27/A & A/6.3 dated Sep 12th, 2017

1.5 Website address:

www.ratnamcollege.org

Web-link of the AQAR:

http://ratnam.ibtionsinfostage.com

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A		Feb 2004	5yrs
2	2nd Cycle	A	3.10	Jan 2011	5yrs
3	3rd Cycle	A	3.02	July 2017	5 yrs
4	4th Cycle				

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

14/06/2004

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

i. AQAR for 2011-12 submitted on 8-11-2012
ii. AQAR_for 2012-13 submitted on 19-12-2013
iii. AQAR for 2013-14 submitted on 30-12-2014
iv. AQAR for 2014-15 submitted on 01-03-2016
v. AQAR for 2015-16 submitted on 30-11-2016

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes √ No ☐

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency approved Institution   Yes [ ]   No [ ]

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

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

Urban [√]   Rural [ ]   Tribal [ ]

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

Grant-in-aid + Self Financing [√]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [√]   Science [ ]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [√]

Others   (Specify)   [.]

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

Mumbai University

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

Not Applicable

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 [ ]

2. IQAC Composition and Activities

2.1 No. of Teachers   9

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   -

2.4 No. of Management representatives   2

2.5 No. of Alumni   -

2. 6 No. of any other stakeholder and

community representatives   1 (P of PTA)

2.7 No. of Employers/ Industrialists   -

2.8 No. of other External Experts   1

2.9 Total No. of members   14

2.10 No. of IQAC meetings held   19

2.11 No. of meetings with various stakeholders: Faculty 3   Non Teaching 8

Students 4   Alumni   Others 2   2(PTA)

2.12 Has IQAC received any funding from UGC during the year?   Yes √   No [ ]

If yes, mention the amount   Rs 1.10 lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 1   International [ ]   National [ ]   State [ ]   Institution Level 1

(ii) Themes | Effective Library Management

2.14 Significant Activities and contributions made by IQAC

- Contributed towards conduct of the national level Maths Conference.

- Arranged 3 tier training for students, parents and staff.

- Internal audits, taking feedback from different stakeholders and processing it for corrective measures and for better administration.

- Worked towards getting funds under DBT Star College Scheme (Rs. 55 lakhs)

- Working towards setting up of solar panels for a greener campus

- To introduce new 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
To introduce new UG & PG courses	Introduced B.Com (Accounting & Finance), B.Sc (Information Technology) &M.Sc (Chemistry)
To plan for efficient implementation of the exam related reforms	New exam related software was installed .
New ICT tools to be added (smart boards, computers and lab equipments)	Resources worth Rs 7,09,933 were added during the year
Library resources to be enhanced	e-granthalay was introduced. POGIL as an e-learning resource was initiated.
National Conference to be organised by the Department of Mathematics	Department of Mathematics organized National Level Symposium titled 'Mathematics and Women in Mathematics' on 27th&28th January 2017.

To involve more students in Research activities	Published an in-house journal of students' research
To organise a gala event for getting all alumni together.	MASTI- a grand reunion of alumni from 1986 was organised. 250 alumni participated. It helped to create /update alumni database and also strengthened the bond.
To encourage faculty towards acquiring recognition and awards in the field of education	2 faculty have been bestowed upon with "Best Educationist Award &RashtriyaYuvaPuraskar"
To upgrade administrative software	"Tally-New Version" upgraded and new fees model " E-Dwise" installed for fees collection

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [√]   Syndicate [ ]   Any other body [√]

Provide the details of the action taken

- The process of introducing B.Com (A& F), BSc. (I T) and MSc (Chem) was initiated and completed.
- Wherever needed Softwares were upgraded, ICT tools were added and appropriate training was provided to the concerned staff.
- Funds worth Rs. 55 lakh were mobilised through grants from DBT Star College Scheme.
- MASTI- The Grand alumni reunion was organised.
- As part of the requirements for NAAC 3 rd cycle, the IQAC uploaded the SSR in December 2016.
- Solar panel installation initiatives were furthered.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	-	01	
PG	02	01	03	
UG	06	02	05	
PG Diploma	-	-	-	
Advanced Diploma	-	-	-	
Diploma	-	-	-	
Certificate	06	01	07	
Others	03	-	03	
Total	18	04	19	

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	11
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [ ]   Students [√]
   (On all aspects)

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

Please provide an analysis of the feedback in the Annexure

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

During the Year 2016-17, changes were made in the syllabi of BSc, BCom, BA,BMS& B.Com (B& I) by University of Mumbai. Question paper pattern changed to hundred marks (100) in each semester for BA, BSc and B. Com courses. The details of the revision in the syllabi is as follows:

- **Arts**

There was change in syllabus of **first year** for the following subjects:

Economics: The syllabus has become more concept based.

Sociology- The syllabus was changed to blend traditional and contemporary concepts in Sociology. New topics like Tourism, Environment, Social Media were introduced.

Marathi- No significant change was made

English- New authors have been introduced in the poem, short stories, novel and drama sections.

Political Science- The syllabus was modified to introduce the students to the Indian Political system both the constitutional framework as well as the processes that influence the system.

History- No substantial change.

Foundation course – No major change

- **Science**

There was change in syllabus of first year of the following subjects:

Physics-The syllabus was upgraded by introducing some of the Second Year and Third Year topics at the First Year.

Chemistry- The syllabus was modified to align with UGC syllabus pattern

Botany- The syllabus was upgraded to make it more industry oriented.

Foundation course – No major change

There was change in syllabus of **second year** Physics- minor changes by shuffling of units and a unit on Cosmology was added.

There was change in syllabus of **third year** Mathematics- The elective basic concepts of Probability and Random Variables was opted to give students broader knowledge to choose their career/progress for higher studies in inter disciplinary areas such as Financial Mathematics/ Actuarial sciences etc.

- **Commerce**

There was change in syllabus of **first year** Economics, Accounts, Foundation course and EVS.

Economics: Concepts related to recent developments were introduced.

Accountancy-Accounting related to insurance claim was introduced.

Foundation course- No major change in syllabus.

Environment Studies- The syllabus was modified to delete geography related topics and environment related topics were added.

- **BMS**

  College introduced "Human Resource Group" as elective for Second year

- **B.Com (B& I)**
  The subject of Foundation Course was introduced to bring uniformity across streams. The University also introduced electives like Organisational Behaviour and Information Technology for First Year students and Financial Accountancy subject as well. The objective was to provide a basic understanding of Financial Accounting right at the first year level. Projects have been introduced in the subject of Foundation Course for sem 1 and sem2.

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

1. MSC in Analytical Chemistry by Chemistry Department
2. B.Com in Accounting and Finance by Commerce Department
3. Department of Information Technology (B.Sc IT) introduced

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50	29	19	1	1

2.2 No. of permanent faculty with Ph.D

14

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
19	-	19	-	1	-	11	-	50	

2.4 No. of Guest and Visiting faculty and Temporary faculty   1   5

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	05	01
Presented papers	09	09	-
Resource Persons	01	02	12

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

> ➢ Workshops organised for teachers and students
> ➢ Academic Audit of each department
> ➢ Lesson observation of newly appointed teachers
> ➢ Encouraging faculty to pursue research
> ➢ Promoting use of ICT in teaching.
> ➢ Emphasis on Student Centric activities such as Role Play, Dramatisation, Assignments, Field Trips etc
> ➢ Use of models, experiments, power point presentations
> OHP, LCD and Smart Boards
>
> ➢ Learning in collaboration with peer groups, Problem solving sessions, Group projects and Advanced learners helping the underperformers
> ➢ Network resource centers available for PG students, Departmental libraries to supplement the resources available in central library.
> ➢ POGIL Activity by Chemistry Department

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book)

Examination, Bar, Coding Double Valuation, Photocopy, Online Multiple Choice Questions)

A)University Reforms:
- The University had introduced the semester pattern i.e. Credit Based Semester Grading System instead of annual examinations from 2011-2012 and with effect from 2016-17, the University has introduced Choice-Based Credit System (CBCS),which has been adopted in toto by the College.

B) Institutional Reforms:

- Though there is no scope for institutional reforms, efforts are made by the College in the form of surprise tests, seminars, quiz and project work, for students to learn the syllabi on a regular basis and to evaluate students for active participation in class which carries 20% weightage in internal assessment marks.
- Preliminary examination for TY students before their semester end exam.
- Internal Vigilance Squad constituted to ensure fair conduct of examinations.
- Enlarged photocopy of question papers provided for visually impaired students.

2.9 No. of faculty members involved in curriculum

Restructuring/revision/syllabus development as member of Board

| 8 |

of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students | 80% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	86	15.11	43.02	22.65	10.46	94.18
B Sc	78	3.84	28.20	19.56	17.94	74.35
BCom	200	0.5	9	59	23.5	92
BMS	54	nil	43	28	16	90.51
BBI	62	nil	9.67	70.96	11.29	91.93

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

IQAC of the College has been actively involved in maintaining quality within the institution.The IQAC, by adhering to the UGC policy, tries to ensure adoption of

innovative methods in teaching and learning for UG/PG programmes. The IQAC contributes in the following ways to improve the teaching learning process:

- Organizing workshops and seminars for students / teachers to bring about qualitative improvements in the teaching learning practices
- Monitoring academic and co-curricular activities organized by the various departments which are in line with quality sustenance and enhancement processes.
- Giving suggestions for improving the infrastructure facilities in the College which supplements /impacts the teaching learning process.
- Encouraging the faculty to pursue research.
- Encouraging the use of ICT tools.
- Inputs for upgradation of ICT tools and learning resources.
- Analysis of feedback from students on teachers, and from students and parents on infrastructural support.
- Deputing staff to attend teaching-learning based workshops and seminars organised by other institutions to enhance their knowledge/skill.
- Carrying out academic audit of each department at regular intervals by AAC.
- AAC takes up lesson observation especially of newly appointed teachers and feed back is given.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	-
Staff training conducted by the university	15 (in addition all staff underwent training for on-line assessment)
Staff training conducted by other institutions	06
Summer / Winter schools, Workshops, etc.	-
Others	04

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	15	04	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Through the Research Committee, Staff are informed about various research schemes and information as regards conferences and publications are also disseminated . Teachers are encouraged to guide Students to write research papers and participate in research festivals.

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	06	---	1,58,000/-	06
Outlay in Rs. Lakhs		01	3,20,000/-	

Refer Annexure 3.3

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range | 1.00- 6.12 | Average | 4.30 | 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	01	UGC	3,20,000/-	2,85,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	06	University of Mumbai	1,58,000/-	1,58,000/-
Students research projects *(other than compulsory by the University)*				

Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. | 16 | Chapters in Edited Books | nil |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | DST-FIST | - |

DPE | - | DBT Scheme/funds | |

3.9 For colleges   Autonomy | | CPE | | DBT Star Scheme | 05 |

INSPIRE | | CE | | Any Other (specify) | |

Sanctioned 58 lakhs, received 36 lakhs

3.10 Revenue generated through consultancy | 44,000/- |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		DST,RCF, Local vendors			

Department of Mathematics organized National Level Symposium titled 'Mathematics and Women in Mathematics' on 27th&28th January 2017.
 This Symposium was attended by 56 college teachers, researchers and 8 special invitees.

3.12 No. of faculty served as experts, chairpersons or resource persons | 12 |

3.13 No. of collaborations   International | | National | 04 | Any other | |

| - |

Collaboration/ MOU's
Formal MOU's and agreements:
- MoU has been signed with 'Sanmitra Book Bank' scheme for giving book bank facility to students belonging to economically backward class.
- MoU with Technology Center of BharatiyaVidyapeeth, Pune for skill development courses.
- Two MoUs for internships
    a) Alvaro Plastic Fabricators, Bhandup on 6th April 2017.
    b) Zenith HR Solutions on 25th March 2017.

3.14 No. of linkages created during this year   --

3.15 Total budget for research for current year in lakhs :

   From Funding agency | Rs.5 lakhs | From Management of University/College | - |

Total

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
06		06				

Awards and Recognitions

Mrs.RiyaRupani

- **Best Educationist Award** and a certificate of Education Excellence for outstanding achievements and remarkable role in the field of education by International Institute of Education And Management on 15th February 2017.
- **National Editorial and Reviewer Board member** of 'Journal of   Management Research and Analysis' of Innovative Publication having ISSN No 2394-2762 (Print) 2394-2770(Online**).
- **Editorial Board member** of Contemporary Research in India- A Peer-Reviewed Multi Disciplinary International Journal having ISSN 2231-2137.

Mr. Rajiv Mishra

- **RashtriyaYuvaPurashkar** from K.N.D. Bahuddeshia Mandal, Nashik, Maharashtra for contributing exceedingly well in education Sector on 19th March 2017.
- **Special Achievement Award** in Education sector from Times & Indian Accounting Association, Thane on 10th February 2017.
- **Advisory member** for ''Journal of Management Guru'' for the Banking & Finance Section.

3.18 No. of faculty from the Institution | 04 |
who are Ph. D. Guides
and students registered under them | 07 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 02 |
Mrs.Phebe.K and Mrs. Jayashree. G

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 `120`   State level `03`

National level   International level

3.22 No. of students participated in NCC events:

University level `NA`   State level `NA`

National level   International level `NA`   `NA`

3.23 No. of Awards won in NSS:

University level `01`   State level

National level   International level

- **Mr. KunalPatil of T Y B Com won an award for Best NSS volunteer for 2016-17 in district level from University of Mumbai.**

3.24 No. of Awards won in NCC:

University level `NA`   State level `NA`

National level   International level `NA`   `NA`

3.25 No. of Extension activities organized

University forum `2`   College forum `3`

NCC   NSS   Any other

LLE:

College Activities: Annapurna yojna,Industry Oriented Projects, Survey of womens status

University level : Street Play, Poster

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

NSS activities
- Selection process for AVHAAN (Leadership Training Camp) was conducted in our College in which Mr.ShubhoBera of our college was selected for Chancellors Brigade , a state level Disaster Management Training program, held at Kolhapur, Shivaji University from 1st June to 10th June 2016
- Ms.Laxmi Yadav of SYBBI was selected for cultural program in National Integration Camp held from 19thto 25th March 2017 at Bangalore.

- **Mr. KunalPatil of T Y B Com won an award for Best NSS volunteer for 2016-17 in district level from University of Mumbai.**
- Three volunteers attended a program conducted by AKSHARA Foundations, Lower Parel on Women Empowerment on 28th & 29th January 2017.
- Yuva Divas celebration was organized on 12th January 2017and Booklets on life of Swami Vivekananda were distributed to faculty members.
- Railway safety week was observed at Nahur Station with Dr.KiritSomaiya, MP in February 2017.

Lifelong Learning & Extension activities
- University of Mumbai selected Mr.ParshwaDoshiofTYBMS as an anchor for "UDAAN" University Festival in January2017. He was appreciated for his work.
- LLE unit secured prizes for Street Plays in the following events:

Date	Event- Organized by	Prize
10/12/2016	MANTRA-(NES Ratnam College)	First
17/12/2016	KHWAISH-(ChandrabhanSharmaCollege)	First
23/12/2016	DIMENSION- (Kelkar College)	Consolation
07/01/2017	DISIONS - 25.0-(SIES College)	First
18/01/2017	UDAAN- Guru Nanak College in collaboration with University of Mumbai	Consolation

Other Prizes:
- LLE Unit of Amlani College – organized their Intercollegiate Festival – ELYSIUM on 10th Jan, 2017. In this festival our studentsbagged-
  1. 1st, 3rd &Consolation prize in glass painting.
  2. Consolation prize in slipper painting.
  3. 3rd prize in group dance.

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	3249 sq. mt.	-	-	-
Class rooms	15		-	15
Laboratories	10	-	-	10
Seminar Halls	2	-	-	2
No. of important equipments purchased (1-0 lakh) during the current year. (Details Enclosed) *	4	24	SFC & Non Salary Fund	28
Value of the equipment purchased during the year (Rs. in Lakhs)* (Details Enclosed) *		7,09,933	SFC & Non Salary Fund	
Others * (Details Enclosed) *		3,63,504	SFC, Non Salary &UGC Fund	

    *   Refer Annexure

4.2 Computerization of administration and library

> 1. The library added new software –"e-Granthalaya" for managing library administration.
> 2. The library added computer with internet facility in the reading room for students to browse digital resources.
> 3. For administration and accounting purpose "Tally-New Version" upgraded and new fees model " E-Dwise" installed for fees collection.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10,391	10,02,241	1255	1,46,307	11646	11,48,548
Reference Books	10916	28,58,101	112	64,471	11028	29,22,572
e-Books	-	-	100	Free Download	100	-
Journals	82	59,193	8	23,812	90	83,005
e-Journals	-	-	8		-	
Digital Database	1	5,755	Renewed		1	5,755
CD & Video	189	43,452	1	489	190	43,941
Others (specify)						
Maps	17	3,800	-	-	17	3,800
Library Membership						
BCL	5,400	Renewed				3,600
American Library	3,000	Renewed				3,000
BNHS	2,500	Renewed				7,000
Lib Software e-Granthalaya				22,000		22,000

4.4 Technology Upgradation (Overall):

Year	Total	Computer Labs	Internet	Dept	Office	Browsing Centers	Others
Existing (2015-16)	108+ 4 laptops + 4 projectors	59	2MBPS 4MBPS	16	10	2	21
Added (2016-17)	10 computers	5	8MBPS	2	1	-	2
Total	118 + 4 laptops + 4 projectors	64	8MBPS	18	11	2	23

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

1. Office staff have undergone training session for new software

2. Library staff have undergone training session for new library software

3. Teaching staff have been trained to use e-granthalaya

4. Training sessions on use of smart boards were also conducted for teaching staff.

5. All teaching staff members have undergone training session on online assessment of answer books conducted by University of Mumbai.

4.6 Amount spent on maintenance in lakhs:

i) ICT | 2, 10,865

ii) Campus Infrastructure and facilities | 18, 89,696

iii) Equipments | 1, 14,989

iv) Others | 10,000

Total: | 22, 25,550

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Awareness created about the student support services through Website, prospectus , Counselling Unit, Display Boards, Posters, Mentor Teachers, Orientation programme, parental workshops, announcements on public address system.

5.2 Efforts made by the institution for tracking the progression

> The progression analysis is tracked through the periodical tests, Semester End Examinations which is recorded in the Information register and shared with parents during open days. Progression of final year students is tracked by analysing the percentage of students progressing for higher studies or employment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1681	162	04	131

(b) No. of students outside the state

27

(c) No. of international students

nil

Men
No	%
697	35.24

Women
No	%
1281	64.76

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1708	46	01	91	Nil	1846	1821	61	04	92	Nil	1978

Demand ratio   1:3 Dropout % 0.1

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

> Coaching for Post graduate Entrance Test is done by Mathematics, Physics, Chemistry Departments. Marathi and Political Science departments coach and help students to prepare for competitive exams.

No. of students beneficiaries

172

5.5 No. of students qualified in these examinations

NET [ ]   SET/SLET [1]   GATE [NA]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [25]

5.6 Details of student counselling and career guidance

Career Guidance workshops and Career Fair by Students' Council

Preplacement preparation workshops by Placement Cell.

Counseling by In House Professional counsellor

No. of students benefitted

Career Fair covers the entire college

One to one counselling – approx 100 students

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
8	608	140	No data available

5.8 Details of gender sensitization programmes

MUSE the movie club screened Nil Batta Sanatta and the discussion focussed on single woman and how she works hard to help her daughter realise her dreams.

5.9 Students Activities

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

State/ University level [102]   National level [ ]   International level [ ]

No. of students participated in cultural events

State/ University level [27]   National level [ ]   International level [ ]

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

Sports : State/ University level `1*` National level `[  ]`   International level `[  ]`

Cultural: State/ University level `7`   National level `[  ]`   International level `[  ]`

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	02	9410/-
Financial support from government	82	6,72,160/-
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11   Student organised / initiatives

Fairs   : State/ University level `1 (LTP camp)` National level `[  ]`   International level `[  ]`

Exhibition: State/ University level `[  ]`   National level `[  ]`   International level `[  ]`

Following activities are organised by students:

Students' Council:
- Ganesh Utsav
- Onam
- Independence Day
- Republic Day
- TY Farewell

Intercollegiate festivals:
- MANTRA- The Cultural fest by Cultural Forum
- MANZIL- The Management fest by BMS department
- ZERO GRAVITY- The Commerce fest By Commerce Department
- SCI-TREK- The Science fest by Faculty of Science
- TALENTEUX- The Arts festival by Faculty of Arts

Other activities
- Talent Search
- Talent Parade
- Annual Day & Prize Distribution Function
- Inter class tournaments
- Start-Up fest

Department of Life long Learning and Extension
- IOP – Industry Oriented Project
- APY – Anna PurnaYojana
- SWS – Survey of women status

NSS activities
- Blood Donation Drive
- Khed Camp
- Tree Plantation
- Celebration of Yuva Divas
- Voter's awareness rally
- Road Safety program
- Survey in Dhawdee village
- Selection process NIC camp and AVHAAN camp
- Conduct of Residential camp in the adopted area

- **Mr. KunalPatil of T Y B Com won an award for Best NSS volunteer for 2016-17 in district level from University of Mumbai.**
- Three volunteers attended a program conducted by AKSHARA Foundations, Lower Parel on Women Empowerment on 28th& 29th January 2017.

5.12   No. of social initiatives undertaken by the students   11

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

Criterion – VI

6. Governance, Leadership and Management

Mission

The College aims at inclusive education with emphasis on holistic development of the students by providing quality education and prepares them to contribute to social development.

6.1 State the Vision and Mission of the institution

> **Vision:** To become an autonomous institution which will be a trend setter in the field of higher education having strong national and international linkages.
>
> **Mission**
>
> The College aims at inclusive education with emphasis on holistic development of the students by providing quality education and prepares them to contribute to social development.

6.2 Does the Institution has a management Information System

> Yes the college has a Management Information System which not only makes needed data available to officials, departments and committees within the College, but also helps to retrieve and report to various authorities like Management, University, Government and other agencies

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

6.3.1 Curriculum Development

> Faculty are not only part of the curriculum development committees of Mumbai University but also other deemed to be universities in Mumbai. The Certificate Courses approved by University of Mumbai are implemented by constantly updating it with the latest in the field.

6.3.2 Teaching and Learning

> The feedback on teaching from students is analysed and appropriate steps are taken by respective faculties.
>
> IQAC strives to provide needed ICT Tools which faculty use to enrich the teaching and Learning experience.
>
> Lesson plans, log books, lesson observations are done to plan and monitor the teaching learning

6.3.3 Examination and Evaluation

Continuous/formative assessments/ evaluation through periodical tests is done to ensure adequate preparation of students for their semester end exams.

Internal squads monitor the conduct of the exams and moderation of assessed answer papers by external faculty is done to ensure objective assessment.

6.3.4 Research and Development

Faculty are encouraged to take up research projects, to do Ph.D and also become Ph. D Guides. They are encouraged to mobilise resources for research & development from external funding agencies. Funds have been received under the Star DBT scheme in January,2017.

The Research Committee also identifies areas for mobilising funds and inform departments/ committees accordingly.

6.3.5 Library, ICT and physical infrastructure / instrumentation

To encourage students to use library through creating awareness and celebrating various days to catch their interests. Also to work towards digitising the library.To apply for various grants in order to develop the infrastructure of the college including library and laboratories.

6.3.6 Human Resource Management

The College strives to keep its human resource motivated and well performing by :

Students are given support and mentored by mentor teachers at all times for various academic, extra and co-curricular activities. Appropriate training sessions are conducted regularly by internal and external agencies.

Faculty and non-teaching staff are also encouraged to go for professional development programmes and training

development sessions are conducted by in house and external agencies.

6.3.7 Faculty and Staff recruitment

Recruitment procedures for both aided and unaided are followed as per regulations. Short listed candidate gives a demo lecture before being appointed.

6.3.8 Industry Interaction / Collaboration

The Botany department has bagged two consultancy projects which are on going. Industry interaction are in the form of internships, guest lectures and industrial visits

6.3.9 Admission of Students

Admissions are done as per the guidelines of the University.Word of mouth is an important below the line promotional strategy that helps with admissions. Whenever new courses are introduced, flyers are distributed in the catchment areas to create awareness. Faculty members from Humanities also create awareness and promote in junior colleges around this area through personal interactions.

6.4 Welfare schemes for

Teaching	• Celebration of festivals and achievements felicitations at the staff council meeting and also by the Management
Non teaching	Celebration of festivals and achievements, felicitations at the staff council meeting and also by the Management Soft loan facility in times of need. Medical assistance by Management
Students	More structured Counselling and mentoring Medical assistance Tie up with hospitals Coaches for various games Gymnasium with a gym instructor

6.5 Total corpus fund generated

Rs. 2,32,481

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	Yes	Quality Assurance Cell of University of Mumbai	yes	Constituted authority/Academic & Administrative Committtee
Administrative	yes	Arogya Global trust	yes	Constituted authority/ Academic & Administrative Cmmitttee

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

> Alumni association has been very active and supports in mentoring of current students in the conduct of various activities and also as resource persons. It organises activities like medical check up, djnite and supports by providing internships and placements for job seeking students.

6.12 Activities and support from the Parent – Teacher Association

> PTA is very supportive and has upheld policies of the college with respect to enforcing discipline. It also conducts various activities/competitions for parents and sponsors many activities of the College.

6.13 Development programmes for support staff

> IQAC conducts in-house training sessions for support staff and they are also deputed to other colleges for various professional development programs. The support staff are also put as members of organising committee of various activities in the college which grooms their personality and also trains them for various responsibilities. Annually,it also conducts an intercollegiate fest for non teaching staff.

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

Apart from the ongoing organic and e waste management
The College is working towards installation of solar panels.

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.

- **New courses introduced:**
- ➢ **Undergraduate:**B.Sc(Information Technology) ,B.Com (Accounting & Finance)
- ➢ **Post-Graduate**: M.Sc (Analytical Chemistry)
- ➢ **Certificate Course:** Retail Management
- **Academic Audit** was conducted by the Quality Assurance Cell of the University of Mumbai on 3rd December 2016.The Academic audit not only helped in evaluating the quality measures adopted by the college in its Academic & Administrative functioning but also helped in adopting the measures suggested towards quality sustenance.
- The college opted for an inspection by Arogya World Trust India Chapter for Healthy Work place award and was conferred 'Gold'.
  - A MoU was signed with an NGO ParisarBhaginiVikas Sangha for collecting the e-waste from the college for recycling. The facility is also extended to staff and students thus sensitizing them towards e-waste management. The college has received a certificate from the NGO appreciating its efforts towards reducing the carbon footprints.
- The college initiated the work on the installation of 10kW power roof top Solar panels.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> **APPENDIX VII (i)**

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

> **APPENDIX VII (ii)**

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

7.4 Contribution to environmental awareness / protection

- The college has a well maintained garden with large number of trees and floral plants. There is a separate section in the garden for medicinal plants.
- The college has collaborated with an NGO, StreeMuktiSanghatana and installed an organic waste management system on campus to take care of the waste generated by the college canteen and garden. The project is partially funded by United Nations Development Programme (UNDP) and Ministry of Environment and Forests (MOEF).
- The college has a tie up with the NGO ParisarBhaginiVikas Sangha for collecting the e-waste from the college for recycling. The facility is also extended to staff and students thus sensitizing them towards e-waste management.
- Tube lights are being replaced by energy saving LED bulbs in a phased manner. LED lights have been already fixed in the corridor and classrooms of basement.About 50 tube lights have already been replaced with LED lights.
- Student volunteers are designated as Energy Auditors to monitor wastage of electricity in the college campus and to spread awareness about the responsibilities towards conservation of energy and also reducing carbon footprints.
- NSS volunteers participated in tree plantation project along with an NGO "HARIYALI".
- The month of July is earmarked each year with 'Save Environment' as the theme for monthly drive. Students take up activities like tree plantation, poster displays with slogans dealing with environmental issues.
- Botany Department participates in Van Mahostav celebration by MCGM (Municipal Cooperation Greater Mumbai)
- Towards promoting lesser use of plastic, students are encouraged to use eco friendlyrakhis and colours during Rakshabandhan and Holi festivals
- NSS volunteers participated in the tree plantation program organized by the University of Mumbai on the occasion of World Environment Day
- Paper bags were prepared and distributed to the shop keepers.

7.5 Whether environmental audit was conducted?   Yes

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)
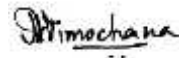
> **APPENDIX VII (iii)**

8. <u>Plans of institution for next year</u>

> - To organize International Conference by the Department of Political Science
> - To develop new Mathematics laboratory
> - To upgrade all Science laboratories
> - To add new ICT tools
> - To enhance Library Resources
> - To upgrade Office & Examination related soft wares.
> - To start more skill based short term courses

Dr. LataSwaminathan

Signature of the Coordinator, IQAC

Dr. Mary Vimochana

Signature of the Chairperson, IQAC