

**NIRMALA MEMORIAL FOUNDATION  
COLLEGE OF COMMERCE & SCIENCE**

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (E) Mumbai : 400 101  
(Permanently Affiliated to University of Mumbai)

**SELF STUDY REPORT FOR  
NAAC ACCREDITATION - FIRST CYCLE**



**SUBMITTED TO**

**National Assessment and Accreditation Council (NAAC)**

**Track ID : MHCOGN27070**

**March 2017**

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## **PREFACE**

As the Principal of Nirmala Memorial Foundation College of Commerce and Science, I am overwhelmed to present the Self Study Report (SSR) for the First Cycle Accreditation of this young institution, by the National Assessment and Accreditation Council.

Nirmala Memorial Foundation, the parent body is a registered Charitable Trust with the status of Linguistic Minority (Gujarati) and was granted permission by the Government of Maharashtra and University of Mumbai to start the Degree College at Kandivali (East) from the academic year 2003-04.

Over the period, the college has become a premier institution in the Western Suburban area. It has been imparting quality education to over 4500 students, in both undergraduate and postgraduate levels.

The college is committed to provide holistic education and values and has been producing academic achievers (who have entered in the Merit List of the University of Mumbai), outstanding sports achievers, NSS volunteers etc who secured national and international awards and recognition.

The family culture initiated by the management called as ‘Nirmala Parivar’ has resulted in to a perfect bonding among the stakeholders, which nurtures and strengthens relations among all.

Though the college is only 13 years old, alumni are well placed in different areas of profession and careers. Widely known as a student friendly college which believes that students are our customers, each staff member is committed to the development of students.

We look forward to the visit of NAAC Peer Team to validate our SSR and also for their valuable suggestions for further improvement of our temple of education.

(Dr T.P. Madhu Nair)

Principal



# Nirmala Memorial Foundation College of Commerce & Science

(Permanently Affiliated to University of Mumbai)

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D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. • Tel.: 2854 3234

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REF: NMFC/Accr/87/2017

29<sup>th</sup> March, 2017

To

The Director  
National Assessment and Accreditation Council  
P.O. Box. No.1075,  
Opp. NLSIU, Nagarbhavi  
Bangalore – 5600072  
Karnataka

**Subject:** Submission of Self Study Report for Accreditation (First Cycle) of our College

**Track ID:** MHCOGN27070

Respected Sir,

Enclosed, please find the Self Study Report of our college. Soft copy of the same has already been uploaded on our college website ([http://nirmala.edu.in/ssr\\_uploaded\\_link.pdf](http://nirmala.edu.in/ssr_uploaded_link.pdf))

LOI was accepted on 26<sup>th</sup> March, 2017 and IEQA was sent on 29<sup>th</sup> March, 2017.

Kindly accept the SSR and continue the process.

Thanking you

Yours sincerely



(Dr T.P.Madhu Nair)

Principal

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## **NAAC STEERING COMMITTEE**

<b>Sr. no</b>	<b>Names</b>	<b>Designation</b>
01	Dr T.P Madhu Nair	Principal
02	Dr Alpa Upadhyay	Coordinator
03	Prof. Janvi Bhatia	Member
04	Dr Poonam Kakkad	Member
05	Dr Vijaya Jacqueline	Member
06	Prof. S.B.Patil	Member
07	Prof. Jignesh Dalal	Member
08	Dr Denis Desai	Chairman, Nirmala Memorial Foundation
09	Mrs. Dhara D. Desai	Secretary, Nirmala Memorial Foundation

## *Executive Summary*

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### *Introduction*

Shri Thakurbhai Desai, an educationist of repute, in profound memory of his wife Late Mrs. Nirmalaben Desai, established the Trust “*Nirmala Memorial Foundation*” in 1984. In the same year, Shri Desai and his family established a *Gujarati Medium School* in the slum area of Malad to provide educational facilities to the children of underprivileged sections of society. After his retirement, Shri Thakurbhai Desai dedicated his life to the noble cause of education. Success leads to success. He was inspired to establish ‘*Nirmala Memorial Foundation College of Commerce and Science; Kandivali (East)*’, in the year 2003.

In a short span of time, in less than one and a half decade, Nirmala Memorial Foundation College has earned the reputation of being the best institute in Kandivali (East). The college enjoys the Gujarati Linguistic Minority Status.

Presently, the college offers six undergraduate and three postgraduate programs and boasts of a strength of 4514 students, 80 faculty members (78 faculty members, Principal and Librarian) and 41 Administrative and Technical Support Staff. The Management has provided infrastructure and learning resources with state-of-the-art facilities that are required for meaningful teaching-learning process. The Management and the Principal are progressive and have a learner-centric approach.

*The Vision and Mission statements and objectives of the institute are clearly defined and represent its distinct characteristics.*

#### **VISION:**

*“To bring about academic excellence by training and empowering young minds to create a bright future for themselves and others through dissemination of knowledge and skills and to contribute to social transformation through improvement in the quality of life.”*

**MISSION:**

- *To educate and train learners in the fields of Commerce, Management and Information Technology and to collaborate with industries for equipping learners with relevant knowledge, skills and attitude.*
- *To facilitate young adult learners with opportunities to organize their ethics and leadership potential.*
- *To sensitise learners towards inclusive social concerns, human rights, gender and environmental issues.*

**OBJECTIVES:**

- *To provide dynamic education as per the emerging needs of the society and service sector.*
- *To create a learner-centric environment by employing pool of qualified and experienced faculty.*
- *To provide continuous and comprehensive internal assessment this helps to incorporate direct and indirect mode of assessment.*
- *To develop infrastructural facilities and learning resources with state-of-art facilities to support learners in their overall development.*
- *To conduct activities related to Institutional Social Responsibilities to inculcate ethical and moral values among them.*
- *To strengthen the student support system on a continuous basis.*
- *To provide scholarships/ freeships to enable needy students to progress*
- *To establish strong alumni network*
- *To conduct periodic parents-teacher meet.*

***The Procedure:***

The Local Managing Committee (LMC) has resolved that the institute should submit its Self Study Report to National Assessment and Accreditation Council (NAAC) for first cycle of assessment and accreditation. As per the said resolution, the Self Study Report of the institute is prepared.

The Steering Committee was constituted under the chairmanship of the Principal to prepare the Self Study Report. The preparation of Self Study Report for the first cycle of assessment and accreditation involved elaborate process of collection of information and data from six departments and the



administration. The Steering Committee constituted sub-committees to collect the information and data. The information and data was validated and analyzed by the Steering Committee and the draft of the Self Study Report was prepared and the same was then discussed in the meeting with faculty members and the final version of Self Study Report is prepared for online submission to the National Assessment and Accreditation Council (NAAC) for the first cycle of assessment and accreditation.

The Self Study Report includes the executive summary, quantitative profile of the institute and answers to all the core and sub-core indices under seven criteria and annexures.

### ***CRITERION I: CURRICULAR ASPECTS***

The Vision and Mission statements and the objectives of the institute are clearly defined and represent its distinct characteristic. They are communicated to the stakeholders through prospectus and it is uploaded on the college website [www.nirmala.edu.in](http://www.nirmala.edu.in). The curriculum design and development process takes place at the university level and the same is effectively implemented by the institute. At the beginning of the academic year, the academic calendar is prepared, and based on it, based on it time-table is prepared by time-table committee, which helps the faculty members to prepare their teaching plan. The faculty members participate in workshops organized by the university on curriculum development and its effective transaction. The use of ICT such as interactive SMART boards and integrated learning management system MOODLE makes the teaching-learning process highly interactive.

The institute is a standalone commerce college and offers six programs at undergraduate level and three at the postgraduate level. All these nine programs have inbuilt provision of skills, academic flexibility, lateral and vertical mobility and also provide high degree of employability. The institute is self-financing and offers professional programs. Admission to the entire academic programs is strictly as per the University norms and based on the inter-se merit of the students in their qualifying examinations. The University provides flexibility of combining conventional face-to-face and distance mode programs.

The curriculum developed by the university has inbuilt components of moral and ethical values, employable and life skills, better career options and community orientations. The curriculum developed by the University has integrated issues such as gender equity, environmental education, human rights and information and communication technologies.

At the end of the academic year, feedback on the curriculum is obtained from the students, faculty members and academic peers and same is analyzed and the outcome is communicated to the University. If deemed fit by the University, it may be placed for the consideration of respective boards of studies. During the last four years, due to the changing needs of the society and demands of the students, it has started one undergraduate and three postgraduate programs.

### ***CRITERION II: TEACHING- LEARNING AND EVALUATION***

Admission notification is published in local Marathi and English dailies and is also posted on the college website. Institute publishes its updated prospectus which contains information related to the curricular, extra-curricular and co-curricular activities. The admission process is strictly on the basis of marks obtained in the qualifying examinations and as per the University rules. The use of technology in the process of admission has brought transparency.

The process of admission to the undergraduate programs is based on the inter-merit of the students in their qualifying examinations. On an average, the maximum and minimum percentage of marks for admission for all programs at the entry level range between 80% and 45% respectively. The institute has a linguistic minority status; therefore, 50% of seats are reserved for Gujarati community and for remaining seats; the University follows the social justice policy of the state. On an average, the demand ratio for undergraduate programs is three and to that of post graduate programs is two.

The students admitted to the college come from diverse backgrounds, hence, their needs and requirements are different. The institute makes all efforts to cater their demands by making suitable arrangements for them. The institute provides remedial coaching to slow learners, special coaching to the advanced learners to help them excel further and a barrier free environment for

differently abled students. The special efforts are taken to improve the performance of the students, who are at a risk of becoming dropouts.

The teaching-learning process of the institute is comprehensive and includes preparation of academic calendar, teaching plan as per the time-table, use of ICT, evaluation which help them to make the process interactive and meaningful. The learning is made learner centric through the formative evaluation. Use of integrated learning management system, interactive SMART boards and open education resource facilitate the students for better understanding of subjects.

The institute has appointed qualified and experienced faculty members (78 faculty members, Principal and Librarian) out of which 09 Ph.D, 10 M.Phil and 59 postgraduates. 70% of the teaching staff constitutes women. The recruitment of the faculty members is as per the provisions made in the Maharashtra Universities Act, 1994 and their qualifications, experience and pay scales are as per UGC regulations. In the last four years, one faculty member has attended an orientation program organized by the University of Mumbai and faculty members are encouraged to attend orientation programs organized by Human Resource Development Center, UGC. Our faculty members have attended 221 seminars, conferences, workshops organized at national and international levels. The performance of the faculty members is evaluated by students, self-appraisal and academic audit.

The evaluation process is communicated to the students and faculty members through the academic calendar. The University has introduced a choice based credit and grading system wherein the performance of the students is measured on seven points scale for second year and third year and ten points scale for first year students for all programs. The University has adopted formative and summative evaluation by assigning weightages for internal assessment for undergraduate and postgraduate programs i.e. 25% and 40% respectively. Assessment of the answer books is done centrally and use of technology in the evaluation process has facilitated declaration of the results within 45 days. All these reforms have brought objectivity and transparency in the process of evaluation. The success rate of students of the college in University examinations is better than that of the University and nearby colleges, even though the institute is only 13 years old.

The University has formulated its graduate attributes for itself and for the different programs. The performance of the students in the University examination for last four years is well above 60%. The teaching-learning process is learner centric evaluation of the students is done objectively. The grievance redressal mechanism for evaluation is also in place.

### ***CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION***

The institute is self-financing and is not covered under Sec 2(f) and 12B of the UGC Act 1956. The institute has a research and recognition committee to monitor and to address the issues related to research. The institute is a recognized research center for Ph.D. Presently, 02 faculty members have registered for Ph.D, 06 faculty members have registered for M.Phil program and 01 has already submitted Ph.D thesis and awaiting for viva-voce.

The institute has taken measures to facilitate the smooth progress and implementation of the research projects. In the academic year 2015-16, 03 faculty members have completed minor research projects sanctioned by the university. 06 faculty members' proposals for minor research have been sanctioned by the University of Mumbai for the academic year 2016-17. The institute has made sufficient budgetary provision for research. It has also created the required research facilities such as library facility, computer facility and software tools.

The institute has identified Commerce and Management, Banking and Finance, Information and Communication Technology as thrust areas for research. During last four years, the faculty members have published 106 research papers in journals, authored 24 books. One faculty member has received Best Researcher Award. Two faculty members have received Best Research Paper award out of these one is on the panel of research guide for M.Phil program in K.P.B Hinduja College and two students are pursuing M.Phil under her guideship. The institute also offers non-remunerative consultancy services to the NGOs and Government agencies.

The extension and outreach activities are mainly organized by the NSS unit, various clubs and associations and these include adoption of an under privileged area (Janupada), organization of blood donation camps, awareness rallies related to AIDS, cancer, anti-tobacco drive, save girl child and Swachha

Bharat Abhiyan, Voters' Awareness Campaign etc. The NSS unit, in association with local NGOs carries out various social surveys. The institute also undertakes community development activities by involving the community itself. The institute has collaboration with the NGOs and other institutions for extension activities and faculty exchange programs.

#### ***CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES***

The policy for creation and enhancement of infrastructure and learning resources is driven by visualization of future requirements of academic programs and administrative activities. The institute is located in Mumbai suburb Kandivali (East) in suburban Mumbai, and has an eight-storied spacious building measuring more than one lakh square feet. It comprises of 46 classrooms, one multipurpose mini auditorium, one centrally air conditioned auditorium, five computer laboratories, one server rooms, 94 CCTV cameras, 09 television sets, 02 libraries. In the last four years, the management has spent Rs.1,76,59,897/-on augmentation of the infrastructural facilities and learning resources. The institute provides sufficient space for the common facilities like NSS, examination room, gymkhana, canteen and safe drinking water facilities and separate common rooms for girls.

The institute has a Library Advisory Committee which monitors the various library operations and is chaired by the Principal. The total area of both the libraries is 300 sq.mts and is kept open from 7.00 am to 6.00 pm. The library operations are automated by using SMS Lib management system and OPAC that allows the users to search for bibliographies. In the last four years, the institute has spent Rs 24,24,121/- lakh on acquiring 10,529 books. The library also has computers, printers and reprographic facilities with wi-fi connectivity. The average walk- in per day is 450, average number of books issued per week is 629, ratio of library books to students is 30:1 and average number of books added in the library is 2965. The library has standard policy for withdrawal of outdated books and sale of old news papers. The library staff provides support service to the users and covers of new arrivals are displayed on the racks.

The institute has five air conditioned computer laboratories with 156 computers connected by LAN and four overhead projectors. During last four

years, the institute has spent Rs.38,32,814/- on purchase of computers and software's. The optimum utilization of the computer laboratories is ensured by holding practicals from 7.00 am to 6.00 pm. The computer facilities are maintained through the annual maintenance contract and IT audit is carried out at regular intervals.

The building is properly maintained by regular maintenance. In the last four years, Rs 52 lakh is spent on the maintenance of the building. The minor maintenance is carried out internally and major one is by inviting the tenders. The electrical, plumbing, air conditioners are maintained through AMC and cleaning and security is outsourced.

#### ***CRITERION V: STUDENT SUPPORT AND PROGRESSION***

Every academic year, the institute publishes its updated prospectus, which contains the information related to the curricular, co-curricular and extracurricular activities and same is also posted on the website. Along with government scholarships and freeships, the institute also gives tuition fee waiver to the deserving students. In the last four years, institute has spent Rs. 11 lakh on the scholarships. In the last academic year 2015-16 on an average, 9% students received freeships and scholarships either from the government or the college trust. The institute encourages the students to participate in the co-curricular and extra-curricular activities and reimburses TA, DA and other expenses. The institute also provides academic, personal, career and psycho-social counseling. In the last two academic years 25 companies visited the campus for placement, 65 students are selected on full-time and part-time basis and 44 students are selected as interns.

The institute has duly constituted Grievance Redressal Cell and Anti-Ragging Committee. The institute provides various welfare schemes to the students and also has a Alumni Association.

Rate progression of the students for higher studies is fairly good, and the success rate of students in the University examinations is comparable with the university and that of an institute located near by it. The rate of progression of the students for gainful and self-employment is very encouraging.

The students' actively participate in sports, cultural and extension activities at intra and inter collegiate levels. During last four years, students participated in

as many as 39 sports events and 124 cultural activities, have won many medals and prizes.

The students also have representation on various committees related to Commerce Association, Women's Development Cell, English Literary Association, Cultural, NSS, Library, and Students' Council. Their participation in decision making helps to inculcate the sense of belongingness and also helps to develop leadership qualities among them.

#### ***CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT***

The Vision and Mission statements are translated in to its various academic and administrative activities and the academic offerings of the institute address the changing needs of its students and its own traditions and value system. The IQAC develops the various quality benchmarks and the Management, the Principal and faculty members implement the same. The top leadership is learner centric and always plays a proactive role in implementation of its policy statements and action plans for fulfillment of the mission.

The institute endeavors to instill confidence and capability among its students to perform leadership roles so that they can later act as changing agents in the increasingly global society. The Management and the Principal provide a good governance and leadership that reflect the vision, mission and the objectives of the institute. Accordingly, the Management and the Principal lay emphasis on the holistic education of students and the continuous learning of the faculty members.

Adopting a proactive approach, the Management ensures the democratic participation of all stakeholders in formulation and implementation of the action plans pertaining to academic and other matters. The policies and plans of the college are periodically reviewed monitored for both academic and financial aspects through appropriate channels.

The institute provides platform for inculcating in students leadership through various committees like Commerce Association, English Literacy Association, Planning Forum, Cultural Committee, Library Committee, Gujarati Association and NSS. The institute functions in a fairly decentralized manner, which is reflected in the democratic functioning of the staff and delegation of authority further through various committees. The institute is committed to upholding the highest standards of quality in academic and extra-curricular

activities. The Management takes a long term view towards starting of new programs, judicious use of infrastructure, industry association during the industrial visits and campus interviews etc.

Quality improvement strategies include use of ICT in teaching-learning, participation of faculty members in conferences, seminars, workshops, student participation in NSS, community initiatives, inter-collegiate events and sports, attracting and retaining the best faculty.

All the resolutions passed by the Local Managing Committee (LMC) are implemented. The Grievance Committee redresses the grievances promptly of any student, faculty or non-teaching staff. The work culture of the institute is such that there are no court cases against the institute or by the institute. The feedback on infrastructure and learning resources obtained from the students is analysed and its outcome is used to enhance the quality of the overall functioning of the institute.

Faculty members are also deputed to attend seminars, conferences and workshops related to curriculum development, teaching-learning and research which help them to improve their professional competencies. The skill development programs are organized for the non-teaching staff. The performance appraisal system as per the UGC guidelines helps the institute to know their weaknesses and outcome of the process is used for enhancing the professional competencies. The Management provides various welfare schemes to faculty members and staff.

Since the institute is self-financing and major source of its income is tuition and other fees received from the students. The budget estimates, income-expenditure and balance sheet are prepared as per the norms of the university.

IQAC is constituted as per the guidelines of the NAAC and various decisions taken by the IQAC are implemented by the LMC. The institute has carried out its academic and administrative audit, gender audit and IT audit and their recommendations are implemented. The process of teaching-learning and evaluation are continuously reviewed and corrective measures are taken.

The infrastructural facilities and IT infrastructure are maintained through the annual rate contracts and sweeping and security services are out sourced.



***CRITERION VII: INNOVATIONS AND BEST PRACTICES***

The institute has carried out a green audit of its building. Recommendations given by the experts in the audit are being implemented. The institute has taken various initiatives to make the campus eco friendly. Some of them are energy conservation and plantation activities.

The institute has introduced quite a good number of innovations in the teaching-learning process, use of ICT, evaluation of the students, research and extension activities. The outcome is reflected in the success rate of students in the University examinations.

The institute has been implementing several innovative practices related to its academic and administrative activities. However as per NAAC stipulations two best practices which are institutionalized are as below-

- Centralized management with decentralized administration and
- Remedial academic support.

## SWOC ANALYSIS

### **STRENGTHS:**

1. Location: The institution is located at Kandivali (East). The location caters to the need of the learners staying in the vicinity of the institution.
2. Spacious campus with excellent infrastructure.
3. Continuous power supply and 24x7 security services.
4. A well-equipped libraries, computer laboratories, air conditioned staff room.
5. Supportive Management and able Principal.
6. Excellent, dedicated, competent faculty members with leadership qualities.
7. Students are sincere, enthusiastic, respectful and proactive.
8. Vibrant work culture and a learner-centric approach.
9. Permanent affiliation for B.Com program with the University of Mumbai.
10. Expansion with the introduction of new programmes and job oriented courses.
11. Centralized administration with decentralized responsibilities.
12. Open door policy followed by the Principal.
13. Cleanliness throughout the campus of the institution.
14. Opportunities given to the faculty members to undertake minor research projects, to enroll for M.Phil and Ph.D, to participate in national and international conferences, seminars, workshops and to present research papers. Faculty members are also recognized on panel of subject expert as VC nominee for interviewing the candidates in different colleges.
15. Faculty members are actively involved in University examination work as paper setters, moderators and examiners for various courses.

### **WEAKNESSES:**

1. No Department of Lifelong Learning & Extension (DLLE) and NCC activities.
2. Lack of space which results in absence of college playground and other sports facilities in the institution.
3. Financial constraints as college is run by the management of the institution.
4. High student:teacher ratio.
5. Need for better collaboration and consultancy with industries.

**OPPORTUNITIES:**

1. To be able to offer the programmes and courses which are not only rich in the knowledge-content but also in demand by the industry which will enable the learners to opt for meaningful employment.
2. To collaborate with various industries, NGOs and other institutions extensively for placement of students.
3. To attract more students to our institute over established colleges on the basis of high standards in teaching.
4. To introduce new programmes in alignment with the current technological and social changes.

**CHALLENGES:**

1. To motivate students to develop a deeper sense of critical and analytical thinking and to cultivate in them an endeavouring passion to be conscious morally and socially.
2. To encourage research aptitude amongst students and instill an innovation prone thought process.
3. To improve proficiency and competency level of students.
4. To make the students employable.
5. To realign the students from vernacular medium to English medium.
6. To motivate students coming from an economically weaker background and low literacy rate to take interest in higher education.

## PROFILE OF THE NIRMALA MEMORIAL FOUNDATION COLLEGE OF COMMERCE AND SCIENCE

### 1. Profile of the Affiliated / Constituent College

#### 1. Name and Address of the College:

<b>Name:</b>	Nirmala Memorial Foundation College of Commerce and Science.	
<b>Address:</b>	D.S Road, Asha Nagar, Thakur Complex, Kandivali (East).	
<b>City: Mumbai</b>	Pin: 400101	State: Maharashtra
<b>Website:</b>	<a href="http://www.nirmala.edu.in">www.nirmala.edu.in</a>	

#### 2. For Communication:

<i>Designation</i>	<i>Name</i>	<i>Telephone withSTDcode</i>	<i>Mobile</i>	<i>Fax</i>	<i>Email</i>
Principal	Dr T.P. Madhu Nair	O: 022-28705440	9969015403	---	Imadhunair@gmail.com
Steering Committee Co-ordinator	Dr Alpa Upadhyay	O:022-28543224 R:022-28936514	9819330734	---	alpaupadhyaya@yahoo.com

#### 3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

#### 4. Type of Institution:

##### a. By Gender

i. For Men

ii. For Women

iii. Co-education

##### b. By Shift

i. Regular

ii. Day

iii. Evening

**5. It is a recognized minority institution?**

 Yes 

No

If yes specify the minority status (Religious/linguistic/anyother) and provide documentary evidence.

**Linguistic Minority – Gujarati**
**6. Sources of funding: Government Grant-in-aid**
**Self-financing**

**Anyother**
**7. a. Date of establishment of the college: 5<sup>th</sup> August, 2003**
**(dd/mm/yyyy)**

b. University to which the college is affiliated/ or which governs the college (If it is a constituentcollege)

**University of Mumbai**

c. Details of UGC recognition:

<i>UnderSection</i>	<i>Date,Month&amp;Year (dd-mm-yyyy)</i>	<i>Remarks(Ifany)</i>
i.2(f)	--	--
ii.12(B)	--	--

(Enclose the Certificate of recognition u/s 2(f) and 12(B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

<i>UnderSection/ clause</i>	<i>Recognition/Approval details Institution/Department</i>	<i>Day,Month andYear (dd-mm-yyyy)</i>	<i>Validity</i>	<i>Remarks</i>
i.	--	--	--	--
ii.	--	--	--	--
iii.	--	--	--	--
iv.	--	--	--	--

**8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

 Yes  No

If yes, has the College applied for availing the autonomous status?

Yes  No

**9. Is the college recognized?**

a. by UGC as a College with Potential for Excellence(CPE)?

Yes  No

If yes, date of recognition :.....(dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes  No

If yes, Name of the agency.....and

Date of recognition :.....(dd/mm/yyyy)

**10. Location of the campus and area in sq.mts:**

Location*	Urban
Campus area in sq.mts.	2036.20 sq. mts.
Built up area in sq.mts.	8117.58 sq. mts.

(\*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

**11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

- Auditorium/seminar complex with infrastructural facilities

**Multipurpose Mini-Auditorium equipped with LCD projector, Projection Screen, Fully air conditioned with seating capacity of 75.**

**Nirmala Auditorium equipped with LCD projector, projection screen, fully air conditioned with the seating capacity of 400.**

- Sports facilities

\* Playground

\* Swimming pool

\* Gymnasium

- Hostel

\* Boys' hostel NA

- i. Number of hostels
- ii. Number of inmates  
Facilities (mention available facilities)  
\* Girls' hostel **NA**
- i. Number of hostels  
Number of inmates  
Facilities (mention available facilities)
- \* Working women's hostel **NA**  
Number of inmates  
Facilities (mention available facilities)
- Residential facilities for teaching and non-teaching staff (give numbers available—cadrewise)
  - Cafeteria— **NA**
  - Healthcentre— **NA**
 Firstaid, Inpatient, Outpatient, Emergency care facility,  
Ambulance.....Health centre staff–

Qualified doctor	Full time	Part-time
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Qualified Nurse	Full time	Part-time
-----------------	-----------	-----------

**First Aid Boxes are placed at three places in the college i.e., 1<sup>st</sup>, 4<sup>th</sup> and 8<sup>th</sup> Floor Gymnasium**

- Facilities like banking, post office, book shops  
**The Shamrao Vitthal Co-operative Bank Ltd present on our premises and Book Shops in the diameter of 250 mtrs.**
- Transport facilities to cater to the needs of students and staff  
**The Bus Stop of Public Transport Service is at the periphery of our College Premises.**
- Animal house **NA**
- Biological waste disposal **NA**
- Generator or other facility for management/regulation of electricity and voltage **NA**

- Solid waste management facility

**Waste is disposed on a daily basis with the help of Municipal Corporation of Greater Mumbai (MCMM)**

- Waste water management NA
- Water harvesting NA

**12. Details of programmes offered by the college (Give data for current academic year)**

Sr. No.	Program	Duration	Entry Level	Medium of instruction	Sanctioned/Approved student strength	No. of students admitted
UG						
1.	Bachelor of Commerce (B.Com)	3 years	XII Pass	English	996	993
2.	Bachelor of Management Studies (BMS)	3 years	XII Pass	English	138	137
3.	Bachelor of Accounting & Finance (BAF)	3 years	XII Pass	English	138	138
4.	Bachelor of Science (Computer Science) B.Sc (CS)	3 years	XII Pass	English	138	88
5.	Bachelor of Science (Information Technology) B.Sc (IT)	3 years	XII Pass	English	198	198
6.	Bachelor of Mass Media (BMM)	3 years	XII Pass	English	138	138
PG						
1.	Master of Commerce (M.Com) Part I (Advanced Accountancy)	2 years	Graduation	English	133	133
2.	Master of Commerce (M.Com) Part I (Business Management)	2 years	Graduation	English	65	63
3.	Master of Science (Information Technology) Part I M.Sc (IT)	2 years	Graduation	English	24	13

**13. Does the college offer self-financed Programmes?**

Yes  No

If yes, how many?

**UG – 06, PG – 03**

**14. New programmes introduced in the college during the last five years if any?**

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<b>03</b>
-----	-------------------------------------	----	--------------------------	--------	-----------



15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	UG	PG	Research
Science	Computer Science, Information Technology	Information Technology	--
Arts	Business Communication and Bachelor of Mass Media (BMM)	--	--
Commerce	Commerce, Business Economics and Foundation Course, Accountancy, Bachelor of Management Studies (BMS), Bachelor of Commerce (Accountancy and Finance) (BAF)	Advanced Accountancy and Business Management	--
AnyOther (Specify)	--	--	--

Permission for Research Center leading Ph.D in commerce is availed

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, MA, M.Com...)

- a. annual
- b. semestersystem 06 UG, 03 PG
- c. trimestersystem

17. Number of Programmes with

- a. Choice Based Credit System 06 UG, 03 PG
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes  No

If yes,

- a. Year of Introduction of the programme(s) .....  
(dd/mm/yyyy)

and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

NotificationNo.:.....Date:  
 .....(dd/mm/yyyy)Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes  No

**19. Does the college offer UG or PG programme in Physical Education?**

Yes  No

If yes,

Year of Introduction of the programme(s).....(dd/mm/yyyy)

And number of batches that completed the programme

NCTE recognition details (if applicable)

Notification No.:.....

Date: .....(dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes  No

**20. Number of teaching and non-teaching positions in the Institution**

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctionedbythe UGC/University/ StateGovernment	--	--	--	--	--	--	--	--	--	--
<i>Recruited</i>										
<i>Yettorecruit</i>										
Sanctionedbythe Management/ societyorother authorizedbodies	--	--	--	--	23	55	23	15	03	--
<i>Recruited</i>										
<i>Yettorecruit</i>										

\*M-Male \*F-Female

**21. Qualifications of the teaching staff:**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
D.Sc./D.Litt.	--	--	--	--	--	--	--
Ph.D.	01	--	--	--	--	06	07
M.Phil.	--	--	--	--	--	04	04
PG	--	--	--	--	--	11	11
<b>Temporary teachers</b>							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	01	04	05
PG	--	--	--	--	06	20	26
<b>Part-time teachers</b>							
Ph.D.	--	--	--	--	--	02	02
M.Phil.	--	--	--	--	01	04	05
PG	--	--	--	--	16	24	40

**22. Number of Visiting Faculty/Guest Faculty engaged with the College.**

40
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**23. Furnish the number of the students admitted to the college during the last four academic years.**

Year	Category	UG		PG	
		Male	Female	Male	Female
<b>2013-2014</b>	GEN	1988	1171	88	61
	SC	49	28	00	00
	S.T.	04	00	00	00
	D.T	00	00	00	00
	N.T	02	01	00	00
	OBC	109	57	24	08
	S.B.C	01	00	00	00
	<b>Total</b>	<b>2153</b>	<b>1257</b>	<b>112</b>	<b>69</b>
<b>2014-2015</b>	GEN	2061	1188	84	100
	SC	74	31	06	04
	S.T.	02	03	00	00
	D.T	00	00	00	00
	N.T	06	02	00	00
	OBC	291	157	18	10
	S.B.C	01	02	00	00
	<b>Total</b>	<b>2433</b>	<b>1381</b>	<b>108</b>	<b>114</b>

2015-2016	<b>GEN</b>	2366	1423	74	127
	<b>SC</b>	58	28	03	03
	<b>S.T.</b>	17	11	01	00
	<b>D.T</b>	00	00	00	00
	<b>N.T</b>	08	12	00	00
	<b>OBC</b>	224	121	13	14
	<b>S.B.C</b>	02	04	00	01
	<b>Total</b>	<b>2675</b>	<b>1599</b>	<b>91</b>	<b>148</b>
2016-2017	<b>GEN</b>	2519	1554	143	199
	<b>SC</b>	18	12	01	02
	<b>S.T.</b>	02	03	05	03
	<b>D.T</b>	00	00	00	00
	<b>N.T</b>	02	01	01	00
	<b>OBC</b>	26	25	06	03
	<b>S.B.C</b>	08	08	02	01
	<b>Total</b>	<b>2575</b>	<b>1603</b>	<b>158</b>	<b>208</b>

**24. Details on students enrollment in the college during the current academic year**

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same State where the college is located	<b>4078</b>	<b>336</b>	--	---	
Students from other states of India	<b>100</b>	--	--	--	
NRI students	--	--	--	--	
Foreign students	--	--	--	--	
<b>Total</b>	<b>4178</b>	<b>336</b>	--	--	

**25. Drop out rate in UG and PG (average of the last two batches)**

**UG 3% PG 1%**

**26. Unit Cost of Education**

*(Unit cost=total annual recurring expenditure (actual) divided by total number of students enrolled)*

**(a) Including the salary component**

**Rs.16,442.13/-**

**(b) Excluding the salary component**

**Rs.10,388.70/-**

**27. Does the college offer any programme/s in distance education mode**

(DEP)?

Yes  No

If yes,

a. Is it a registered centre or offering distance education programmes of another University:

Yes  No

b) Name of the University which has granted such registration.

NA

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes  No

**28. Provide Teacher–student ratio of reach of the programme / course offered**

F.Y.BCom	1:75
S.Y.BCom	1:57
T.Y.BCom	1:49
F.Y.BMS	1:9
S.Y.BMS	1:8
T.Y.BMS	1:7
F.Y.BAF	1:9
S.Y.BAF	1:8
T.Y.BAF	1:7
F.Y.BMM	1:12
S.Y.BMM	1:10
T.Y.BMM	1:3
F.Y.B.Sc (IT)	1:8
S.Y.B.Sc (IT)	1:5
T.Y.B.Sc (IT)	1:5
F.Y.B.Sc (CS)	1:4
S.Y.B.Sc(CS)	1:3
T.Y.B.Sc(CS)	1:2
M.Com I (Advanced Accountancy )	1:103
M.Com I (Business Management)	1:33
M.Com II (Advanced Accountancy)	1:64
M.Com II (Business Management)	1:20

M.Sc (IT) I	1:6
M.Sc (IT) II	1:12

**29. Is the college applying for**

Accreditation: Cycle 1  Cycle 2  Cycle 3   
 Cycle4  Re-Assessment:

*(Cycle1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refer store- accreditation)*

**30. Date of accreditation\*(applicable for Cycle 2, Cycle 3, Cycle 4 and re- assessment only)**

Cycle1:.....(dd/mm/yyyy)AccreditationOutcome/Result.....  
 Cycle2:.....(dd/mm/yyyy)AccreditationOutcome/Result.....  
 .Cycle3:.....(dd/mm/yyyy)AccreditationOutcome/Result.....

*\*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

**31. Numberof working days during the last academic year.** 230

**32. Numberof teaching days during the last academic year**

*(Teaching days means days on which lectures were engaged excluding the examination days)* 180

**33. Dateof establishment of Internal Quality Assurance Cell (IQAC)**  
**IQAC 13/06/2013 (dd/mm/yyyy)**

**34. Details regarding submission of Annual QualityAssurance Reports (AQAR) to NAAC.**

AQAR(i).....(dd/mm/yyyy)  
 AQAR(ii).....(dd/mm/yyyy)  
 AQAR(iii).....(dd/mm/yyyy)  
 AQAR(iv) .....(dd/mm/yyyy)

**35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)**

Ms. Priti Agarwal stood third in University of Mumbai in M.Com Part-II Examination in March, 2013.

## 2. CRITERIA – WISE INPUTS

### CRITERION I: CURRICULAR ASPECTS

#### 1.1 CURRICULUM PLANNING AND IMPLEMENTATION

*1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.*

The Vision, Mission statements and Objectives of the institute are clearly defined and are communicated to the students, faculty members and other stakeholders.

The Vision, Mission and Objectives of the Institute are as below:

**Vision:-**

*“To bring about academic excellence by training and empowering young minds to create a bright future for themselves and others through dissemination of knowledge and skills and contributing to social transformation through improvement in the quality of life. ”*

**Mission:-**

- *To educate and train the learners in the fields of Commerce, Management and Information Technology, Mass Media and to collaborate with industries for equipping learners with relevant knowledge, skills and attitude.*
- *To facilitate young adult learners with opportunities to harness their ethics and leadership potential.*
- *To sensitise learners to inclusive social concerns, human rights, gender and environmental issues.*

**Objectives:-**

*The objectives of the institute are to develop the overall personality of its students by adopting a holistic approach towards education, research and social and outreach activities and encourage them to contribute in nation development activities-*

- *To provide dynamic education as per the emerging needs of the society and service sector.*
- *To create a learner-centric environment by employing pool of qualified and experienced faculty.*

- *To provide continuous and comprehensive internal assessment that helps to incorporate direct and indirect mode of assessment.*
- *To develop infrastructural facilities and learning resources with state-of-art facilities to support learners in their overall development development.*
- *To conduct activities related to Institutional Social Responsibilities to inculcate ethical and moral values among them.*
- *To strengthen the studentsupport system on a continuous basis.*
- *To provide scholarships/freeships to enable needy students to progress*
- *To establish strong alumni network*
- *To conduct periodic parent-teacher meet.*

The Vision, Mission statements and objectives of the institute are effectively communicated to the students, faculty, staff and other stakeholders through the prospectus, display boards at prominent places and the website of the institute.

***1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).***

The institute is a part of the affiliating system and is affiliated to Mumbai University. The curriculum design and development or revision of syllabi is done by the university. The institute only implements the curricula or syllabi prescribed by the University. The institution monitors its effective implementation by taking following initiatives.

- The institute prepares a detailed academic calendar which includes the details of yearlong academic activities.
- On the basis of academic calendar, a detailed time-table is prepared by the respective departments.
- Faculty members prepare their own teaching plan which is being monitored by the respective Head of the departments and the Principal.



- The curriculum prescribed by the University has program goals and objectives and its learning outcome, which facilitates students to prepare themselves for examinations.
- Definite numbers of hours are assigned to each unit of the syllabi which enables the faculty to plan their teaching activities and to ensure the completion of the syllabi as per the academic calendar.

***1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and /or institution) for effectively translating the curriculum and improving teaching practices?***

Periodically, the University organizes seminars and/or workshops on curriculum design and development or revision of syllabi and its effective implementation for the college teachers. The institute deputed faculties to attend faculty development programs such as orientation programs, refresher courses, seminars, and workshops, etc. organized by academic staff colleges.

The institute provides necessary IT infrastructure and learning resources to the teachers for effective teaching-learning process. The Institute also provides interactive SMART boards with sound system.

***1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.***

The institute continuously and constantly upgrades its infrastructural facilities and learning resources to meet the changing needs for effective curriculum delivery. Apart from providing technological solutions, the institute also relies upon the globally trusted and followed teaching strategies. The institute and faculty members have taken many initiatives for effective delivery of the curriculum.

In addition to the regular classroom teaching, the institute also organizes special lectures by inviting experts from various fields to share their knowledge with the students. Along with this the contact lectures are conducted for the weak students and repeaters, which enables them to pass through the examinations.

The students are taken for educational tours to industrial places to provide them first-hand knowledge of various aspects.

***1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?***

- The University arranges workshops and training programs for the faculty members from time to time for effective operationalisation of the curriculum.
- The faculty members attend workshops on curriculum development and gives suggestions for effective implementation of the curriculum.
- In the meetings conducted by the departmental heads, topics and sub-topics of the curriculum are discussed which enable the faculty to understand the various problems at the grass root level.
- Industrial visits helps the students to interact with managers and proprietors of the companies for understanding various issues involved in production, labour problems, marketing, finance, etc., which helps in developing their entrepreneurial skills.

***1.1.6 What are the contributions of the institution and / or its staff members to the development of the curriculum by the university? (number of staff members / departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback, specific suggestions etc.)***

Principal Dr T.P. Madhu Nair has been the Dean of Commerce Faculty from September 2010 to August, 2015 and has initiated a number of revolutionary changes in the teaching, learning and evaluation system in the University. His effort to improve the system has been well appreciated by the stakeholders, media and the society. Semester based Credit and Grading system was implemented in undergraduate and postgraduate levels, community college system was introduced and curriculum development was made as a continuous process to reduce the gap between academia and industry. Innovative undergraduate programs such as:

B.Com Transport Management

B.Com Investment Management

B.Com Financial Management

B.Com Environment Management and Economics were introduced.

The Principal was the resource person in 16 workshops for college teachers organised in different colleges spread over different geographical areas of the university to create awareness on the credit and grading system.

Prof. (Dr) Poonam Kakkad was the member of syllabus setting committee for First and Second year BMS, University of Mumbai for the academic year 2013-14 and 2014-15 respectively.

Prof. Renu Nauriyal was appointed as member of Board of Studies for the academic year 2016-2017, Semester-V, Course-Effective Communication Skills.

Prof. Shobha Venkatesh was appointed as member of Board of Studies for the academic year 2016-2017, Semester-V, Course-Brand Building.

At the end of every academic year, the institute collects feedback on the curriculum from the faculty, students and the stakeholders. The feedback so obtained is analyzed and outcome is sent to University for appropriate action.

***1.1.7 Does the institution develop a curriculum for any of the course offered (other than those under the purview of the affiliating university) by it? If “yes”, give details of the process (“needs assessment”, design, development and planning) and the courses for which the curriculum has been developed.***

Being affiliated to the University of Mumbai, the institute has a limited role in curriculum design and development.

***1.1.8 How does the institution analyze / ensure that the stated objectives of the curricula are achieved in the course of implementation?***

The institute ensures that the stated objectives of the curricula are achieved in the course of implementation through various initiatives such as –

- Preparation of teaching plans and adhering to the same.

- Obtaining the feedback from the students so as to improve or revise the course content.
- Assessing the performance of the students through various learning activities and
- Analyzing the examination results

## **1.2. Academic Flexibility**

### ***1.2.1 Specifying the goals and objectives, give details of the certificate / diploma /skill development etc. offered by the institution.***

The institute in conformity with its goals and objectives offers various under graduate degree programs BCom, BAF, BMS, BMM, B.Sc (CS), B.Sc (IT) and postgraduate degree programs M.Com with Advanced Accountancy and Business Management and M.Sc (IT).

These programs aim to equip the students with knowledge and competencies in the field of business, commerce and information technology to pursue their professional career and /or furthering higher education in the specified areas of specialization.

### ***1.2.2 Does the institution offer programs that facilitate twining /dual degrees? If “yes”, give details.***

Presently, the institute does not offer programs that facilitate twining / dual degrees due to the norms of the affiliating university.

### ***1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skill development, academic mobility, progression to higher studies and improved potential for employability.***

The institute within the broader academic frame work of the affiliating university offers six undergraduate and three postgraduate programs to the students. The students have flexibility to select a program of their choice. Further, the Institute offers wide range of core and optional courses and specializations to the students both at the undergraduate and postgraduate degree levels.

The institute has adopted Choice Based Credit and Grading System which respects the learner’s autonomy and at the same time facilitates

the learner's mobility across the institutions. It also provides lateral and vertical mobility to the learner.

All the programs offered by the institute have an inbuilt component of the various skills which ensures the employability to the outgoing graduates.

***1.2.4 Does the institution offer self-financed programs? If “yes”, list them and indicate how they differ from other programs, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.,***

Yes, the institute offers self-finance programs affiliated to University of Mumbai. The programs are –

- Bachelor of Commerce (B.Com)
- Bachelor in Management Studies (BMS)
- Bachelor of Accounting and Finance (BAF)
- Bachelor of Mass Media (BMM)
- Bachelor of Science-Information Technology (B.Sc. IT)
- Bachelor of Science-Computer Science (B.Sc. CS )
- Master of Commerce (M.Com) (Advanced Accountancy)
- Master of Commerce (M.Com) (Business Management)
- Master of Science in Information Technology (M.Sc IT)

The admission to all these programs is based on merit in qualifying examinations and social justice policy of the state is implemented.

The curriculum and fee structure for the programs are as recommended by the University of Mumbai and Government of Maharashtra.

Appointments of the faculty members, their qualifications, experience and pay scales are as per the norms of the UGC, the University of Mumbai and the Government of Maharashtra.

***1.2.5 Does the college provide additional skill-oriented programs, relevant to regional and global employment markets? If “yes”, provide details of such programs and the beneficiaries.***

Yes. The institute provides additional skills and orientation programs which are very much relevant for the national and international employment markets.

The institute provides additional skills by way of computer literacy, use of ICT, use of digital resource, industrial visits, projects, seminars, and spoken English for all programs.

***1.2.6 Does the University provide for the flexibility of combining the conventional face-face and Distance Mode of Education for students to choose the courses / combination of their choice If “Yes” how does the institution take advantage of such provision for the benefit of the students?***

Yes, the affiliating University provides for the flexibility of combining conventional face-to-face and distance mode. The University has Institute of Distance and Open Learning (IDOL) facility which offers variety of programs through the distance mode. Introduction of Choice Based Credit and Grading System has facilitated the students to choose the courses from both the modes. The students also have a flexibility of lateral and vertical mobility from conventional to distance mode and vice-a-versa.

**1.3 Curriculum Enrichment:**

***1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?***

The institute has undertaken many initiatives to supplement the curriculum prescribed by the University which ensured the integration of its goals and objectives. Some of initiatives are mentioned below:

- The faculty members provides additional insights on units in the syllabi or curriculum that are related but not a part of curriculum. This approach helps the students in better understanding their course and assimilation of knowledge.
- The institute encourages and allows the students to participate in the inter-collegiate competition at state and national level which help the students to showcase their talent.
- Faculty members are encouraged to attend the various faculty development programs which help them to enhance their

professional competencies and also helps them keep abreast with their own disciplines.

- Faculty members actively participates in activities related to extension, outreach and institutional social responsibilities which help them to teach beyond curriculum.
- The institute organizes lectures/seminars by experts from industry which help them to bridge the gap between what is taught in the classrooms and what is required by the industry.
- Well-equipped computer laboratories with broad band connectivity helps to know the recent happening in their disciplines.
- Industrial visits are also helpful in experiential learning which ultimately benefit the students.

***1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?***

The institute is permanently affiliated to University of Mumbai and has a limited role to enrich or change the curriculum. However, keeping in view the needs of the employment market; the institute organizes industrial visits and lectures of visiting faculty to enhance the learning experience of students.

The institute also organizes special lectures on career guidance for the students and vibrant placement cell prepare and assist the students in getting the placement in the industry.

***1.3.3. Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?***

The institute makes all efforts to integrate the cross cutting issues such as gender sensitivity, climate change, environmental education, human rights and use of ICT in to the curriculum. Some of the initiatives undertaken by the institute are as below:

The Women's Development Cell has organized the talks of eminent personalities on issues relating to women and their rights, sexual

harassment at the workplace and their empowerment, self-defence, problems faced by adolescents and their counseling.

The institute offers compulsory course on Environmental Studies at undergraduate level to sensitize them about the various issues related to the environment. The institute also organizes lectures on human rights. It also encourages the faculty to use of ICT in teaching- learning process for which required ICT infrastructure is made available to them.

**1.3.4 What are the various value – added courses / enrichment programs offered to ensure the holistic development of the students?**

The institute organizes enrichment programs from time to time to develop skills of the students. The efforts include for ensuring:

**Moral and Ethical values:**

- The programs organized by various committees and associations on value education play an important role in inculcating the value system and character building among the students.
- The courses such as Foundation Course, Business Ethics and Corporate Social Responsibilities, Organization Behaviour, are part of the curriculum which helps to enhance the moral, ethical values and social responsibilities among the students.
- The organization of programs during Guru Purnima, Ganesh Puja, Navaratri, Christmas and Marathi Divas helps to enrich and preserve the cultural values.
- The NSS unit and other association organizes street plays and skits to enhance the values of our society. NSS unit regularly visits the adopted under privileged area Janupada, where people are made aware about various social, moral and ethical principles and ways of life.
- The NSS unit organizes Blood Donation Camps, AIDS awareness rallies and donations to the people of the under privileged areas under the programs “Share with Care”.



### **Employable and life skills:**

- The institute organizes guest lectures on career guidance; soft skills and personality development to enable the students to develop their professional identity and subsequently to become employable.
- The Placement Cell arranges campus interviews for the students to facilitate them to acquire jobs.

### **Better career options:**

The institute provides the programs in emerging areas such as Management Studies, Accounting and Finance, Mass Media, Information Technology which have high degree employability and outcome of these initiatives the students are placed in companies like WIPRO, L&T Infotech, Pantaloons Fashion & Retail Ltd, TCS etc. through Placement Cell.

### **Community orientation:**

There is active participation of students and faculty members in social and outreach activities. The students of BMS, BAF and BMM department have taken initiative towards the support of demonetization campaign. Under this initiative, students conducted a digital literacy campaign in their respective localities, small retailers, vegetable and fruit vendors, shop owners and traders were made aware about digital payments and its use. This drive was conducted from the first week of January, 2017 and is still an ongoing activity.

#### ***1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?***

At the end of every academic year, the feedback from students, faculty members, academic peers and other stakeholders is obtained in the structured format. The feedback obtained is analyzed and outcome is discussed in the faculty meetings.

#### ***1.3.6 How does the institution monitor and evaluate the quality of its enrichment programs?***

All concerned convenors and members of committees are monitoring enrichment programs and evaluating it.

## 1.4 Feedback System:

### 1.4.1. *What are the contributions of the institution in the design and development of the curriculum prepared by the University?*

The institute is affiliated to University of Mumbai therefore it has a limited role in curriculum design and development. However, some of the faculty members contributes to the curriculum design and development by sending their suggestions to the university.

### 1.4.2 *Is there a formal mechanism to obtain the feedback from students and stakeholders on Curriculum? If 'Yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes / new programmes?*

Yes, the institute has a formal mechanism to collect feedback on the curriculum. At the end of academic year, institute collects feedback from the students and faculty. The feedback obtained is analyzed and its outcome is discussed in the departmental meeting. The institute encourages the faculty members to attend the workshops on curriculum development organized by the University.

### 1.4.3 *How many new programmes / courses were introduced by the institution during the last four years? What was the rationale for introducing new courses / programmes?*

During last four years, the institute has introduced one program at undergraduate and three programs at postgraduate levels.

Sr. No	Course	Duration	Year of Introduction
1.	Master of Commerce (M.Com) (Advanced Accountancy)	2 years	2010 – 11
2.	Master of Commerce (M.Com) (Business Management)	2 years	2010 – 11
2.	Master of Science (Information Technology) (M.Sc IT)	2 years	2010 – 11
3.	Bachelor of Mass Media (BMM)	3 years	2013 – 14

These new programs are introduced due to the growing demand of the students and continuously changing needs of the society. Mumbai is a commercial capital of India and many national and multinational organizations are opening their offices. The need of service sector is changing due to the rapid change in the technology and the knowledge and therefore, there is need for the trained man power. The new programs introduced have a societal and industrial relevance and at the same time high degree of employability.

The Government of Maharashtra and University of Mumbai had not given permission to start new programmes in the academic year 2016-17 in the State of Maharashtra.

## CRITERION II: TEACHING – LEARNING AND EVALUATION

### 2.1 STUDENT ENROLMENT AND PROFILE:

#### 2.1.1 *How does the college ensure publicity and transparency in the admission process?*

- The institute, before the commencement of academic year publishes its updated prospectus which contains information related to the curricular, co-curricular and extra-curricular activities; tuition and other fees, disciplinary rules, fellowships and scholarships, etc.
- Admission notice is widely published in electronic media and is also posted on the institute's website [www.nirmala.edu.in](http://www.nirmala.edu.in) along with the prospectus./
- Use of technology ensures transparency in the process of admission.

#### 2.1.2 *Explain in detail the criteria adopted and process of admission (ex.(i) merit (ii) common admission test conducted by the agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.*

The process of admission is strictly as per the norms of the parent University and the State Government. Admission process is online and use of technology has eliminated human intervention and brought transparency.

Admission to the first year of all the programs is on the basis of marks obtained in the qualifying examinations.

The dates and time for admission and details of cancellation of admission are clearly displayed on the website and notice board. The institute is not authorized to conduct any admission test, entrance test or an interview for granting admission.

#### 2.1.3 *Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and prove a comparison with other colleges of the affiliating university within the city/district.*

The details of minimum and maximum percentage of marks for admission at entry level for all the programs for the current academic year 2016-17 are as under:

Program	Maximum	Minimum
B.Com	83.54%	38.92%
BMS	88.67%	60.00%
BAF	81.08%	60.00%
BMM	77.69%	45.00%
B.Sc (CS)	65.00%	41.23%
B.Sc (IT)	72.62%	45.08%
M.Com	81.00%	50.00%
M.Sc (IT)	76.19%	55.00%

The following table shows the maximum and minimum percentage at the entry level for admission to similar programs offered by the institute in vicinity of our Institute for current academic year is as below:

**THAKUR COLLEGE**

Program	Maximum	Minimum
B.Com	83.68%	38.00%
BMS	86.87%	60.00%
BAF	85.85%	60.00%
BMM	75.63%	48.00%
B.Sc (CS)	72.00%	42.00%
B.Sc (IT)	81.69%	45.08%
M.Com (E-Commerce)	70.00%	--
M.Sc (IT)	--	--

**2.1.4** *Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?*

Yes, the institute has a mechanism to undertake annual review of the admission process and student profile.

The process of admission is as per the university norms. After the completion of the admission process, we compare the minimum and

maximum percentage of marks obtained by the students admitted in our institute and institutes nearby us and discuss the same in the faculty meeting and take corrective measures, if required.

The institute also undertakes the exercise of socio-economic profile of the students admitted and accordingly remedial coaching is provided to academically weak students, etc.

The single window system helps the students to complete the process of admission efficiently. The academic counseling helps the students to choose proper program or elective courses.

Feedback on admission process is obtained from the freshers and outcome is discussed in the faculty meetings which helps to improve the admission process.

***2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate how the admission policy of the institution and its students' profiles demonstrate/reflect the national commitment to diversity and inclusion:***

- *SC/ST*
- *OBC*
- *Women*
- *Differently weaker sections*
- *Minority community*
- *Any other?*

In conformity with the mission statement and the objectives of the institute, the focus is always on reaching out to disadvantaged students or the students from less privileged sections of society and addressing their needs since they come from diverse social, economic and religious backgrounds.

- The institute's student profiles clearly show the national commitment to diversity.
- The admission policy is inclusive and is implemented as a social justice policy of the State.
- Financial aid is provided through the Student Aid Fund and fee concessions for students from economically weaker sections.

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase/decrease and actions initiated for improvement.**

**1. Academic year 2013-14**

Sr. No.	Program	Number of applications	Number of students admitted	Demand Ratio
<b>UG</b>				
1.	Bachelor of Commerce (B.Com)	2015	1000	2:1
2.	Bachelor of Management Studies (BMS)	529	129	4:1
3.	Bachelor of Accounting & Finance (BAF)	560	129	4:1
4.	Bachelor of Science (Computer Science) B.Sc (CS)	235	63	3:1
5.	Bachelor of Science (Information Technology) B.Sc (IT)	350	170	3:1
6.	Bachelor of Mass Media (BMM)	60	60	1:1
<b>PG</b>				
1.	Master of Commerce (M.Com) (Advanced Accountancy)	125	62	2:1
2.	Master of Commerce (M.Com) (Business Management)	78	38	2:1
3.	Master of Science (Information Technology) (M.Sc IT)	40	20	2:1

**2. Academic year 2014-15**

Sr. No.	Program	Number of applications	Number of students admitted	Demand Ratio
<b>UG</b>				
1.	Bachelor of Commerce (B.Com)	2022	1032	2:1
2.	Bachelor of Management Studies (BMS)	610	140	4:1
3.	Bachelor of Accounting & Finance (BAF)	640	142	4:1
4.	Bachelor of Science (Computer Science) B.Sc (CS)	205	93	2:1
5.	Bachelor of Science (Information Technology) B.Sc (IT)	388	174	3:1
6.	Bachelor of Mass Media (BMM)	183	136	2:1
<b>PG</b>				
1.	Master of Commerce (M.Com) (Advanced Accountancy)	185	92	2:1
2.	Master of Commerce (M.Com) (Business Management)	60	27	2:1
3.	Master of Science (Information Technology) (M.Sc IT)	25	12	2:1

### 3. Academic year 2015-16

Sr. No.	Program	Number of applications	Number of students admitted	Demand Ratio
<b>UG</b>				
1.	Bachelor of Commerce (B.Com)	2010	1056	2:1
2.	Bachelor of Management Studies (BMS)	638	142	4:1
3.	Bachelor of Accounting & Finance (BAF)	660	144	4:1
4.	Bachelor of Science (Computer Science) B.Sc (CS)	288	94	3:1
5.	Bachelor of Science (Information Technology) B.Sc (IT)	498	202	3:1
6.	Bachelor of Mass Media (BMM)	278	144	2:1
<b>PG</b>				
1.	Master of Commerce (M.Com) (Advanced Accountancy)	250	103	2:1
2.	Master of Commerce (M.Com) (Business Management)	60	33	2:1
3.	Master of Science (Information Technology) (M.Sc IT)	14	06	2:1

### 4. Academic year 2016-17

Sr. No.	Program	Number of applications	Number of students admitted	Demand Ratio
<b>UG</b>				
1.	Bachelor of Commerce (B.Com)	2424	996	2:1
2.	Bachelor of Management Studies (BMS)	905	138	4:1
3.	Bachelor of Accounting & Finance (BAF)	733	138	4:1
4.	Bachelor of Science (Computer Science) B.Sc (CS)	375	89	3:1
5.	Bachelor of Science (Information Technology) B.Sc (IT)	797	198	4:1
6.	Bachelor of Mass Media (BMM)	475	138	3:1
<b>PG</b>				
1.	Master of Commerce (M.Com) (Advanced Accountancy)	275	133	2:1
2.	Master of Commerce (M.Com) (Business Management)	135	65	2:1
3.	Master of Science (Information Technology) (M.Sc IT)	25	13	2:1

#### 2.2 Catering to students Diversity

##### 2.2.1 How does the institution cater to the needs of differently –abled students and ensure adherence to government policies in this regard?

The institute provides a barrier free environment to the differently-abled students, which includes elevators, ramps, washrooms, library facility etc. The institute helps these students to get various



government scholarships. The institute provides reservation to this category of students as per government rules. Special attention is given to these students by providing all the facilities.

***2.2.2 Does the institution assess the student's needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.***

The process of admission for all the academic programs is online and is based on the inter-se merit of the students in their qualifying examinations; as such there is little scope to assess the student's needs in terms of knowledge and skills before the admission.

However, after the admission process is completed, the knowledge and skills of students are assessed through the counseling, internal assessment, computer literacy, communication skills, etc and if required, additional coaching is provided to them.

The institute is not fully capable to assess their needs before the commencement of classes. However, it does take initiatives to assess their needs and provide full support once they are admitted.

Orientation programs are organized for freshers which helps in their smooth integration into the system.

***2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add – on/ Enrichment Courses, etc) to enable them to cope with the programme of their choice?***

The parent University does not provide for the bridge courses. However, remedial coaching is provided to the academically weak students.

At the beginning of the academic year, academically weak students are identified through the internal assessment and extra lectures, tutorials and home assignments are arranged for them. All efforts are made to bring them on par with other students.

Induction programs are organized for all freshers for their smooth integration in to the system.

The institute is in the process of applying to the University to start Add-on and enrichment courses.

**2.2.4 *How does the college sensitize its staff and students on issues as gender, inclusion, environment etc.?***

- The institute has a Women’s Development Cell to look after the interests and safety of women faculty, staff and students at the workplace. The institute has carried out its gender audit and the recommendations of the same are implemented.
- Talks by experts on women and their rights, women and child health, women empowerment and other issues related to gender for the benefit of faculty members and lady students are arranged.
- Anti sexual harassment cell is duly constituted.
- The faculty members encourage and motivate the women students' to participate in inter-collegiate cultural events, in which students have brought laurels to the college by winning various prizes.
- Green audit is being conducted in the college.

**2.2.5 *How does the institution identify and respond to special educational / learning needs of advanced learners?***

- At the beginning of the academic year, during the regular lectures, class tests, assignments and interaction outside the class, the faculty members are able to assess the caliber of the students and identify the advanced learners. Then they are grouped in small batches and mentored by the senior faculty members. The institute takes the following special measures for the advanced learners to help them excelling their career further.
- Departments through a combination of academic and co-curricular activities, encourage the advanced learners to optimize their potential.
- Advanced learners are asked to solve the previous years question papers which help them to prepare them for the examination.
- Special lectures on career advancement, personality development, seminars on current issues etc are organized for the benefit of the advanced learners.

- The advanced learners are also offered opportunities to go for inter-collegiate debates, elocution competition, conferences which help them in enhancing their knowledge and skills.
- Before the commencement of the University examinations, course experts are invited for giving special guidance to the students to enable them to perform brilliantly.
- A set of books under Book Bank scheme is given to needy and deserving learners.
- The institute also offers freeships/scholarships to the advanced learners.

***2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc., who may discontinue their studies if some support is not provided?)***

In the course of the program the institute, on the basis of the performance of the students from disadvantaged sections of the society, physically challenged, slow learners and economically weaker section of the society, collects and analyses and uses the data and information to minimize the drop out through the following initiatives:

The academic performance of these students is monitored through various learning activities and corrective measures such as remedial coaching, extra classes, home assignments, books from book bank, class tests, personal and academic counseling, tuition fee waiver, scholarships under various government schemes, etc.

Faculty members closely monitor the performance of students and resolve their personal and academic difficulties, if any.

**2.3 Teaching – Learning Process**

***2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blueprint etc)***

- At the beginning of the academic year, institute prepares academic calendar which contains information related to the curricular, co-curricular and extra-curricular activities. The Academic Calendar is posted on the college website for making information available to students. Copies are also made available to the faculty members.
- Based on the academic calendar, all faculty members prepare their year-long teaching plans of the courses allotted to them.
- The Examination Committee prepares the evaluation blueprint, which includes tentative dates of examinations and declaration of the results and is responsible for the smooth conduct of tests and examinations.
- The time-table committee prepares the time-table of each semester in advance so that the lectures begin on the very first day of the semester. The copy of the class time-table and individual time-table of the faculty members is also provided along with their respective workload.
- The institute conducts internal evaluation which includes class tests, projects, assignments, presentation, mid-semester, semester-end examinations as per the University guidelines.
- The faculty members set three sets of question papers in their respective courses.
- The assessment of the answer books is completed as per the schedule and results are declared. The list of toppers in all programs is displayed on the notice board of the college. The faculty members participate in the revised evaluation process scheduled by the University for semester end examinations.
- Cases of malpractices, if any, related to the examination are dealt with by the Unfair Means Inquiry Committee (UMIC) of the college and appropriate action is taken against the students.
- Grievances Redressal Mechanism related to the examination is available to the students. Students who are not satisfied with the assessment of their answer book may ask for the photocopy of their answer book and challenge the evaluation.

- The examinations are conducted under the supervision of the Principal.

### ***2.3.2 How does IQAC contribute to improving the teaching-learning process?***

The IQAC under the supervision of the Principal monitors the quality of teaching-learning process.

Preparation of academic calendar, teaching plan and their effective implementation helps the faculty to complete the syllabi well in time.

The Principal and the respective Head of the departments, at periodic intervals, review the progress of teachers and students and take corrective measures.

All departments submit their reports of teaching-learning process to the IQAC which enumerates and analyses the reports and suggest measures to improve the academic curriculum.

The institute has introduced a series of support services to improve the teaching-learning process that has helped in making teaching-learning process interactive and meaningful. The college library is visited by faculty members and students.

All efforts are made to enrich the library by updating the latest and standard study materials based on today's need. A Library Committee is headed by Principal, faculty members and librarian. The reading room has been made more spacious with increased seating capacity.

Some classrooms are equipped with ICT infrastructure that is required to make the process of teaching-learning learner centric.

The feedback on teaching-learning process not only helps to improve the process but also helps to enhance the professional competencies of the faculty members.

All decisions taken by IQAC are implemented for improving the teaching-learning process.

**2.3.3 *How is learning made more students-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?***

- The Principal and faculty members play a proactive role in making teaching-learning process learner-centric. The institute provides many support structure and systems to its faculty to develop interactive learning, collaborative learning and independent learning among the students.
- The library has large number of books, journal, e-resources and computer laboratory with broad band internet connectivity.
- Some of the classrooms are provided with the ICT infrastructure which has facilitated the interactive learning being extensively used by the faculty members. They are also encouraged to attend Faculty Development Programs (FDP).
- Besides regular lectures, efforts are undertaken by the institute to organize departmental seminars, debates, group discussion, computer practicals, quiz competition, projects, industrial visits, presentations, reverse teaching etc which have facilitated collaborative and independent learning.

**2.3.4 *How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?***

- The institute nurture critical thinking, creativity and scientific temper among its students by encouraging them to participate in activities like seminars, group discussion, painting competitions, quiz competitions, essay writing, book reviews, poster presentations and various literary activities.
- A sense of creativity is built by involving the students in various activities like industrial visits, projects, presentations, collection of data and interpretation of the outcome, etc.

- The institute conducts various competitions such as essay writing, poster making, book review competition, etc which helps the students to develop their creative skills.
- Students' involvement in NSS, participation in inter-collegiate sports and cultural events, at state level enhances their creative ability.

***2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? E.g. virtual laboratories, e – learning resources from the National Program on Technology Enhanced Learning (NPTEL) and the National Mission on Education through Information and Communication Technology (NME – CT), open educational resources, mobile education, etc.***

Besides the conventional chalk and talk method, the institute provides modern teaching aids such as use of information and communication technology, interactive boards, integrated learning management system MOODLE and open educational resources to make teaching-learning process more effective.

The computer laboratory with broadband internet connectivity provides access to a large number of e-resources for the students and faculty.

***2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?***

The faculty members and students are exposed to advanced level of knowledge and skills through blended learning, guest lectures by experts, participation in workshops and seminars.

Faculty members, in their day-to-day class room teaching, integrate the technology with face-to-face teaching. In blended teaching faculty uses various e-resources with conventional teaching since that helps them to make teaching simplified and enables students to understand the subject in a better manner. In blended learning, the role of teacher is changed to that of a facilitator.

The faculty members are also encouraged to attend and participate in conferences, seminars and workshops since that helps them to remain updated in their disciplines. The institute also organizes lecture or talks of experts or eminent persons for the benefit of both students and faculty members. Students select topics of their choice for their assignments which helps them in developing their knowledge and skills. The project/ assignments at undergraduate and postgraduate level help the students to enhance their capacity to work independently and develop scientific temper and creativity.

***2.3.7 Detail (process and the number of students /benefitted) on the academic, personal and psycho – social support and guidance services (professional counseling /mentoring /academic advice) provided to students’?***

The students admitted to the institute come from diverse backgrounds. Hence, their needs and requirements are different. At the beginning of the academic year such students are identified and faculty members assesses their needs in terms of academic, personal and is redressed by taking suitable measures. About 9% students get scholarships or freeships from the State and Central Governments. Besides, the institute also gives tuition fee waiver to the deserving students.

The college provides text books to the needy and deserving learners under the Book Bank scheme. The institute has a trained professional counselor who helps the students to resolve their personal and academic issues. The mentor system helps the students to resolve their academic issues. The Principal always plays a proactive role and encourages a learner-centric approach.

***2.3.8 Provide details of innovative teaching approaches /methods adopted by the faculty during last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?***

In the last four years, the faculty members have adopted quite a good number of innovative teaching methods. Some of them are mentioned below:



The introduction of choice based credit and grading system, extensive use of information and communication technology, interactive boards and integrated learning management system MOODLE have structurally changed the teaching-learning scenario. The visible outcome of these initiatives is that the success rate of the students in various examinations has considerably improved.

***2.3.9 How are library resources used to augment the teaching-learning process?***

The two libraries have a fairly a large collection of text and reference books which acts as a platform for enriching the spectrum of knowledge for the students as well as faculty members. Both the libraries are computerized and the reading room facility is provided to nearly 200 students. Both the libraries are kept open for more than eight hours on all working days and reading rooms for ten hours on all days.

***2.3.10 Does, the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.***

No, the institute does not face any challenges in completing the curriculum within the planned time frame and academic calendar. The tentative dates of the various curricular, extra-curricular and co-curricular activities are made known to the faculty members well in advance based on which they prepare the academic calendar and teaching plans. In case of any eventuality, faculty members take extra classes and complete the curriculum as per the time frame.

***2.3.11 How does the institute monitor and evaluate the quality of teaching learning?***

At the beginning of the academic year, the institute prepares and publishes its academic calendar and on the basis of this the time-table committee prepares the time-table of all the courses. On the basis of time-table and periods available, faculty members prepare their teaching plans which are closely monitored by the respective head of

the departments and the Principal. The feedback mechanism on teaching-learning process ensures its quality.

## 2.4 Teaching Quality

*2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.*

Highest Qualification	Principal		Assistant Professors		Librarian	Total
	Male	Female	Male	Female		
	01	-			-	01
<b>Permanent-Teachers</b>						
<b>Ph. D</b>	-	-	-	06	-	06
<b>M. Phil</b>	-	-	-	04	-	04
<b>PG</b>	-	-	-	11	-	11
<b>Total</b>	-	-	-	21	-	21
<b>Temporary-Teachers</b>						
<b>Ph.D</b>	-	-	-	-	-	-
<b>M.Phil</b>	-	-	01	04	-	05
<b>PG</b>	-	-	06	20	01	27
<b>Total</b>	-	-	07	24	01	32
<b>Visiting-Teachers</b>						
<b>Ph.D</b>	-	-	-	02	-	02
<b>M.Phil</b>	-	-	01	04	-	05
<b>PG</b>	-	-	16	24	-	40
<b>Total</b>	-	-	17	32	-	47

The qualifications, experience and pay scales for the post of Assistant Professor, Associate Professor and Principal are as per the UGC Regulations and University of Mumbai. The recruitment of faculty is as per the Statutes of University of Mumbai prepared on the basis of UGC Regulations from time to time. The number of faculty positions is decided on the basis of the available teaching load for the course and requirement of the faculty. The qualifications and experience is determined for the new programs as per the University Statutes. The

social justice policy of the state is applicable for the recruitment of the faculty.

**2.4.2** *How does the institution cope with the growing demand / scarcity of qualified senior faculty to teach new programmes / modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.*

The institute is a standalone and offers programs related to the commerce and management and information technology and media studies. The requirement of the faculty members and their qualifications are as per the Statutes of the University of Mumbai and the institute has no role in prescribing the qualifications. However, when new courses or programs in emerging areas are started, the Institute appoint visiting faculty to teach these courses. The existing faculty is deputed to attend the faculty development programs organized by the university or any other institutions.

**2.4.3** *Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.*

During last four years, the following number of faculty members had attended the faculty development programs, the details of which are as below:

<i>Academic Programmes</i>	<i>2012- 2013</i>	<i>2012-2013</i>	<i>2014- 2015</i>	<i>2015- 2016</i>
Refresher Courses	-	-	-	-
HRD Programmes	-	-	-	-
Staff Training by Universities	-	-	<b>01</b>	-
Staff training by other institutions	-	-	-	-
Summer/ winter schools, workshops etc.	<b>17</b>	<b>45</b>	<b>42</b>	<b>67</b>

**a) Strategies adopted by the institution in enhancing the teacher quality**

- The faculty members are encouraged to attend the faculty development programs, orientation programs and refresher courses. The institute also organizes programs of short duration on use of information and communication technology in teaching-learning.

**b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning.**

- The institute has organized one Day Workshop on Choice Based Credit and Grading System for F.Y.BCom, and First Year Self Finance Programmes and T.Y.BCom Evaluation System on 27<sup>th</sup> June, 2011.
- The institute also organized one day workshop in the year 2013-2014 on computer literacy to acquaint the faculty with advanced computer operations for rightful use of computer which will enable them to write research papers.
- The institute organized one day workshop on revised syllabus and question paper pattern of the courses at first year Bachelor of Management Studies (BMS) Semester I and Semester II in association with the Board of Studies in Management, University of Mumbai on Friday, 11<sup>th</sup> July, 2014.
- Institute organized one day National Workshop on *'The Joy of Research'* on Sunday, 17<sup>th</sup> April 2016. Eminent resource persons were invited to give lectures on topics such as preparation for the research papers, how to write minor and major research projects, selecting a suitable topic for Ph.D review of literature etc.
- Whenever there is a change in the curriculum or syllabus the faculty members attend workshops related to the curriculum development organized by the University or affiliated colleges.

- Faculty members also attended assessment workshops for T.Y.BCom and M.Com examination organized by the University.
- One day workshop on ‘Managing Your Finance’ was organized on Saturday 24<sup>th</sup> December, 2016 for faculty members to increase their awareness on saving and investment.

**c) Percentage of the faculty attended faculty development programs**

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
% of faculty invited as Resource person in Workshops /Seminars/ Conferences by external professional agencies	07	05	07	07	03
% of faculty participated in Workshops/ Seminars/ Conferences by national/international/professional bodies	09	25	19	39	18
% of faculty presented papers in workshops / seminars/ conferences conducted by professional agencies	10	30	24	32	15

**2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications, teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

- The institute has a detailed policy/system to recharge the faculty for enhancement of quality of teaching and better teaching-learning process.
- Facilities such as duty leave and registration fees, if any, are sanctioned to attend workshops, seminars and conferences and the faculty members are encouraged to register for M.Phil, Ph.D and submit minor research projects with the University of Mumbai.
- The institute has organized One Day Workshop on Choice Based Credit and Grading System for F.Y.BCom, and First Year-Self

Finance Programmes and T.Y.BCom Evaluation System on 27<sup>th</sup> June, 2011.

- The institute has organized One Day workshop in the academic year 2013-14 for teachers to acquaint them with advanced computer operations.
- The institute has organized National level 25<sup>th</sup> Maharashtra State Commerce Conference on 9<sup>th</sup> and 10<sup>th</sup> February, 2014 in which Deans of Commerce of all Universities in Maharashtra had participated and 53 research papers were presented in all technical sessions.
- The institute has also organized one day national workshop on '*The Joy of Research*' on 17<sup>th</sup> April, 2016 where the eminent resource persons were invited to give lectures on the topics such as how to write the research papers, how to write minor and major research projects and how to select the topic for Ph.D and review of literature etc.

***2.4.5 Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.***

Principal Dr T.P. Madhu Nair has received the following awards/recognition at the state, national and international level for excellence in teaching:

- International Kohinoor Award for Excellence in Higher Education, awarded by Global Achievers Foundation in Bangkok (Thailand) on 20<sup>th</sup> May, 2011.
- Education Acumen Award 2011 bestowed by Param Pujya Swami Gagangiri Maharaj Seva Trust, Sanjay Shirke Pratishtan on 15<sup>th</sup> July, 2011.
- Lions Club International, Mumbai District has given award in admiration and recognition of meritorious services in the field of education on 5<sup>th</sup> September, 2011 at Government Law College,

Mumbai and at Maharashtra Chamber of Commerce, Industry and Agriculture, Mumbai on 5<sup>th</sup> September, 2012.

- Appointed as a committee member of Rashtriya Uchchar Shiksha Abhiyan (RUSA), Maharashtra on 15th January 2017.

**2.4.6 *Has the institution introduced evaluation of teachers by the students and external peers? If 'yes', how is the evaluation used for improving the quality of the teaching-learning process?***

Yes, the institute has introduced the process of evaluation of faculty members by the students and external peers. At the end of academic year, feedback is obtained from the students on teaching-learning process. The feedback obtained is analyzed and outcome is communicated to the concerned faculty. This exercise of evaluation of faculty aims at improving the professional competencies of the faculty and is not used for punitive action. The feedback is also obtained from the peers during the academic audit, gender audit and green audit and the same is again analysed and the outcome is discussed in the faculty meetings.

**2.5 Evaluation Process and Reforms**

**2.5.1 *How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?***

- The evaluation process of the institute is based on the University rules and regulations related to the conduct of tests and examinations issued from time to time.
- Before the commencement of every academic session, an orientation program is organized for the fresh students to appraise them about the internal and external evaluation.
- For internal assessment different weightages are assigned to attendance, class tests, group discussions, presentation, written assignments and viva-voce.
- The directives and circulars pertaining to evaluation are discussed in the faculty meetings.

- Whenever there is a change in the evaluation system, the faculty members are deputed to attend workshops arranged by the University and affiliated colleges.

**2.5.2 *What are the major evaluation reforms of the University that the institution has adopted and what are the reforms initiated by the institution on its own?***

**Evaluation Reforms Initiated by the University:** From the academic year 2011-12, the University has introduced the Choice Based Credit and Grading System (CBCGS) for undergraduate and postgraduate programs with continuous internal assessment.

- The weightage assigned for internal assessment for undergraduate and postgraduate programs are in the ratio of 75:25 and 60:40 respectively with theory examination of duration 2 1/2 hours and 2 hours respectively.

However, from the current academic year (2016-2017) the university has changed the evaluation pattern in a phased manner and accordingly hereafter there will not be any weightage for internal assessment except in the course of Foundation Course, where learners have to submit a group project (Each group comprises of five students) for 25 marks and appear for 75 marks written paper. Rest of the courses of first year B.Com will have only semester-end examination of 100 marks.

The University will set the question papers for all courses and also prepare the examination time table. The affiliated institutes will conduct the examinations accordingly. For undergraduate programs, the University conducts the examinations only fifth and sixth semesters while affiliated institutes conduct for the first four semesters. For postgraduate programs, the University conducts examinations for all the four semesters.

- The performance of the students is evaluated on the seven point grading system for second and third year students and ten point grading system for first year students and on the basis of four semesters for postgraduate students.



- The assessment of the answer books of the examinations conducted by the University is done centrally which facilitates the declaration of the results in stipulated time.

#### **The Evaluation Reforms Initiated by the Institute:**

Besides evaluation reforms undertaken by the University, the institute has also undertaken the following evaluation reforms

- Though the University has discontinued the internal assessment for the first year from current academic year, the institute conducts the class test to keep the students academically busy throughout the year. Students are also counseled and given special attention in case they are found to be less involved in the course.
- The institute for the first four semester-end examinations employs information and communication technology at all levels which has eliminated the human intervention and brought objectivity and transparency in the process of evaluation.

#### ***2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?***

The institute strictly implements the evaluation reforms initiated by the university and initiated on its own. The implementation of both forms has helped the University to declare the results of all examinations as per the schedule and also facilitates the commencement of academic session as per the academic calendar.

#### ***2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.***

##### **Formative Evaluation:**

Formative evaluation is used during the teaching-learning process. It is used to monitor and improve the teaching-learning process. The performance of students is monitored through various learning activities, for which they are kept busy throughout the academic year. The weightage assigned to the formative assessment varies from program to programs. The university has assigned 25 and 40 marks for

the formative assessment for each course for undergraduate and postgraduate programs respectively. The formative assessment has helped to increase the classroom attendance. It has also increased the students' success rate in the final examinations.

**Summative Evaluation:**

Summative evaluation is terminal in nature and used after the completion of the courses to assign grades. Generally standardized tests are used and test items are prepared from the whole course content for summative evaluation. It helps to judge the appropriateness of the instructional objectives. Summative assessment is done at the end of the semester either by the University or the institute itself. Question papers are set by the university on the entire course content and examinations are conducted.

***2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills, etc.)***

- The weightage assigned for the internal and external assessment for the undergraduate program are in the ratio of 25:75 and for that of postgraduate program is 40:60. The marks assigned for internal assessments are further sub-divided and assigned to various learning activities such as attendance, class tests, group discussions, presentation, written assignments and viva-voce. The internal assessment of the student is done meticulously and in a transparent manner. The marks obtained by students in internal and external assessment of all the programs for the past four years are as below:

Programs	Percentage of passing									
	2011-12		2012-13		2013-14		2014-15		2015-16	
	College	University	College	University	College	University	College	University	College	University
Bachelor of Commerce (B.Com)	85.00%	62.96%	88.76%	81.43%	64.16%	73.71%	43.77%	67.34%	56.00%	66.52%
Bachelor of Management Studies (BMS)	50.00%	68.46%	68.96%	66.14%	73.21%	71.37%	51.48%	63.39%	68.37%	66.73%
Bachelor of Accounting & Finance (BAF)	88.46%	95.53%	91.54%	92.41%	96.78%	67.86%	92.50%	82.62%	94.02%	80.00%
Bachelor of Science(Computer Science)	50.50%	49.38%	26.53%	47.70%	47.61%	40.00%	24.40%	54.75%	24.24%	47.73%
Bachelor of Science (Information Technology)	47.32%	51.22%	45.93%	47.70%	68.80%	56.60%	37.89%	49.88%	53.78%	45.41%
Bachelor of Mass Media (BMM)	---	---	---	---	---	---	---	---	68.29%	81.24%
Master of Commerce (M.Com) (Part-II)	100%	84.69%	72.41 %	75.86 %	76.54 %	86.38 %	74.51 %	81.64 %	83.58%	89.00%
Master of Science (Information Technology) (M.Sc) (Part II)	100%	91.24%	33.33%	67.89%	54.54%	80.11%	75.00%	71.64%	53.85%	51.87%

The tabulation of the average percentage of marks obtained by students in all the internal and external examinations for the past years shows that the institute has not done internal assessment liberally.

**2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?**

The graduate attributes are the qualities, skills and understandings that a student should develop as a consequence of the learning process they engage with on their program of study. In view of this, the institute

aims to impart holistic education that would enable the outgoing graduates to become well-informed, capable and confident individuals.

The institute is committed to the achievement of these attributes.

- The graduates should have ability and aptitude for life-long learner even after completing their programs.
- The graduate should have in-depth knowledge of their discipline.
- The graduate should become good citizens and work within the spirit of co-operation.
- The graduate should have leadership qualities and good communication skills.

To ensure that these attributes are attained by our outgoing graduates, institute offers various programs so that they get the placement in various companies.

#### ***2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?***

- The institute has a special mechanism for redressing the grievances of students in relation to the evaluation at the college level. Students are allowed to apply for verification of marks awarded to them. They can also apply for photocopies of their answer books. Despite these provisions, if the student still has any grievance pertaining to evaluation, the matter is forwarded to the Principal. The Principal along with examination committee members verifies the matter and the learner's grievance is resolved.
- If the student is not satisfied with the redressal mechanism available at institute level then he is at liberty to approach grievances redressal committee at the University level.
- If the student has any grievance pertaining to any university examinations, even at the University level, there are provisions for obtaining photocopy or revaluation of the answer book, etc. The University students' grievance cell finally attends to the grievance of the learners.

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 *Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?*

Learning outcomes are explicit statements of what the institute want its students to know, understand or be able to do as a result of completing their programs. Learning outcomes form an integral part of curriculum design, teaching-learning process and evaluation.

The college has clearly stated learning outcomes. The vision and mission statement and the objectives of institute clearly indicate the learning outcomes. The program goals and objectives also define the learning outcome.

The focus is on all-round development of our students so that they become persons of competence, compassion and preciseness who can contribute towards nation building. The learning outcomes are declared in the orientation held in the beginning of the year.

The institute also directly measures learning outcomes of students through standardized tests. It also measures learning outcomes through performance based methods such as assignments and projects.

### 2.6.2 *Enumerate how the institution monitors and communicates the progress and performance of students through the duration of the course/program. Provide an analysis of the student results/achievements (program/course-wise for the last four years) and explain the differences, if any, and patterns of achievement across the program/courses offered.*

The performance and progress of the students is continuously and closely monitored by the faculty concerned through various learning activities during the duration of the programs and their learning outcome is also measured and communicated to both parents and students. The detailed analysis of the performance of students in the semester end examinations of various programs during last four years shows that there is consistency in the success rate of the students.

<i>Programs</i>	<i>Percentage of Passing</i>			
	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>
F.Y.BCom	59.77%	75.93%	73.87%	75.16%
S.Y.BCom	81.71%	84.51%	88.30%	85.03%
T.Y.BCom	88.76%	64.16%	43.77%	56.00%
F.Y.BMS	79.65%	88.98%	77.86%	90.14%
S.Y.BMS	94.92%	96.04%	93.44%	92.86%
T.Y.BMS	68.96%	73.21%	51.48%	68.37%
F.Y.BAF	88.37%	93.80%	83.80%	93.15%
S.Y.BAF	95.38%	96.25%	87.30%	97.01%
T.Y.BAF	91.54%	96.78%	92.50%	94.02%
F.Y.BSc.(CS)	54.72%	86.20%	55.44%	57.45%
S.Y.BSc.(CS)	63.64%	69.76%	68.00%	72.06%
T.Y.BSc.(CS)	26.53%	47.61%	24.40%	24.24%
F.Y.BSc. (IT)	50.00%	68.67%	54.02%	60.01%
S.Y.BSc. (IT)	72.86%	76.13%	68.84%	94.21%
T.Y.BSc. (IT)	45.93%	68.80%	37.89%	53.78%
F.Y.BMM	-	78.33%	67.64%	77.78%
S.Y.BMM	-	-	88.37%	91.30%
T.Y.BMM	-	-	-	68.29%
M.Com Part II	72.41%	76.54%	74.51%	83.58%
M.Sc. (IT) Part II	33.33%	54.54%	75.00%	53.85%

**2.6.3** *How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?*

The teaching-learning and evaluation strategies of the institute are well structured which facilitates achievement of the intended learning outcomes.

**Teaching:**

The academic calendar, teaching plan, teaching workload, individual time-table etc. are prepared, implemented and rigorously monitored by the head of the departments and the Principal throughout the academic

year. Feedback is obtained from the students helps to improve the professional competencies of the faculty.

**Learning:**

Besides the conventional chalk and talk method, use of integrated learning management system MOODLE, interactive boards and extensive use of information and communication technology helps to make learning interactive.

**Evaluation:**

Evaluation of students is done strictly as per the rules and regulations of the University. The University has introduced choice based credit and grading system and other dimensions to all the undergraduate and postgraduate programs. Publication of the examination schedule at beginning of the academic session, continuous internal assessment, semester system, declaration of results of the examinations in stipulated time, examination committee deals with malpractices during the examinations, grievance redressal mechanism for the issues related with examination and use of technology in the process of the conduct of examination has minimized the human intervention and brought transparency and objectivity.

**2.6.4 *What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students, etc.) of the courses offered?***

- The programs offered by the institute have the social and economic relevance that helps the students to get the placement, entrepreneurship and research aptitude among themselves. The Placement Cell organizes placement programs for the outgoing students. In the last two academic years 25 companies visited the campus for placement, 65 students are selected on full-time and part-time basis and 44 students are selected as interns.
- The BMS department organizes exhibitions on the campus which helps them to develop their entrepreneurship skills.

- The students of the postgraduate programs submit the projects and give presentations which inculcate research aptitude among them.

***2.6.5 How does the institution collect and analyse data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?***

- The institute collects and analyzes the data on student performance in curricular, extra-curricular and co-curricular activities, placements, etc., and the same is used for planning and overcoming the barriers of their learning.
- The results of different examinations are systematically analyzed class-wise, course-wise and remedial measures are taken to further improve the performance of students.
- The institute with the help of the results of various examinations identifies academically weak students and prepares plans for improving their performance.

***2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?***

The institute monitors and ensures the achievement of learning outcomes by analyzing the results of all examinations, monitoring students progress through class tests and project work, the attendance defaulters are counseled and convince to attend the lectures and maintain a minimum of 75% attendance and maintaining their proper records of achievements in sports, cultural activities, etc maintained and proper monitoring is done to achieve learning outcomes.

***2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and Evaluation which the college would like of include.***

Yes, the institute and individual faculty member use assessment and evaluation outcomes as an indicator for evaluation of the performance,



achievements of learning objectives and planning. The institute always promotes collectiveness in all aspects of its academic activities so as to ensure effective teaching-learning process. The meetings of the various committees related to the departments, admission, examination, timetable, sports and cultural are conducted regularly and thereafter discussion with the Principal in relevant matters enhances the institutional effectiveness and promotes quality and inclusive education to the student community.

## CRITERION III RESEARCH, CONSULTANCY AND EXTENSION:

### 3.1 PROMOTION OF RESEARCH

#### 3.1.1 *Does the institution have recognized research center/s of the affiliating University or any other agency/organization?*

Yes, the institute is a recognized Ph.D research centre in Commerce of the University of Mumbai and two of its faculty members namely **Dr T.P. Madhu Nair and Prof. (Dr) Bageshree P.Bangera-Bandekar** are duly recognized by the University for Ph.D program.

#### 3.1.2 *Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.*

Yes, the institute has research committee to monitor and address the issue related to the research activities and is chaired by the Principal and six senior faculty members are its other members. The some of the major recommendations made by the committee to purchase of reference books, subscribing the research journals, purchase licensed copies of software and making budgetary provision for the research. Presently, two faculty members have registered for Ph.D, six faculty members have registered for M.Phil program and one has already submitted Ph.D thesis and awaiting for viva-voce.

#### 3.1.3 *What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?*

- Autonomy to the principal investigator
- Timely availability or release of resources
- Adequate infrastructure and human resources
- Time-off reduced teaching load etc. to teachers
- Support in terms of technology and information needs
- Facilitate timely auditing and submission of utilization certificate to the funding authorizes
- Use of computer laboratories with internet.

The institute is a self-financing and is not covered under Sec 2(f) and 12 (B) of the UGC ACT, 1956. The institute has made a budgetary

provision for research out of its own funds. The faculty member involved in individual research work is given necessary facilities and financial assistance.

***3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?***

The institute makes all the efforts to develop scientific temper, research culture and aptitude among its students. Some of the efforts made by the institute are as below:

The final year undergraduate students are encouraged to undertake various surveys related to their specializations, literature surveys, report writings, giving seminars, presentations etc.

Final year postgraduate students are also encouraged to submit project reports related to their specializations. The special lectures on research methodology are organized for the benefits of the faculty and students. The undergraduate and postgraduate students are required to submit the projects.

***3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading research projects, engaged in individual/collaborative research activity, etc)***

- Principal Dr T.P. Madhu Nair is a recognized guide for Ph.D and M.Phil and produced 05 Ph.D and 05 M.Phil. Currently 05 candidates have registered and pursuing research under his guideship for Ph.D.
- Other teachers who are doctorates in the college are yet to get recognition as Ph.D Guides, as they need to complete some more years's experience to be eligible for it.
- Prof. (Dr) Bageshree P.Bangera-Bandekar is a recognized guide for Ph.D.
- Prof. (Dr) Poonam Kakkad is on the panel of research guides for M.Phil at K.P.B Hinduja College. Two students are pursuing M.Phil under her guideship.
- Faculty members attend workshops, conferences and seminars at national and international levels and present the research papers.

- Faculty members are motivated and encouraged to submit minor research project to University of Mumbai. 03 faculty members have completed minor research projects for the academic year 2015-16. Six faculty members' proposals for minor research are sanctioned by the University of Mumbai for the academic year 2016-17.

***3.1.6 Give details of workshops/training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.***

The institute has undertaken following measures to imbibe research culture among the faculty members and students:

- Faculty members who present their research papers at national and international conferences recount their experiences for the benefit of the young faculty.
- Guest lectures are organized for M.Com Part II students to imbibe them with the concept of statistical analysis and interpretation of data.
- Faculty development programs are organized to sensitize them about the current trends in the research.
- Faculty members attended workshop on research methodology, tools and techniques for developing questionnaire etc.
- Institute organized One Day Workshop on Choice Based Credit and Grading System for F.Y.BCom, and First Year-Self Finance Programmes and T.Y.BCom Evaluation System on 27<sup>th</sup> June, 2011.
- Institute also organized national level 25<sup>th</sup> Maharashtra State Commerce Conference on 9<sup>th</sup> and 10<sup>th</sup> February, 2014 wherein Deans of Commerce the Universities in Maharashtra had participated and 53 research papers were presented in all technical sessions.
- One day national workshop The '**Joy of Research**' was organized on 17<sup>th</sup> April, 2016 various eminent resource persons were invited

give presentations on how to submit prepare research projects, how to write research papers and review of literature for research, etc.

- One day workshop on ‘**Managing Your Finance**’ was organized on Saturday 24<sup>th</sup> December, 2016 for faculty members to increase awareness on saving and investment.

***3.1.7 Provide details of prioritized research areas and the expertise available with the institution.***

The institute has identified Commerce and Management, Banking and Finance, Information and Communication Technology as thrust areas for research.

***3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?***

The institute invites eminent scholars and researchers to deliver lectures on various aspects of the research and to interact with the faculty members.

***3.1.9 What percentage of the faculty has utilized Sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?***

The Maharashtra Universities Act, 1994 does not provide for the sabbatical leave for research. However, the college provides study leave and encouragement to the faculty members to undertake various research activities.

***3.1.10 Provide details of the initiatives taken by the institution in creating awareness/advocating /transfer of relative finding of research of the institution and elsewhere to students and community (lab to land).***

Though the institute is thirteen years old, it has take some initiatives such as organizing the lectures of experts on modern trends in research, how to prepare research projects and write research papers, organization of research conferences, duty leave and travel grants to attend conferences, workshops on research and methodology, budgetary provision for the research, purchase books and journals.

### **3.2 Resource Mobilization for Research:**

**3.2.1** *What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.*

The institute has earmarked around Rs. 1,50,000/- p.a of the total budget for research which is towards books and research journals, organizing seminars, workshops and conferences.

**3.2.2** *Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?*

Yes, institute provides seed money to its faculty members for research. During last four years about 15% of the faculty members have availed this facility and institute has spent about Rs. 8,00,000/- on research.

**3.2.3** *What are the financial provisions made available to support student research projects by students?*

Though the institute has not made any separate provision in its budget for the students' research project, it provides the necessary support to the needy students.

**3.2.4** *How does the various departments /units/ staff of the institute interact in undertaking inter – disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.*

The institution is yet to undertake interdisciplinary research activities. The final year students enrolled under Bachelor of Business Management (BMS) and Master of Commerce (M.Com) students undertake interdisciplinary research projects.

**3.2.5** *How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?*

The faculties undertaking research activity has been provided with necessary equipments like computers, internet facility, use of library etc and his monitored by the Principal for their optimal use. Keeping the facilities open for longer durations so that the same can be used

after the normal working hours of the college. Computer labs being air-conditioned attract large number of students and faculty members for their use.

**3.2.6 *Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.***

The institute is in its formative stage. Therefore, it has not received any special grants or finance from the industry and other agencies for developing research activities. However, the institute is in the process of preparing the proposal and will approach to the industry.

**3.2.7 *Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations, Provide details of ongoing and completed projects and grants received during the last four years.***

The faculty members engaged in research activities has received funds from the University. The details of the same are as under:

Nature of the Project	Duration Year From to	Title of the project	Nature of the funding agency	Total grants		Total grant received till date
				Sanc-tioned	Received	
Minor projects						
Prof. (Dr) Alpa Upadhyay	2015 -16	A Study on Academic Achievement and Study Habits of Students in selected Colleges of Mumbai	University of Mumbai	26,000/-	26,000/-	26,000/-
Prof. Swiddle D'Cunha	2015-16	A Study on Use of Smart Phones and its Impact on Students in Selected Colleges of Mumbai	University of Mumbai	26,000/-	26,000/-	26,000/-

Prof. (Dr) Megha Juvekar	2015-16	A Study on the Factors Influencing Students in the Selection of Colleges for Undergraduates Programmes in Mumbai.	University of Mumbai	26,000/-	26,000/-	26,000/-
Prof. (Dr) Vijaya Jacqueline	2016-17	A Study on startup: Challenges and Opportunities for the development of Women Entrepreneurs with reference to Mumbai	University of Mumbai	26,000/-	--	--
Prof. Janvi Bhatia	2016-17	A Study on Euthanasia with reference to Article 21 of the Indian Constitution with the views of lawyers in Mumbai	University of Mumbai	25,000/-	--	--
Prof. (Dr) Bageshree Bangera – Bandekar	2016-17	A Study of the Impact of Social Ads on undergraduate Students with special reference to the Practice of Unfair Means in Examinations.	University of Mumbai	26,000/-	--	--
Prof. (Dr) Neha Goel	2016-17	A Study on Pradhan Mantri Sukarsha Bima Yojna: A success story with reference to Mumbai	University of Mumbai	25,000/-	--	--
Prof. (Dr) Poonam Kakkad	2016-17	A Study on perception in the use of social media in academics with reference to college going youth in Mumbai	University of Mumbai	26,000/-	--	--
Prof. (Dr) Monika John	2016-17	A Study on Vocabulary Development through E- Learning among the college students in Mumbai	University of Mumbai	25,000/-	--	--



### **3.3 Research Facilities:**

#### ***3.3.1 What are the research facilities available to the students and research scholars within the campus?***

The institute has computer laboratories with 156 computers and broad band internet facility which is being extensively used by the faculty members for research. The final year students enrolled under Bachelor of Business Management (BMS) and Master of Commerce (M.Com) undertake research projects as a part of their course curriculum. Students and faculty are encouraged to participate in various research and innovation projects as per the University curriculum. Teachers are available to mentor and guide students. Besides, it has library facility with good number of books and journals that are required for research.

#### ***3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?***

Being an undergraduate degree college teaching University prescribed courses; there is limited scope for focusing on research in emerging areas. The strategies of the institute are to create synergies between research and teaching-learning and also to focus on research which will help the society. Sufficient computers, e-journals and reference books, separate space for research scholars are provided.

#### ***3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes' what are the instruments / facilities created during the last four years.***

Presently, the institute has not received any financial grants from the industry or any other bodies.

#### ***3.3.4 What are the research facilities made available to the students and research scholars outside the campus/ other research laboratories?***

The students are encouraged to subscribe for membership in various libraries and research institutes/organizations with requisite permission and information is provided to students to attend seminars and conferences.

**3.3.5 Provide details on the library / information resource centre or any other facilities available specifically for the researchers?**

The library has a good collection of the reference books and subscribes to research journals that are required for research.

**3.3.6 What are the collaborators research facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.**

The college is yet to develop collaborative research facilities. However necessary efforts will be made to develop such facilities in future. Faculty and students are benefitted when guest lectures are arranged.

**3.4 Research Publications and Awards:**

**3.4.1 Highlight the major research achievements of the staff and students in terms of**

- \* Research studies or surveys benefitting the community or improving the services.
- \* Research inputs contributing to new initiatives and social development.

In the last four years the research studies benefitting the student and community were undertaken by the following faculty members:

**1. (a) Principal Dr T.P. Madhu Nair and Prof. (Dr) Poonam Kakkad** had undertaken research on studies on overseas education at London School of Management Education, London. The title of the paper: “A Study Factors Influencing Students Decision to Study Abroad”.

**(b) Principal Dr T.P. Madhu Nair** has presented the following research papers: (i) Psycho-Social Adjustment of College Students (ii) Challenges faced by Working Mothers while Maintiang Work Life Balance with reference to Mumbai City.

**2. Principal Dr T.P. Madhu Nair and Prof. Sangeetha Shyam Sundar:** Employee Health and Wellness Programs – Prescription for an Engaged Workforce

**3. (a) Prof. (Dr) Neha Goel and Prof. Dipti Parekh:** Domestic Violence against Women with special reference to urban cities.

**(b) Prof. (Dr) Neha Goel and Prof. Jignesh Dalal:** (i) Future of Higher Education in India (ii) Trends of Higher Education in India since 1950.

**4. Prof. (Dr) Alpa Upadhyay:** (i) Quality improvement with reference to students responses to University Educational Services (ii) A Study Quality Procedures Adopted at Naval Hospital to provide Health Services (iii) A Study of interface between Industry requirements and knowledge dissemination in Commerce colleges in Mumbai Metro Region. (iv) Students perception on Value based Education & Impact on their Holistic Development (v) A Study on Teachers' Responses to Quality Enhancement Programme in University Educational Services. (vi) Education for Students with Low Incidence Disabilities. (vii) The Study on Teachers' Perceptions with reference to Flipped Classrooms. (viii) A Study on Perception and Experience of Senior Citizens on Mobile Phones with Special Reference to Mumbai City.

**5. Prof. (Dr) Alpa Upadhyay and Prof. Janvi Bhatia:** A Study on Tools and Students' Participation in Quality Enhancement.

**6. Prof. (Dr) Megha Juvekar:** (i) Perception of youth towards call centre with reference to Mumbai City. (ii) A Challenges faced by working while maintain work life balance with reference to Mumbai City. (iii) Work-life balance: A need for Today's Era. (iv) A Study on Perception and Experience of Senior Citizens on Mobile Phones with Special Reference to Mumbai City.

**7. Prof. (Dr) Vijaya Jacqueline:** (i) A Study on Indian Higher Education and relationship with employability in India. (ii) Role of Women Entrepreneurs in Economic Development of India-A Study on Work Life Balance.

**8. Prof. CA Diya Mukherjee:** (i) Higher Education-A key to emerging India. (ii) A Study on Savings and Investment Behaviour towards Retirement Planning of College Teachers (Women) in Mumbai.

**9. Prof. Shramika Katheeth:** Innovation Lead to Progressive Change in Education.

**3.4.2 Does the Institute publish or partner in publication of research journal (s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

Presently, the institute does not publish nor is a partner in publication of research journals.

**3.4.3 Give details of publications by the faculty and students**

- \*Number of papers published by faculty and students in peer reviewed journals (national / international): Faculty members –106, Students – 02
- \* Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host etc.): NIL
- \* Monographs: Nil
- \* Chapter in Books: Refer to the table below
- \* Books Edited: Refer to the table below
- \* Books with ISBN /ISSN numbers with details of publishers: 24
- \* Citation Index: Nil
- \* SNIP: Nil
- \* SJR: Nil
- \* Impact factor: 13
- \* h-index: Nil

The details of which are as below:

Sr. No	Name of the faculty	Publication ISBN (a)	Publication ISSN (b)	Impact factor (c)	Books
01	Dr T.P. Madhu Nair	07	07	02	06
02	Prof. (Dr) Monika John	03	--	--	--
03	Prof. (Dr) Neha Goel	03	02	--	04
04	Prof. (Dr) Alpa Upadhyay	08	02	03	--
05	Prof. Swiddle D'Cunha	04	--	--	--
06	Prof. (Dr) Megha Juvekar	03	01	01	--
07	Prof. (Dr) Vijaya Jacqueline	03	01	02	--
08	Prof. (Dr) Poonam Kakkad	05	05	02	06
09	Prof. Janvi Bhatia	04	--	--	--

10	Prof. Sangeetha Shyam Sundar	02	--	01	--
11	Prof. Jignesh Dalal	01	02	01	04
12	Prof. Dipti Parekh	05	01	--	--
13	Prof. CA Diya Mukherjee	04	--	01	--
14	Prof. Utpala Vanmali	02	--	--	--
15	Prof. Geeta Bhatia	01	--	--	--
16	Prof. Shalini Chauhan	01	--	--	--
17	Prof. Binu Nair	01	--	--	--
18	Prof. Jemin Rathod	01	--	--	--
18	Prof. (Dr) Bageshree Bangera-Bandekar	02	02	--	03
19	Prof. (Dr) Mitalee Shome	03			
20	Prof. Karishma Shah	--	01	--	--
21	Prof. Sharmika Katheeth	01	01	--	--
22	Prof. Eralee Shah	02	01	--	--
23	Prof. Devendra Pai	01	--	--	01
	<b>Total</b>	<b>67</b>	<b>26</b>	<b>13</b>	<b>24</b>
<b>Total of (a)+(b)+(c) = 106</b>					

*Dr. T.P.Madhu Nair*

**National Level**

<i>Name of the Journal/ Book</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
Recent Trends in Sectoral Development and Their Impact on Indian Economy.	Recent Trends in the Aviation Industry	ISBN 978-93-83072-19-4	Rishabh Publishing House	2013-2014
Recent Trends in Sectoral Development and Their Impact on Indian Economy.	A Study on Influence of Advertisements on the Brand Choice Made by College Going Millennial in Mumbai, with Special Reference to Selection of Apparel.	ISBN 978-93-83072-19-4	Rishabh Publishing House	2013-2014
Recent Trends in Sectoral Development and Their Impact on Indian Economy.	FDI in Retailing: Prospects and Challenges Ahead for India.	ISBN 978-93-83072-19-4	Rishabh Publishing House	2013-2014

Revelation – The research Journal of K.P.B.Hinduja College.	Psycho-Social Adjustment of College Students.	ISSN 097 – 1211	K.P.B Hinduja College	2013-2014
Emerging trends in service sector	Emerging Challenges of Banking Sector	ISBN 978-93-82159-52-0	Lala Lajpat Rai College	2014-2015
Emerging trends in service sector	Talent Retention Strategies With Reference to BPO Industry.	ISBN 978-93-82159-52-0	Lala Lajpat Rai College	2014-2015
Abhinav International Refereed Journal of Research in Management	Inclusive Growth for Tourism Development in India, With Special Reference to the State of Maharashtra	ISSN 2320-0073	Abhinav Journal	2014-2015
Vibrant India in the 21 <sup>st</sup> Century (International)	Retailing in India – One of the Pillars of its Economy	ISBN 978-93-83072-72-9	-	-
National Conference A Tribute to Dr. A.P.J. Abdul Kalam: India Vision 2020 P.C.A.C.S. Research Journal , Mahatma Education Society Publishing house	Corporate Governance: A Need to Strengthen	ISBN 978-81-926311-0103	Mahatma Education Society Publishing House	2015-2016
National Conference at Lucknow University (All India Commerece Association)	Globalisation of market – Emerging Challenges	-	-	2016-2017
28 <sup>th</sup> National Conference on Commerce & Management organized By Maharashtra State Commerce Association at KES College, Kandivali, (West)	Employee Health and Wellness Programs Prescription for Engaged Workforce	ISSN 2319-4766 Impact Factor-SJIF (2015)-5.403	Scholarly Research Journals	2016-2017

**International Level**

<i>Name of the Journal/ Book</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
International Journal of Research	Employer Branding – A Competitive Advantage for Educational Institutions in Mumbai	ISSN 2231-6124	International Journal of Research	2012-2013
Insight Management Review	A Study on Influence of Various Marketing Factors on the Habitual	ISSN 2277-5676	Patuck Gala College of	2012 - 2013

	Buying Behavior of Male Youth in Mumbai With Special Reference to Branded Garments.		Commerce and Science	
International Research Journal of Commerce, Business and Social Sciences	A Study of Influence of Lifestyle on Buying Behavior of College – Going Gen Y in Mumbai with Special Reference to Selection of Garments.	ISSN 2277-9310	Choice Institute of Management Studies and Research	2012–2013
International Journal of Commerce, Economics and Management	Challenges faced by Working Mothers while maintaining Work life Balance with reference to Mumbai City	ISSN 2394-4560	International Journal of Commerce, Economics and Management	2013-2014
BVIMSR's Journal of Management Research	A Study on Factors Influencing Students' Decision to Study abroad	ISSN 0976-4739 Impact Factor – SJIF (2014)= 3.438 12OR-PIF (2014)=3.785	BVIMSR	2015-2016
International Journal of Research Scientific Research Vol.7	A Study on Novel Methods of Teaching on the Globalised Era Transformation From Chalk and Talk to Click and Talk	ISSN 0976-3031	International Journal of Research Scientific Research	2015-2016

**Books Published**

<b><i>Title of the Book</i></b>	<b><i>ISBN/ISSN No.</i></b>	<b><i>Publisher</i></b>	<b><i>Year</i></b>
Research Methodology in Commerce	ISBN 978-93-82032-45-8	Manan Prakashan	2013
Foundation Course – I	ISBN 978-93-84400-09-5	Manan Prakashan	2014
Marketing Strategy	ISBN 978-93-82032-43-4	Manan Prakashan	2015
Marketing and Human Resource Management	ISBN 978-81-317-7333-8	Manan Prakashan	2015
Innovations A New Paradise: For Business and Finance	ISBN 978-81- 926311-0-3	-	-
Foundation Course – I	ISBN 978-93-82032-65-6	Manan Prakashan	2015

**Prof. (Dr) Monika John**

**National Level**

<i>Name of the Journal</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of the One day National Seminar on Translation: Issues and Perspectives	Translation : Biblical Hermeneutics	ISBN 978-81-925005-1-5	Maharshi Dayanand College of Arts , Science and Commerce	2013-2014
Proceedings of International Conference on 'GraminSamridhi:Growth Drivers for Sustainable Rural Development'	Ideal Village Concept-Success Story of Ambegaon Taluka	ISBN 978-93-81432-50-1	SaiJyoti Publications	2014-2015
Proceedings of International Conference on 'Women in Globalised Era'	The Success Story of Mai-Sindhutai Sapkal	ISBN 978-93-83072-58-3	Rishabh Publishing House	2014-2015

**Prof. (Dr) Neha Goel**

**National Level**

<i>Book/Journal</i>	<i>Title of the Paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of National Conference on "Recent trends in sectorial development and their impact on the Indian economy"	Recent trends in primary sector development and its impact on Indian economy	ISBN 978-93-83072-19-4	Rishabh Publishing House	2013-2014
Proceedings of National Conference on "Nation in transition"	Domestic violence against women in India: with special reference to urban cities	ISBN 978-93-83072-18-7	Rishabh Publishing House	2013-2014
Proceedings of International Conference on "International Year of light 2014"	FDI and innovations in BRICS countries	ISBN 978-93-83072-64-4	Rishabh Publishing House	2014-2015

**International Level**

<i>Book/Journal</i>	<i>Title of the Paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
International Conference Bhavishya (Skill and Innovations) 2016	Future of Higher education in India	ISSN: 2231-1475	Cambridge University Press	2015-2016
International Conference Bhavishya (Skill and Innovations) 2016	Trends of Higher education in India since 1950	ISSN: 2231-1475	Cambridge University Press	2015-2016



**Books published**

<i>Title of the Book</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Managerial Economics I	-	Rishabh Publishing House	November 2011
Business Economics I	ISBN: 978-93-81578-86-5	Rishabh Publishing House	June 2012
Business Economics II	ISBN: 978-93-81578-48-3	Rishabh Publishing House	November 2012
Managerial Economics I	ISBN: 978-93-83072-52-1	Rishabh Publishing House	June 2014

***Prof. (Dr) Alpa Upadhyay***

**National Level**

<i>Book/Journal</i>	<i>Title of the Paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of National Conference organized by Nagindas Khandwala College, Malad (W)	Quality Improvement with reference to students' responses to University Educational Services	ISBN 978-81-924836-0-3	Khandwala Publishing House	2012-2013
UGC-sponsored National Conference organized by Ghanshyamdas Saraf College, Malad (W)	A Study on Quality Procedures Adopted at Naval Hospital to Provide Health Services	ISBN 978-93-82429-88-3	Sheth Publishers Pvt. Ltd.	2012-2013
24 <sup>th</sup> Annual Conference of Maharashtra State Commerce Association organized by Dhanwate National College, Nagpur	Regional Disparities in Agricultural Development of Maharashtra State	ISBN 978-81-926159-3-6	Dhanwate College, Nagpur	2013-2014
National Conference organized by Thakur College, Kandivali (E)	Students' Perception on Value Based Education & Impact on their Holistic Development	ISBN 978-81-922978-5-9	Rishabh Publishing House	2013-2014
National Seminar organized by KES' M.H. Shroff College, Kandivali (W)	A Study on Teachers' Responses to Quality Enhancement Programme in University Educational Services	ISBN 978-81-927102-0-4	KES Shroff College of Arts & Commerce	2013-2014
UGC sponsored National Conference organized by Ghanshyamdas Saraf College, Malad (W)	Education for Students with Low-Incidence Disabilities	ISBN 978-93-83681-91-4	Sheth Publishers Pvt. Ltd.	2013-2014
National Conference on Industrial Engineering and Technology Management organized by NITIE, Mumbai	Effectiveness of Performance Appraisal Techniques Adopted by Co-operative Banks in Mumbai	ISBN 978-93-83842-90-2	Excel India Publishers	2013-2014

Proceeding of International Conference on International Year of Light-2014 on Enlightening Imminents of the World organized by Thakur College, Kandivali (E)	Consumers' Awareness Regarding Social Entrepreneurship in India	ISBN 978-93-83072-64-4	Rishabh Publishing House	2014-2015
28 <sup>th</sup> National Conference on Commerce & Management organized By Maharashtra State Commerce Association at KES College, Kandivali, (West)	A Study on Perception and Experience of Senior Citrizens on Mobile Phones With Special Reference to Mumbai City.	ISSN 2319-4766 Impact Factor-SJIF (2015) -5.403	Scholarly Research Journals	2016-2017

**International Level**

<b><i>Book/Journal</i></b>	<b><i>Title of the Paper</i></b>	<b><i>ISBN/ISSN No.</i></b>	<b><i>Publisher</i></b>	<b><i>Year</i></b>
International Conference on Management, Engineering & Entrepreneurship organized by Faculty of Management Sciences, Pune	A Study of interface between Industry requirements and knowledge dissemination in Commerce colleges in Mumbai Metro Region	ISSN 2249-7463	Choice College of Arts & Commerce, Pune	2012-2013
International Conference on Impact of Higher Education: A Global Context organized by K.C. Law College, Churchgate	The Study on Teachers' Perception with reference to Flipped Classrooms	ISSN 2319-2429 (RNI Reg. No. Maheng/201247 953)	Sharayu Prakashan	2014-2015
National Conference on Innovative Trends in Entrepreneurship and Economic Development	A Study on Skill Development through Yoga	ISSN 2231-4687 Impact Factor-1.52	Chetan Publications Aurangabad	2015-2016
International Journal of Management & Economics	A Study on Nuclear Family and its effects on Youth in Mumbai	ISSN 2231-4687 Impact Factor-1.52	Chetan Publications Aurangabad	2015-2016

**Prof. Swiddle D'Cunha**

**National Level**

<i>Name of the Journal</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of National Conference on 'Vision for Inclusive Growth in India'.	Corporate Social Responsibility in the Construction Industry in Mumbai	ISBN 978-93-83681-91-4	Sheth Publishers Pvt Ltd	2013-2014
Proceedings of International Conference on 'GraminSamridhi:Growth Drivers for Sustainable Rural Development'	Ideal Village Concept-Success Story of AmbegaonTaluka	ISBN 978-93-81432-50-1	SaiJyoti Publications	2013-2014
Proceedings of International Conference on 'Women in Globalised Era'	The Success Story of Mai-SindhutaiSapkal	ISBN 978-93-83072-58-3	Rishabh Publishing House	2013-2014
Proceedings of International conference on 'Vibrant India in the 21 <sup>st</sup> century'	The Omnichannel Experience for Ubiquitous Marketing	ISBN 978-93-83072-72-9	Rishabh Publishing House	2014-2015

**Prof. (Dr) Megha Juvekar**

**National Level**

<i>Book / Journal</i>	<i>Title of the Paper</i>	<i>ISBN / ISSN (Emp Fact)</i>	<i>Publisher</i>	<i>Year</i>
Proceeding of one day international conference on international year of light 2014 Prospects, challenges and policies	Perception of youth towards call centre with reference to Mumbai city.	ISBN 978-93-83072-64-4	Thakur Education Trust's. Thakur College of Science and Commerce	2013-2014
Proceeding of national seminar Emerging trends in Service Sector	Talent retention strategies with reference to BPO industry.	ISBN 978-93-82159-52-0	Mark Publishers	2013-2014
One day national seminar on women empowerment: A Feminist Discourse	A Challenges faced by working women while maintain work life balance with reference to Mumbai City	ISSN 2394-4560	Rishabh Publishing House	2014-2015
Proceedings of the two day national conference on Vision India: The road ahead	Work life balance-A need for today's era.	ISBN 978-81-930826-0-7	Valia College of Commerce and Science	2014-2015
28 <sup>th</sup> National Conference on Commerce & Management	A Study on Perception and Experience of Senior Citrizens on Mobile Phones With	ISSN 2319-4766 Impact Factor-SJIF (2015)-5.403	Scholarly Research Journals	2016-2017

organized By Maharashtra State Commerce Association at KES College, Kandivali, (West)	Special Reference to Mumbai City.			
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*Prof. (Dr) Vijaya Jacqueline*

**National Level**

<i>Name of the Journal/ Book</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of International Conference on International year of Light 2014 on “Enlightening imminent of the world”. Organized by Thakur College of Science and Commerce in collaboration with Mumbai University.	Perception of Customers towards Organised retail Sector and Unorganised Retail Sector an Empirical Study in Mumbai.	ISBN 978-93-83072-64-4	Rishabh Publishing House	2013-2014
Proceedings of National Conference on Catalytic Role of the Youth as Key Drivers in Global Development – A Management Perspective	A Study of Corporate Social Responsibility in India	ISBN – 978-81-922978-5-9	Rishabh Publishing House	2013-2014
Proceedings of the Two Day National Conference on “Vision India: The Road Ahead”	Entrepreneurship Development and Poverty reduction: Empirical survey from Mumbai	ISBN 978-81-930826-0-7	Valia C. L. College of Commerce & Valia L. C. College of Arts	2014-2015
28 <sup>th</sup> National Conference on Commerce & Management organized by Maharashtra State Commerce Association at KES College, Kandivali, (West)	Role of Women Entrepreneurs in Economic Development of India – A Study on Work Life Balance	ISSN 2319-4766 Impact Factor – SJIF (2015) -5.403	Scholarly Research Journals	2016-2017

**International Level**

<i>Name of the Journal/ Book</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
International Conference Bhavishya (Skill and Innovations) 2016	A study on Indian Higher Education and relationship with employability in India	ISSN 2231-1475	Cambridge University Press	2015-2016
27 <sup>th</sup> National Conference on Innovative Trends in Entrepreneurship and Economic Development.	A study on Value of Creativity and Innovation in Entrepreneurship	ISSN 2231-4687 Impact Factor-1.52	Chetan Publications Aurangabad	2015-2016

**Prof. (Dr) Poonam Kakkad**

**National Level**

<i>Name of the Journal/Book</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
Insight Management Review Vol. 4 Issue 1	A Study on the Influence of Various Marketing Factors on the Habitual Buying Behaviour of Male Youth in Mumbai with Special Reference to Branded Garments	ISSN 2277-5676	Patuck Gala College of Commerce and management	2012-2013
Proceedings of the National conference on Recent Trends in Sectorial Development and their Impact on the Indian Economy organized by K.P.B. Hinduja College of Commerce	A Study on the Influence of Advertisements on the Brand Choice made by College Going Millennial in Mumbai, With Special Reference to Selection of Apparels	ISBN 978-93-83072-19-4	Rishabh Publishing House	2013 - 2014
Proceedings of the National conference on Innovations A New Paradise: For Business and Finance organized by Pillai College of Arts, Commerce and Science	A Study on the Spending Habits of Youth In Mumbai and its Influence in the Behaviour for Selection of Ready made Garments	-	Mahatma Education Society Publishing House	2013-2014
International Level Conference on International Year of Light 2014 on Enlightening Imminent of the World” organized by Thakur College of Science and Commerce	A Study on Buying Motives of Youth in Mumbai, With Reference to Selection of Local to Global Brand Ready- Made Garments	ISBN 978-93-83072-64-4	Rishabh Publishing House	2013-2014
National Conference A Tribute to Dr. A.P.J. Abdul Kalam: India Vision 2020 P.C.A.C.S. Research Journal ,	Corporate Governance: A Need to Strengthen	ISBN 978-81-926311-0103	Mahatma Education Society Publishing house	2015-2016
28 <sup>th</sup> National Conference on Commerce & Management organized By Maharashtra State Commerce Association at KES College, Kandivali, (West)	A Study on the most Influential Advertising Tool on the Buying Decision for Choice of Brand amongst College going youth in Mumbai, With Speical reference to Ready Made Garments.	ISSN 2319-4766 Impact Factor – SJIF (2015) -5.403	Scholarly Research Journals	2016-2017

**International Level**

<i>Name of the Journal/Book</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
International Journal of Research Vol. 2(2)	Employer Branding- A Competitive Advantage for Educational Institutions in Mumbai	ISSN 2231-6124	Rizvi College of Arts, Science and Commerce	2012- 2013
International Research Journal of Commerce, Business and Social Sciences Vol. II, Issue 9(I)	A Study on the Influence of Lifestyle on Buying Behaviour of College Going Gen Y in Mumbai with Special reference to Selection of Garments	ISSN 2277-9310	Choice Institute of Management Studies and Research	2012-2013
IMRA-IIMB International Conference International Management Research Academy(IMRA) ,London, United Kingdom Indian Institute of Management Bangalore (IIM- B)	Factors Influencing Buying Decision Of Ready-To-Eat Packed Food In Mumbai	ISBN 978-0-9573841-3-2	International Management Research Academy	2015-2016
International Conference on Higher Education at London School of Management Education, London.	A Study on Factors Influencing Students' Decision to Study Abroad	Presented	IJRSR	2015-2016
International Journal of Research Scientific Research Vol. 7.Issue 1 pp 8358-8362	A Study on Novel Methods of Teaching on the Globalised Era Transformation From Chalk and Talk to Click and Talk	ISSN 0976-3031	International Journal of Research Scientific Research	2015-2016
International Research Conference 2016 on Revitalizing Economics Pioneering Innovation organized by Jannalal Bajaj Institute of Management Studies, Mumbai	Mystery Shopping and Advanced Tool for Enhancing Business Relations	ISSN 2320-7272	JBIMS Spectrum	2015- 2016
BVIMSR's Journal of Management Research	A Study on Factors Influencing Students' Decision to Study abroad	ISSN 0976-4739 Impact Factor – SJIF (2014)= 3.438 I2OR-PIF (2014)=3.785	BVIMSR	2015-2016

Proceedings of International Business Conference on Global Business Scenario organized by KES College, Kandivali (West)	A Study on Various Elements Associated with Local to Global Brands, Influencing the Purchase Decision of Youth for Ready Made Garments.	ISBN: 978-81-927102-2-8	KES Shroff College of Arts and Commerce, Kandivali (West)	2015-2016
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***Books published***

<i>Title of the Book</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Marketing Management SYBMS Semester III	ISBN 978-93-81578-30-8.	Rishabh Publication	2013
Research Methods in Business SYBMS Semester IV	ISBN 978-93-83130-54-2	Thakur Publication	2014
Business Environment FYBMS Semester II	ISBN 978-93-83072-46-0.	Rishabh Publication	2014
Principles of Marketing SYBMS Semester III	ISBN 978-93-84904-50-0	MananPrakashan	2015
Organizational Behaviour an HRM	ISBN 978-93-84904-50-0	MananPrakashan	2015
Principles of Marketing FYBMS Semester II	ISBN 978-93-86187-41-3	Manan Prakashan	2016

***Prof. Janvi Bhatia***

**National Level**

<i>Books / Journal</i>	<i>Title of the paper</i>	<i>ISBN / ISSN (Emp Fact)</i>	<i>Publisher</i>	<i>Year</i>
Proceeding of the UGC sponsored National Conference on Challenges and Prospects of Human Rights in 21 <sup>st</sup> Century organized by Vartak College	Need for recognition of consumer rights as Human rights	ISBN 978-93-5097-561-9	Himalaya Publishing House	2013 –2014
Proceeding of One Day Symposium on Law and Social Sciences, organized by Vivek College of Commerce	Legal Education in India – An overview	ISBN 978-1-329-01492-3	Amitesh Publishers & Company	2014 –2015
Proceeding of International Conference Vibrant India in the 21 <sup>st</sup> Century, organized by K.P.B Hinduja College of Commerce	Euthanasia- A concept with reference to Legal position in India	ISBN 978-93-83072-72-9	Rishabh Publishing House	2014 –2015
UGC sponsored one day National Seminar on Vision 2050 Future of Law and Judicial Reforms, organized Prahladari Dalmia College of Commerce and Economics	Advertisement recognized as a part of Freedom of Speech and Expression – An Overview.	ISBN 978 – 81-926019-5-3	PrahladraiDalmia Lions College of Commerce & Economics	2015 –2016

**Prof. Sangeetha Shyam Sundar**

**National Level**

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of the Two Day National Conference on “Vision India: The Road Ahead”	Journey of changing lives: Teach India Program A CSR initiative of The Times of India Group	ISBN 978-81-930826-0-7	Valia C. L. College of Commerce & L. C. College of Arts, Mumbai	2014-15
Proceedings of the One Day International Conference on Sustainable Development: A road map for the mission make in India	Gamification: An innovative tool for building employee engagement.	ISBN 978-93-5249-047-9	K.P.B Hinduja College of Commerce, Mumbai	2015-16
28 <sup>th</sup> National Conference on Commerce & Management organized By Maharashtra State Commerce Association at KES College, Kandivali, (West)	Employee Health and Wellness Programs Prescription for Engaged Workforce	ISSN 2319-4766 Impact Factor-SJIF (2015)-5.403	Scholarly Research Journals	2016-2017

**Prof. Jignesh Dalal**

**National Level**

<i>Name of the Journal</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of International Conference on “International year of light 2014”	A Study on Marketing Ethics with special reference to issues related to Jewellery Business	ISBN 978-93-83072-64-4	Rishabh Publishing House	2013 - 2014
28 <sup>th</sup> National Conference on Commerce & Management organized by Maharashtra State Commerce Association at KES College, Kandivali, (West)	An analysis on Customers Approach in Jewellery	ISSN 2319-4766 Impact Factor – SJIF (2015) - 5.403	Scholarly Research Journals	2016-2017

**International Level**

<i>Name of the Journal</i>	<i>Title of the Research Paper</i>	<i>ISBN/ISSN (Imp. Fact)</i>	<i>Publisher</i>	<i>Year</i>
International Conference Bhavishya (Skill and Innovations) 2016	Future of Higher education in India	ISSN 2231-1475	Cambridge University Press	2015 – 2016
International Conference Bhavishya (Skill and Innovations) 2016	Trends of Higher education in India since 1950	ISSN 2231-1475	Cambridge University Press	2015- 2016



**Books Published**

<i>Title of the Book</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Financial Accounting T.Y.B.Com Semester V	978-93-83497-44-7	Sheth Publications	2014-2015
Accountancy and Financial Management F.Y.B.Com Semester II	978-93-5149-094-4	Sheth Publications	2014-2015
Direct Tax I BCAF Semester V	978-93-5149-275-	Sheth Publications	2015-2016
Direct Taxes II T.Y.B.CAF Semester VI	978-93-5149-411-9	Sheth Publications	2015-2016

***Prof. Dipti Parekh***

**National Level**

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of one day National Conference on Nation in transition: issues and challenges in the 21st century”	Domestic violence against women in India: with special reference to urban cities	ISBN 978-93-83072- 18-7	Rishabh Publishing House	2013-2014
Proceedings of two day National Conference on “Recent trends in primary sector development and its impact on Indian economy”	Recent trends in primary sector development and its impact on Indian economy	ISBN 978-93-83072- 19-4	Rishabh Publishing House	2013-2014
Proceedings of one day international conference “Global uncertainty: A opportune moment for Indian economy	Job crafting – an innovation to attain a higher job satisfaction	ISBN 2231-5063	Laxmi Book Publication	2015 -2016
Proceeding of Conference on Recent Trends in Digital Empowerment in Emerging Economics	Cab Aggregation Industry in India Ola v/s Uber – A Case Study	ISBN 978-81- 933083-4-9	Sharayu Prakashan	2016-2017
Proceedings of One Day Inter-Disciplinary National Conference on Digital Transformation A wWatershed Moment for Indian Economy	Acceptance of Credit Cards in a Cash Dominant Country	ISBN 978-81-9313- 86-5-6	Super Prints	2016-2017

**International Level**

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
International Conference Bhavishya (Skill and Innovations) 2016	Emotional Intelligence imperative to empower College Teachers	ISSN 2231-1475	Cambridge University Press	2015-2016

***Prof. CA Diya Mukherjee***

**National Level**

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Financial Frauds in India- Causes, Consequences and measures	Cyber Frauds: Its UpsurgeIn India and ways to fortify frauds	ISBN 978-93-813494-54-0	Chandan publishers	2013-2014
Outsourcing: Boon or Bane	Outsourcing - Countered by Inherit and Important Challenges in India	ISBN 978-81-923044-2-7	R&S printers	2014-2015
International year of Light – On enlightening iminent of world (Prospects Challenges and Policies)	Higher Education-A key to emerging India	ISBN 978-93-83072-64-4	Rishabh Publishing House	2014-2015
Sustainbale Development: A road map for mission “Make in India.”	Sustainable Business Model: Creating employment and entrepreunerial opportunities	ISBN 978-93-5249-047-9	Rishabh Publishing House	2015-2016
28th National Conference on Commerce & Management organized by Maharashtra State Commerce Association at KES College, Kandivali, (West)	A Study on Savings and Investment Behaviour Towards Retirement Planning of College Teachers (Women) in Mumbai.	ISSN 2319-4766 Impact Factor – SJIF (2015) -5.403	Scholarly Research Journals	2016-2017

**Prof. Utpala Vanmali**
National Level

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Millenium: Honouring the Past, Treasuring The present and Shaping the Future	A Comparative Analysis between public and private sector with respect to LIC and ICICI Prudential	ISBN 978-81-928786-5-2	J.M Patel College of Commerce and Science	2015-2016
2 <sup>nd</sup> International Conference on Contemporary Development in Business – 2016	Digital Banking - A Roadways to Success	E-ISBN 2349-4816	ARSEAM (Academic Research in Science, Engineering, Art and Managemen)	2016-2017

**Prof. Geeta Bhatia**
National Level

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of the Two Day National Conference on “Vision India: The Road Ahead”	Journey of changing lives: Teach India Programme. A CSR initiative of The Times of India Group	ISBN 978-81-930826-0-7	Valia C. L. College of Commerce &Valia L. C. College of Arts	2014-2015

**Prof. Shalini Chauhan**
National Level

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of the One Day International Conference on Sustainable Development: A road map for the mission make in India	A study on sustainability with reference to CSR activities carried on by Hindustan Unilever Limited (HUL)	ISBN-978-93-5249-047-9	Rishabh Publishing House	2015 – 2016

**Prof. Binu Nair**
National Level

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of the One Day International Conference on Sustainable Development: A road map for the mission make in India.	Green Accounting: An innovation for sustainable future	ISBN 978-93-5249-047-9	Rishabh Publishing House	2015 – 2016
Proceedings of International Conference	Are Subways (underground Pathway) across Mumbai and	E-ISBN 978-93-86176-34-9	-	2016-2017

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**Prof. Jemin Rathod**

**National Level**

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Proceedings of UGC Sponsored Multi Disciplinary International Seminar on Social Inequalities and Economic Development	A Study on Government initiatives for promoting Higher Education among female students	ISBN 978-81-931023-2-9	Sree Narayan Guru College of Commerce, Chembur (West) Mumbai	2016-2017

**Prof. (Dr) Bageshree Bangera-Bandekar**

**National Level**

<i>Book/ Journal</i>	<i>Title of the paper</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Conference proceeding Vision India: The Road Ahead of National Conference	'Changing Face of Movie Marketing in India	ISSN 0975-1211	Cosmopolitan's Valia College	2014-2015
Conference Proceeding Vibrant India in the 21 <sup>st</sup> Century - A One Day International Conference	Legalising CSR in India	ISBN 978-93-83072-9	K.P.B Hinduja College	2014-2015
New Foreign Trade Policy 2015 – 2020: A Boost to make in India” a One Day National Conference	The Mega Regional Agreements Impact on India Published in E – Conference Proceeding	ISBN 978-81-925489-7-5	R J College of Arts & Science and Commerce	2015- 2016
International Conference on Sustainable Development – A Road Map for the Mission Make in India	Sustainability through Spirituality	Not yet received	K.P.B Hinduja College	2015-2016

**Books Published**

<i>Title of the Book</i>	<i>ISBN/ISSN No.</i>	<i>Publisher</i>	<i>Year</i>
Introduction to Business - Commerce II	ISBN 978-93-81578-49-0	Rishabh Publishing House	2012
Advertising	ISBN 978-93-81578-98-8	Rishabh Publishing House	2013
Advertising	ISBN 978-93-83072-66-8	Rishabh Publishing House	2014

**Prof. (Dr) Mitalee Shome**
**National Level**

<b>Book/ Journal</b>	<b>Title of the paper</b>	<b>ISBN/ISSN No.</b>	<b>Publisher</b>	<b>Year</b>
Enhancing Communication Skills through ELT Practices	Teaching reading: Applying theory and research to practice	ISBN 978-93-81005-87-3	Raj Publishing House	2015-2016
Reading Children (Children's Literature in India)	Fear factor in children's literature: fear, violence and cruelty in the fairy tales and in tales from Thakurmar Jhuli	ISBN 978-93-8546-258-0	Ane Books Pvt. Ltd.	2015-2016
Proceedings of Interpreting short stories of the post 1950's	They and Us: Quest for Identity in the short stories of the North-East	-	Shri M.D.Shah Mahila College	2015-2016

**Prof. Karishma Shah**
**International Level**

<b>Book/ Journal</b>	<b>Title of the paper</b>	<b>ISBN/ISSN No.</b>	<b>Publisher</b>	<b>Year</b>
International Journal of Human Resource & Industrial Research	Corporate Social Responsibility- An Investment for a Soul	2349-4816	ARSEAM (Academic Research in Science, Engineering, Art and Management)	2016-2017

**Prof. Shramika Katheeth**
**National Level**

<b>Book/ Journal</b>	<b>Title of the paper</b>	<b>ISBN/ISSN No.</b>	<b>Publisher</b>	<b>Year</b>
Proceedings of the National Conference on "Quality, Equality and Innovation in Higher Education".	"Innovation Lead to Progressive Change in Education"	ISBN 978-93-5202-400-1	Himalaya Publishing House Pvt. Ltd.	2014-2015
Proceedings of an International Conference on Commerce, Management, Information Technology and Humanities	Unemployment: Big hurdle in path of growth and development of upcoming India	ISSN 2277-9302	Jai Hind Education Society, Pune	2014-2015

**Prof. Eralee Shah**
**National Level**

<b>Book/ Journal</b>	<b>Title of the paper</b>	<b>ISBN/ISSN No.</b>	<b>Publisher</b>	<b>Year</b>
Department of Sociaology and Philosphy of Ramniranjan Jhunjhunwala College organizes ICSSR sponsored Two Day Inter-Disciplinary National Seminar on “100 Years of Indian Cinema: Issues and Challenges in Retrospection”	Gender Reflections in Mainstream Hindi Cinema	ISBN 978-81-925489-2-0	Ramniranjan JhunJhunWala College	2013-2014
Conference Proceedings – Equity in Higher Education	Gender Inequality in Education	ISBN 978-81-927102-0-4	K.E.S College	2013-2014
The Konkani Geographer Interdisciplinary National Level Research Journal Konkani Geographers Association of India Sindhudurg-Maharashtra	Women Entrepreneurship in India: Opportunites and Challenges	ISSN 2277-4858	Konkani Geographers Association of India Sindhudurg-Maharashtra	2014-2015

**Prof. Devendra Pai**
**National Level**

<b>Book/ Journal</b>	<b>Title of the paper</b>	<b>ISBN/ISSN No.</b>	<b>Publisher</b>	<b>Year</b>
Proceedings of UGC sponsored One Day National Seminar on Role of Mass Media in Nation Building organized by Prahladrai Dalmia College of Commerce and Economics	Role of Mass Media with Reference to Social Media	ISBN 978-81-926019-6-0	Prahladrai Dalmia Lions College of Commerce & Economics	2016-2017

**Books Published**

<b>Title of the Book</b>	<b>ISBN/ISSN No.</b>	<b>Publisher</b>	<b>Year</b>
Politics and Governace in Tripura (1977-2015) Acritique	ISBN 978-93-85060-03-08	Anand Shidaye Rambhau Mhalgi Prabodhini	2015-2016

#### 3.4.4 Provide details (if any) of:

- **Research awards received by the faculty:-**

(1) **Prof. (Dr) Poonam Kakkad** was awarded as Best Research Paper presented and Best Researcher at an International Conference organized on 13<sup>th</sup> and 14<sup>th</sup> December, 2013 by K.P.B Hinduja College of Commerce in association with Indo Global Chamber of Commerce, Industries and Agriculture (IGCCIA). **Title of the Paper:** “A Study on the Influence of Lifestyle on Buying Behavior of College Going Gen Y in Mumbai with Special Reference to Selection of Garments” at International Conference on Challenges for Sustainable Development Issues Relating to Commerce, Management, Engineering and Social Sciences

(2) **Prof. (Dr) Alpa Upadhyay** was awarded as Best Research Paper presented at 28<sup>th</sup> National Conference on Commerce and Management organized by Maharashtra State Commerce Association on 25<sup>th</sup> and 26<sup>th</sup> of February, 2017 at KES College of Arts and Commerce, Kandivali (West).

- **Research Awards received by the students:-**

(1) **Saahil Rai** awarded as Best Paper presenter in One Day National Level Paper Presentation Competition on New Paradigms in Trade Commerce and Service Sector, organized by Pillai College of Arts, Commerce and Science on 12<sup>th</sup> January, 2016. **Title of the Paper: A Study in innovative marketing strategy with special reference of Company One Plus.**

(2) **Sheryl Dias** awarded as Best Paper presenter in inter-collegiate seminar on “Make in India-Role of Banking, Finance, Management, Media and Information Technology organized by Research Advisory Committee as on 4<sup>th</sup> September, 2015. **Title of the Paper: Make in India: Role of Management.**

(3) **Sheryl Dias** awarded first prize for research paper presentation at 3<sup>rd</sup> National Research Symposium ACANTHUS, organized by BBI and BMS Department of S.I.W.S NR Swamy of Commerce, Economics, Wadala, Mumbai -400031 on 28<sup>th</sup> August, 2015.

- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

The College Principal Dr T.P. Madhu Nair has received the following awards/recognition at the state, national and international level for excellence in teaching:

- International Kohinoor Award for Excellence in Higher Education, awarded by Global Achievers Foundation in Bangkok (Thailand) on 20<sup>th</sup> May, 2011.
- Education Acumen Award 2011 bestowed by Param Pujya Swami Gagangiri Maharaj Seva Trust, Sanjay Shirke Pratishtan on 15<sup>th</sup> July, 2011.
- Lions Club International, Mumbai District has given award in admiration and recognition of meritorious services in the field of education on 5<sup>th</sup> September, 2011 at Government Law College, Mumbai and at Maharashtra Chamber of Commerce, Industry and Agriculture, Mumbai on 5<sup>th</sup> September, 2012.
- Appointed as a committee member of Rashtriya Uchchar Shiksha Abhiyan (RUSA), Maharashtra on 15th January 2017.

(2) Prof. (Dr) Poonam Kakkad was appointed as a member of the Organizing Committee of the 46<sup>th</sup> Youth Festival, University of Mumbai by Honorable Vice Chancellor in August 2013.

(3) Prof. (Dr) Poonam Kakkad was awarded with memento and certificate for excellent work in 65<sup>th</sup> All India Commerce Association's Conference in Mumbai held on 09<sup>th</sup> to 11<sup>th</sup> November, 2013.

(4) Prof. (Dr) Poonam Kakkad was appointed as VC nominee on the interview panel as subject expert for Bachelor of Management Studies (BMS) for interviewing candidates at Ghanshyamdas Saraf College of Arts & Commerce, Malad (West) on 9<sup>th</sup> April, 2016.

(5) Prof. (Dr) Poonam Kakkad was member of Advisory Committee at 2<sup>nd</sup> International Conference on Contemporary Development in Business-2016 (2<sup>nd</sup> ICCDB-2016) organized by Academic Research in Science, Engineering, Art & Management (ARSEAM) Foundation, held on Saturday 28<sup>th</sup> May, 2016.



(6) Prof. (Dr) Monika John was appointed as VC nominee on the interview panel as subject expert for BCom for interviewing the candidates at Oriental College of Commerce, Andheri (West) on 11<sup>th</sup> November, 2016.

(7) Prof. (Dr) Monika John was appointed as Management nominee on the interview panel as subject expert for Bachelor of Mass Media (BMM) for interviewing the candidates at Shri Guru Nanak College of Commerce, Chembur (West) on 22<sup>nd</sup> December, 2016.

(8) Prof (Dr) Poonam Kakkad was appointed as VC nominee on the interview panel as subject expert for Bachelor of Accounting and Finance (BAF) for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College, Andheri on 15<sup>th</sup> January, 2017.

(9) Prof. Sangeetha Shyam Sundar was appointed as Management nominee on the interview panel as subject expert for Bachelor of Management Studies (BMS) for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College, Andheri on 15<sup>th</sup> January, 2017.

(10) Prof. Vaishali Mishra was appointed as Management nominee on the interview panel as subject expert for Bachelor of Science, (Information Technology) B.Sc (IT), for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College, Andheri on 15<sup>th</sup> January, 2017.

(11) Prof. (Dr) Megha Juvekar was appointed as Management nominee on the interview panel as subject expert for Bachelor of Commerce (B.Com), for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College, Andheri on 15<sup>th</sup> January, 2017.

**Incentives given to faculty for receiving state, national and international recognition for research contributions – Nil**

### **3.5 Consultancy**

**3.5.1 Give details of the systems and strategies for establishing institute – industry interface?**

The institute offers non-remunerative consultancy to the NGOs and government agencies. However, the institute has entered into an agreement with an organisation for consultancy services.

**3.5.2 *What is the stated policy of the institution to promote consultancy?***

***How is the available expertise advocated and publicized?***

The institute is in the process of developing a policy for consultancy services.

**3.5.3 *How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?***

The institute encourages its faculty members to espouse consultancy services by permitting them use of infrastructure facilities like classrooms, computer with internet facility, printer, stationery, flexi-working hours etc.

**3.5.4 *List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.***

The broader areas for the consultancy services identified by the institute are Human Resources, Management and Marketing. During the last four years, the institute has earned more than Rs. One lakh by way of consultancy services.

**3.5.5 *What is the policy of the institution in sharing the income generated through consultancy (staff involved: institution) and its use for institutional development?***

The income generated through consultancy is shared as per the University rule 65:35 (staff involved: institution).

**3.6 *Extension Activities and Institutional Social Responsibility (ISR)***

**3.6.1 *How does the institution promote institution – neighborhood – community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?***

The institute promotes institute-neighbourhood community network and student engagement contributing to good citizenship, service orientation and holistic development of students through various activities such as:

- Extension activities, the NSS wing conducts various activities like blood donation drive, health check-up camps, tree plantation, cleanliness drive, health awareness programmes, awareness about the environment through the ‘Share with Care’ drive for not only students but also the head of the institution. Students collect and donate clothes, stationery products to the underprivileged people.
- The NSS wing of the institute conducted a programme on Rakhi making before Raksha Bandhan, the money generated by selling Rakhis was organized for the betterment of the children of an underprivileged area.
- Janupada, an underprivileged area has been adopted by the institute, where the NSS volunteers work for the betterment of the people, which in turn give the students an opportunity to serve the community.
- Besides the NSS activities, inter-collegiate sports meet, literacy programmes are conducted. The institute conducts cultural activities which provide an opportunity to the students to showcase their talent. The Women’s Development Cell of the college conducts activities for the women empowerment such as self-defense programs for lady students.
- The University of Mumbai selected our institute to conduct the 46<sup>th</sup> Inter-Collegiate Cultural Competitions for the western zone in the month of August 2013.
- The institute was a polling booth for elections for the Institute of Chartered Accountants of India, Election-2015 on 04<sup>th</sup> and 05<sup>th</sup> December, 2015.
- The NSS team of our institute is selected for the final round in a street play competition organized by MDACS (Mumbai District AIDS Control Society) on the occasion of National Youth Day 2017. Our college has been adjudged one of the best and selected among the top four colleges in the Western, Central and Harbour Line.

- NSS unit of our institute and Lion's Club organized Haldi Kumkum programme for ladies of adopted underprivileged area, Janupada. Following activities were carried out: (i) distribution of tilgul, sareea, plates and bowls (ii) one minute games for women (iii) Skit was performed on 'Role of women in family and society'. Around 70 ladies were benefitted by the said programme.
- Voters' Awareness Campaign was undertaken by NSS Volunteers by performing skits to motivate people to exercise their voting rights on 21<sup>st</sup> February, 2017 at General Elections. The said campaign was reported in Sakaal, Marathi newspaper dated 16<sup>th</sup> February, 2017.

**3.6.2 *What is the institutional mechanism to track student's involvement in various social movements / activities which promote citizenship roles?***

The institute keeps track of the student involvement in various social activities which promote citizenship roles by encouraging them to participate in social and outreach activities through the NSS, various clubs and associations by organizing street plays on AIDS awareness, gender sensitization, save the girl child movement, clean Mumbai and Swachha Mumbai drive, blood donation camps, health check up camps, visit to orphanages, old age care centers, helping the underprivileged children of the adopted area, tree plantation, Voters' Awareness Campaign.

**3:6:3 *How does the institution solicit stakeholder perception on the overall performance and quality of the institution?***

- The institute solicits the stakeholders' active participation on enhancing the overall performance and quality of the institute. The sponsoring society makes all the efforts to provide infrastructural facilities and learning resources that are required for meaningful teaching learning process.

- Principal provides valuable academic leadership and always plays a proactive role. He acts as a great guiding force by promoting a learner-centric approach.
- The interaction of the Management with the Principal and faculty members creates an encouraging academic environment on the campus.

***3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for the last four years, list the major extension and outreach programmes and their impact on the overall development of students.***

Every academic year, the institute prepares its academic calendar which provides tentative dates for co-curricular and extra-curricular activities. On the basis of the academic calendar, the NSS and other clubs and associations prepare the detail year long plan of their activities. The expenditure for the activities are initially provided by the college. Subsequently, the same is reimbursed by the University. The following table shows the budgetary details of the various outreach programs organized by the college for past four years.

Budgetary expenses of NSS unit of the institution of the last four years:

<i>Year</i>	<i>Regular (In Rupees)</i>	<i>Camp (In Rupees)</i>
2012 – 2013	21,550	29,037
2013 – 2014	21,034	35,984
2014 – 2015	21,803	44,320
2015 – 2016	22,067	46,000
<b>Total</b>	<b>86,454</b>	<b>1,55,341</b>

***3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National / International agencies?***

The institute promotes active participation of students and faculty in extension and outreach activities through the participation in NSS and other associations and clubs within and outside the institute. Students and faculty participate actively in programmes such as blood donation, tree plantation, AIDS and anti-tobacco awareness rallies, health care

campaign, Independence and Republic Day celebrations, adoption of a village under the NSS scheme and participation in Swachha Bharat Abhiyan, Voters' Awareness Campaign, undertake rescue operations.

***3.6.6. Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under – privileged and vulnerable sections of the society?***

- The NSS unit carries out social surveys in NSS camps in the adopted village. Students conduct various surveys to know the extent of underprivileged and vulnerable sections of the society to highlight the need for social justice and work for their empowerment.
- The final year students of undergraduate and postgraduate programs undertake projects on social issues such as Smoking habits, drug addiction, gender discrimination, etc carry out the social surveys, analyze the data collected. Results are presented at various conferences within and outside the institute.

***3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement student's academic learning experience and specify the values and skills inculcated?***

- Besides, the curricular activities, students actively participate in extra-curricular and co-curricular activities which help the institute to inculcate values system and create social awareness among them and also to know their social responsibilities. Continuous involvement in the extension activities in their individual capacity by participating in different events organizes in different spheres of the society for helping the needy and poor people fosters a spirit of benevolence and a sense of responsibility among students.
- Faculty members are also benefitted in the process of mentoring and guiding students to sharpen their skills and thinking abilities to reflect upon their role as agents of change. The extension activities complement students' academic experiences and inculcate practical values and skills among them. Students' involvement in extension

activities like NSS helps to develops leadership qualities among students and prepares them to handle crisis situation and to become self-reliant and self-confidence through disaster management trainings provided under extension activities. They also develop a spirit of working in a team.

**3.6.8 *How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?***

The institute ensures the involvement of the local community in its extension and outreach activities and in turn contributes to their development. The NSS unit conducts various community development programs by involving local community. The organization of camps for blood donation, health awareness, Swachha Bharat Abhiyan, women and child care and AIDS and anti-tobacco rallies, etc help increasing awareness among the community. The institute also sensitizes the community through the NSS unit about the importance of Adhar card, inclusion of their names in Voters' list, Voters' Awareness Campaign and various welfare schemes of the Government.

**3.6.9 *Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.***

The institute always works with local NGOs and government agencies while undertaking the extension and outreach activities.

**3.6.10 *Give details of awards received by the institution for extension activities and / contributions to the social / community development during the last four years.***

- The NSS unit received a Letter of Appreciation for organizing the blood donation camps. The institute has also instituted the Best NSS Volunteer award for male and female volunteers.
- Ms. Bhumika Patel, NSS volunteer was selected for National Republic Day Parade at Delhi.

- The NSS team of our institute is selected for the final round in a street play competition organized by MDACS (Mumbai District AIDS Control Society) on the occasion of National Youth Day 2017. Our college has been adjudged one of the best and selected among the top four colleges in the Western, Central and Harbour line.

### **3.7 Collaborations:**

**3.7.1** *How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives-collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.*

The institute has no formal collaborations with the industry but industries visit the campus for placement. The institute invites industry experts to deliver expert lectures.

**3.7.2** *Provide details on the MOUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc., And how they have contributed to the development of the institution.*

Presently, the institute has not signed any Memorandum of Understanding (MoU) with the industry but is currently in the process of identifying the suitable industries for signing the MoUs.

**3.7.3** *Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. Laboratories/library/new technology/placement services etc.*

The institute has a Placement Cell which invites companies, banks other organizations for the placement. In the last two academic years 25 companies visited the campus for placement, 65 students are selected on full time and part time basis and 44 students are selected as interns successfully.



**3.7.4 Highlight the names of eminent scientist/participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

- The Principal and faculty members have attended national and international conferences/ seminars every year and present research papers.
- The institute organizes a One Day Workshop on Credit Based Grading System of F.Y.BCom, First Year Self-Finance Commerce Programmes and T.Y.BCom Evaluation System on 27<sup>th</sup> June, 2011.
- Institute organized the national level 25<sup>th</sup> Maharashtra State Commerce Conference on 09<sup>th</sup> and 10<sup>th</sup> February, 2014 wherein Deans of Commerce of all Universities in Maharashtra had participated and 53 research papers were presented in all technical sessions.
- The institute has also organized One day National Workshop on ‘*The Joy of Research*’ on 17<sup>th</sup> April, 2016 where eminent resource persons were invited for giving their valuable insights on writing research papers, selecting suitable topics for Ph.D, guidance on how to prepare minor and major research projects and review of literature for research.

**3.7.5 How many of the linkages/collaborations have actually resulted in formal MOUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated-**

**a. Curriculum development/enrichment:**

The college has entered into collaboration with Tolani College, Andheri for exchange of teachers in postgraduate teaching and evaluation.

**b. Internship/On-the-Job Training: Yes**

Many of the students have done internship with various companies such as ZEE TV, Just Dial, Talent Bazaar, Pantaloons, Mahindra & Mahindra, Tata Company, CNBC Bazaar, Angel Broking Pvt. Ltd.

**c. Summer placement:** Yes, as a part of curriculum post-graduate students are required to undertake summer placement for one month.

**d. Faculty exchange and professional development:** Yes, the institute has faculty exchange program with other colleges.

**e. Consultancy:** Yes, the college has entered into a consultancy agreement with an organization.

**f. Extension: Yes**

**g. Publication: Yes**

**h. Student placement: Yes**

**i. Introduction of new courses:** To cater to the needs of the students for the professional program for mass media and to meet the demand, the Bachelor of Mass Media (BMM) program has been introduced by the college in the academic year 2013-2014 for students interested in making career in the field of media.

**3.7.6 *Details on the systematic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.***

The college has entered into collaboration with Tolani College, Andheri for exchange of teachers in postgraduate teaching and evaluation.

## CRITERION IV INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 PHYSICAL FACILITIES

#### 4.1.1 *What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effecting teaching and learning?*

The institute has a well defined policy for creation and augmentation of the infrastructural facilities that are required for effective teaching-learning process. The infrastructural policy of the college is driven by visualization of future requirements of teachers, administrative staff and students particularly. At present, the institute's focus is on creating ICT infrastructure so as to facilitate effective teaching-learning process. The sponsoring society always plays a proactive role in providing infrastructural facilities.

#### 4.1.2 *Detail the facilities available for*

*(a) Curricular and co-curricular activities-classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching, learning and research etc.*

The institute has a spacious and well-planned eight-storied building measuring more than one lakh sq.fts which accommodates classrooms, auditorium, seminar halls and common rooms for men and women students and staff members, separate wash rooms, libraries and staff room. Most of the classrooms are provided with interactive boards. The details of the infrastructural facilities available for curricular and co-curricular activities are given below:

	Building	Total Carpet area-one lakh square feet
01	Class Rooms	46 spacious classrooms are available
02	Office	First floor-49.8568 sq. mtrs Second floor- 40.1212 sq. mtrs
03	Principals Office	31.805 sq. mtrs
04	Laboratory	Five Computer laboratories with 156 computers Total area - 96.19 sq. mtrs
05	Library	Two libraries on 5 <sup>th</sup> and 8 <sup>th</sup> floors. Both measure 300.00 sq.mtrs

06	Play Ground	The institute regularly hires SAI (Sports Authority of India) ground for practice and competitions for students.
07	Gymkhana /Auditorium	76.93 sq. mtrs (8 <sup>th</sup> floor)
08	Canteen	57.5099 sq. mtrs (3 <sup>rd</sup> floor)
09	N.S.S. Room	5.78 sq. mtrs (5 <sup>th</sup> floor)
10	Staff Room	4 <sup>th</sup> floor staffroom -68.51 sq. mtrs (Air-conditioned) 6 <sup>th</sup> floor staffroom - 49.86 sq. mtrs
11	Girls Common Room	35.56 sq. mtrs (7th floor)
12	Seminar Room	21.90 sq. mtrs (7th floor)
13	Auditorium	133.507 sq. mtrs (Ground floor)
14	Counselling Room	11.56 sq. mtrs (5 <sup>th</sup> floor)
15	Research Cell	11.56 sq. mtrs (7 <sup>th</sup> floor)
16	IQAC	11.56 sq. mtrs (8 <sup>th</sup> floor)
17	Placement Cell	11.56 sq. mtrs (3 <sup>rd</sup> floor)
18	Server Room	11.56 sq. mtrs (2 <sup>nd</sup> floor)

*(b) Extra-curricular activities- sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.*

The institute has provided sufficient space for the Principal's office, administrative office, staffroom, common room for girls and boys, gymkhana. There is seminar hall and mini auditorium which are fully equipped with audio-visual facilities. There are separate rooms for NSS, IQAC, Counseling room and Placement Cell.

**4.1.3** *How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years. (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).*

Since its inception the institute has been keeping pace with the changing needs and requirements to meet its academic growth.

Additional infrastructure is being added created and incorporated to the existing facility from time to time. In the last four years, the management has spent Rs.1,76,59,897/- on augmentation of the infrastructural facilities and learning resources. The institute ensures the optimum utilization of its infrastructural facilities. The copy of the master plan of the institute showing the existing physical infrastructure and future expansion of is enclosed with this SSR report as Annexure X, XI (Fifth floor library), XII (Eighth floor library), XIII (List of Infrastructural facilities)

The details of facilities developed/augmented and amounts spent thereof during the last four years include the following:

<b>Particulars</b>	<b>2012-13 (Rs)</b>	<b>2013-14 (Rs)</b>	<b>2014-15 (Rs)</b>	<b>2015-16 (Rs)</b>	<b>Total (Rs)</b>
Furnitures and Fixtrueses	20,51,558	6,19,372	37,56,211	11,63,721	75,54,862
Computer and Printers	20,83,059	8,95,619	1,76,100	6,78,036	38,32,814
Equipemts (Projectors, EPBAX, Air conditioners,El evators and sound system)	1,89,151	13,01,840	11,23,652	36,57,578	62,72,221
<b>Total (Rs)</b>	<b>43,23,768</b>	<b>28,16,831</b>	<b>50,55,963</b>	<b>54,99,335</b>	<b>1,76,59,897</b>

***4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?***

The institute has created barrier free environment on the campus for the differently-abled students by including ramps, elevators and specially designed washrooms. The institute has a committee to assess the needs and review the facilities required by differently abled students on annual basis. During the examinations, differently enabled students are offered the choice to avail to avail the facility of writers and separate block with an invigilator etc.

**4.1.5 Give details on the residential facility and various provisions available within them.**

The college only caters to students' living in nearby areas and these are well connected with economical and fast transport system therefore there is no need for residential hostel facility.

- Hostel facility- Recreational facilities, gymnasium, yoga centre etc: **NA**
- Computer facility including access to internet in hostel: **NA**
- Facilities for medical emergencies: **NA**
- Library facility in the hostels: **NA**
- Internet and Wi-Fi facility: **NA**
- Recreational facility-common room with audio-visual equipments: **NA**
- Available residential facility for the staff and occupancy: **NA**
- Constant supply of safe drinking water: **NA**
- Security: **NA**

**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

The institute takes due care of all its students and employees in terms of health care on the campus and off campus. The institute has signed a Memorandum of Understanding (MoU) with a nearby hospital for any medical emergencies. First-aid boxes are kept at the strategic locations. All the students are insured through the State Government scheme. Teaching and non-teaching employees are insured through group insurance policy. Pest control is also administered on regular basis to prevent breeding of pest and rodents.

**4.1.7 Give details of the Common Facilities available on the campus-spaces for special units like IQAC, Grievance Redressal Unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, Recreational spaces for staff and students, safe drinking water facility, auditorium etc.**

Following committees/cells/facilities have been provide with separate space for carrying out their activities.

- NSS room
- Gymkhana
- Girls' common room

- Research centre for Commerce
- Air conditioned mini-auditorium with audio visual facilities
- Air conditioned seminar room
- Drinking water coolers attached with AquaGuard water purifiers on every floor.
- College canteen provides clean hygienic food for students and staff.

#### 4.2 Library as a learning resource:

**4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student / user friendly?**

Yes, the college has Library Advisory Committee to oversee the overall functioning of the library. It is chaired by the Principal and its other members are members as under:

<i>Sr. No</i>	<i>Name</i>	<i>Designation</i>
01	Principal Dr T.P. Madhu Nair	Chairman
02	Prof. Shailini Chauhan	Convenor
03	Prof. Swiddle D'cunha	Member
04	Prof. Utpala Vanmali	Member
05	Prof. Jisha Shaji	Member
06	Mr Tavleen S. Saggu	Student-Member
07	Mr Miral Savla	Student-Member
08	Ms Gauri Panjari	Student-Member
09	Ms Shraddha Wangde	Student-Member
10	Ms Pallavi Singh	Student-Member
11	Mr D'Souza Rolstan Robert	Student-Member
12	Mr Ravindra Pawar	Librarian-Member Secretary

- The library committee meets four times in a year to frame various policies pertaining to the library, purchase of books, journals and other matters.
- The library has been made user friendly by providing necessary facilities.
- At the end of academic year, the feedback on the library services is obtained from the users and same analyzed and outcome is placed

before the Library Committee. This exercise helps to improve the quality of library services.

- The new arrivals of books, journal and reference books are displayed on the notice board and so also posted on the library website.
- Ceiling on the purchase of text books is increased from five copies to ten copies of each title to meet the growing demands from the students.
- The Library Committee organizes library exhibition once in a year, which enables the students and faculty to get acquainted with the reference books, journals, periodicals, etc. available in the libraries and recommend for purchase.
- Perfect discipline and silence is maintained inside the library.

**4.2.2 Provide details of the following:**

- **Total area of the libraries (in sq.mts):** Total area of the libraries on the 5<sup>th</sup> and 8<sup>th</sup> floors is 300 sq.mts and both the libraries have reading room facility. The total seating capacity of both the reading rooms is about 192 students.
- **Library working hours:** Both the libraries are kept open from 7.00 am to 6.00 pm on all working days and during the examination time. During vacations, they are kept open from 7.30 am to 5.00 pm and during the holidays the reading rooms are kept open from 8.00 am to 6.00 pm.
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e – resources):**

The library is planned well and effectively meets the requirements of the users. The details of the facilities and space provided in the library are as below:



<i>Reading hall for students</i>	<i>Yes, 192 students</i>
<i>Stack Area</i>	<i>Yes, 8<sup>th</sup> floor library</i>
<i>Circulation Counter</i>	<i>Yes</i>
<i>Journal / Periodical section</i>	<i>Yes</i>
<i>Notice Board Area</i>	<i>Yes, 5<sup>th</sup> and 8<sup>th</sup> floor</i>
<i>Individual reading carrels</i>	<i>Yes</i>
<i>Lounge area for browsing and relaxed reading</i>	<i>Yes</i>

#### **Annexure XI (Fifth floor library) and XII (Eighth floor library)**

The libraries have well organized and specific racks for reference section, periodical section and book bank section to facilitate easy accessibility.

#### **4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The library has a well-defined policy for purchase of books, journals, reference books and other print and non-print material.

- At the beginning of the academic year, the faculty members are requested to give details of the text books, references books or any other books required for their courses and the same is placed before the library committee and after getting its approval, print and non-print material is purchased by the librarian.
- The library ensures purchase and use of current titles, print and e-journals and other reading materials with the help of publishers, catalogues, book reviews in newspapers. They are also purchased from exhibitions and sale.
- The library receives books on approval from local vendors on regular basis. These books are displayed in the library and the concerned faculty is informed about the arrival for selection.
- E-resources are provided to students and faculty through the various web links made available by the parent University.

During last four years, the amount spent by the library on purchase of books, journals and e-resources is as below:

Library holdings	2012 – 2013		2013 – 2014		2014 – 2015		2015 – 2016	
	Number	Total Cost (Rs)	Number	Total cost (Rs)	Number	Total cost (Rs)	Number	Total cost (Rs)
Text books	487	39,854.0	2260	2,36,897.0	3016	4,24,525.0	1862	2,65,885.0
Reference Books	1147	5,55,223.0	1077	5,38,612.0	381	2,00,296.0	299	1,62,829.0
Journals / Periodicals	60	57,402	65	65,816	66	66,636	68	70,869
E – resources	@	@	@	@	@	@	@	@
News paper	11	13664	13	18072	14	18454	14	19636
Total	1705	6,66,143	3415	8,59,397	3477	7,09,911	2243	5,19,219

@ e-journal and e-books are available through the parent university web link.

#### 4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

##### OPAC

The library has created a database of the books available in the library with the help of the library management software SMS Lib Mgt System. The OPAC allows the users to search for bibliographic database for an item of their choice from the library holdings. The OPAC has facilitated the users with quick and easy access to information related to availability and status of a book, reservation etc.

##### Electronic Resource Management package for e-journals:

Library subscribes e-resources which includes e-books and e-journals.

##### Federated searching tools to search articles in multiple databases:

Presently, the institute does not have this facility.

##### Library website:

The library has a website [www.nmfclib.weebly.com](http://www.nmfclib.weebly.com) which contains information related to the library.

**In-house / remote access to e-publications:** Yes, the facility is available through the web links provided by the Parent University.

**Library automation:** All the library operations are computerized by using library management software, **SMS Lib Mgt System**. Sections like acquisition and cataloging have been computerized. Bar coding of

the books is also completed. The processing of books with computerized spine labels has been taken up through the software. Online Public Access Catalogue (OPAC) which makes it possible for users to search or browse the entire library collection by any of the fields such as author, ISBN, publication, publisher etc.

**Total number of computers for public access: 02**

**Total number of printers for public access: 01**

**Internet band width / speed:**

The institute and the library has a broad band internet connectivity

**Institutional Repository: 02**

**Content management system for e-learning:** Presently, content management system for e-learning is not available with the library; however, faculty members prepare their e-content and use the same for teaching-learning process.

**Participation in resource sharing networks / consortia (like Inflibnet):**

The college is in a process of getting institutional membership of INFLIBNET'S N- LIST program.

**4.2.5 Provide details on the following items:**

- **Average number of walk – ins: 450**
- **Average number of books issued / returned: 629/week**
- **Ratio of library books to students enrolled: 30:1**
- **Average number of books added in the last three years: 2965**
- **Average number of login to (OPAC): 450**
- **Average number of login to e-resources: 50**
- **Average number of e-resources downloaded /printed: 15**
- **Number of information literacy trainings organized: 04**

**Details of “weeding out” of books and other materials:** The books from the library are withdrawn on three parameters. Old edition books, change in syllabus and mutilated books.

Old newspapers are sold every three months and magazines are sold once in three years and books and other materials are kept for the period of five years.

#### 4.2.6 Give details of the specialized services provided by the library

- **Manuscripts: NIL**
- **Reference:** Adequate numbers of reference books, journals, bound back volumes etc are available in the library. Students refer to these while completing their assignments and project work. The library staff eagerly helps the students and faculty by providing resources relevant to their areas of interest. Reference books to the students / faculty are issued for a week.
- **Reprography:** Library has a reprographic facility.
- **Information deployment and notification:** List of new arrivals, library timings, holidays notifications etc. are regularly displayed on the library notice board.
- **Download:** Faculty members and students make use of the internet facility provided in the project lab instead of college library to download the reference materials for completing their assignments, research work etc.
- **Printing:** One printer is available for the use of faculty members and students.
- **Reading list / Bibliography compilation:** The bibliographic database of all the books is already created using the library software SMS Lib Mgt System. Through this software, users can generate any reading list or bibliography by author, title, accession number, etc.
- **In – house / remote access to e-resources:**  
The college has an e-library which provides details of past examination question papers, syllabus of all courses, updates of new arrivals of reference books and recommendation for a book through [www.nmfclib.weebly.com](http://www.nmfclib.weebly.com)
- **User Orientation and awareness:** General orientation and awareness towards how to use the library facility is given to the students at the beginning of every academic year. Students are briefed about the library process by the staff members and librarian from time to time.

- **Assistance in searching Database:** The librarian, if required, assists the users in in searching the data bases.
- **INFLIBNET/IUC facilities:** The library is in a process of making such arrangements with INFLIBNET.

**4.2.7 Enumerate on the support provided by the library staff to the students and teachers of the college:**

- The library staff issues library cards to students to enable them to borrow books under lending facility for a period of one week and to issue books and journals to the faculty and the students as per the requirement. They also assist the faculty members and students for searching books, periodicals and other reading material.
- The users can download the study material without plagiarizing. Library provides old question papers of the University examination and also provides course materials, syllabus to the faculty members/students.
- The library staff in consultation with the Library Committee conducts Commerce Laboratory Exhibition once in a year where reference books, journals, magazines, English literature books, encyclopedias, material for preparation for NET/SET, banking exams and other professional exams, novels, latest articles from the internet and newspapers, etc. are displayed etc., for the knowledge and information of the faculty members/ students.

**4.2.8 What are the special facilities offered by the library to the visually /physically challenged persons? Give details.**

Presently, the institute has no visually and physically challenged student enrolled, therefore, the library has not procured specialized material required for such a students.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

Yes, at the end of the every academic year, library obtains feedback from users on the library services. The feedback obtained is analyzed and the outcome is placed before the library advisory committee for its considerations. The exercise of obtaining the feedback helps the library to improve the library services offered to the faculty members and students.

### 4.3. IT Infrastructure

#### 4.3.1 Give details on the computing facility available (hardware and software) at the institution- Number of computers with configuration (provide actual number with exact configuration of each available system)

The institute is fully equipped with the IT infrastructure that is required for the teaching-learning process. It has 156 desktops, servers, printers, scanners, interactive boards, learning management system MOODLE and licensed softwares. All computers are provided with the broadband internet connectivity. The details of the hardware and software are as below:

#### COLLEGE COMPUTING INFRASTRUCTURE

Section	No of Computers	Hard disk	Mother board	CPU	RAM	Graphic card	Network card	Monitor
Computer Lab 1	50	250 GB Sata Hard disk	Intel H61ww	Intel CoreI i3- 2120 CPU @3.30GHz 3.29 GHz.	4 GB DDR3 RAM	On Board	On board	AOC 16" Led Monitor
Computer Lab 2	32	250 GB Sata Hard disk	Gigabyte H81M-s	Intel i5 4440 @ 3.10GHz CPU	8 GB DDR 3 RAM	On Board	On board	AOC 16" LCD Monitor
Computer Lab 3	32	160 GB Sata Hard disk	Gigabyte G31M- ES2L	Intel I CoreI CPU E7500 @2.93GHz 2.93 GHz.	2 GB DDR2 RAM	On Board	On board	AOC 16" Led Monitor
Computer Lab 4	32	160 GB Sata Hard disk	Gigabyte G31M- ES2L	Intel I CoreI CPU E7500 @2.93GHz 2.93 GHz.	2 GB DDR2 RAM	On Board	On board	AOC 16" Led Monitor

<i>Project Lab</i>	<i>10</i>	<i>500 GB Sata Hard disk</i>	<i>Gigabyte G41MT- S2P</i>	<i>Intel I CoreI CPU E7500 @2.93GHz 2.93 GHz</i>	<i>2 GB DDR3 RAM</i>	<i>On Board</i>	<i>On board</i>	<i>AOC 16" Led Monitor</i>
<i>Library (Various Configur ation)</i>	<i>4</i>	<i>500/250/1 60 GB Hard disk</i>	<i>Intel Atom Motherboa rd</i>	<i>Intel Atom Processor</i>	<i>2 GB DDR2 Ram</i>	<i>-</i>	<i>On board</i>	<i>AOC 16" Led Monitor</i>
<i>Office (Various Configur ation)</i>	<i>13</i>	<i>500/250/8 0 GB Hard disk</i>	<i>Intel Atom/ Gigabyte G41/ Gigabyte G31/ Intel 946GZIS</i>	<i>Intel atom/ Core 2 Duo/ Pentium 4.</i>	<i>2 GB DDR2 RAM</i>	<i>-</i>	<i>On board</i>	<i>16" Monitor</i>
<i>Account Departme nt (Various Configur ation)</i>	<i>3</i>	<i>80 GB Hard disk</i>	<i>Gigabyte G31/ Intel 946GZIS/ Intel DG33FB</i>	<i>Core 2 Duo/Pentium 4.</i>	<i>2 GB DDR2 Ram</i>	<i>-</i>	<i>On board</i>	<i>16" Monitor</i>
<i>Others (Various Configur ation)</i>	<i>10</i>	<i>500/250/1 60/80 GB Hard disk</i>	<i>Intel Atom/ /Intel H61/Gigab yte G31/ Intel 946GZIS</i>	<i>Intel Core i3/Core 2 Duo/ Pentium 4/ Intel Atom.</i>	<i>2 GB DDR2/ 4 GB DDR3 Ram</i>	<i>-</i>	<i>On board</i>	<i>16" /20 " Monitor</i>
<i>SERVER</i>	<i>1</i>	<i>2 TB Hard disk</i>	<i>Intel S5000VSA Motherboa rd</i>	<i>Intel I Xeon I CPU E5320 @1.86 GHz 1.87 GHz.</i>	<i>16 GB DDR3</i>	<i>-</i>		<i>AOC 16" Led Monitor</i>

## Installed Software Details

Department	OS	Application Software	Application Software	Application Software	Application Software	Antivirus
Computer Lab 1	Microsoft Windows XP Professional (Campus License Agreement)	Microsoft Office 2007/2010(Campus License Agreement)	Microsoft Visual Studio .net 2010 (Campus License Agreement)	Oracle 11G Express Addition (Freeware)	Tc/ Mysql/scilab (Freeware)	Quick Heal Sqrte Endpoint Security (License)
Computer Lab 2	Microsoft Windows XP Professional (Campus License Agreement)	Microsoft Office 2007 (Campus License Agreement)	Microsoft Visual Studio .net 2010 (Campus License Agreement)		Tc/ Mysql	Quick Heal Sqrte Endpoint Security (License)
Computer Lab 3	Microsoft Windows XP Professional (Campus License Agreement)	Microsoft Office 2007, (Campus License Agreement)	Microsoft Visual Studio .net 2010(Campus License Agreement)	Oracle 11G Express Addition (Freeware)	Tc/ Mysql/Keil/scilab (Freeware)	Quick Heal Sqrte Endpoint Security (License)
Computer Lab 4	Microsoft Windows XP Professional (Campus License Agreement)	Microsoft Office 2007/(Campus License Agreement)	Microsoft Visual Studio .net 2010(Campus License Agreement)	Oracle 11G Express Addition (Freeware)	Tc/ Mysql/scilab (Freeware)	Quick Heal Sqrte Endpoint Security (License)
Project Lab	Microsoft Windows XP Professional (Campus License Agreement)	Microsoft Office 2007(Campus License Agreement)	Microsoft Visual Studio .net 2010(Campus License Agreement)	Microsoft Sql Server 2008 (Freeware)	Tc/ Mysql/scilab (Freeware)	Quick Heal Sqrte Endpoint Security (License)
Department	OS	Application Software	Application Software	Application Software	Application Software	Antivirus
Library	Microsoft Windows XP Professional (Campus License Agreement)	Microsoft Office 2007(Campus License Agreement)	MICM Fees/Library Software (License)			Quick Heal Sqrte Endpoint Security (License)
Office (Various Configuration)	Microsoft Windows XP/ windows 7	Microsoft Office 2007(Campus License Agreement)	MICM Fees/Library Software (License)			Quick Heal Sqrte Endpoint Security



	(Campus License Agreement)										Security (License)
Account Department	Microsoft Windows XP/ windows 7 (Campus License Agreement)	Microsoft Office 2007(Campus License Agreement)	MICM Fees/ Library Software (License)	Spectrum (License)	Tally Erp 9.0 (License)	Quick Heal Seqrte Endpoint Security (License)					
Other	Microsoft Windows XP/ windows 7 (Campus License Agreement)	Microsoft Office 2007(Campus License Agreement)		Spectrum (License)		Quick Heal Seqrte Endpoint Security (License)					
SERVER	Microsoft Windows Server 2008 R2	Microsoft Office 2007(Campus License Agreement)	MICM Fees/ Library Software	Spectrum (License)	Tally Erp 9.0 (License)	Quick Heal Seqrte Endpoint Security (License)					
<i>Number of computers with internet facility through Lan/Wi-Fi</i>											
Dept.	Lab -1	Lab- 2	Lab- 3	Lab- 4	Project Lab	Office	Account Dept.	Library	Others	Server	Total
No of Computers with internet Facility	50	32	32	32	10	13	3	4	10	01	187

#### **4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

The internet facility is available in the computer laboratories, library, administrative office and Principal's office through LAN. The institute is in a process of making its campus wi-fi enabled.

#### **4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

The institute has also acquired an integrated learning platform MOODLE and interactive boards to make the teaching-learning process interactive and learner-centric. Institute also plans to add more computers and laptops in the laboratories.

**4.3.4 Provide details on the provision made in the annual budget for procurement, up-gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)**

The following table indicates the provision made in the annual budget for procurement, upgradation, deployment and maintenance of computers and their accessories in the institution for the last four years:

Year	2012-2013	2013-14	2014-15	2015-16
<b>Budget provision</b>	<b>Rs.1.10 Lakhs</b>	<b>Rs.2.00 Lakhs</b>	<b>Rs.1.20 Lakhs</b>	<b>Rs.0.90 Lakhs</b>
<b>Actual Expenses</b>	<b>Rs.1.27 Lakhs</b>	<b>Rs.2.31 Lakhs</b>	<b>Rs.1.31 Lakhs</b>	<b>Rs.0.94 Lakhs</b>

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer – aided teaching / learning materials by its staff and students?**

The institute encourages the faculty members to use the various forms of information and communication technologies in teaching-learning process. In view of the modern trends in the teaching-learning process, it has acquired the integrated learning platform MOODLE and interactive smart boards. Faculty members make use of the laptops and projectors during regular lectures for effective teaching-learning process. Computers and overhead projectors have been used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures, etc. through powerpoint presentations.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on – line teaching – learning resources, independent learning, ICT enables classrooms/learning spaces etc.) by the institution place the student at the centre of teaching – learning process and render the role of a facilitator for the teacher.**

The institute, right from its establishment, has adopted a learner-centric approach in all its academic activities. The institute encourages the students for independent learning with the help of technology.

Teaching through ICT tools make the teaching-learning process more interesting and interactive. It helps the faculty members to fulfill the role of facilitator and they also encourage postgraduate students to use e-resources for research, assignments, projects and presentations.

Institute has five computer laboratories equipped with latest desktops having broadband internet connectivity, LCD projection system and projection screens which are being extensively used for experiential learning. Most of the classrooms are equipped with interactive SMART boards and faculty members use integrated learning management system MOODLE.

***4.3.7 Does the institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?***

Our institution does not have any connectivity with National Knowledge Network either directly or through the affiliating University. Therefore, no service of the said network is availed.

**4.4. Maintenance of Campus Facilities:**

***4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?***

The Management of the institute, due to the emerging needs of the teaching-learning process, continuously augments the physical facilities. During the last four years, the Management has spent Rs 52 lakhs on purchase of equipments, furniture and computers. The details are as below:

	Heads of budget Allocation	Year			
		2012-2013	2013 – 2014	2014 – 2015	2015 – 2016
A	Building	--	--	--	--
B	Furniture	--	Rs.2,00,000/-	Rs.2,00,000/-	Rs.3,00,000/-
C	Equipment	--	Rs.4,00,000/-	Rs.6,00,000/-	Rs.22,00,000/-
D	Computers	Rs.7,00,000/-	Rs.3,00,000/-	Rs.2,00,000/-	Rs.1,00,000/-
E	Vehicles	--	--	--	--
F	Interior	--	--	--	--
	<b>Total</b>	<b>Rs.7,00,000/-</b>	<b>Rs.9,00,000/-</b>	<b>Rs.10,00,000/-</b>	<b>Rs.26,00,000/-</b>

**4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

- Minor maintenance of physical facilities is done in-house and major ones are carried out by inviting tenders. The house-keeping, electrical and plumbing is out sourced.
- The computers and its other peripherals and elevators are maintained through annual maintenance contract.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment / instruments?**

Audit of the IT, elevators and infrastructure is carried out by experts annually and all computers are provided with antivirus software to check the malwares, if any.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage, fluctuations, constant supply of water etc.)? Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.**

The institute is located in Mumbai, and there are no power breakdown or voltage fluctuations. The circuit breakers or Main Circuit Breakers (MCB) are provided on each floor and UPS are also provided in the computer laboratories.

The college has two underground water storage tanks and one overhead water storage tank for constant water supply on all floors of the institute. RO water supply is available on every floor. Drinking water facility is provided by four water coolers and four Aquaguard water purifiers.

Maintenance is done periodically to facilitate uninterrupted functioning of systems / electronic appliances.

## CRITERION V: STUDENT SUPPORT AND PROGRESSION

### 5.1 STUDENT MENTORING AND SUPPORT

**5.1.1** *Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?*

Yes, the institute, every year uploads its updated prospectus on the college website and it contains the following information:

- The vision and mission statements and objectives.
- List of faculty members.
- The programs offered and their durations.
- Program wise tuition and other fees.
- Freeships and scholarships available to various categories of the students.
- Rules of admission, cancellation of admission and refund of fees.
- Program wise curriculum and course wise syllabus.
- The code of conduct of students on the campus and off the campus with specific reference to attendance, discipline, examinations etc.
- Detailed information about infrastructural facilities is also available.
- The website [www.nirmala.edu.in](http://www.nirmala.edu.in) of the institute provides updated and relevant information to the stakeholders.
- Probable dates of the year long activities related to examinations, tests, co-curricular and extracurricular activities.
- The college abides by all the information disseminated through these documents faithfully.

**5.1.2** *Specify the type, number and amount of institutional scholarships/free ships given to the students during the last four years and whether the financial aid was available and disbursed on time.*

- Besides the state government freeships such as EBC, primary teachers, ex-army personnel, ANGC scholarships, institute also

gives scholarships/freeships in the form of financial tuition fee waiver to the students who have shown outstanding performance during the previous academic year. During last four years, the institute and Management has spent Rs.10.81 Lakh on the tuition fee waiver from its own funds.

- Students are made aware of financial assistance given by the institute at the time of admission process.

Particulars	No. of students	Amount (in Rupees)
Annual Freeship awarded by the institution	383	78,10,000/-
50% fees waived by the institution	736	62,56,000/-
ANGC Scholarships	25	20,000/-

**5.1.3 What percentage of students receives financial assistance from the state government, central government and other national agencies?**

On an average 9% of the students gets freeships or scholarships either from the college Management or from the Government.

**5.1.4 What are the specific support services/ facilities available for-**

**a. Students from SC/ST, OBC and economically weaker sections?**

The students from the socially disadvantaged communities get the freeships and scholarships from the state government and tuition fee waiver is to the meritorious, economically and handicapped students. Such students get books from book bank scheme. Free counseling facility is given to economically weaker students.

**b. Students with physical disabilities:**

- The institute has provided barrier-free environment to the physically challenged or viklang students which include ramps, elevators, wheel chair, etc.
- The seating arrangement for examinations for the physically challenged is made on the first bench to make it convenient for them to write the examination.
- Physically disabled students are allowed to be escorted by one parent to their receptive classrooms.

- Personal attention and guidance are provided to enhance the self-confidence and to boost the morale of the physically disabled.

**c. Overseas students:**

Presently, the institute does not have overseas students.

**d. Students to participate in various competitions/National and International:**

1) For promoting the participation of students in various competitions at national or international level, the institution provides travelling and dearness allowances, registration fees and coaching facilities.

2) The college hosted its first inter-collegiate fest, “ELAAN 2016-17” organized by the department of BMS, BAF, BMM. The theme of the fest was “This Week That Era”, meant to showcase the feel of retro or vintage with a modern touch on 26<sup>th</sup> and 27<sup>th</sup> January, 2017. 38 online registrations were received by the college, out of which 35 colleges participated.

The fest witnessed the presence of 387 participants from various colleges. It hosted events like Group Dance, Need for Speed, Counter Strike, Just a Minute, Smoke Photography, Ad-film Making, Singing and Carrom among others.

Our college was awarded as second Best College with 89 points. The Unique Selling Point (USP) of this fest was its Corporate Social Responsibility (CSR) initiative towards the support of demonetization campaigning. The fest was sponsored by platinum, gold, silver and various other sponsors.

3) The B.Sc (CS) and (IT) departments of the college organized the 4<sup>th</sup> inter-collegiate Technical Festival, “Technoutsav 2016-17” on 31<sup>st</sup> January, 2017. The festival was inaugurated by Prof. Srivaramangai, Assistant Professor and Head of Department of Information Technology, University of Mumbai. The said festival comprised events like Coding, Chess, Quiz, Movie Making, Maths Puzzle, Poster & Model Making, Tech Drama and others. 23



colleges registered for the said festival. The festival witnessed the presence of 350 participants. Our College received the Best College trophy and S.Y.B.Sc (IT) received Best Class trophy.

The event Technoutsav 2016-17 was also telecast in Mumbai Metro, a Hindi news channel on 2<sup>nd</sup> March, 2017.

**e. Medical assistance to students (health centre, health insurance, etc)**

All students are insured through the group insurance scheme. First-aid boxes are kept at strategic locations.

**f. Organizing coaching classes for competitive exams**

The institution regularly organizes coaching classes for the students who wish to appear for various state and central competitive examinations and interviews.

**g. Skill development (spoken English, computer literacy, etc.)**

The English Literary Association organizes Extempore Competition, English Extravaganza, Powerpoint Presentation Competition and others to enhance students' ability to develop communication skills and improve proficiency in English. The Computer Science Department organized computer literacy programs for the students.

**h. Support for “slow learners”**

- Remedial academic support in the form of the contact lectures is provided to the academically weaker students free of cost.
- Faculty members provide extra copies of the study material and specimen books to the needy students.
- Efforts are made by the class mentors to enhance the self confidence of the students.

**i. Exposure of students to other institution of higher learning/corporate/business houses, etc.**

- The institute encourages students to pursue higher education programs such as postgraduate and research degree.
- Industrial visit provide opportunity to students to expose themselves to real time learning.

- Group discussions, powerpoint presentations, participating at inter and intra college curricular activities, publication of research papers helps to develop the qualities of leadership, self confidence and communication skills.
- The Placement Cell organizes training programs to help students in career guidance and also helps them in their placement in various companies by organizing campus interviews.

**j. Publication of student magazines:**

- The institute regularly uploads its annual magazine on the website of the college. Posters for all events conducted in college are made by the students, whereby they get an opportunity to showcase their hidden talent.

***5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts.***

The curricula of the programs offered by the institute are developed by the University which facilitates entrepreneurial skills among its students. Besides, teaching-learning process, experiential learning and other efforts also supplement in developing entrepreneurial skills among the students. Some of the initiatives undertaken by the institute are:

Industrial visits helps the students to interact with managers and proprietors of the companies for understanding various issues involved in production, labour problems, marketing, finance, etc., which helps in developing students entrepreneurial skills. It also organizes awareness programs on the role of entrepreneurs and the qualities required for successful entrepreneurs. The institute also organizes lectures and workshops on how to write an effective resume and how to prepare for interviews.

The BMS department organizes exhibition on the campus which helps them to acquire basic marketing skills.

The impact of all these initiatives has been good and many of our students are doing well in their respective fields. Some of our alumni are in the field of performing arts and help to prepare current students for drama and dance competitions at inter-college level.

***5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extra-curricular and co-curricular activities such as sports, games, quiz competitions, debates and discussions, cultural activities etc.***

- **Additional academic support, flexibility in examinations**
- **Special dietary requirements, sports uniform and materials**
- **Any other**

The mission statement of the institute unequivocally espouses its commitment to co-curricular and extra-curricular activities not only for curriculum enrichment but also for realizing the vision of providing all-round and integrated education. To facilitate a holistic development to promote the participation of students in co-curricular and extra-curricular activities, the institute has many associations, committees and NSS.

**Additional academic support, flexibility in examinations**

- The institute encourages students to participate in co-curricular and extra-curricular activities at inter and intra institute and at national level.
- Reservations of some seats and relaxation in cut-off percentage at the time of admission under sports quota as per the University norms.
- The students who participate in sports, cultural, NSS and NCC activities are given special attention during the tutorials and granted concession in attendance as per the University rules and flexibility in time limit for the submission of internal assessment assignments.

### **Special dietary requirements, sports uniform and materials**

The institute takes care of special dietary requirements, if any, of sports persons and sports uniform and sports kits, which are given to the students who participate in inter-collegiate tournaments.

### **Any other**

- To encourage students' participation in NSS, NCC, sports and cultural activities, certificates, medals and prizes are distributed at the time of annual day.
- The institute has separate auditorium for rehearsals and practices and alumni who are in the field of performing arts are invited to the campus for grooming students for various activities like dramatics, choreography, music, etc.
- The institute pays the registration fees and meets other expenditure of the participants in various activities/events.

### ***5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competition exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE/CAT/ GRE/ TOFEL/ GMAT/ Central/State services, Defense, Civil Services etc.***

- The institute organizes career guidance and talks to give complete information about all competitive examinations. The institute periodically organizes coaching classes and the library has a good number of books related to the competitive examinations for Bank's recruitment tests, Quantitative Aptitude for competitive examination, UGC-CSIR-NET, UGC-NET, SLET Teaching and Research Aptitude etc. faculty members in their individual capacity help these students.
- Specialized agencies are invited to provide information and guidance to students who wish to pursue further studies abroad.
- The library has a good collection of books related to NET/SET examinations.

### 5.1.8 *What type of counseling services are made available to the students (academics, personal, career, psycho-social etc.)*

The institute provides academic, personal and career counseling to the students in furtherance of their academic career.

#### **Academics:**

At the time of admission, the admission committee helps the students by clarifying students' doubts and queries regarding the choice of stream, subjects and processes of admission.

- Student's writing skills, presentation skills and self-confidence are enhanced through counseling and seminars.
- The communication skills of the students are enhanced during the regular lectures in the course Business Communication taught at the first year level at B.Com and BMS.
- At the beginning of the academic year, the orientation program is organized for freshers. They are informed about the courses taught and their syllabi, teaching plan and schedule of examinations, results, extra-curricular and co-curricular activities.
- The Admission Committee comprising of faculty members provide counseling to students for making appropriate choice of the program.
- Remedial academic support in the form of contact lectures to the academically weaker students.
- The college follows an open door policy, parents are free to come and meet the principal or the concerned course teacher as per his/her availability to inquire about the progress of their ward.

#### **Personal:**

- A trained personal counselor extends counseling services to needy students in their personal matters with respect to finance, residential and family problems and any other important matters.
- The Women's Development Cell looks after the interests of female students and counsels them whenever the need arises.

- The class mentors provide support and guidance to enhance the students self esteem and self confidence.

**Career:**

- Students are informed and guided by the faculty members with regard to career options from time to time for professional courses. In addition, experts from industry are invited as resource persons to guide the students.
- The Placement Cell organizes training programs to help students in career guidance and also helps them in their placements in various companies by organizing campus interviews.
- The notices of recruitment agencies are displayed on the notice board for the benefit of students and help them in getting placed.
- Institute has entered into a Memorandum of Understanding (MoU) with Ashwattha Advisors Private Limited (AAPL), which is wholly-owned subsidiary of Techno Serve Inc. as on 22/02/2016. AAPL is conducting personal and professional effectiveness training and career counseling sessions for M.Com students.
- Institute has entered into a Memorandum of Understanding (MoU) with Ambition Learning Solutions in association with Mumbai University for an Online Skill Development Certified Program conducted for students of Bachelor of Accounting and Finance (BAF) to enable them to bridge the gap between academics and industry and make them market ready. Till date 35 students have enrolled for the said program.

**Psycho-social:**

- The professional counselor counsels the students on social and psychological issues, whenever the need arises.
- Course co-ordinators and faculty members identifies and addresses physco-social issues sensitively.
- The NSS unit of the college organizes talks by social workers or activists on issues related to social equality and communal harmony and Women's Development Cell organizes guest lectures

to create awareness on preventive and constitutional provisions on sexual harassment.

- Courses like Foundation Course, Environment Studies, Principles of Management and Organizational Behaviour, etc., instill the values like social responsibility, eco-friendly way of life, leadership skills, competitive spirit, teamwork, decision-making, self-reliant qualities etc., to enhance the personality of the students.
- Students and parents are counseled on case to case basis personally by the Principal regarding default in attendance, performance at examination, general issues, moral conduct etc.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

Yes, the institute has a structured mechanism for career guidance and placement for the benefits of its students.

- The Placement Cell looks after the placement opportunities for the students and it coordinates with HR managers of different companies for campus interviews in the institute for students of all programs. The following table provides information about the placement: -

Sr. No.	Company name	Position/ requirement	Discipline of students required	Date of interview	Students selected
1	Pantaloons Fashion & Retail Ltd	Part time/full time candidates	B.Com, B.M.S, B.A.F, B.Sc. (Comp.Sci.), B.Sc. (I.T.)	28 <sup>th</sup> July 2015	Part time – 08, Full time – 13
2	WIPRO Infotech	Software developer	B.Sc. C.S./ B.Sc. I.T.	3 <sup>rd</sup> August 2015	--
3	L & T Infotech	Trainee	B.Sc. (Comp.Sci.), B.Sc. (I.T.)	20 <sup>th</sup> August 2015	--
4	TCS	Software developer	B.Sc. (Comp.Sci.), B.Sc. (I.T.)	10 <sup>th</sup> September 2015	6
5	FIXMEN	Part time/full time candidates	B.Com, B.M.S, B.A.F, B.Sc. (Comp.Sci.), B.Sc. (I.T.)	23 <sup>rd</sup> September 2015	--

6	Angel Broking Pvt. Ltd.	Project Interns	B.Com, B.M.S, B.A.F	1 <sup>st</sup> December 2015	36 students selected and working as interns
7	Motilal Oswal Securities Limited	Graduate Trainee	T.Y.B.Com, T.Y.B.M.S and T.Y.B.A.F	17 <sup>th</sup> February 2016	9
8	ICFAI Distance Learning	Marketing Executives	T.Y.B.Com and T.Y.B.M.S	17 <sup>th</sup> February 2016	13
9	Fundatastic	Marketing Executive	T.Y.B.Com and T.Y.B.M.S	17 <sup>th</sup> February 2016	12
10	HDFC BANK	Virtual Manager, Personal Banker, Cashier, Welcome Desk	T.Y.B.Com, T.Y.B.M.S, T.Y.B.A.F and M.Com	25 <sup>th</sup> February 2016	--
11	BAJAJ CAPITAL	Relationship Executive	T.Y.B.Com, T.Y.B.M.S, T.Y.B.A.F and M.Com	25 <sup>th</sup> February 2016	--
12	Thobde & Surve (CA Firm)	Article clerks	B.M.S/ B.A.F	Directly at Client Site	--
13	Kraft Educational Services	Part time interns	B.Com/ B.M.S/ BAF/ B.Sc. (Comp. Sci.) / B.Sc. (I.T.)		--
14	ICICI Bank	Sales Officers	B.Com/ B.M.S/ BAF/ B.Sc. (Comp. Sci.) / B.Sc. (I.T.)	Directly at Client Site	--
15	Slice Media & Education Pvt Ltd	Internship	Sy/TY BMM	Directly at Client Site	--
16	Perfect Elogics Pvt Ltd (Software Development Company)	Technical Support Executives	B.Sc (IT) & (CS)	Directly at Client Site	--
17	Thobde & Surve (CA Firm)	Article Assitants	B.Com/BMS/ BAF	Directly at Client Site	--
18	Perfect Elogics Pvt Ltd (Software Development Company)	Accounts Assistants	B.Com & BAF	Directly at Client Site	--
19	PNP Polytex Pvt Ltd	Fashion Consultants	B.Com/ B.M.S/ BAF/ B.Sc. (Comp. Sci.) / B.Sc. (I.T.)	Directly at Client Site	
20	Kotak Bank	Team Member Correspondence – Retail Liabilities	TY/BMS/BAF	1 <sup>st</sup> March, 2016	--



21	Kotak Bank	Team Member – In bound – Retail Liabilities	TY B.Com	1 <sup>st</sup> March, 2016	--
22	Metro Cash and Carry India Pvt. Ltd	Project Interns	TYBMS	Directly at Client Site	03
23	Resource 360*	Project Interns	TYBMS	Directly at Client Site	01
25.	Motilal Oswal Securities Limited	Graduate Trainees	TY B.Com/BMS/BAF	7 <sup>th</sup> February, 2017	04
26	Sweet Surprises Event Management	Marketing Intern	SYBMS	20 <sup>th</sup> January, 2017	04

***5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievance reported and redressed during the last four years.***

- Yes, the institute has a Student Grievance Redressal Cell to deal with various grievances of the students related to admission, examinations, attendance, etc. Suggestion boxes are placed at strategic locations inside the campus for receiving complaints/grievances from students in writing.
- The boxes are opened periodically and placed before the committee for necessary actions and grievances are redressed accordingly. The personal grievances are handled carefully and sensitively and whenever required, appropriate counseling is also provided by the faculty members or the Principal.
- The college is sensitive enough to meet students' grievances both in academic and administrative matters. Minor grievances orally communicated to the Principal's office are urgently and appropriately redressed as the college follows an open door policy.
- Grievances related to university examinations are addressed at the university level Grievance Redressal Committee.

***5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?***

The institute has constituted Women's Development Cell to deal with issues related to sexual harassment against female students /teaching

/non-teaching staff. The Committee comprises of four female faculty members, one male faculty and two co-opted members from outside the institute with known contribution to women's issues, as per the university norms. The relevant details of the committee are displayed in the institute on each floor and library. The institute has a harmonious working environment and therefore, no instance of sexual harassment is reported since the inception of the institution.

The 24x7 security services and installation of CCTV cameras at various places benefits women employees and students. The institute has more female faculty and zero tolerance policy towards sexual harassment.

***5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?***

Yes, the institute has constituted anti-ragging committee as per the UGC regulations 2009 for curbing the menace of ragging within and outside the institute. The boards displaying the names and contact details of members of the committee are installed at a strategic place in institute, and the committee ensures that students do not face the menace of ragging. No unprecedented incident has been reported in the last four years due to well disciplined atmosphere of the institute.

***5.1.13 Enumerate the welfare schemes made available to students by the institution.***

The institute has various welfare schemes for its students such as tuition fee waiver, group insurance scheme, free internet access in the computer laboratories, subsidized canteen facility, book bank scheme, academic, career and personal counseling, remedial coaching to academically weaker students, use of elevator facility to M.Com students and to the special community students like Muslims during their month long fast.

***5.1.14 Does the institution have registered Alumni Association? If "yes", what are its activities and major contribution for institutional, academic and infrastructure development?***

The institute has Alumni Association which meets once in a year and interacts with the present students and shares their experience. Some of them are in the industry of performing arts and they come to institute and train the students for various cultural competitions. Some of them have achieved excellence in their respective fields and have brought laurels to the institute.

## 5.2 STUDENT PROGRESSION

### 5.2.1 *Providing the percentage of students progressing to higher education or employment (for the last four batches), highlight the trends observed.*

During the last four years, rate of progression for undergraduate to postgraduate programs is around 40%. The institute offers only professional programs, therefore the rate of progression for gainful employment is more than 65% and to that of self-employment is around 10 to 15%. In the past four years the rate of progression for higher studies and employment shows a positive trend.

### 5.2.2 *Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the college of the affiliating university within the city/district.*

The comparison of success rate of students in the University examination of the institute and to that of university for various programs offered during last four years is as under below:

Programme	Nirmala College				Mumbai University			
	Year wise percentage of passing				Year wise percentage of passing			
	2012-13	2013-14	2014-15	2015-16	2012-13	2013-14	2014-15	2015-16
B.Com	88.76%	64.16%	43.77%	56.00%	81.43%	73.71%	67.34%	66.52%
B.M.S.	68.96%	73.21%	51.48%	68.37%	66.14%	71.37%	63.39%	66.73%
B.A.F.	91.54%	96.78%	92.50%	94.02%	92.41%	67.86%	82.62%	80.00%
B.M.M	--	--	--	68.29%	--	--	--	81.24%
B.Sc. (CS)	26.53%	47.61%	24.40%	24.24%	47.70%	40.00%	54.75%	47.73%
B.Sc. (IT)	45.93%	68.80%	37.89%	53.78%	47.70%	56.60%	49.88%	45.41%
M.Com-II	72.41%	76.54%	74.51%	83.58%	75.86%	86.38%	81.64%	89.00%
M.Sc.-II	33.33%	54.54%	75.00%	53.85%	67.89%	80.11%	71.64%	51.87%

The institute was established in 2003 while DTSS College was established in 1984. The comparison of success rate of the programs offered by our institute with that of the DTSS College shows that there is not much variation between the two. The details are as below:

Programs	Nirmala College				DTSS College			
	Year wise percentage of passing				Year wise percentage of passing			
	2012-13	2013-14	2014-15	2015-16	2012-13	2013-14	2014-15	2015-16
B.Com	88.76%	64.16%	43.77%	56.00%	82.80%	74.22%	64.60%	63.24%
B.M.S.	68.96%	73.21%	51.48%	68.37%	--	--	--	73.81%
B.A.F.	91.54%	96.78%	92.50%	94.02%	92.59%	84.00%	84.48%	65.52%
B.M.M	--	--	--	68.29%	--	--	--	--
B.Sc. (CS)	26.53%	47.61%	24.40%	24.24%	--	--	--	--
B.Sc. (IT)	45.93%	68.8%	37.89%	53.78%	39.53%	54.55%	59.09%	32.26%
M.Com-II	72.41%	76.54%	74.51%	83.58%	--	--	--	--
M.Sc.-II (IT)	33.33%	54.54%	75.00%	53.85%	--	--	--	--

### ***5.2.3 How does the institution facilitate student progression to higher level of education and /or towards employment?***

The institute facilitates student's progression to higher level of education and/or towards employment by adopting various initiatives. Some of them are holding special classes and grooming sessions to facilitate students' progression to higher level of education and towards employment. The Placement Cell actively functions and assists the undergraduate and postgraduate students for employment. Meritorious undergraduate students are advised to continue their studies for post graduation degrees such as M.Com, MBA and other professional courses such as CA, CS and ICWA.

### ***5.2.4 Enumerate the special support provided to students who are at risk of failure and drop-out.***

- The institute dedicatedly strives to maintain a good academic performance of the students. The dropout rate at all levels is minimal. Special support is extended to the students who have difficulty in continuing their studies by allocating fee concession or payment of fee in installments.

- On the basis of the performance of the students, faculty members identify academically weak students. They offer these students personalized and individualized instructions and support to keep them engaged in learning and focus on attaining success.
- There is a system of remedial academic support in the form of contact lectures for students who need to appear for ATKIT examination. This system helps in raising their level of comprehension of basic courses, so as to improve overall performance of these students and to reduce their failure and dropout rates.
- The faculty members solve previous years University examination question papers of their respective courses to enable the students to understand the questions and write answers.

### **5.3 Student Participation and Activities**

#### **5.3.1 *List the range of sports, games, cultural and other extra – curricular activities available to students. Provide details of participation and program calendar.***

The institute believes in holistic development of its students. Along with creating a congenial and healthy atmosphere, the institute provides motivation and encouragement to students to participate in extracurricular, cultural and sports events/activities.

Moreover, the institute also encourages students to take membership of at least one of associations, clubs and committees, NSS.

**Sports and Games:** The institute organizes intra institute and inter institute sports tournaments, which help the students to showcase their talent in sports.

**Cultural activities:** The institute organizes intra-collegiate and inter-collegiate cultural activities and competitions like dance, singing, rangoli, mehndi, nail art, hair style, fashion show, talent hunt and various performing arts.

**Other activities:** The institute celebrates various days such as Chocolate Day, Saree and Tie Day, Rose Day, Traditional Day, Mis-

Match Day, Back to School Day, Tri-Colour Day, Friendship Day, Teachers' Day, etc.

The detail of participation and program calendar is furnished in 5.3.2 in Table no.1 and 2 for sports and cultural activities respectively.

**5.3.2 Furnish the details of major student achievements in co – curricular, extracurricular and cultural activities at different levels: University / State/Zonal/National/International, etc. For the previous four years.**

The details of the student achievements in co-curricular, extra curricular and cultural activities at various levels are given below:

**The following table shows student achievements in varied activities at different levels:**

**Table No. 1**  
**Sports**

<i>Year</i>	<i>Name of the event</i>	<i>Level / College</i>	<i>Position</i>
2011 – 2012	Rink Football	Organized by Prahladrai Dalmia Lions College of Commerce & Economics	First
2013 – 2014	Chess	Organized University of Mumbai	Third
2014 – 2015	Best Physique	Organized University of Mumbai	Third
	Best Physique	Organized by Joshi Bedekar College	First
	Taekwondo	Organized University of Mumbai	First
	Boxing	Organized University of Mumbai	Third
	Sqay Marshall Art	Organized by Trination International Championship	First
	LOBA Khawankay		Second
	Carrom Singles	Reena Mehta College of Commerce and Management Studies	First
	Carrom Singles	Reena Mehta College of Commerce and Management Studies	First
	Carrom Singles	Reena Mehta College of Commerce and Management Studies	Second
	Carrom Singles	Reena Mehta College of Commerce and Management Studies	Second
	Carrom Doubles	Reena Mehta College of Commerce and Management Studies	Second
	Carrom doubles	Ghanshyamdas Saraf College of Arts and Commerce	Third
	Carrom doubles	Ghanshyamdas Saraf College of Arts and Commerce	Third
	Rink football	Cosmopolitan's Valia CL College of Commerce and Arts	Third
	Carrom doubles	K.E.S. Shroff College of Arts and Science	First
	Carrom doubles	K.E.S. Shroff College of Arts and Science	First
	Carrom Singles	K.E.S. Shroff College of Arts and Science	Third
	Weight lifting	Prahladrai Dalmia Lions College of Commerce and Economics	Second

	Rink football	Kapol Vidyanidhi College of Management and Technology	Second
	Chess	L.S Raheja College of Arts and Commerce	Second
	Weight lifting	Prahladrai Dalmia Lions College of Commerce and Economics	Second
2015 – 2016	Triple Jump	Organized by University of Mumbai	Second
	Long Jump	Organized by Poisar Gymkhana	Third
	Cricket	Organized by KES college	Second
	Weight Lifting	Organized by University of Mumbai	Second
	Rink Football	KES College of Law	Second
	Rink Football	S.N College	Second
2016-2017	Table Tennis Tournament	Prahladrai Dalmia Lions College of Commerce and Economics, Khel Mahaotsav	Third
	Long Jump	2nd Five Districts open Track & Field Championship 2016 organized by India Mastera Athletics event	Gold Medal
	Long Jump	University of Mumbai – Athletics	Second
	Tripple Jump	University of Mumbai – Athletics	Third
	400 mtrs Race	Bombay YMCA State Level Annual Athletic Meet	Silver Medal
	400 mtrs Race	Poisar Gymkhana Uttar Mumbai Krida Mahostav, Annual Athletic Meet	Gold Medal
	National Bench Press Power lifting Championships	International & Asian Powerlifting Federation & Indian Olympic Association, Coimbatore, Tamil Nadu	Third
	Body Building	Junior/ Masters Physically Challenged, State Level Body Building Chamionship Organized by Mumbai Body Building Association, Navi Mumbai	Second
	Junior Mumbai Shree Body Building	Greater Bombay Body Builders Association Mumbai Suburban Body Building and Fitness Association	Third
	Body Building	7 <sup>th</sup> Junior /Master's/ Physically Challenged, National Body Building Championship organized by Indian Body Builders Federation (Ministry of Youth Affairs & Sports, Government of India, Sports Authority of India)	Certificate of Particiaption.

**Table 2**

### Cultural Activites

<i>Year</i>	<i>Name of the event</i>	<i>College /Institute/ Organization/ Festival</i>	<i>Achievements</i>
2014-2015	Sketching	Vivek College of Commerce	First
	Let's take selfie	Vivek College of Commerce	First



	Best Contingent Leader (CL)	Vivek College of Commerce	Second
	Mono-acting	Mithibai College of Arts, Sci. And Com.	Third
	Singing	Mithibai College of Arts, Science and Commerce	Third
	Mehendi	BalBharati's M.J.P.J College of Commerce	Second
	Mehendi	BalBharati's M.J.P.J College of Commerce	Third
	T-shirt painting	BalBharati's M.J.P.J College of Commerce	Second
	T-shirt painting	BalBharati's M.J.P.J College of Commerce	Third
	Best Contingent Leader (CL)	BalBharati's M.J.P.J College of Commerce	First
	Calligraphy	Ghanshyamdas Saraf College of Arts and Commerce Malad(West)	First
	Calligraphy	Ghanshyamdas Saraf College of Arts and Commerce Malad(West)	Second
	Mimicry	L.S Raheja College of Arts and Commerce	First
	Chalkboard sketching	L.S Raheja College of Arts and Commerce	Second
	Instrumental (Casio)	L.S Raheja College of Arts and Commerce	Second
	Face painting	K.E.S. Shroff College of Arts and Science	First
	Singing	K.E.S. Shroff College of Arts and Science	Second
	Mimicry	K.E.S. Shroff College of Arts and Science	First
	Mehendi	M L Dahanukar College of Commerce	Second
	Nailart	Prahladrai Dalmia Lions College of Commerce and Economics	First
	Sketching	Prahladrai Dalmia Lions College of Commerce and Economics	First
	Fashion Show	Prahladrai Dalmia Lions College of Commerce and Economics	Second
	Poster making	Kapol Vidyanidhi College of Management and Technology	First
	Beat boxing	Kapol Vidyanidhi College of Management and Technology	First
	Face painting	Kapol Vidyanidhi College of Management and Technology	Second
	Debugging	Kapol Vidyanidhi College of Management and Technology	Second
	Group dance	Kapol Vidyanidhi College of Management and Technology	Second
	Best College	Kapol Vidyanidhi College of Management and Technology	Second
	Photoshop	S.I.E.S College of Commerce and Economics	First
	Transporter	S.I.E.S College of Commerce and Economics	Second



	Haggathon	S.I.E.S College of Commerce and Economics	Third
	Haggathon	S.I.E.S College of Commerce and Economics	Third
	Haggathon	S.I.E.S College of Commerce and Economics	Third
<b>2015-2016</b>	Film making	PatkarVarde College and Silver Screen Film Society, Goregaon (West)	Best Cinematography
	Riddles form into comic way (Literature Fine N Art)	Tolani College of Commerce, Andheri (West)	Second
	Documentary Making	VidyaVikas College, Malad (West)	First Runner Up
	Group Dance	K.E.S Shroff College, Kandivali (West)	First
	Poster Making	K.E.S Shroff College, Kandivali (West)	First
	Essay Writing	K.E.S Shroff College, Kandivali (West)	Third
	Group Dance	Mithibai College of Arts, Science & Commerce	Second
	Street Play (in Gujarati)	K.E.S Shroff College, Kandivali (West)	First
	Best CL and ACL (Food Fiesta)	Nagindas Khandwala College of Commerce, Science, Arts & Management Studies, Malad (West)	First
	Group Dance	Nagindas Khandwala College of Commerce, Science, Arts & Management Studies, Malad (West)	Second
	Face painting	Ghanshyamdas Saraf College of Arts and Commerce, Malad (West)	Second
	Face painting	BalBharati's M.J.P.J College of Commerce, Kandivali (West)	First
	Mehendi	BalBharati's M.J.P.J College of Commerce, Kandivali (West)	First
	Nail art	BalBharati's M.J.P.J College of Commerce, Kandivali(West)	First
	Painting	BalBharati's M.J.P.J College of Commerce, Kandivali (West)	Third
	Cooking	BalBharati's M.J.P.J College of Commerce, Kandivali (West)	Third
	Painting	L.S Raheja College of Arts and Commerce, Santacruz (West)	Third
	Duet singing	L.S Raheja College of Arts and Commerce, Santacruz (West)	Second
	Best CL	L.S Raheja College of Arts and Commerce, Santacruz(West)	Second
	Photography	L.S Raheja College of Arts and Commerce, Santacruz (West)	Second
	Ms.Chakrawyuha (Personality Contest)	K.E.S Shroff College,Kandivali (West)	First
	Duet Dance	K.E.S Shroff College,Kandivali (West)	First
	Group Dance	K.E.S Shroff College,Kandivali (West)	Second
<b>2016-2017</b>	Hog-up	Thakur Vidya Mandir High School & Junior College	Third
	Inked Imagination	Ghanshyamdas Saraf College of Arts and Commerce, Malad (West)	First
	Street play	Reena Mehta College, Bhayandar (West)	First
	Rangoli	Anadibai Damodar Kale College, Borivali (West)	First
	Editorial Writing	Ghanshyamdas Saraf College of Arts and Commerce, Malad (West)	First
	Tatoo Making	Anadibai Damodar Kale College, Borivali (West)	Second
	Cooking	Anadibai Damodar Kale College, Borivali (West)	First
	Paper quilling	Anadibai Damodar Kale College, Borivali (West)	First
	Poster making	K.E.S Shroff College, Kandivali (West)	First

	(Gujarati Association)		
	Rangoli (Gujarati Association)	K.E.S Shroff College, Kandivali (West)	Second
	Cooking (Gujarati Association)	K.E.S Shroff College, Kandivali (West)	Second
	Nail Art	BalBharati's M.J.P.J College of Commerce, Kandivali (West)	Second
	Best out of waste	BalBharati's M.J.P.J College of Commerce, Kandivali (West)	Second
	Nail Art	Ghanshyamdas Saraf College of Arts and Commerce, Malad (West)	First
	Best out of waste	Ghanshyamdas Saraf College of Arts and Commerce, Malad (West)	First
	Group Dance	Thakur College of Science and Commerce, Kandivali (east) TaranganFest	Third
	Biography Writing	Ladhidevi Ramdhar Maheshwari Night College of Commerce, Malad (West)	Second
	Poetry Writing	Ladhidevi Ramdhar Maheshwari Night College of Commerce, Malad (West)	Third
	Nail Art	Ladhidevi Ramdhar Maheshwari Night College of Commerce, Malad (West)	First
	Best out of waste	Ladhidevi Ramdhar Maheshwari Night College of Commerce, Malad (West)	First
	Creative Writing	Kapol Vidyanidhi College of Management and Technology	First
	Legacy Down the Drain	Kapol Vidyanidhi College of Management and Technology	First
	Origin Story	Kapol Vidyanidhi College of Management and Technology	Second
	Salad Making Competition	Kapol Vidyanidhi College of Management and Technology	Second
	Group Dance	Mithibai College of Commerce, Vile Parle, EMBLAZE Fest	First
	Short film making	M.D.Shah Mahila College, Malad (West)	First
	Documentary	M.D.Shah Mahila College, Malad (West)	Second
	Ad Mad Show	M.D.Shah Mahila College, Malad (West)	Second
	Best Director Award	M.D.Shah Mahila College, Malad (West)	---
	Best Viewer's Choice	M.D.Shah Mahila College, Malad (West)	---
	Group Dance	M.D.Shah Mahila College, Malad (West)	Second
	Fashion Show	K.E.S Shroff College, Kandivali (West)(Artbeat Fest)	Second
	War of Contingent leaders (CL's)	K.E.S Shroff College, Kandivali (West) (MAMOS Fest)	Second
	Jewellery Making	K.E.S Shroff College, Kandivali (West) (Revolutionised Fest)	Third
	Biz Quest	Thakur Institute of Management Studies & Research, Kandivali (East) (TIMSR Fest)	First
	Yarn-a Tale Story Writing	Deviprasad Goenka Management College of Media Studies Malad (West)	Third
	Group Dance	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	Second
	Need for Speed	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	First
	Counter Strike	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	First
	Just a Minute	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	Second
	Smoke Photography	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	First

	Ms Elaan	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	Second
	Ad Film Making	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	First
	Solo Singing	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	Second
	Carrom	Nirmala Memorial Foundation College of Commerce and Science, (ELAAN Fest)	First
	Bollywood Quiz	Xavier Instiute of Engineering (Spandan Fest)	Third
	Techincal Drama	Nirmala Memorial Foundation College of Commerce & Science ( Technoutsav)	First
	Poster Making	Nirmala Memorial Foundation College of Commerce & Science (Technoutsav)	First
	Presentation	Nirmala Memorial Foundation College of Commerce & Science (Technoutsav)	First
	Photography	Nirmala Memorial Foundation College of Commerce & Science (Technoutsav)	Second
	Just a Minute	Anjuman – I- Islam’s Allana Institute Management (CST)	First
	Corporate Adalat	L.S Raheja College of Arts and Commerce, Santacruz (West)	Third
	Just a Minute	L.S Raheja College of Arts and Commerce, Santacruz (West)	First
	Beg Borrow and Steal	L.S Raheja College of Arts and Commerce, Santacruz (West)	Third
	Rangoli	Shri Bhausaheb Vartak College of Arts, Science and Commerce, Borivali (West)	First
	Snakes and Ladders	L.S Raheja College of Arts and Commerce, Santacruz (West)	First
	Nfashion Show	L.S Raheja College of Arts and Commerce, Santacruz (West)	Second
	Photography	L.S Raheja College of Arts and Commerce, Santacruz (West)	First
	Six Thinking Hats Competition	L.S Raheja College of Arts and Commerce, Santacruz (West) (Parallax Fest)	Second
	Contingent Leader	L.S Raheja College of Arts and Commerce, Santacruz (West) (Parallax Fest)	Best College Award
	Debate	L.S Raheja College of Arts and Commerce, Santacruz (West) (Unmesh Fest)	Second
	Chess	L.S Raheja College of Arts and Commerce, Santacruz (West) (Unmesh Fest)	Second
	Just a Minute	L.S Raheja College of Arts and Commerce, Santacruz (West) (Unmesh Fest)	Second
	Contingent Leader	L.S Raheja College of Arts and Commerce, Santacruz (West) (Unmesh Fest)	Best College Award
	Ad- mad Show	Thakur College of Commerce & Science, Thakur Village, Kandivali (East) Mumbai – 400101	First
	Media Quiz	Guru Nanak College of Arts, Science & Commerce, Sion.	First
	Debate	Guru Nanak College of Arts, Science & Commerce, Sion.	Third
	Tech Debate	Thakur Institute of Management Studies Career Development & Research	First

- Mr. Saahil Rai of S.Y.BMS was awarded as Best Paper presenter in One day National Level Paper presentation Competition on ‘*New Paradigms in Trade, Commerce Service Sector*’ organized by Department of Commerce of Pillai College of Arts, Science, New Panvel, Raigad. **Title of paper: A Study in innovative marketing**

*strategy with special reference of Company one plus on 12<sup>th</sup> January, 2016.*

- Miss Sneha Bhat of S.Y.B.Com received 3<sup>rd</sup> prize in Book Review Competition organized by J.M. Patel College of Commerce, Goregoan (West) on 15<sup>th</sup> January, 2016.
- Miss Sheryl Dias of S.Y.BMS was awarded the Best Paper award in inter-collegiate seminar for students Make in India: Role of Banking, Finance, Management, Media & Information technology organized by Reference Advisory Committee organized by KES Shroff College of Arts & M. H. Shroff College of Commerce. **Title of the Paper: *Make in India: Role of Management on 4<sup>th</sup> September, 2015.***
- Miss Sheryl Dias was awarded first prize for Research Paper presentation at 3<sup>rd</sup> National Research Symposium ACANTHUS, organized by BBI and BMS Department of S.I.W.S NR Swamy of Commerce, Economics, Wadala, Mumbai-400031 on 28<sup>th</sup> August, 2015.

**5.3.3 *How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?***

At the end of the academic year, the institute obtains feedback from the stakeholders on the infrastructural facilities and the learning resources. The feedback obtained is analyzed and its outcome is placed before the appropriate authorities for their considerations and necessary action. This exercise helps the institute to improve its academic performance and overall quality of its functioning.

**5.3.4 *How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazines, and other material? List the publications / materials brought out by the students during the previous four academic sessions.***

The college publishes an online magazine on the college website. For the academic year 2015-16, the college has uploaded its online magazine, “Show Case” which comprises of short stories, poems, articles, etc. written by students. The publication of the magazine gives

an opportunity to the students to showcase their writing skills, creative writing and independent thinking.

The students under extension activities prepares banners on current issues for displaying information about various cultural activities and placards which are used during tree plantation, blood donation programs, etc.

***5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.***

Yes, the institute has a Students' Council. The constitution and composition is as per the relevant section of the Maharashtra Universities Act, 1994. The duties and responsibilities of the Students' Council are also as per the provisions made in same act.

***5.3.6 Give details of various academic and administrative bodies that have student representatives on them.***

The institute believes in participatory management approach for its day-to-day administration. The participation of students at various levels fosters a sense of belongingness among them. Their participation is mainly through the Students' Council, Commerce Association, Library Committee, Women's Development Cell, Cultural Committee, Gujarati Association, NSS, English Literary Association, and Planning Forum.

***5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the institution. Any other relevant information regarding Student support and progression which the college would like to include.***

The institute believes that the former faculty members and alumni are its assets. They contribute to the development of the institute. They are invited to train the students in dance or other activities for Annual Day function. The institute also maintains the contact numbers of the former faculty members.

## CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 INSTITUTIONAL VISION AND LEADERSHIP

**6.1.1** *State the vision and mission of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?*

The Vision and Mission statements of the institute are clearly defined and represent its distinct characteristics in terms of addressing the emerging needs of the society, its radiations (ideals) and values and above all meets the growing expectations of its students.

**Vision:-**

*“To bring about academic excellence by training and empowering young minds to create a bright future for themselves and others through dissemination of knowledge and skills and to contribute to social transformation through improvement in the quality of life. ”*

- In conformity to its vision and mission statements, the institute offers only professional programs which have social relevance and meets the changing needs of the society.
- The institute recognizes that technological innovation and use of technology are essential for the teaching-learning process. The Management continuously upgrades infrastructural facilities, learning resources and IT infrastructure so as keep pace with emerging needs of new curricula.
- The administration is proactive and practices a learner-centric approach. The institute has adopted open door policy; and the Principal and faculty members are available to students at all times.
- The faculty members actively mentor students to enable them to take responsibilities in various spheres of life. Also, the Management, the Principal, faculty members and non-teaching staff work together on account of which, team spirit prevails on the campus.

- Active participation of students in the undertakings is ensured by motivating them to join various committees, associations and Students' Council. Experiential learning is also provided through the industrial visit and projects.

**Mission:-**

- *To educate and train learners in the fields of Commerce, Management and Information Technology, Mass Media and to collaborate with industries for equipping learners with relevant knowledge, skills and attitude.*
- *To facilitate young adult learners with opportunities to harness their ethics and leadership potential.*
- *To sensitise learners towards inclusive social concerns, human rights, gender and environmental issues.*

**6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The Management, Principal and faculty members play an important role in designing and implementation of plans and quality policy. The Principal and various academic and administrative committees implements the quality policies with respect to the quality of teaching-learning process, examinations, research and student support services. The Local Managing Committee provides adequate funds to maintain the quality of infrastructure and other services.

**6.1.3 What is the involvement of the leadership in ensuring?**

- *The policy statements and action plans for fulfillment of the stated mission.*
- *Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.*
- *Interaction with stakeholders.*
- *Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.*
- *Reinforcing the culture of excellence.*
- *Champion organizational change.*

### **The policy statements and action plans for fulfillment of the stated mission**

- Various policies and action plan for implementation are prepared by the Local Managing Committee. The Staff meetings are presided over by the Principal, the policies for initiation of new programs, appointment of faculty, completion of syllabus, teaching methods, evaluation system, faculty development programs, etc. are discussed and accordingly implemented.
- In departmental meetings, the Head of the Department discusses plans regarding the allotment of the workload, internal assessment, students' attendance and discipline etc.

### **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

- All the plans of action formulated by the Local Managing Committee are operationalized by the Principal, Head of Departments and faculty members' through various committees down the line.
- Perspective plan is prepared by the Management in consultation with Principal, which incorporates the policies for academic excellence and all round development of the students.
- The Principal guides the senior faculty in preparation of the academic calendar, and implementation of the same is monitored.
- The conveners of various committees plan activities as per the academic calendar for overall development of learners.

### **Interaction with stakeholders**

- The Management, Principal and Head of Departments meet with the faculty members to ensure the smooth functioning of the institute.
- Under the overall supervision of the Principal, different committees are formed and responsibilities are allotted to the faculty members. Faculty members are given full autonomy to execute the plans of action as per the Statute and Ordinances of the university.



- Frequent interaction between the Principal and students helps to timely resolve the grievances of students. Principal follows an open door policy and is always accessible to all the students.

**Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**

Feedback obtained from the students and other stakeholders with respect to the teaching-learning process, infrastructure and learning resources are analysed and discussed in staff meetings and necessary steps are taken to address the same. The presence of the Grievance Redressal Cell and Students' Council ensures an harmonious atmosphere in the college.

**Reinforcing the culture of excellence**

The Management, Principal, faculty members and non-teaching staff actively work together to reinforce the quality education among students. Along with the teaching-learning process the placement and the career counseling cell actively work together to enhance the employability of the students. The NSS unit encourages students to participate in community-based extension and outreach activities organised for the neighbourhood communities. The faculty members and students are supported in their social and academic achievements.

**Champion organizational change**

- The Management is dynamic, open-minded and committed to implementing necessary changes, as and when required.
- This is evidenced in the increase in expenditure for academic growth of faculty members, change in library timings and the beginning of M.Com classes in the morning.

***6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?***

- The Management and the Principal have adopted a participatory management approach by involving all the stakeholders that have helped to inculcate a sense of belongingness among all.

- The academic calendar prepared at the beginning of the academic year is properly evaluated and monitored by the Principal, which plays a vital role in evaluating its plan and its effective implementation.
- The academic performance of the students is evaluated and monitored by the Principal at the end of each semester. It provides valuable guidance with respect to the initiatives to be undertaken for improving the performance of students.
- Students' attendance is closely monitored by the Attendance Committee and the Principal. As per the policy, defaulters' list is displayed in the classrooms.
- The Principal monitors the proposal of industrial visits and approves the same after necessary verification.

***6.1.5 Give details of the academic leadership provided to the faculty by the top management?***

The top Management provides the academic leadership to faculty members by organising faculty development programs, monitoring teaching-learning process, analyzing the examination results and taking corrective measures, encouraging to undertake research projects, publication of research papers, participation in extension and outreach activities.

***6.1.6 How does the college groom leadership at various levels?***

The Principal provides a dynamic leadership to the institute and ensures that faculty members and non-teaching staff participate in the curricular, extra-curricular and co-curricular activities. The Class Representative, who leads the class in sports, cultural and academic activities, is selected among the students. Adequate representation of students in all committees ensures to cultivate their leadership skills. Students are also deputed to participate in various inter-collegiate cultural competitions conducted by other institutions, which helps them to develop qualities of sportsmanship. The NSS is a major platform through which students actively get engaged in community development programs. NSS activities help students in imbibing

leadership qualities such as discipline, mental strength, physical stamina, commitment to excellence and community and national service orientation.

The Principal is designated to lead the department in all academic matters. The faculty members look after the working and progress of all committees ensure nurturing of leadership among students. Faculty members are appointed as convenors of various committees and are given full autonomy in decision making. The administrative staff is groomed through allocation of responsibilities based on their designations.

***6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?***

The administration of the institute is decentralized and has a keen sense of responsibility and accountability. The policy-making decisions are taken by the Management and the Local Managing Committee and are implemented by the Principal, Head of departments and the Registrar. Functional academic autonomy is given to the heads of the academic departments to manage the academic affairs including tests and examinations. Financial autonomy is also given to the Principal and heads of the departments within the broader framework prepared by the Management. This approach of the institute has facilitated quick decision-making and has brought the transparency in the administration.

***6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.***

Yes, the institute promotes a culture of participative management by involving all the stakeholders in the process of decision-making. There exists internal co-ordination and monitoring mechanism which facilitates the frequent interactions between the administrative functionaries working at different levels. The participative management approach brings clarity and transparency in the whole process and enhances efficiency.

The faculty members and non-teaching staff represents on the Local Managing Committee and other committees also. The staff meeting is held at least twice in a semester to discuss matters related to attendance, teaching plan, academic calendar, and their implementation, discipline, evaluation, etc. are also decided. In departmental meetings, policies connected with teaching methods, completion of syllabus, attendance of the students etc. are decided based on faculty members' suggestions. The open door policy followed by the Principal helps faculty members and students to approach the Principal whenever the need arises. The said liberal approach of the Principal encourages the professional development of the faculty members.

## **6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT**

### **6.2.1 *Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?***

Yes, the institute has a formally stated quality policy, which is reflected in its vision and mission statements and also its core policies. This quality policy is the outcome of the collective efforts of the Principal, faculty members and other stakeholders. It covers vital areas like infrastructural facilities, library, teaching-learning process, evaluation, student support services and finally quality of the faculty members. Apart from this the quality policy of the institute is developed by the Management in consultation with the IQAC members and eminent academicians. A sense of commitment to the cause of excellence in quality drives the faculty members towards the implementation of the quality policy. The college management provides conducive environment for the same.

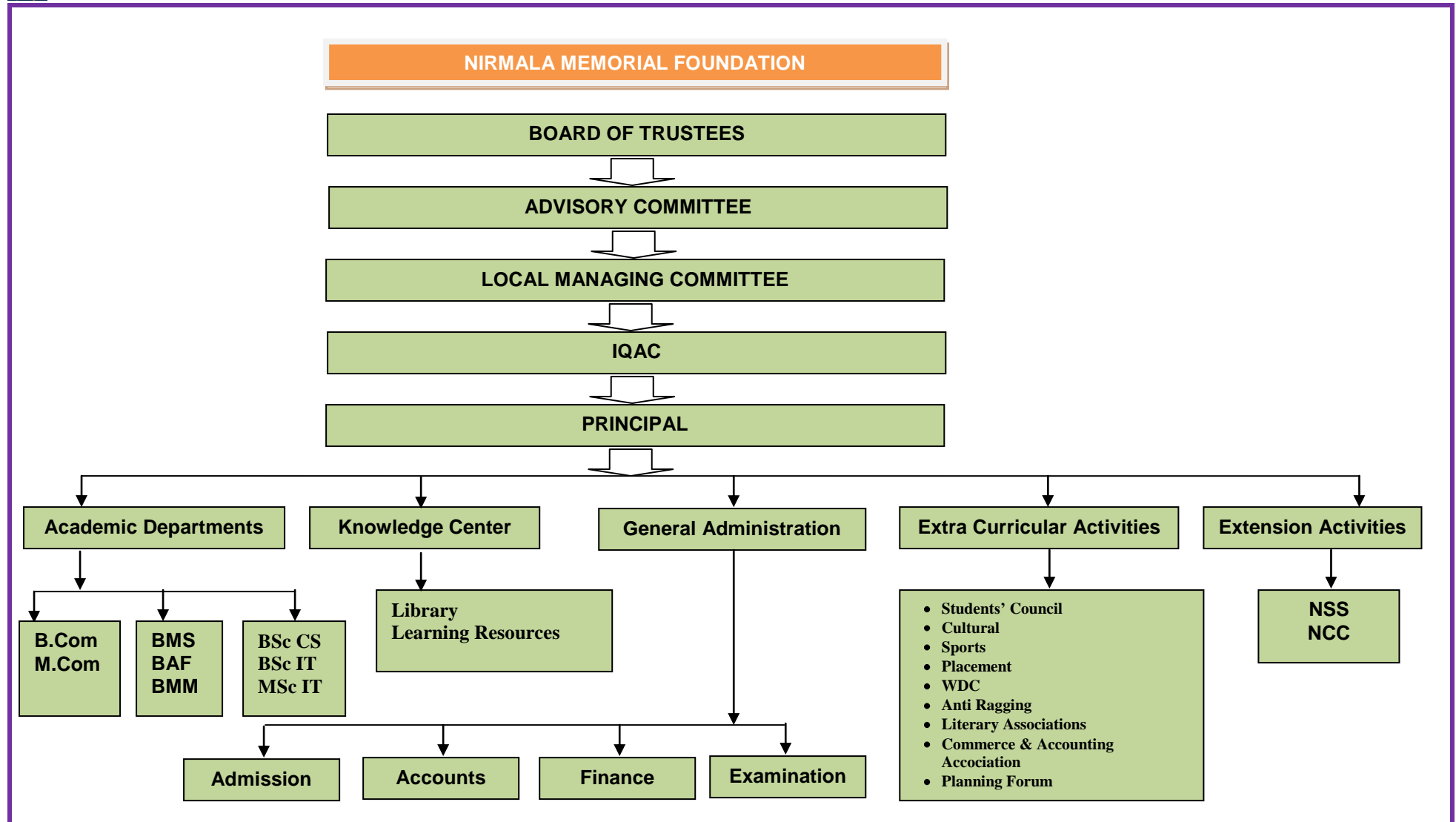
- Introducing various teaching-learning methods.
- Displaying the vision and mission of the institute on the websites.
- Encouraging the faculty members to pursue research.
- Improving ICT facilities available for the teaching-learning process.

***6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.***

Yes, the Local Managing Committee in consultation with Trust prepares its short-term and long-term perspective plans for the development of the institute. The perspective plan includes launching of new programs and/or courses, appointment of faculty members, augmentation of additional space, purchase of equipment, furniture, computers, library books, etc.

***6.2.3 Describe the internal organizational structure and decision making processes.***

The organisational structure or the organogram of the institute is as below:



The Local Managing Committee is a Statutory Authority set up as per the provisions of Maharashtra Universities Act, 1994 consisting of 11 members as follows:

Dr Denis Desai	Chairman, Nirmala Memorial Foundation
Ms. Dhara Desai	Secretary, Nirmala Memorial Foundation
Ms. Arunaben Desai	Nominee of Management
Principal (Dr) Ancy Jose	Nominee of Management
Prof. S.B. Patil	Nominee of Management
Shri. Milan Desai	Nominee of Management
Dr Poonam Kakkad	Teacher Representative
Dr Monika John	Teacher Representative
Dr Megha Juvekar	Teacher Representative
Ms. Swati Desai	Non-Teaching Staff Representative
Principal Dr T.P. Madhu Nair	Member Secretary

**Advisory Committee:** It is constituted to steer the college in the right direction and to advise the Management and Principal in various matters. Advisory Committee consists of the following:

Dr Vijay Khole	Vice Chancellor, AMITY University, Mumbai
Dr Sabale	Former Vice Chancellor, YCMOU
Dr S.S.Mantha	Former Chairman, All India Council for Technical Education (AICTE)
Dr T.A Shiware	Director, Wilson College

The Principal is the head of the institution who directly report to the Chairman of the Trust and implements decisions based on the directions received from the Management, University and the State Government. He is disciplinary authority for the faculty, non-teaching staff and the students. The Head of the Departments and the Registrar assists him in day-to-day academic and administrative activities. He runs the institute through various committees such as admission, timetable, examination, sports, cultural, discipline and NSS. The

implementation of decisions taken by these committees is subject to the approval of the Principal.

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:**

- **Teaching and Learning**
- **Research and Development**
- **Community engagement**
- **Human resource management**
- **Industry interaction**

**Teaching and Learning:**

- The institute has appointed a pool of qualified and experienced faculty members to teach various courses. They are deputed to attend orientation, refresher and short term courses which help them to be contemporary in their disciplines.
- Apart from conventional face-to-face teaching, the faculty members extensively uses information and communication technologies, interactive SMART boards and integrated learning management system MOODLE in the teaching-learning process. The faculty members also use other forms of teaching such as group discussions, field studies, debates, tutorials, seminars, industrial visits, projects etc., are adopted for proper understanding of the courses.
- The institute follows the self-appraisal method recommended by the University to evaluate the performance of faculty members, which is used for correcting shortfalls.

**Research and Development:**

- The institute encourages the faculty members to undertake research activities such as minor research projects, to enroll themselves for M.Phil and Ph.D They are also motivated and encouraged to attend various seminars connected with research and development to enhance the aptitude for research.
- Faculty members are presenting research papers at various seminars/conferences at national and international level. Duty leave



is sanctioned to encourage their research output and are also encouraged to undertake minor research projects of the University of Mumbai.

#### **Community Engagement:**

- The institute undertakes various activities for the improvement of community engagement throughout the year.
- The NSS unit of the institute undertakes various community programmes like blood donation camps, tree plantation programmes, street plays on AIDS awareness, care for the girl child, drug addiction, etc.
- The NSS unit distributes notebooks and stationery to the underprivileged school children of adopted area at Janupada, Kandivali (East). The community engagement programs are organized through NSS and WDC.

#### **Human Resource Management:**

- The institute believes that efficient human resource management leads to quality enhancement in all directions.
- The appointments of the faculty members are done through advertisements in leading newspapers to attract competent, qualified and experienced candidates. The candidates are interviewed by the Selection Committee as per the University or Government norms. The selected candidates are appointed on probation for a period of two years during which periodical evaluation of their services is done and only competent, sincere and devoted candidates are continued and made permanent.
- The support staffs are given uniforms, their reporting and departure time, work allotment etc., is allotted to them. Majority of them reside in local areas nearby.
- Faculty members and non-teaching staff are placed on higher scale of pay based on the number years of service and other conditions of placement.
- Experienced faculty members from other colleges and industry experts are invited as visiting faculties.

- University approval for fully qualified faculty members is taken.

**Industry interaction:**

- Every year the institute arranges industrial visits outside the state and corporate visits to enable students to get practical inputs of the working of the industry on various aspects like finance, marketing, human resource, management, quality maintenance, etc. and prepares them with the employability skills required for entering the industry.
- The students are also taken to the stock market to enable them to understand various concepts of stock exchange and its working.
- Experts from the industries, chartered accountant firms etc. are invited to provide career guidance to students.

**6.2.5 *How does the Head of institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?***

- The Principal maintains an excellent network to get outcome of feedback and forwards it to the Management and stakeholders to review institutional activities.
- In staff meetings, conducted at least once/twice in a semester, information pertaining to the teaching and learning process, attendance and performance of the students and other related matters are discussed.
- The Principal monitors the lectures being engaged by the faculty members, working of the administrative office, cleanliness of the college, working of Class IV employees. The same information is provided to the Management for further progress / action.
- The Principal visits the library and reading room which enables him to get information regarding the functioning of the library, availability of books and journals etc.

**6.2.6 *How does the management encourages and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?***

- The Management takes keen interest in the day-to-day working of the institution and involves itself in improving the efficiency of the institutional activities.
- The feedback from the faculty members, students and other stakeholders enables the Management to bring necessary changes in the infrastructure from time to time. The Management encourages the faculty members to attend orientation programme, refresher courses, workshops and seminars to improve their academic standards.
- The academic calendar of events and activities is made at the beginning of the academic session to ensure its smooth functioning and the ICT resources help the faculty to make teaching-learning process interactive. Adequate software programs are purchased for use in the library, admission process, preparation of results, attendance of the students, etc.

**6.2.7 *Enumerate the resolutions made by the Management Council in the last year and the status implantation of such resolution.***

Resolutions of Local Managing Committee are accepted by Management:

Last three years resolutions are as below:

- Resolved that the college be accredited by NAAC and for that purpose the preparations be started by appointing Dr Alpa Upadhyay and Prof. Janvi Bhatia.
- Resolved that the college classrooms be installed with smart boards by replacing the black boards.
- Resolved that the college be equipped with interactive boards in major classrooms.
- Resolved that the proposal for consultancy with M/s. Kalpak International amounting to Rs. 1 lakh be accepted.

- Resolved that the following audits be undertaken by the college:
  1. Green Audit
  2. Academic Audit
  3. Gender Audit
  4. Library Audit
  5. Administrative Audit
- Resolved that an external committee be constituted for selecting best teacher/best office staff/best support staff of the college.
- Resolved that the IQAC set up by the college be empowered to take necessary discussions. They are also empowered to incur expenditure up to Rs. 50,000/- without prior permission.
- Resolved that the Principal be requested to initiate the procedure to start Research Center in Commerce.

***6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?***

The institute may apply for the autonomy after the first cycle of assessment and accreditation.

***6.2.9 How does the institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?***

- The institute ensures that all grievances, complaints and suggestions are promptly attended to and resolved effectively. All the complaints are immediately forwarded to the relevant committee for necessary action and redressal.
- The Principal frequently gives counseling to the students and address their concerns and apprehensions. The Principal keeps interacting with the faculty members to understand and address their issues. The Discipline Committee for students takes prompt action as soon as any complaint relating to student mis-behaviour is reported to it.

- The Grievance Rredressal Committee addresses the grievances of the students. In addition to that, suggestion boxes are placed at strategic locations for receiving complaints/grievances from students in writing. The boxes are opened periodically and necessary actions are taken to redress grievances. Personal grievances are handled carefully and sensitively and whenever required, appropriate counseling is also provided by the teachers or the Principal.
- The college is sensitive enough to meet students' grievances both in academic and administrative matters. Minor grievances are orally communicated to the Principal's office and they are urgently and appropriately redressed as the college follows open door policy.

***6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?***

No, there has been no court cases filed against the institute.

***6.2.11 Does the institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?***

Yes, the institute has mechanism for analysing the feedback received from students and other stakeholders on the institutional performance. Based on the outcome of the feedback, the institute has started new program Bachelor of Mass Media (BMM). Project laboratory facility has also been created for M.Com students, additional copies of the books are purchased, interactive SMART boards in the classrooms and purchase of integrated learning IT platform MOODLE etc are created.

### **6.3 FACULTY EMPOWERMENT STRATEGIES:**

***6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?***

**Teaching staff:**

- Faculty members are deputed to orientation and refresher courses organised by the Human Resource Department, UGC, academic staff colleges and short-term professional development courses.
- The faculty members attend seminars and conferences to enhance their knowledge and professional qualifications for which they are given duty leave.
- They are encouraged to register for M.Phil and Ph.D programs.
- They are also encouraged to take up Minor and Major research projects of the University of Mumbai. In the academic year 2015-16 three faculty members have completed minor research projects sanctioned by University of Mumbai. Six faculty members' proposals for minor research has been sanctioned by the University of Mumbai for the academic year 2016-17.
- The institute has conducted the National Level Conference-25<sup>th</sup> Maharashtra State Commerce Conference on 09<sup>th</sup> and 10<sup>th</sup> February, 2014 where in Deans of Commerce of all Universities in Maharashtra had participated and 53 research papers were presented in various technical sessions.
- On 17<sup>th</sup> April, 2016 institute organised a One Day National workshop '**The Joy of Research**', wherein eminent resource persons were invited to guide the participants in selecting suitable topics for Ph.D, ways to write research papers, study on review literature, to write minor and major research projects.

**Non-teaching staff:**

- The institute organized programs on computer literacy and office procedure.

**6.3.2 *What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?***

- The institute deposes the faculty members to attend orientation, refresher courses, workshops, conferences and other professional development programs organized at the state and University levels.

- Participation in various committees as convenors, members and co-ordinators helps to develop their leadership skills and enhance creativity and innovation in organising various events.
- The institute takes special care to ensure the well-being of the staff. Stress management lectures, yoga sessions and health talks are also organised.
- The latest technology is optimally put to use by actively engaging through social media platforms like WhatsApp to disseminate important information. Its messages also build teamspirit and act as a stress-buster.

***6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.***

The institute has implemented the performance appraisal system as per the UGC guidelines. The self-appraisal report is first filled by the faculty members and then it is reviewed by the respective head of the department and subsequently it is submitted to the Principal.

At the end of academic year, feedback is also obtained from the students in a structured format which has a well defined set of questions that help the students to evaluate the performance of faculty members based on their understanding of lectures, defines how far the teacher has succeeded in reaching out to students. The feedback obtained is analyzed and communicated to the concerned faculty member. The said practice aims at improving the professional competencies of the faculty members.

***6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?***

- The Management along with the Principal reviews the performance appraisal and provides supportive measures for improvement in the areas of concern.
- The feedback is shared with faculty members and areas of improvement are suggested to concerned faculty member.

- Performance appraisal also helps the Management in determining the annual increments to be given to faculty members.

**6.3.5 *What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?***

- Financial support and loan facility to staff in case of necessity.
- Free education to wards.
- The college provides two sets of uniforms to the class IV employees every year.

**6.3.6 *What are the measures taken by the institution for attracting and retaining eminent faculty?***

The institute believes that a pool of qualified, experienced and committed faculty members nurtures an excellent teaching-learning process. The institute provides better work culture, pay scales as per the UGC, fringe benefits, additional increments to M.Phil and Ph.D holders and other welfare benefits to retain the faculty members. The attrition rate in the institute is less than one.

**6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILISATION**

**6.4.1 *What is the institutional mechanism to monitor effective and efficient use of available financial resources?***

The institute has a well-defined policy for effective and efficient use of available financial resources. The budget estimates is prepared on the basis of estimated income and expenditure of all the academic departments and administration. It is then placed before the Local Managing Committee for its approval and subsequently, it is sent to the Trust for its approval.

The flow of income and expenditure is monitored and balance funds which are not required immediately are invested in fixed deposits. The purchases are made through the Purchase Committee.

**6.4.2 *What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.***



The institute has a mechanism for internal and external audit. The internal audit is carried out at regular intervals and minor mistakes in accounting, if any, are corrected. Quarterly income-expenditure and balance sheet are placed before Local Managing Committee for its approval. At the end of the financial year, external audit is carried out by the statutory auditor appointed by the Trust and audited statements are placed before the Local Managing Committee and after its approval same is sent to the Trust. Due to periodic internal audit, there are no major audit objections.

**6.4.3 What are the major sources of institutional receipts / funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and reserve fund/corpus available with Institutions, if any.**

Since the institute is self-financing in nature, the major source of income is tuition and other fees collected from the students and some funds received from the Trust. The deficit, if any, is met by the Trust. Presently, the Trust has borrowed Rs.3.0 crore from a local bank for construction and modification of the college premises. The details of the income and expenditure on major academic and administrative heads are as below:

<i>Budget Head</i>	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>
Fees Collected	4,08,35,500/-	4,64,29,600/-	5,81,74,500/-	8,05,11,030/-

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

The institute is not covered under Sec (2f) and 12(B) of the UGC Act 1956 and therefore not eligible for plan and non-plan grants from the UGC. The only source of income is tuition and other fees collected from the students and the funds made available from the Trust. However, the institution raises some funds by conducting examinations pertaining to Railway Recruitment Board, Polling Booth for conducting election of Institute of Chartered Accountants of India Elections-2015 (ICAI) and other examinations such as Banking Service Examination.

## 6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)

### 6.5.1 Internal Quality Assurance Cell (IQAC)

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes, the institute has established IQAC as on 13<sup>th</sup> June, 2013 as per the NAAC guidelines. The institute is firmly committed to the objectives of IQAC and functions on the basis of the guidelines set forth by NAAC. It has adopted a quality policy aimed at achieving excellence through continuous improvement, cultural transformation and systematic internalisation of quality improvements.

- b. How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?**

The decisions of IQAC are approved by the Management and the same are implemented. The details are as below:

Sr. No	Date of Meeting	Resolutions	Current Status
1.	6 <sup>th</sup> July, 2013	B.Sc. (IT) and (CS) department may organise the intra-collegiate Techno-Utsav in the month of December.	Implemented
2.	20 <sup>th</sup> July, 2013	To conduct contact lectures for the academically weaker students for all programs.	Implemented
3.	28 <sup>th</sup> June, 2014	BMS department may organize fun and fair to develop marketing skills of the students.	Implemented
4.	10 <sup>th</sup> January, 2015	E-library may be started to enable the students to have access to library resources, past question papers and other related information.	Implemented
5	20 <sup>th</sup> June, 2015	To organize intra-collegiate festival for self finance programs whereby the students will develop their leadership,	Implemented

		team spirit.	
6.	20 <sup>th</sup> February, 2016	Overhead projectors and smart boards may be installed for interactive teaching and learning process.	Implemented
7.	25 <sup>th</sup> June, 2016	Seeing the success of intra-collegiate ELAAN festival, to conduct the said festival at inter collegiate level	Implemented
8	3 <sup>rd</sup> December, 2016	To conduct a workshop for staff members to increase the awareness on managing finance and investment	Implemented

**c. Does the IQAC have external members on its committee?**

Yes, the IQAC has two external expert members, namely, Principal (Dr) M.S. Kurhade, Dean of Arts faculty, the University of Mumbai and Prof. Dr Faiyaz Gadiwala, K.P.B Hinduja College.

**d. How do students and alumni contribute to the effective functioning of the IQAC?**

The IQAC collects feedback from the current students and alumni since it helps to improve the overall quality of its functioning.

**e. How does the IQAC communicate and engage staff from different constituents of the institution?**

The members of the IQAC continuously communicate and engage faculty members from different constituents of the institute to ensure the quality of various services offered to the students. Based on the recommendations of the stakeholders, the IQAC has taken various initiatives to enhance the quality of academic and administrative activities.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.**

Yes, the institute has an integrated framework for quality assurance pertaining to academic and administrative activities such as documentation, standardization of processes and statistical methods, quality measurement/assessment and strategic planning and control.

The institute collects data on various academic and administrative activities and analyses the same. Its outcome is used to enhance the quality of various services offered to students. It also documents the records systematically and has set its own benchmarks for quality assurance. Automation of the administration and the library operations has helped to streamline the working and has resulted in improvement of the quality of their services.

***6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.***

Yes, the institute provides training to its staff for effective implementation of the quality assurance procedures by deputing the faculty members to attend the NAAC sponsored seminars organised by the University or other institutions.

***6.5.4 Does the institution undertake Academic Audit or the external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?***

Yes, the institute has carried out its academic audit by constituting the committee of external peers. The recommendations of the committee are duly implemented. Some of the recommendations of the committee were the Book Bank Scheme for the needy and deserving students, strengthening of the Placement Cell, purchase of LCD projectors, having more books in the library, purchase of interactive SMART boards and integrated learning management system etc. The acquisition of these facilities has helped to improve the teaching-learning process.

***6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies / regulatory authorities?***

- The institute is affiliated to University of Mumbai as such quality assurance mechanism of the institution is properly aligned with the requirement of the University and the State Government.

- The appointment of the Principal and faculty members is as per the UGC guidelines which ensures excellence in imparting quality education.
- Academic calendar, time table, examination schedule and teaching plan helps to improve the teaching-learning experience of the students.
- The use of ICT in teaching-learning process makes learning interactive, and question and answer method, projects, etc are followed to attain the desired learning goal.
- Performance of the students is monitored throughout the academic year through various learning activities such as tutorials, home assignments, mid-semester examinations, class tests, industrial visits, seminars, projects, etc.
- Inducement for higher education, faculty members participation in refresher courses, orientation programme, paper presentation, attending seminars and workshops, etc are followed as per the University norms for faculty improvement.
- The Local Managing Committee is responsible for the smooth functioning and has representation of the teaching staff, Principal and the Management as per University norms.
- The Local Managing Committee submits its annual report to the University giving details of the work done for a particular academic year.

**6.5.6** *What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?*

The teaching-learning process is continuously reviewed by the institute from time to time.

**Teaching:**

- The teaching plan for the academic year is effectively implemented as per the requirement. The teachers are expected to prepare their daily class teaching notes.

- The time-table meetings pertaining to the workload and paper allocation start well in advance of the approaching academic session with a view to enable the departmental heads to work out and allocate the desired course papers to the faculty members. This also enables faculty members to prepare their allocated course papers well in advance.
- Each department head holds regular meetings to discuss and review issues pertaining to the syllabus covered by each teacher and other academic issues.
- Student feedback is obtained on teaching at the end of the each semester and the faculty is informed about the progress, deficiency and required efforts.
- The Principal monitors the overall working of the institute effectively.
- The Principal also reviews the progress of the completion of the syllabus by the faculties in the department meetings periodically.
- The faculty members provides remedial academic support in the form of contact lectures to academically weak students and slow learners to bring them on par with other students.
- There is a mechanism of regular monitoring of the student attendance. The defaulters' list is displayed in the respective classrooms for the information of the students and in some cases the parents are duly informed when their wards are short of attendance.
- The results of various examinations are properly analysed course-wise, class-wise. The necessary instructions are also given to the faculty members for improvement.
- Record of daily lectures delivered by the visiting faculty is maintained to analyse the lecture delivery system.
- Teachers' daily attendance, reporting and departure time, lectures delivered by faculties etc., are properly monitored by Principal.

**Learning:**

- The learning mechanism of the institute is reviewed by the head of the department and the Principal.
- Students' daily attendance is properly monitored by the departmental heads and also by the Principal and appropriate steps are taken against the defaulters.
- Class tests, semester-end examinations, etc. are reviewed by both head of the department and Principal. Special care is taken regarding the absentees for internal assessment. The semester-end examination results are properly analysed class-wise, course-wise. Necessary steps are taken to enhance the result of a particular course if the progress of the said course is not up to the mark which includes conducting special contact lectures.
- Continuous monitoring is done by Principal, pertaining to the infrastructure which facilitates better learning process.

***6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?***

The institute communicates its quality assurance policies, mechanism and their outcome to the internal and external stakeholders through its website, prospectus, student notice board, personal interactions with faculty members, students and parents. A detailed report is also sent to the affiliating University, State Government and the Management.

## CRITERION VII INNOVATIONS AND BEST PRACTICES

### 7.1 ENVIRONMENT CONSCIOUSNESS:

The institute is located in a residential area and is surrounded by residential buildings. All efforts are made by the institute and the community to create awareness about the environment and cleanliness. Students and the staff enjoy a clean environment. NSS volunteers, throughout the academic year create environmental consciousness through various activities.

#### 7.1.1 *Does the institution conduct a Green Audit of its campus and facilities?*

Yes, the institute has carried out the green audit of its building and the facilities. Most of the recommendations of the green audit committee are implemented.

#### 7.1.2 *What are the initiatives taken by the college to make the campus eco –friendly?*

The institution has undertaken various initiatives to make the campus eco-friendly. Some of them are as under:

##### **Energy Conservation:**

- Energy conservation is one of the prime objectives of this institute. The conventional bulbs and tube lights are changed and energy efficient LED bulbs and tube lights are used. The building is well ventilated. Whenever lectures and practical are over, care is taken that the fans, lights and air conditioners are switched off.
- The building has large windows with full, transparent glass which allows adequate sunlight into the rooms, ensuring optimum use of sunlight and circulation of air, thereby resulting in energy savings.

##### **Use of renewable energy:**

The institute is in the process of fitting solar panels on the roof of the building for solar lights and hot water.

##### **Water harvesting:**

The institute is located in a metro city, hence not applicable.

##### **Check dam construction:**

The institute is located in a metro city, hence not applicable.



**Efforts for carbon neutrality**

The institute is located in a metro city, hence not applicable.

**Plantation:**

The institute is located in a metro city, hence not applicable.

**Hazardous Waste Management:**

Being a commerce and management institute, it do not use any hazardous chemical, hence it is not applicable.

**E-Waste management:**

The old and outdated computers, printers, photocopying machines and laptops are disposed of as per the guidelines issued by the government.

**7.2 INNOVATIONS:**

**7.2.1** *Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.*

- Bio-metric system installed in the college, has a positive impact on employee discipline.
- CCTVs are installed at prominent places in the building to provide the 24x7 security.
- Interactive SMART boards and integrated learning management system makes the teaching-learning process interactive.
- Extensive use of technology for admission, accounting and evaluation has brought transparency in the administration.
- 24x7 security services by an outside agency to provide a safe atmosphere.
- Adoption of underprivileged area Janupada at Kandivali (East) by the NSS students is an instance of the institute's extension and outreach activities.

**7.3 BEST PRACTICES:**

**7.3.1** *Elaborate on any two practices in the given format on page no. 98, which have contributed to the achievement of the Institutional Objectives and /or contributed to the Quality improvement of the core activities of the college.*

The institute has been implementing quite a good number of best practices related to teaching-learning, evaluation, learning resources and students support services. As per the NAAC stipulation, the two best institutionalized practices are listed below:

### **BEST PRACTICE-I**

#### **Title: Centralized Management with Decentralized Administration**

##### **Introduction:**

Good administration or governance is a pre-requisite for the academic growth, quality enhancement and holistic development of students. A good administrative system encourages good working environment and participatory management, leading to balanced growth of the institute. Taking into account the significance of best governance, the institute has adopted unique practices with specific objectives.

##### **Objectives of the Practice:**

The objectives of the practice are to have-

- Centralised planning and policy making.
- Decentralised planning and responsibilities.
- Autonomy with respect to implementation of the curriculum with proper planning.
- Autonomy to the faculty members in the teaching-learning process, preparation of teaching plan, its implementation and review.
- Flexibility to make use of various learning resources to enhance their course knowledge.
- Good working environment and co-operation among stakeholders.

##### **Need for the implementation of the practice:**

- For an excellent institutional administration, there is a need for a dynamic management with long-term vision.
- The Principal should have excellent leadership qualities, broad mindedness and innovative ideas.
- The faculty members need to be astute to handle academic and administrative responsibilities.

- The faculty members should also be well-acquainted with the rules pertaining to evaluation system, internal assessment-projects, assignment, presentations.
- The support staff should give support to all departments.
- Training and retraining of the teaching and non-teaching staff to enhance their professional competencies.

#### **The implementation of the Practice:**

- Policies related to the institute are framed by the Management and the Principal in consultation with Advisory Committee, Local Managing Committee, IQAC, etc., therefore the elements of centralised and decentralised administrative processes are visible.
- Every faculty member, the administrative and supporting staff and student representatives have a role in various decisions at the departmental levels.
- This practice is unique as there is a combination of centralized and decentralised planning and administration.
- The faculty members are convenors and students are members of various committees and associations in the institute. Discipline, attendance, cultural activities, initiatives from the Women's Development Cell, etc., allowed to flourish and implementation of various activities are valued.
- The administrative staff is trained to look after the office work of the institution independently.
- The details of daily lectures engaged by visiting faculty members are been properly recorded on lecture record sheet duly signed by the concerned faculty member and Principal.
- The departmental heads are allowed to plan the functioning of their departments.

#### **Success of the practice:**

- Active Management and quick decision making at the top level has helped the institute in creating a good infrastructure and a high academic standard.

- The quality of teaching-learning process has improved due to the use of ICT resources and upgradation of subject knowledge of the faculty members from time to time.
- Good administrative system and procedures have resulted in optimum utilisation of human resources in the teaching-learning process.
- Employees are aware of their roles, duties and responsibilities, which have facilitated the smooth and effective functioning of the institute.
- Students' involvement in academic activities and different committees indicate the success of this practice.
- Internal co-ordination and monitoring mechanism has facilitated quick decision-making and its implementation.
- The outcome of the practice is that more number of students and faculty members are actively participating in extension and outreach activities every year.

**Problems faced and resources required for the implementation of the said practice:**

When employees proceed on leave or when there is absenteeism among supporting staff, minor hurdles tend to arise. Such situations are dealt with by allotting additional work to other employees so as to maintain smooth functioning on the campus.

**BEST PRACTICE-II**

**Title: Remedial Academic Support**

**Introduction:**

The institute has always focused on the holistic development of the students. Students admitted to the institute may come from an economically disadvantage background, low literacy rate, vernacular medium and first generation learners. These factors hinder the academic growth of the students. To overcome said hindrances, the institute has adopted a practice of providing remedial academic support to slow learners in the form of contact lectures.

**Objectives of the Practice:**

The objectives of the practice are:

- To enable slow learners to get through examination.

- To assist students to come up with their personal academic problems.
- To provide them reference books and study materials.
- To make students aware of the topics important from the examination point of view which enable them to prepare accordingly.
- To cater to the academic needs of students of all programs.

**The context:**

Initially, when the said practice was implemented on the basis of recommendations of IQAC and with the approval of the Management and the Principal the response from the students was less. But gradually the number of students in the contact lectures increased. The faculty members also supported the practice for academic betterment of the students.

**The practice:**

- This practice is unique in nature and completely focuses on the academic development of the students.
- The Examination Committee under the guidance of the Principal prepares the contact lecture time-table prior to ATKT and Ex-students examination for all programs.
- The time table of contact lectures is displayed on the notice board on all floors of the institution and in staff room for intimation and information of the students and faculty members respectively.
- The contact lectures time table is uploaded on the college website.
- The faculty members prepare themselves with study material and topics to be discussed in their respective course contact lecture.
- The contact lectures are conducted during the working hours of the college.
- Attendance is taken during the contact lectures.
- The institute does not charge any additional fees for conduct of contact lectures.

**Evidence of Success:**

- Slow learners feel more free and comfortable to come up with their doubts and queries and get satisfactory solution.

- More and more slow learners have started attending the remedial classes.
- The success rate of the students has considerably increased.

**Problems encountered and resources required:**

At the beginning of the implementation of the said practice the response of the students was not appreciable. To counter this problem, the students were made to understand the importance of contact lectures with the help of the concerned course faculty member in each program on account of which, the number of students gradually increased. The institution does not encounter with any resource problem in implementing the said practice as contact lectures are taken in the classrooms during the college hours.

Apart from the aforementioned best practices the institute follows the following practices: -

- Fee instalments system granted to the needy and deserving students.
- Employment opportunities availed by the selected students.
- Renowed educationalist and adminstrators like:

Dr Vijay Khole - Vice Chancellor, AMITY University, Mumbai

Dr S.S. Mantha - Former Chairman, All India Council for Technical Education (AICTE) are the members of the Governing Council.

**EVALUATIVE DEPARTMENTAL REPORTS****DEPARTMENT OF COMMERCE****(B.Com and M.Com)**

1. **Name of the department:**  
Commerce
2. **Year of Establishment:**  
B.Com -2003 and M.Com -2010
3. **Names of Programmes/Courses offered:**  
UG - B.Com  
PG -(i) M.Com (Advanced Accountancy)  
(ii) M.Com (Business Management)
4. **Names of Interdisciplinary courses and the departments/units involved:**  
NA
5. **Annual/semester/choice based credit system (programme-wise):**  
Choice Based Credit and Grading System (CBCGS) for F.Y.BCom, S.Y.BCom and T.Y.BCom and M.Com Part I and M.Com Part II.
6. **Participation of the department in the courses offered by other departments:** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**  
NIL
9. **Number of Teaching Posts:**

	<i>Sanctioned</i>	<i>Filled</i>
Professors	01	01
Associate Professors	Nil	Nil
Assistant Professors	12	12

### 10. Faculty profile with name, qualification, designation, specialization, (D.Sc. /D.Litt. /Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students guided for the last 4 years
Dr T.P Madhu Nair	M.Com, DHE, FICA, Ph.D	Principal	Human Resource Management	30	Degree Awarded -05 Ongoing -05
Prof (Dr) Alpa Upadhyay	M.Com, M.Phil, MBA, Ph.D	Asst Prof.	Advanced Accountancy	08	---
Prof. (Dr) Megha Juvekar	M.Com, M.Phil, Ph.D, NET	Asst Prof.	Business Management	07	---
Prof.(Dr) Vijaya Jacqueline	M.Com, M.Phil, Ph.D	Asst Prof.	Business Management	13	---
Prof. Janvi Bhatia	LL.M, NET	Asst Prof.	Business Law	06	---
Prof. Geeta Bhatia	M.Com, M.Phil.	Asst Prof.	Advanced Accountancy	05	---
Prof. Shalini Chauhan	M.Com	Asst Prof.	Business Management	02	---
Prof. Nilam Goradiya	MBA	Asst Prof.	Human Resource Management	02	---

### 11. List of senior visiting faculty:

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for in the Last 4years
Prof. (Dr) Bageshree Bangera- Bandekar	M.Com. NET, Ph.D	Asst Prof.	Advanced Accountancy	18	--
Prof. Shramika Katheeth	M.Com	Asst Prof.	Business Management	03	--
Prof. Prashant Chaddi	M.Com	Asst Prof.	Business Management	--	--
Prof. Sweety Singh	M.Com, MA	Asst Prof.	Advanced Accountancy & Education	06	---
Prof. Eralee Shah	MBA, LLB	Asst Prof.	Finance	04	--

### 12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: NA

### 13. Student-Teacher Ratio (programme-wise):

F.Y.BCom	-	75:1
S.Y.BCom	-	57:1
T.Y.BCom	-	49:1
M.Com Part I (Advanced Accountancy)	-	103:1
M.Com Part I (Business Management)	-	33:1
M.Com Part II (Advanced Accountancy)	-	64:1
M.Com Part II (Business Management)	-	20:1



**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Office peons etc.

**15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG**

<i>Sr. No</i>	<i>Qualification</i>	<i>No. of Teachers</i>
01	Ph.D	05
02	M.Phil	04
03	NET/SET	03
04	PG	13

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** NIL

**17. Departmental projects funded by DST–FIST; UGC, DBT, ICSSR, etc. and total grants received:**

**Minor Research Projects completed in 2015-2016**

1) Prof. (Dr) Alpa Upadhyay      2) Prof. (Dr) Megha Juvekar

**(Amount sanctioned Rs. 26,000/- each)**

The following faculty members' minor research proposals are sanctioned by University of Mumbai for the academic year 2016-17.

<b>Name of the Faculty</b>	<b>Title of the Project</b>	<b>Amount Sanctioned</b>
Prof. (Dr) Vijaya Jacquiline	A Study on Startup: Challenges and Opportunities for the Development of Women Entrepreneurs with reference to Mumbai.	Rs.26,000/-
Prof. (Dr) Bageshree Bangera-Bandekar	A Study of the Impact of Social Ads on undergraduate Students with special reference to the Practice of Unfair Means in Examinations.	Rs.26,000/-
Prof. Janvi Bhatia	A Study on Euthanasia with reference to Article 21 of the Indian Constitution with the views of Lawyers in Mumbai	Rs.25,000/-

**18. Research Centre/facility recognized by the University:**

The college is in the process of obtaining the permission from the University as a recognized Research Center in Commerce.

### 19. Publications:

Principal Dr T.P Madhu Nair	17
Prof. (Dr) Alpa Upadhyay	13
Prof. (Dr) Megha Juvekar	05
Prof. (Dr) Vijaya Jacqueline	06
Prof. Janvi Bhatia	04
Prof. Geeta Bhatia	01
Prof. Shalini Chauhan	01
Prof. Nilam Goradiya	---
Prof. (Dr) Bageshree Bangera-Bandekar	04
Prof. Shramika Katheeth	02
Prof. Prashant Chaddi	---
Prof. Sweety Singh	---
Prof. Eralee Shah	03

The details of the publication of the aforesaid faculty members is given in Criterion III, 3.4.3

### 20. Areas of consultancy and income generated:

The broader areas for the consultancy services identified by the institute are Human Resources, Management and Marketing. In the last four years, the institute has earned more than Rs.one lakh by way of consultancy services. Moreover, consultancy services to various NGOs are provided without fees.

### 21. Faculty as members in

a) National Committees b) International Committees c) Editorial Boards

Sr. No.	Name	State Committee	National Committee
01	Principal Dr T.P. Madhu Nair	Treasurer, Maharashtra State Commerce Association	Executive Council Member, Indian Commerce Association
02	Prof. (Dr) Alpa Upadhyay	Life Member, Maharashtra State Commerce Association	Life Member, Indian Commerce Association
03	Prof. (Dr) Megha Juvekar	Life Member, Maharashtra State Commerce Association	Life Member, Indian Commerce Association
04	Prof. (Dr) Vijaya Jacqueline	Life Member, Maharashtra State Commerce Association	Life Member, Indian Commerce Association
05	Prof. (Dr) Bageshree Bangera-Bandekar	---	Life Member, Indian Commerce Association
06	Prof. Geeta Bhatia	Life Member, Maharashtra State Commerce Association	---

## 22. Student projects

- a) Percentage of students who have done in-house projects including interdepartmental/programme: **100% in M.Com Part II**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **NIL**

## 23. Awards/Recognitions received by faculty and students:

(1) Principal Dr T.P. Madhu Nair has received the following awards/recognition at the state, national and international level for excellence in teaching:

- International Kohinoor Award for Excellence in Higher Education, awarded by Global Achievers Foundation in Bangkok (Thailand) on 20<sup>th</sup> May, 2011.
- Education Acumen Award 2011 bestowed by Param Pujya Swami Gagangiri Maharaj Seva Trust, Sanjay Shirke Pratishtan on 15<sup>th</sup> July, 2011.
- Lions Club International, Mumbai District has given an award in admiration for and recognition of meritorious services in the field of education on 5<sup>th</sup> September, 2011 at Government Law College, Mumbai and also at Maharashtra Chamber of Commerce, Industry and Agriculture, Mumbai on 5<sup>th</sup> September, 2012.
- Appointed as a committee member of Rashtriya Uchchar Shiksha Abhiyan (RUSA), Maharashtra on 15th January 2017.

(2) Prof. (Dr) Megha Juvekar was appointed as Management nominee on the interview panel as subject expert for Bachelor of Commerce (BCom) for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College, Andheri, 15<sup>th</sup> January, 2017.

(3) Prof. (Dr) Alpa Upadhyay was awarded for Best Research Paper presented at 28<sup>th</sup> National Conference on Commerce and Management organized by Maharashtra State Commerce Association on 25<sup>th</sup> and

26<sup>th</sup> of February, 2017 at KES College of Arts and Commerce, Kandivali (West).

**24. List of eminent academicians and scientists/visitors to the department:**

Sr. No.	Name of the Visitors	Designation
01	Dr Rajan Welurkar	Former Vice Chancellor, University of Mumbai
02	Dr Balwinder Singh	Secretary, Indian Commerce Association
03	Dr Baban Taywade	Former Dean, Nagpur University
04	Dr T.A Shiware	Former Dean, University of Mumbai
05	Dr Jagannath Patil	Advisor, NAAC
06	Dr Rajasekharan Pillai	Former, Vice Chairman, University Grants Commission
07	Dr Naresh Chandra	Former, Pro – Vice Chancellor, University of Mumbai

**25. Seminars/Conferences/Workshops organized & the source of funding**

a) National: Workshops 02, Conference – 01 (Self Funded)

c) International: NIL

**26. Student profile programme/course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.BCom	2010	1056	666	390	75.16%
S.Y.BCom	802	802	500	302	85.03%
T.Y.BCom	683	683	396	287	48.00%
M.Com Part I	136	136	51	85	56.72%
M.Com Part II	84	84	27	57	83.58%

\*M=Male \*F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
F.Y.BCom	99%	1%	NIL
S.Y.BCom	99%	1%	NIL
T.Y.BCom	99%	1%	NIL

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense Services, etc.?** NIL

**29. Student progression:**

<i>Student progression</i>	<i>Against % enrolled</i>
UG to PG	40%
PG to M.Phil	--
PG to Ph.D	--
Ph.D to Post-Doctoral	--
Employed	
• Campus selection	07
• Other than campus recruitment	--
Entrepreneurship/Self-employment	--

**30. Details of Infrastructural facilities:**

- a. **Library:** The college library is enriched with Commerce and Management books. New books are ordered, stocked and purchased regularly even on the basis of recommendations of students and staff. Books of reference, journals and text books are available for graduate and post-graduate programmes.
- b. **Internet facilities for Staff and students:** There are five computer labs with 156 computers with internet facility and four overhead projectors.
- c. **Class rooms with ICT facility:** Computers and over head projectors are used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures, etc through power point presentations. Classrooms on fifth, sixth and seventh floors of the college building are equipped with 25 overhead projectors and smart boards. Faculty members make use of their laptop projectors during regular lectures for effective teaching. For M.Com students, arrangements are made in project lab on the sixth floor of the building to carry out their project work.
- d. **Laboratories:** NA

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

Number of Students	Freeships awarded by institution	50% fees waived by the institution	ANGC Scholarships
303	Rs. 52,50,000/-	--	--
736	--	Rs. 62,56,000/-	--
10	--	--	Rs. 8,000/-

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:**

Sr.No.	Name of the Expert	Course
1	Dr Vijetha Shetty, Cosmopolitan's Valia College	MHRM
2	Dr Navin Punjabi, H R College of Commerce & Economics	Commerce
3	Dr Shobha Menon, Principal Cosmopolitan's Valia College	Business Ethics & CSR
4	Dr Sangeeta Pawar, Associate Professor, Department of Commerce, University of Mumbai	Strategic Management

Institute has entered into a Memorandum of Understanding (MoU) with Ashwattha Advisors Private Limited (AAPL), which is wholly-owned subsidiary of TechnoServe Inc. as on 22/02/2016. AAPL is conducting personal and professional effectiveness training and career counseling sessions for M.Com students.

**33. Teaching methods adopted to improve student learning:**

- Chalk and talk method
- Group discussions
- Handouts and Synopsis
- Powerpoint Presentations
- Self Learning (with the use of library internet)
- Special lectures in mini auditorium.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Every year text books have been provided to economically weaker students through the book bank facility.

### **35. SWOC analysis of the department and Future plans:**

#### **STRENGTHS:**

- 1) Dynamic leadership of versatile Principal provides a congenial atmosphere for all round development of teachers and students.
- 2) Qualified and professional teaching staff.
- 3) Faculty members attend seminars, conferences and workshops and present research papers.
- 4) Faculty members actively participate in University examinations as examiners and moderators.
- 5) Organizes guest lectures for the benefit of the students.

#### **WEAKNESSES:**

- 1) Constraints and limitations of the syllabus hinder elaborate teaching.
- 2) Due to huge strength of the students they cannot avail industrial visits.
- 3) Industry linkages and consultancy to be strengthened.

#### **OPPORTUNITIES:**

- 1) Opportunity to offer new programmes, UGC add-on courses, to cater to the demand from learners and industry experts.
- 2) To conduct workshops for students in areas like Banking, Advertising to give practical insights.
- 3) To be able to offer courses which are not only rich in knowledge and content but also in demand by the industry so that learners are able to opt for meaningful employment.

#### **CHALLENGES:**

- 1) To provide practical knowledge within the confines of the syllabus during lecture hours as prescribed by the University.
- 2) To meet the challenges of industry requirements.
- 3) Collaborations and exchange programmes/activities with state and national institutions to promote knowledge enrichment and skill enhancement of faculty members and students.

#### **FUTURE PLANS:**

- 1) To organize more course-related conferences, seminars and workshops.
- 2) To enhance research activities among faculty members and encourage to undertake major research projects of the University.

- 3) To offer enrichment courses for students and faculties related to E-Commerce, Retail Management in association with industries and professional bodies.
- 4) Strengthening industrial linkages and to organize student focused activities for practical exposure.



**DEPARTMENT OF BUSINESS ECONOMICS AND  
FOUNDATION COURSE**

- 1. Name of the department:**  
Department of Business Economics and Foundation Course
- 2. Year of Establishment:**  
2003
- 3. Names of Programmes/Courses offered:**  
UG – B.Com, B.SC (IT) and B.Sc (CS)
- 4. Names of Interdisciplinary courses and the departments/units involved:** NA
- 5. Annual/semester/choice based credit system (programmewise):**  
Choice Based Credit and Grading System (CBCGS) for F.Y.BCom, S.Y.BCom and T.Y.BCom.
- 6. Participation of the department in the courses offered by other departments:** Yes
- 7. Courses in collaboration with other universities, industries, foreign institutions, etc.:** NIL
- 8. Details of courses/programmes discontinued (if any) with reasons:**  
NIL
- 9. Number of Teaching Posts:**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	07	07

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.,)**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students guided for the last 4 years</i>
Prof. (Dr) Neha Goel	MA , MBA, Ph.D	Asst Prof.	Economics	09	--
Prof. Rishabh Desai	M.Com	Asst Prof.	Business Management	04	--

**11. List of senior visiting faculty:**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students Guided for in the Last 4 years</i>
Prof. Mary Pillai	MA, M.Phil	Asst. Prof	Economics	10	--
Prof. Hiral Panchal	MA	Asst. Prof	Economics	01	--
Prof. Kanchan Thakkar	MA	Asst. Prof	Economics	12	--
Prof. Yogendra Mandaliya	MA	Asst Prof	Economics	06	--
Prof. Priti Vishwakarma	MA	Asst Prof	Economics	02	--

**12. Percentage of lectures delivered and practical classes handled (programmewise) by temporary faculty: NA**

**13. Student–Teacher Ratio (programmewise):**

**Business Economics**

F.Y.BCom-151:1

S.Y.BCom-115:1

T.Y.BCom-98:1

**Foundation Course**

F.Y.BCom-151:1

S.Y.BCom-115:1

F.Y.B.Sc (IT)-29:1

F.Y.B.Sc (CS)-13:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Office peons etc.**

**15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG –**

<i>Sr. No</i>	<i>Qualification</i>	<i>No. of Teachers</i>
01	Ph.D	01
02	M.Phil	01
03	PG	07

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL**
**17. Departmental projects funded by DST–FIST; UGC, DBT, ICSSR, etc. and total grants received:**

Prof. (Dr) Neha Goel's proposal for minor research is sanctioned by University of Mumbai for the academic year 2016-17. **Title:** A Study on Pradhan Mantri Suraksha Bima Yojna: A Success Story with reference to Mumbai. **Amount Sanctioned - 25,000/-**

**18. Research Centre/facility recognized by the University: NIL**
**19. Publications:**

Prof. (Dr) Neha Goel	05
Prof. Rishabh Desai	--
Prof. Mary Pillai	--
Prof. Hiral Panchal	--
Prof. Kanchan Thakkar	--
Prof. Yogendra Mandaliya	--
Prof. Priti Vishwakarma	--

The details of the publication of the aforesaid faculty is given in Criterion III, 3.4.3

**20. Areas of consultancy and income generated:**

Consultancy services to various NGO's are provided without fees.

**21. Faculty as members in**

a) National committees b) International Committees c) Editorial Boards –  
NIL

## 22. Student projects

- a) Percentage of students who have done in-house projects including interdepartmental/programme: **100% in Foundation Course Sem – I and Sem – II**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: NIL

## 23. Awards/Recognitions received by faculty and students: NIL

## 24. List of eminent academicians and scientists/visitors to the department:

<i>Sr. No.</i>	<i>Name of the Expert</i>	<i>Course</i>
1.	Prof. (Dr) Gopal Kalkoti	Business Economics VI

## 25. Seminars/Conferences/Workshops organized & the source of funding

- a) National: Workshops 02, Conference – 01 (Self funded)
- b) International: NIL

## 26. Student profile programme/coursewise:

<i>Name of the Course/programme</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
			<i>*M</i>	<i>*F</i>	
F.Y.BCom	2010	1056	666	390	75.16%
S.Y.BCom	802	802	500	302	85.03%
T.Y.BCom	683	683	396	287	48.00%
F.Y.B.Sc (IT)	797	202	164	38	60.01%
F.Y.B.Sc (CS)	375	94	74	20	57.45%

\*M=Male \*F=Female

## 27. Diversity of Students

<i>Name of the Course</i>	<i>%of students from the same state</i>	<i>%of students from other States</i>	<i>%of students from abroad</i>
F.Y.BCom	99%	1%	NIL
S.Y.BCom	99%	1%	NIL
T.Y.BCom	99%	1%	NIL
F.Y.B.Sc (IT)	NIL	NIL	NIL
F.Y.B.Sc (CS)	NIL	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NIL

29. Student progression–NIL

30. Details of Infrastructural facilities:

- a) **Library:** The college library is enriched with Business Economics and Foundation Course books. New books are ordered and stocked yearly even on the basis of recommendations of students and staff. Books of reference, journals and text books are available for graduate programs.
- b) **Internet facilities for Staff & Students:** There are five computer labs with 156 computers with internet facility and four overhead projectors.
- c) **Class rooms with ICT facility:** Computers and overhead projectors are used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures, etc through power point presentations. Classrooms on fifth, sixth and seventh floors of the college building are equipped with 25 overhead projectors and smart boards.
- d) **Laboratories:** NA

31. Number of students receiving financial assistance from college, university, government or other agencies:

Number of Students	Freeships awarded by institution	50% fees waived by the institution	ANGC Scholarships
303	Rs. 52,50,000/-	---	--
736	---	Rs. 62,56,000/-	--
10	--	--	Rs. 8,000/-

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

Sr. No.	Name of the Expert	Course
1.	Dr Gopal Kalkoti	Business Economics VI

### **33. Teaching methods adopted to improve student learning:**

To improve students' comprehension of the subject and to improve their scores in examination, along with chalk, talk and illustrations on the blackboard, they are given:

- Synopsis
- Guidance on one to one basis
- Remedial Coaching
- Projects for M.Com students
- Class discussions
- Solving of University question papers.

### **34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

Every year text books are provided to economically weaker students through the book bank facility.

### **35. SWOC analysis of the department and Future plans:**

#### **STRENGTHS:**

- 1) Well knit and cohesive department.
- 2) Core subjects at FY/SY/TYBCom and F.Y.B.Sc (IT) and F.Y.B.Sc (CS).
- 3) Multidisciplinary approach of both the courses.
- 4) Qualified and competent staff.
- 5) Expert lecture organized for Business Economics at T.Y BCom level.

#### **WEAKNESSES:**

- 1) Constraints and limitations of the syllabus hinder elaborate teaching.
- 2) With the current Choice Based Credit and Grading System (CBCGS) of evaluation, creating and organizing additional methods of teaching inputs become limited.
- 3) Enrolment of students coming from vernacular medium to adjust and feel at ease in the classroom environment.

#### **OPPORTUNITIES:**

- 1) To concentrate on increasing the opportunities for industry linkages and consultancy.
- 2) To conduct national level conferences.

- 3) To tap the growth of service sector bringing equal opportunities to both slow learners as well as quick learners.

**CHALLENGES:**

- 1) To improve student performance in University examination.
- 2) To upgrade the knowledge of students.
- 3) To adopt innovative techniques of teaching.
- 4) To improve the competency level of the learners.

**FUTURE PLANS:**

- 1) To organize conferences and have various programmes to improve the competency level and interest of the learners.
- 2) To organize guest lectures.
- 3) To increase the use of ICT in teaching-learning process.
- 4) To encourage students to access e-resources.

## DEPARTMENT OF ACCOUNTANCY

1. **Name of the department:**  
Accountancy
2. **Year of Establishment:**  
2003
3. **Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):** UG – BCom
4. **Names of Interdisciplinary courses and the departments/units involved:** NA
5. **Annual/semester/choice based credit system (programmewise):**  
Choice Based Credit and Grading System (CBCGS) for F.Y.BCom, S.Y.BCom and T.Y.BCom.
6. **Participation of the department in the courses offered by other departments:** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**  
NIL
9. **Number of Teaching Posts:**

	<i>Sanctioned</i>	<i>Filled</i>
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	09	09

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.,)**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D Students guided for the last 4 years</i>
Prof. Jignesh Dalal	M.Com, M.Phil	Asst Prof.	Advanced Accountancy	12	---
Prof. Dipti Parekh	M.Com	Asst Prof.	Advanced Accountancy	05	---
Prof. Binu Nair	M.Com	Asst Prof.	Advanced Accountancy	01	---



**11. List of senior visiting faculty:**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students guided for in the last 4 years</i>
Prof. Santosh Tiwari	M.Com	Asst Prof.	Advanced Accountancy	10	----
Prof. Bincy Abraham	M.Com	Asst Prof.	Advanced Accountancy	03	----
Prof. Salma Siddiqui	M.Com	Asst Prof.	Advanced Accountancy	02	----
Prof. Santosh Upale	M.Com	Asst Prof.	Advanced Accountancy	06	----
Prof. Nilesh Arde	M.Com	Asst Prof.	Advanced Accountancy	03	----
Prof. CA Ronak Shah	M.Com, ACA	Asst Prof.	Advanced Accountancy	---	----

**12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty: NA**
**13. Student–Teacher Ratio (programme-wise):**

F.Y.BCom - 117:1

S.Y.BCom - 89:1

T.Y.BCom - 76:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Office peons etc.**
**15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG –**

<i>Sr. No</i>	<i>Qualification</i>	<i>No. of Teachers</i>
01	Ph.D	--
02	M.Phil	01
03	PG	08

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL**
**17. Departmental projects funded by DST–FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**
**18. Research Centre/facility recognized by the University: NIL**

### 19. Publications:

Prof. Jignesh Dalal	04
Prof. Dipti Parekh	06
Prof. Binu Nair	02
Prof. Santosh Tiwari	--
Prof. Bincy Abraham	--
Prof. Salma Siddiqui	--
Prof. Santosh Upale	--
Prof. Nilesh Arde	--
Prof. CA Ronak Shah	--

The details of the publication of the aforesaid faculty members is given in Criterion III, 3.4.3

**20. Areas of consultancy and income generated:** Consultancy services to various NGO's are provided without fees.

### 21. Faculty as members in

- a) National Committees - NIL
- b) International Committees - NIL
- c) Editorial Boards - NIL

### 22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **NIL**

**23. Awards/Recognitions received by faculty and students: NIL**

### 24. List of eminent academicians and scientists/visitors to the department:

<i>Sr. No.</i>	<i>Name of the Expert</i>	<i>Course</i>
1.	Prof. Parag Thakkar, H R College of Commerce & Economics	Direct/Indirect Taxation
2.	Prof. (Dr) CA Kamthekar, Podar College of Commerce & Economics	Financial Accounting and Auditing VIII,IX,X
3.	Prof. CA Ashwat Desai, Ghanshyamdas Saraf College of Arts & Commerce	Financial Accounting and Auditing X

4.	Prof. (Dr) CA Jayant Apte, Ghanshyamdas Saraf College of Arts & Commerce	Financial Accounting and Auditing VIII,IX
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## 25. Seminars/Conferences/Workshops organized & the source of funding

a) National: Workshops 02, Conference – 01(Self funded)

b) International: NIL

## 26. Student profile programme/coursewise:

Name of the Course /Programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.BCom	2010	1056	666	390	75.16%
S.Y.BCom	802	802	500	302	85.03%
T.Y.BCom	683	683	396	287	48.00%

\*M=Male \*F=Female

## 27. Diversity of Students

Name of the Course	% of students from same state	% of students from other States	% of students from abroad
F.Y.BCom	99%	1%	NIL
S.Y.BCom	99%	1%	NIL
T.Y.BCom	99%	1%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civils services, Defense services,etc.? NIL

## 29. Student progression –

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil	--
PG to Ph.D	--
Ph.D to Post-Doctoral	--
Employed • Campus Selection	The data is same as shown in Commerce Department
• Other than campus recruitment	--
Entrepreneurship/Self-employment	--

### 30. Details of Infrastructural facilities

- a) **Library:** The college library is enriched with Advanced Accountancy and Auditing books. New books are ordered and stocked yearly even on the basis of recommendations of students and staff. Books of reference, journals and text books are available for graduate and postgraduate programmes.
- b) **Internet facilities for Staff & Students:** There are five computer labs with 156 computers with internet facility and four overhead projectors.
- c) **Classrooms with ICT facility:** Computers and over head projectors have been used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures, etc through power point presentations. Classrooms on fifth, sixth and seventh floors of the college building are equipped with 25 overhead projectors and smart boards.
- d) **Laboratories:** NA

### 31. Number of students receiving financial assistance from college, university, government to or other agencies:

Number of Students	Freeships awarded by institution	50% fees waived by the institution	ANGC Scholarships
303	Rs. 52,50,000/-	--	--
736	---	Rs. 62,56,000/-	--
10	--	--	Rs. 8,000/-

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:** Expert lectures by eminent academicians and from the industry are arranged for learners.

### 33. Teaching methods adopted to improve student learning:

- Chalk and talk method
- Group discussions
- Handouts and Synopsis
- Powerpoint Presentations
- Self Learning (with the use of library Internet)
- Special lectures in mini auditorium.

- Solving of University question papers.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:** Every year text books have been provided to economically weaker students through the book bank facility.

**35. SWOC analysis of the department and Future plans:**

**STRENGTHS:**

- 1) The faculty members of the said department teach at UG and PG levels.
- 2) Faculty members attend seminars, conferences and workshops and present research papers.
- 3) Faculty members actively participate in University examinations as moderators and examiners.
- 4) Organises expert lectures.

**WEAKNESSES:**

- 1) Constraints and limitations of the syllabus hinder practical exposure.
- 2) With the current Choice Based Credit and Grading System (CBCGS) of evaluation, creating and organizing additional methods of teaching inputs become limited.

**OPPORTUNITIES:**

- 1) To start on add-on courses related to accounting and finance in collaboration with institutions specialized in the field.
- 2) To collaborate with the renowned national and international Institutions/professional bodies.
- 3) Opportunities for industry linkages, students and teachers interaction.

**CHALLENGES:**

- 1) Due to the practical nature of the course, to provide practical knowledge within confines of the syllabus prescribed by the University.
- 2) To improve students performance at University examination.
- 3) The use of ICT can be increased while delivering the lectures. However, due to the very nature of the syllabus 'Chalk & Board' is more suitable.

**FUTURE PLANS:**

- 1) To offer enrichment courses for students and faculties related to Advanced Accounting Software in association with industries and personal bodies.

- 2) To organize course related conferences as the course is dynamic in nature.
- 3) To strengthen reference sections in library for students pursuing professional courses such as CA, CS.
- 4) To undertake research projects relating to financial issues of social relevance.

**DEPARTMENT OF BACHELOR OF ACCOUNTING AND  
FINANCE (BAF) AND BACHELOR OF MANAGEMENT  
STUDIES (BMS)**

1. **Name of the department –**  
Bachelor of Accounting and Finance (BAF) and Bachelor of Management Studies (BMS)
2. **Year of Establishment –**  
2007 and 2008 respectively
3. **Names of Programmes/Courses offered**  
BAF and BMS
4. **Names of Interdisciplinary courses and the departments/units involved-** NIL
5. **Annual/semester/choice based credit system (programmewise) –**  
Choice Based Credit and Grading System (CBCGS) for BAF and BMS
6. **Participation of the department in the courses offered by other departments-**  
Yes, faculty members teach their specialized subjects in courses offered by others and participate in the conference/seminar/workshops organised by other departments.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. –** NIL
8. **Details of courses/programmes discontinued (if any) with reasons–**  
NIL
9. **Number of teaching posts**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	-	-
Associate Professors	-	-
Assistant Professors	15	15

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil.etc.)**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students Guided for the last 4 years</i>
Prof. (Dr) Poonam Kakkad	M.Com, M.Phil, PGDMM, Ph.D.	Asst. Professor and Coordinator	Marketing Management	10	M.Phil Guide Ongoing -02
Prof. Swiddle D'Cunha	M.Com, NET	Assistant Professor	Business Management	07	--
Prof. Sangeetha Shyam Sundar	MMS, NET, SET	Assistant Professor	Human Resource Management	04	--
Prof. Utpala Vanmali	MMS, M.Com, SET	Assistant Professor	Advanced Accountancy	02	--
Prof. CA Diya Mukherjee	M.Com, ACA, NET & SET	Assistant Professor	Advanced Accountancy	04	--
Prof. CA Karuna Ohri	M.Com, ACA, NET	Assistant Professor	Advanced Accountancy	--	--
Prof. Jemin Rathod	M.Com, SET	Assistant Professor	Advanced Accountancy	01	--

**11. List of senior visiting faculty**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students guided for in the last 4years</i>
Prof. Sneha Mishra	M.Com	Assistant Professor	Advanced Accountancy	04	-
Prof. Gunjan Sidhu	M.Com, PGDBA	Assistant Professor	Human Resource Management	05	--
Prof. CA Dharin Shah	M.Com, ACA	Assistant Professor	Advanced Accountancy	03	--
Prof. Alpesh Shah	M.Com.	Assistant Professor	Advanced Accountancy	01	--
Prof. Karishma Shah	M.Com, ACS	Assistant Professor	Business Management	02	--
Prof. Ashish Gupta	M.Com, M.Phil	Assistant Professor	Advanced Accountancy	08	--
Prof. Parag Sanghvi	MBA, CFA, Master in Finance DBF	Assistant Professor	Advanced Accountancy	03	--





**18. Research Centre/facility recognized by the University – NIL**
**19. Publications:**

Prof. (Dr) Poonam Kakkad	12
Prof. Swiddle D'Cunha	04
Prof. Sangeetha Shyam Sundar	03
Prof. Utpala Vanmali	02
Prof. CA Diya Mukherjee	05
Prof. CA Karuna Ohri	--
Prof. Jemin Rathod	01
Prof. Sneha Mishra	--
Prof. Gunjan Sidhu	--
Prof. CA Dharin Shah	--
Prof. Alpesh Shah	--
Prof. Karishma Shah	01
Prof. Ashish Gupta	--
Prof. Parag Sanghvi	--
Prof. Neha Doshi	--

The details of the publication of the aforesaid faculty members is given in Criterion III, 3.4.3

**20. Areas of consultancy and income generated –**

Consultancy services to various NGO's are provided without fees.

**21. Faculty as members in**

a) National Committees b) International Committees c) Editorial Boards

Sr. No.	Name	State Committee	National Committee
01	Dr Poonam Kakkad	Life Member, Maharashtra State Commerce Association	Life Member, Indian Commerce Association
02	Prof. Swiddle D'Cunha	--	Life Member, Indian Commerce Association
03	Prof. Sangeetha Shyam Sundar	Life Member, Maharashtra State Commerce Association	--

Dr Poonam Kakkad was the member of syllabus setting committee for First and Second year BMS, University of Mumbai for the academic year 2013-14 and 2014-15 respectively.

**22. Student projects –**

- a) **Percentage of students who have done in-house projects including inter departmental/programme – 100%** for TY students in both programs.
- b) **Percentage of students placed for projects in organizations outside the institution i.e in Research laboratories/Industry/ other agencies – 80%** in BMS Department.

**23. Awards/Recognitions received by faculty and students**

<i>Name of the Staff</i>	<i>Award / Recognition</i>
Prof.(Dr) Poonam Kakkad	Awarded as Best Paper presenter and Best Researcher at an International Conference organized on 13 <sup>th</sup> and 14 <sup>th</sup> December, 2013 by K.P.B. Hinduja College of Commerce in association with Indo Global Chamber of Commerce, Industries and Agriculture (IGCCIA) Title of the paper: “A Study on the Influence of Lifestyle on Buying Behavior of College Going Gen Y in Mumbai with Special Reference to Selection of Garments.”
	Appointed as a member of the Organizing Committee of the 46 <sup>th</sup> Youth Festival, University of Mumbai by Honourable Vice Chancellor in August 2013.
	Appointed as VC nominee on the interview panel as subject expert for Bachelor of Management Studies (BMS) for interviewing the candidates at Ghanshyamdas Saraf college of Arts & Commerce, Malad (West) on 9 <sup>th</sup> April, 2016.
	Appointed as Board as member of Advisory committee to the 2 <sup>nd</sup> International Conference on Contemporary Development in Business-2016 (2 <sup>nd</sup> ICCDB – 2016) organized by Academic Research in Science, Engineering, Art & Management (ARSEAM) Foundation, held on 28 <sup>th</sup> May, 2016.
	Awarded with memento and certificate for excellent work in 65 <sup>th</sup> All India Commerce Association’s Conference at Mumbai in November 9 <sup>th</sup> and 11 <sup>th</sup> , 2012-2013.
	Appointed as VC nominee on the interview panel as subject expert for Bachelor of Accounting and Finance (BAF) for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai’s MVM, Andheri, 15 <sup>th</sup> January, 2017.
	On the panel of research guide for M.Phil program in K.P.B. Hinduja College. Two students are pursuing M.Phil under her

	guideship.
Prof. Sangeetha Shyam Sundar	Appointed as Management nominee on the interview panel as subject expert for Bachelor of Management Studies (BMS) for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College, Andheri, 15 <sup>th</sup> January, 2017.

<i>Sr. No.</i>	<i>Student Name</i>	<i>Award</i>	<i>Title of the Paper</i>
1.	Saahil Rai	Awarded as Best Paper Presenter in the One Day National Level Paper Presentation Competition on “New Paradigms in Trade, Commerce and Service Sector” organized by Pillai College of Arts, Commerce and Science on Tuesday, 12 <sup>th</sup> Jan. 2016	A Study on Innovative Marketing Strategies with Special Reference to Company One Plus
2.	Sheryl Dias	Awarded as Best Paper presenter in an intercollegiate Seminar on “Make in India – Role of Banking, Finance, Management, Media and Information Technology Organised by Research Advisory Committee on September 4, 2015. Title of the paper: Make in India: Role of Management.	A Study on Generic Brands

**24. List of eminent academicians and scientists/visitors to the department-** Refer to Annexure no 1 and 2 for BMS and BAF respectively.

**25. Seminars / Conferences / Workshops organized & the source of funding** a) National – Refer to Annexure 1 and 2 for BMS and BAF respectively (Self funded) b) International-NIL

**26. Student profile programme/course wise:**

<i>Name of the Course/programme</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
			<i>*M</i>	<i>*F</i>	
FYBMS	905	142	72	68	90.14%
SYBMS	127	126	70	56	92.86%
TYBMS	120	118	73	45	68.37%
FYBAF	733	144	78	66	93.15%
SYBAF	141	134	71	63	97.01%
TYBAF	132	118	49	69	94.02%

**\*M=Male \*F=Female**

## 27. Diversity of Students

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>% of students from abroad</i>
FYBMS	99%	1%	NIL
SYBMS	99%	1%	NIL
TYBMS	99%	1%	NIL
FYBAF	99%	1%	NIL
SYBAF	99%	1%	NIL
TYBAF	99%	1%	NIL

## 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Prof. Jemin Rathod, an ex-student of our institute has cleared State Eligibility Test (SET) in the month of September, 2015.

## 29. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
UG to PG	40%
PG to M.Phil	--
PG to Ph.D	--
Ph.D to Post-Doctoral	--
<b>Employed</b>	
• Campus Selection	44 interns
• Other than campus recruitment	34 full-time and 08 part-time
	--
Entrepreneurship/Self-employment	--

## 30. Details of Infrastructural facilities

a) **Library** - The college library is enriched with Accountancy and Management books. New books are ordered and stocked yearly even on the basis of recommendations of students and staff. Books of reference, journals and text books are available for graduate and postgraduate programmes.

b) **Internet facilities for staff and students**-There are five computers labs with 156 computers with internet facility and four overhead projectors.

- c) **Class rooms with ICT facility**-Computers and over head projectors have been used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures, etc through powerpoint presentations. Classrooms on fifth, sixth and seventh floors of the college building are equipped with 25 overhead projectors and smart boards. Portable projectors are made available to faculty members as and when needed.
- d) **Laboratories**- Nil

**31. Number of students receiving financial assistance from college, university, government and other agencies –**

Number of Students	Freeships awarded by institution	ANGC Scholarships
40	Rs. 12,80,000/-	--
08	--	Rs. 6,400/-

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts –**

Refer to Annexure No 1 and 2 for BMS and BAF respectively

**33. Teaching methods adopted to improve student learning-**

- Click and talk method
- Case Study and Role Plays for application base learning.
- Power point presentations to enhance ICT skills.
- Group discussions and Interactive sessions for overall development.
- Entrepreneurial workshops to input business sustainable skills.
- Industry visits to get practical exposure on mechanism and operations at industry level.
- Outdoor Training Programme (Management techniques).

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities-**

1) Every year text books have been provided to needy students through book bank facility.

2) The Unique Selling Point (USP) of ELAAN fest 2016-2017 was its Corporate Social Responsibility (CSR) initiative towards the support of demonetization campaign. Under this initiative, students of the aforesaid departments conducted a digital literacy campaign in their respective localities, small retailers, vegetable and fruit vendors, shop owners and

traders were made aware about digital payments and its use. This drive was conducted from the first week of January, 2017 and is still an ongoing activity.

### 35. SWOC analysis of the department and Future plan

<p style="text-align: center;"><b>Strength</b></p> <ul style="list-style-type: none"> <li>• Industrial visits are organized each year to orient the students towards Industrial functioning and establish connectivity between Industry and academics</li> <li>• Experienced faculty from corporate sector with practical experience</li> <li>• Application-based learning through various co-curricular activities</li> <li>• Seminars and workshops conducted regularly by eminent personalities from the corporate sector to give students an industry exposure</li> <li>• Practical projects are given to students based on Quality Management, Entrepreneurship, Strategic Management, Marketing and Business Environment.</li> </ul>	<p style="text-align: center;"><b>Weakness</b></p> <ul style="list-style-type: none"> <li>• No Industry collaboration.</li> </ul>
<p style="text-align: center;"><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Tie- up with foreign universities</li> <li>• Student and faculty exchange programme</li> <li>• Strengthening Industry-Academia Interface</li> <li>• Encourage research and build in more analytical thinking among students through workshops and summer schools.</li> </ul>	<p style="text-align: center;"><b>Challenges</b></p> <ul style="list-style-type: none"> <li>• Too many colleges offering BMS program as a result there is growing competition in market</li> <li>• New emerging technology</li> <li>• Changing student population.</li> </ul>

#### Future Plans

- To collaborate with industries and corporates for internship program, to give students practical experience at various aspects of management.
- To prepare students to become wealth creators.
- To organize and encourage interaction of students with other research institute for collaborative work.
- To collaborate with foreign universities for student and faculty exchange program.
- To inculcate liking in students towards research and enable them to focus in their area of interest.

**ANNEXURE No. 1**
**Guest Lecture / Workshops BMS Department**
**ANNEXURE No. 1.1**

<i>(2013 – 14)</i>				
<i>Day</i>	<i>Date</i>	<i>Program</i>	<i>Class</i>	<i>Activity</i>
Thursday	18/07/2013	BMS	SY	Guest lecture on Marketing Management.
Saturday	20/07/2013	BMS	FY	Workshop on Power of Communication.
Tuesday	30/07/2013	BMS	SY	Local industrial visit to Hindustan Coca-cola Beverages India Pvt Ltd, Wada.
Tuesday and Wednesday	13/08/2013 and 14/08/2013	BMS	FY/SY/TY	Practical exposure to students for organizing 46 <sup>th</sup> University Youth Festival at NMFC.
Monday	16/09/2013	BMS	SY	Local industrial visit to Parle-G Biscuit Company, Khopoli.
Saturday and Tuesday	08/03/2014 and 18/03/2014	BMS	TY	Expert lectures
Thursday	16/01/2014	BMS	SY	Public Relations: A Practical Insight.
Tuesday and Wednesday	27/08/2013 and 28/08/2013	BMS	FY	Metropolitan Magistrate Court, Borivali.
Thursday to Tuesday	30/01/2014 to 11/02/2014	BMS	FY/SY/TY	Industrial Visit to Kulu Manali.

**ANNEXURE NO 1.2**

<i>(2014 – 15)</i>				
<i>Day</i>	<i>Date</i>	<i>Program</i>	<i>Class</i>	<i>Activity</i>
Saturday	21/06/2014	BMS	TY	A workshop on 'Be Yourself'
Thursday	07/ 03 /2014	BMS	FY	Orientation program
Friday	11/07/ 2014	BMS	FY	Workshop on Revised syllabus and question paper pattern of FYBMS and TYBMS program.
Wednesday	23/07/2014	BMS	SY	Guest lecture by Mr Pradeep Lokhande, an expert in Rural Marketing on 'The Art of Rural Marketing.'



Monday	28/07/2014	BMS	FY	Workshop by Greeshma Thampi, Chief Image Consultant and Director at Advance Image Management on 'Business Etiquette'.
Thursday	31/07/2014	BMS	TY	Seminar by Dr Navin Punjabi Assistant Professor, H.R College of Commerce and Economics on 'Drafting an Impressive Resume'.
Thursday	14/08/2014	BMS	FY/SY/TY	One day Picnic at Lonavla.
Thursday	28/08/2014	BMS	SY/TY	Practical exposure given to students to conduct survey by Value You Business Consultancy Pvt. Ltd.
Tuesday and Wednesday	16/09/2014 and 17/09/2014	BMS	FY	Local industrial visit to "Metropolitan Magistrate Court"
Wednesday	17/09/2014	BMS	SY	Local industrial visit to, Parle –G Company at Khopoli.
Monday	22/09/2014	BMS	TY	Local industrial visit at Sundaram and Camlin.
Thursday to Wednesday	25/09/2014 to 01/10/2014	BMS	TY	A series of Expert Lectures to give guidance for Semester V University examinations.
Friday	16/01/2015	BMS	TY	Guidance Lecture by Mr Kirtan Shah Co-Founder and Director, Ambition Learning Solutions) and Mr.Vishal Gada (Director Ambition Learning Solutions) on Career options in Financial Market.
Saturday	28/02/2015	BMS	TY	Guest Lecture on 'The Thrills of Entrepreneurship' by Mr Tom Joes, Co-founder and CMO TALVIEW.
Monday to Monday	02/02/2015 to 09/02/2015	BMS	FY/SY/TY	Industrial visit to Bangalore, Mysore and Ooty
Friday to Saturday	27/03/2015 to 04/04/2015	BMS	TY	Series of expert lectures to give guidance for Semester VI University examinations.

**ANNEXURE NO 1.3**

<i>(2015 – 16)</i>				
<i>Day</i>	<i>Date</i>	<i>Program</i>	<i>Class</i>	<i>Activity</i>
Saturday	07/11/2015	BMS	SY/TY	Guest Lecture on ‘The Journey of BMS.Co.In’
Tuesday	14/07/2015	BMS	TY	Workshop on ‘Drafting an Impressive Resume’
Wednesday	22/07/2015	BMS	FY	Workshop by Greeshma Thampi, Chief Image Consultant and Director at Advanced Image Management on ‘Business and Dining Etiquette’.
Wednesday	22/07/2015	BMS	SY	Guest lecture on ‘Euro Credit Crisis’ by Mr Sazean Shah, GM, Endeavor Careers Pvt Ltd.
Tuesday	11/08/2015	BMS	FY/SY/TY	Guest Lecture on ‘Logistics Management’ by Shri Raghunath D Medge, President Dabbawala Association.
Tuesday	09/01/2015	BMS	TY	Workshop on Careers in Management by Ambition Learning Solutions.
Tuesday and Wednesday	15/09/2015 and 16/09/2015	BMS	FY	Local industrial visit to "Metropolitan Magistrate Court"
Monday	28/09/2015	BMS	SY/TY	Local Industrial visit to Hindustan Coca-Cola Beverages Pvt. Ltd Plant, Wada.
Thursday to Saturday and Monday	01/10/2015 to 05/10/2015	BMS	TY	Series of Expert Lectures to give guidance for Semester V University examinations.
Tuesday and Thursday	15/12/2015 and 17/12/2015	BMS	FY/SY/TY	Workshop on ‘Pitch Perfect’
Tuesday	02/09/2016	BMS	SY	Workshop on ‘A Study on Various Statistical Tools for Data Analysis In Research’
Saturday and Friday	05/03/2016 and 11/03/2016	BMS	TY	Series of expert lectures to give guidance for Semester VI University examinations.

**ANNEXURE NO 1.4**

2016-17

<i>Day</i>	<i>Date</i>	<i>Programme</i>	<i>Class</i>	<i>Activity</i>
Saturday	02/07/2016	BMS	TY	Career Guidance Seminar conducted Mr Dhrujayoti Banik, an engineer from NIT, Calicut, holding MS degree from California University and an MBA from XLRI Jamshedpur.
Wednesday	03/08/2016	BMS	SY	Workshop "Why to Follow? Be a leader, Ms. Vinima Gambhir, Assistant Professor, Welingkar Institute of Management Development & Research.
Tuesday	16/08/2016	BMS	FY	Workshop on Corporate Etiquette by Ms. Greshma Thampi.
Friday	19/08/2016	BMS	TY	The Art of Marketing by Dr Rahul Mirchandani.
Friday	26/08/2016	BMS	FY/SY/TY	Workshop on "Hop on to the vocal express" by Mr Ganesh Devikar, master modular and a voice artist in film industry
Thursday	23/02/2017	BMS	TY	Workshop by Dr Navin Punjabi, Assistant Professor, H.R College of Commerce and Economics on "Drafting an Impressive Resume".

**ANNEXURE No. 2**
**Guest Lectures / Workshops at BAF Department**
**ANNEXURE NO 2.1**

(2013 – 14)

<i>Day</i>	<i>Date</i>	<i>Programme</i>	<i>Class</i>	<i>Activity</i>
Tuesday	30/07/2013	BAF	TY	Local industrial visit to Hindustan Coca-cola Beverages India Pvt Ltd, Wada.
Tuesday	08/06/2013	BAF	FY	Workshop on Corporate Communication.
Wednesday	09/04/2013	BAF	FY	Local industrial visit to Reserve Bank of India (RBI).
Monday	16/09/2013	BAF	SY	Local industrial visit to Parle-G Biscuit Company, Khopoli.
Wednesday	03/12/2014	BAF	TY	Expert lectures
Thursday to Tuesday	30/01/2014 to 11/02/2014	BAF	FY/SY/TY	Industrial visit to Kulu Manali.

**ANNEXURE No. 2.2**

<i>(2014 – 15)</i>				
<i>Day</i>	<i>Date</i>	<i>Programme</i>	<i>Class</i>	<i>Activity</i>
Saturday	21/06/2014	BAF	TY	A workshop on 'Be Yourself'.
Thursday	07/03/2014	BMS	FY	Orientation program.
Monday	28/07/2014	BAF	FY	Workshop by Greeshma Thampi on 'Business Etiquette'.
Thursday	31/07/2014	BAF	TY	Seminar by Dr Navin Punjabi. Assistant Professor, H.R College of Commerce and Economics on "Drafting an Impressive Resume".
Thursday	14/08/2014	BAF	FY/SY/TY	One day Picnic at Lonavala.
Thursday	28/08/2014	BAF	SY/TY	Guest Lecture by Mr Sazean Shah (Career Counsellor) on Demystifying the Economic Times'.
Wednesday	17/09/2014	BAF	SY	Local industrial visit to Parle-G Biscuit Company, Khopoli.
Thursday	18/09/2014	BAF	FY	Local industrial visit to Reserve Bank of India (RBI).
Friday	16/01/2015	BAF	TY	Guidance Lecture by Mr Kirtan Shah (Co-Founder and Director at Ambition Learning Solutions) and Mr Vishal Gada (Director Ambition Learning Solutions) on Career options in Financial Market.
Monday to Monday	02/02/2015 to 09/02/2015	BAF	FY/SY/TY	Industrial visit to Bangalore, Mysore and Ooty.

**ANNEXURE NO 2.3**

<i>(2015 – 16)</i>				
<i>Day</i>	<i>Date</i>	<i>Programme</i>	<i>Class</i>	<i>Activity</i>
Tuesday	14/07/2015	BAF	TY	Workshop on 'Drafting an Impressive Resume'
Wednesday	22/07/2015	BAF	FY	Workshop by Greeshma Thampi, Chief Image Consultant and Director at Avance Image Management on 'Business and Dining Etiquette'
Wednesday	22/07/2015	BAF	SY	Guest lecture on 'Euro Credit Crisis' by Mr Sazean Shah, GM, Endeavor Careers Pvt Ltd.
Saturday	22/08/2015	BAF	FY	Local industrial visit to Reserve Bank of India (RBI).
Tuesday	15/09/2015	BAF	SY/TY	Local industrial visit to Navneet Education Ltd
Tuesday and Wednesday	29/09/2015 and 30/09/2015	BAF	TY	Expert lectures to give guidance for Semester V examinations.

Tuesday and Thursday	15/12/2015 and 17/12/2015	BAF	FY/SY/TY	Workshop on 'Pitch Perfect'
Friday	22/01/2016	BAF	FY/SY/TY	Workshop followed by competition on Stock Market Live Trading Session.
<b>ANNEXURE NO 2.4</b>				
<i>(2016-17)</i>				
<i>Day</i>	<i>Date</i>	<i>Programme</i>	<i>Class</i>	<i>Activity</i>
Thursday	30/06/2016	BAF	TY	Career Guidance Seminar by Mr. Sanket Bhatia an MBA Symbiosis International University, Pune.
Tuesday	26/07/2016	BAF	TY	Investment Awareness Program Conducted by Bombay Stock Exchange, Lotus Knowlwealth
Wednesday	03/08/2016	BAF	SY	Workshop "Why to Follow? Be a leader, Ms. Vinima Gambhir, Assistant Professor at Welingkar Institute of Management Development & Research
Friday	19/08/16	BAF	F.Y	A visit to the Reserve Bank of India Museum
Friday	26/08/2016	BAF	FY/SY/TY	Workshop on "Hop on to the vocal express" by Mr. Ganesh Devikar, master modular and a voice artist in film industry
Monday and Tuesday	19/09/2016 and 20/09/2016	BMS	FY	Local industrial visit to "Metropolitan Magistrate Court".
Thursday	23/02/2017	BMS	TY	Workshop by Dr Navin Punjabi, Assistant Professor, H.R College of Commerce and Economics on ' Drafting an Impressive Resume'

**DEPARTMENT OF BUSINESS COMMUNICATION AND  
BACHELOR OF MASS MEDIA (BMM)**

1. **Name of the department –**  
Business Communication and Bachelor of Mass Media (BMM)
2. **Year of Establishment –**  
2003 and 2013 respectively
3. **Names of Programmes/Courses offered**  
B.Com and BMM
4. **Names of Interdisciplinary courses and the departments/units involved -** NIL
5. **Annual/semester/choice based credit system (programmewise) -**  
Choice Based Credit and Grading System (CBCGS) for BMM
6. **Participation of the department in the courses offered by other departments –** Yes, faculty members teach their specialized subjects in courses offered by other departments and participates in the conference/seminar/workshops organised by other departments.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. -** NIL
8. **Details of courses/programmes discontinued (if any) with reasons -**  
NIL
9. **Number of teaching posts**

	<i>Sanctioned</i>	<i>Filled</i>
Professors	-	-
Associate Professors	-	-
Assistant Professors	11	11

### 10. Faculty profile with name, qualification, designation, specialization

(D.Sc./D.Litt./Ph.D./M.Phil.Etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students Guided for the Last 4 years</i>
Prof. (Dr) Monika John	M.A Ph.D	Assistant Professor	English	10	---
Prof. Neelam Patil	M.A, M.Phil,	Assistant Professor	English	10	---
Prof. Amrita Chohan	MA (Communciation and Journalism)	Assistant Professor	Public Relations	03	---

### 11. List of senior visiting faculty

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.of Years of Experience</i>	<i>No.of Ph.D. Students Guided for in the Last 4 years</i>
Prof. (Dr) Mitalee Shome	MA, Ph.D	Assistant Professor	English	30	--
Prof. Sunil Jagwani	BMM, MBA	Assistant Professor	--	04	--
Prof. Shobha Venkatesh	B.Com, PGBM, Diploma in taxation	Assitant Professor	--	05	--
Prof. Bhoomi Dave	MA	Assistant Professor	Political Science	03	--
Prof. Shruti Soni	MA (Mass Communication), Broadcasting Journalism.	Assitant Professor	Journalism	04	--
Prof. Renu Nauriyal	MA, M. Phil, Diploma in Journalism, Diploma in International Law	Assistant Professor	--	14	--
Prof. Akash Purswani	BMM	Assistant Professor	Industry Experience	01	--
Prof. Devendra Pai	MA (Political Science), SET	Assistant Professor	--		--

### 12. Percentage of lectures delivered and practical classes handled (programme wise) –

By temporary faculty –90%

**13. Student–Teacher Ratio (programme wise)**

F.Y.B.Com-88:1 FYBMM-12:1 SYBMM-10:1 TYBMM-3:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled – Office peons etc.**
**15. Qualifications of teaching faculty with D.Sc/D.Litt/Ph.D/M.Phil/PG.**

<i>Sr. No</i>	<i>Qualification</i>	<i>No. Of Teachers</i>
01	Ph.D	02
02	M.Phil	02
03	PG	11

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – NIL**
**17. Departmental projects funded by DST–FIST; UGC, DBT, ICSSR, etc.and total grants received –NIL**

Dr. Monika John's proposal for minor research is sanctioned by University of Mumbai for the academic year 2016-17. **Title:** A Study on Vocabulary Development through E-Learning among the college students in Mumbai. **Amount Sanctioned-** 25,000/-

**18. Research Centre/facility recognized by the University –NIL**
**19. Publications:**

Prof. (Dr) Monika John	03
Prof. Neelam Patil	--
Prof. Amrita Chohan	--
Prof. (Dr) Mitalee Shome	03
Prof. Sunil Jagwani	--
Prof. Shobha Venkatesh	--
Prof. Bhoomi Dave	--
Prof. Shruti Soni	--
Prof. Renu Nauriyal	--
Prof. Akash Purswani	--
Prof. Devendra Pai	01

The details of the publication of the aforesaid faculty is given in Criterion III,  
3.4.3



## 20. Areas of consultancy and income generated –

Consultancy services to various NGO's are provided without fees.

## 21. Faculty as members in

a) National Committees b) International Committees c) Editorial Boards

- **Prof. Renu Nauriyal** was appointed as member of Board of Studies for academic year 2016-2017, Semester-V, Course-Effective Communication Skills.
- **Prof. Shobha Venkatesh** was appointed as member of Board of Studies for the academic year 2016-2017, Semester-V, Course-Brand Building.

## 22. Student projects –

- a) Percentage of students who have done in-house projects including inter departmental/programme-100% in BMM Department.
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies – NIL

## 23. Awards/Recognitions received by faculty and students-

- 1) Prof. (Dr) Monika John was appointed as VC nominee on the interview panel as subject expert for B.Com for interviewing the candidates at Oriental College of Commerce, Andheri (West) on 11<sup>th</sup> November, 2016.
- 2) Prof. (Dr) Monika John was appointed as Management nominee on the interview panel as subject expert for Bachelor of Mass Media (BMM) for interviewing the candidates at Shri Guru Nanak College of Commerce, Chembur (West) on 22<sup>nd</sup> December, 2016.
- 3) Prof. Neelam Patil was appointed as Guest Lecturer in Byramjee Jeejeebhoy College of Commerce for the students of F.Y.B.Com on 10<sup>th</sup> March, 2017. The topic of the lecture was: Trade Letters and Interview Preparation.

## 24. List of eminent academicians and scientists/visitors to the department – Refer to Annexures

## 25. Seminars /Conferences /Workshops organized & the source of funding

a) National –Refer to Annexures (Self funded) b) International – NIL

## 26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.BCom	2010	1056	666	390	75.16%
FYBMM	475	144	88	56	77.78%
SYBMM	112	115	73	42	91.30%
TYBMM	101	41	21	20	68.29%

\*M=Male \*F=Female

## 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
F.Y.BCom	99%	1%	NIL
FYBMM	99%	1%	NIL
SYBMM	99%	1%	NIL
TYBMM	99%	1%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NIL

## 29. Student progression

Student progression	Against % enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.D	--
Ph.D to Post-Doctoral	--
<b>Employed</b>	
• Campus selection	10
• Other than campus recruitment	--
Entrepreneurship/Self-employment	--

**30. Details of Infrastructural facilities:**

- a) **Library** - The college library is enriched with books related to the courses of the said department. New books are ordered and stocked yearly even on the basis of recommendations of students and staff. Books of reference, journals and text books are available for graduate programmes.
- b) **Internet facilities for staff and students** -There are five computers labs with 156 computers with internet facility and four overhead projectors.
- c) **Class rooms with ICT facility** –Computers and overhead projectors have been used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures, etc through power point presentations. Classrooms on fifth, sixth and seventh floors of the building are equipped with 25 overhead projectors and smart boards. Portable projectors are made available to faculties as and when needed. Portable projectors are made available to faculty members as and when needed.
- d) **Laboratories-**  
01(Photography Lab)

**31. Number of students receiving financial assistance from college, university, government or other agencies-**

Number of Students	Freeships awarded by institution	ANGC Scholarships
20	Rs. 5,40,000/-	--
02	--	Rs.1,600/-

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts- Refer to Annexures**

**33. Teaching methods adopted to improve student learning-**

- Click and talk method
- Case study and role play for application based learning.
- Power point presentations to enhance ICT skills in mass communication.

- Group discussions and interactive sessions for overall development.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities-**

1) Every year text books have been provided to needy students through book bank facility.

2) The Unique Selling Point (USP) of ELAAN fest 2016-2017 was its Corporate Social Responsibility (CSR) initiative towards the support of demonetization campaign. Under this initiative, students of the aforesaid departments conducted a digital literacy campaign in their respective localities, small retailers, vegetable and fruit vendors, shop owners and traders were made aware about digital payments and its use. This drive was conducted from the first week of January, 2017 and is still an ongoing activity.

**35. SWOC analysis of the department and Future plans**

<p style="text-align: center;"><b>Strength</b></p> <ul style="list-style-type: none"> <li>• Industrial visits are organized each year to orient students towards industrial functioning and establish connectivity between media and working of the same</li> <li>• Experienced faculty from Media.</li> <li>• Application based learning through a various co-curricular activities.</li> <li>• Seminars and workshops are conducted regularly by eminent personalities from the media and theatre to give students media industry exposure.</li> </ul>	<p style="text-align: center;"><b>Weakness</b></p> <ul style="list-style-type: none"> <li>• No industry collaboration.</li> </ul>
<p style="text-align: center;"><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Tie-up with foreign universities for studying of advanced courses in mass media.</li> <li>• Student and faculty exchange programme.</li> <li>• To develop the platform for exposure of talents of the students.</li> <li>• Encourage research and build in more analytical thinking among students through workshops and summer schools.</li> </ul>	<p style="text-align: center;"><b>Challenges</b></p> <ul style="list-style-type: none"> <li>• Too many colleges are offering BMM program as a result there is growing competition in market.</li> <li>• New emerging technology in media world.</li> </ul>

### **FUTURE PLANS**

- To collaborate with film industry and theatres for internship programs to give students a practical experience in various aspects of mass media.
- To prepare students develop ability for creative thinking.
- To organize and encourage interaction of students with other personalities from media and theatre for giving them guidance on working of the same.
- To collaborate with foreign universities for student and faculty exchange program.

**Guest Lecture / Workshops in BMM department**
**ANNEXURE No. 1**

(2013 – 14)				
Day	Date	Program	Class	Activity
Tuesday	16/7/2013	BMM	FY	Guest lecture on 'Education and Career in Mass Media'
Tuesday to Thursday	30/01/2014 to 11/02/2014	BMM	FY/SY/TY	Industrial visit to Kulu Manali

**ANNEXURE NO 2**

(2014 – 15)				
Day	Date	Program	Class	Activity
Thursday	03/7/2014	BMM	FY	Orientation programme.
Wednesday	16/07/2014	BMM	FY/SY	Guest lecture by Chetan Mathur, VP, Freelance Media Journalists Combine on 'The importance of Mass Media courses during and after the degree programme'.
Monday	28/07/2014	BMM	FY	Workshop by Greeshma Thampi on 'Business Etiquette'
Monday and Tuesday	16/02/2015 to 17/02/2015	BMM	SY	Workshop on 'Documentary and Short Film making' by Shri.Chetan Mathur, Director TV serials and short films.
Monday to Monday	02/02/2015 to 09/02/2015	BMM	FY/SY/TY	Industrial visit to Bangalore, Mysore and Ooty
Thursday	14/08/2014	BMM	FY/SY/TY	One day Picnic at Lonavla.
Saturday	21/06/2014	BMM	TY	A workshop on 'Be Yourself'

**ANNEXURE NO 3**

(2015 – 16)				
Day	Date	Program	Class	Activity
Saturday	11/7/2015	BMM	SY/TY	Guest Lecture on 'The ABCD of Voicing.'
Tuesday	14/07/2015	BMM	TY	Workshop on 'Drafting an Impressive Resume'
Wednesday	22/07/2015	BMM	FY	Workshop by Greeshma Thampi, Chief Image Consultant and Director at Avance Image Management on 'Business and Dining Etiquette'
Thursday	06/8/2015	BMM	SY/TY	Workshop on 'Fundamentals of Digital Design and Desktop Publishing' by Mr.Akash Purswani (expert in digital designing)
Friday	07/8/2015	BMM	TY	Local industrial visit to St. Pauls Institute of Communication Education.
Friday	11/9/2015	BMM	FY/SY/TY	Local visit to Whistling Wood International Film School.

**ANNEXURE NO.4**

**2016-2017**

<b>Day</b>	<b>Date</b>	<b>Program</b>	<b>Class</b>	<b>Activity</b>
Saturday	18/06/2016	BMM	TY	Expert lecture on project making for the course AD Design by Prof. Hasan Mulani
Saturday	30/07/2016	BMM	F.Y	Workshop on opportunities and challenges in voicing career by Prof. Mayur Vyas, A renowned dubbing artist from the Bollywood Industry
Tuesday	02/08/2016	BMM	FY/SY/TY	Workshop on “Inside the Newsroom” by Ms. Yogita Rao, Asst. Editor, Times of India
Friday	26/08/2016	BMM	FY/SY/TY	Workshop on “Hop on to the vocal express” by Mr. Ganesh Devikar, master modular and a voice artist in film industry
Wednesday	28/12/2016	BMM	FY/SY/TY	Career Options in Mass Media
Thursday	23/02/2017	BMM	TY	Workshop by Dr Navin Punjabi, Assistant Professor, H.R College of Commerce and Economics on ‘Drafting an Impressive Resume’

**DEPARTMENT OF BACHELOR OF SCIENCE  
(INFORMATION TECHNOLOGY B.Sc (IT), COMPUTER SCIENCE  
B.Sc (CS) and MASTER OF SCIENCE (INFORMATION  
TECHNOLOGY M.Sc (IT))**

**1. Name of the department:**

Bachelor of Science (Information Technology) and (Computer Science)

**2. Year of Establishment:**

2007 - UG

2010 - PG

**3. Names of Programs offered**

UG - B.Sc (IT) B.Sc (CS)

P G - M.Sc (IT)

**3. Names of Interdisciplinary courses and the departments/units involved: NA**

**4. Annual /semester /choice based credit system (programme-wise):**

Choice Based Credit and Grading System (CBCGS) for B.Sc (CS), B.Sc (IT) and M.Sc (IT)

**5. Participation of the department in the courses offered by other departments: NA**

**6. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL**

**7. Details of courses/programmes discontinued (if any) with reasons:**

NIL

**9. Number of Teaching Posts:**

	<i>Sanctioned</i>	<i>Filled</i>
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	24	24

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc. /D.Litt. /Ph.D./M.Phil.etc.)**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No.ofYears of Experience</i>	<i>No.of Ph.D. Students Guided for the Last 4 years</i>
Prof. Vaishali Mishra	MCA	Coordinator	Programming	21	--



Prof. Sheetal Asodekar	MCM	Asst Professor	Programming	15	--
Prof. Vikas Agrawal	MCA, B.E.	Asst Professor	Networking	13	--
Prof. Sumathi Rajkumar	MCA	Asst Professor	Software Testing	15	--
Prof. Bhakti Chaudhari	M.Sc (CS), M. Phil, MCA	Asst Professor	Advanced Java	12	--
Prof. Aparna Panigrahy	M.Sc (Electronics), MCA, M.Sc (CS), M.Phil.	Asst Professor	Electronics	10	--
Prof. Sweta Vashi	M.Sc (CS)	Asst Professor	Programming	8	--
Prof. Pratiksha Rai	M.Sc (CS)	Asst Professor	Operating System	3	--
Prof. Nikita Palav	MCA	Asst Professor	Advanced Java	2	--
Prof. Jisha Shahji	ME	Asst Professor	Programming	1	--
Prof. Bhakti Manjrekar	M.Sc (Mathematics)	Asst Professor	Applied Maths	12	--
Prof. George T.	M.Sc (Mathematics) MCA	Asst Professor	Discrete Maths	15	--
Prof. Sangeeta Nayak	M.Sc (IT)	Asst Professor	Linux	10	--
Prof. Jalpa Shah	M.Sc (Mathematics)	Asst Professor	Mathematics	07	--
Prof. Krinal Desai	M.Sc (Statistics)	Asst Professor	Statistics	04	--
Prof. Vinay Ukale	M.Sc (Mathematics), SETand NET	Asst Professor	Mathematics	01	---

### 11. List of senior visiting faculty:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students Guided for the Last 4 years</i>
Prof. Greena Dattani	M.Sc (IT)	Asst. Professor	Advanced SQL	10	--
Prof. Indrani Sen	MCA, M. Phil	Asst. Professor	Database, Programming, Operating System	15	--
Prof. L. S. Yadav	M.Sc (Physics)	Asst. Professor	Physics	15	--
Prof. Sushil Tiwari	M.Sc (Electronics)	Asst. Professor	Electronics	15	--
Prof. Prashant Hakkim	M.Sc (CS)	Asst. Professor	Programming	15	--
Prof. Jaymala Deshpande	M.Sc	Asst. Professor	Discrete Maths	05	--
Prof. Pooja Jadhav	MCA	Asst. Professor	Operating System	1	--
Prof. Hina Bhagtani	M.Sc	Asst. Professor	Statistics	8	--

**12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty:** By temporary faculty 30%

**13. Student–Teacher Ratio (programme-wise):**

Information Technology:

F.Y.B.Sc IT - 08:1

S.Y.B.Sc IT - 05:1

T.Y.B.Sc IT - 05:1

Computer Science:

F.Y.B.Sc CS - 04:1

S.Y.B.Sc CS - 03:1

T.Y.B.Sc CS - 02:1

Master of Science (Information Technolgy)

Part-I - 06:1

Master of Science (Information Technolgy)

Part-II - 12:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Office peons etc.

**15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG**

<i>Sr. No</i>	<i>Qualification</i>	<i>No. of Teachers</i>
01	Ph.D	---
02	M.Phil	03
03	NET/SET	01
04	PG	24

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** NIL

**17. Departmental projects funded by DST–FIST; UGC, DBT, ICSSR, etc. and total grants received:** NIL

**18. Research Centre/facility recognized by the University:** NIL

**19. Publications:** NIL

**20. Areas of consultancy and income generated:** NIL

**21. Faculty as members in**

a) National Committees b) International Committees c) Editorial Boards **NIL**

## 22. Student projects

- a) Percentage of students who have done in-house projects including interdepartmental/programme: **100% in B.Sc (IT), B.Sc (CS) and M.Sc (IT)**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **NIL**

## 23. Awards/Recognitions received by faculty and students:

Ms. Vaishali Mishra was appointed as Management nominee on the panel as subject expert for Bachelor of Science (Information Technology) B.Sc (IT) for interviewing the candidates at The Mogaveera Vyavasthapaka Mandali Mumbai's MVM College Andheri, on 15<sup>th</sup> January, 2017.

## 24. List of eminent academicians and scientists/visitors to the department:

Sr. No	Name of the Expert	Course
01	Prof. Rajendra Patil (S.K.Somaiya College)	Imperative Programming/ ASP.NET with C++
02	Prof. Hiren Dand MCC College and Examination Chairperson at University of Mumbai.	Operating Systems / Examination Guidance
03	Prof. Rajendra Patil (S.K.Somaiya College)	Imperative Programming F.Y.B.Sc(IT) Semester I
04	Prof. Hiren Dand MCC College and Examination Chairperson at University of Mumbai.	Linux Administration and Examination Guidance

## 25. Seminars/Conferences/Workshops organized & the source of funding

- a) National: Workshops 02, Conference-01(Self-funded)
- b) International: NIL

**26. Student profile programme/course wise:**

Name of the Course/Program	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.BSc (IT)	797	202	164	38	60.01%
S.Y. BSc (IT)	135	121	95	26	94.21%
T.Y. BSc (IT)	121	121	87	34	53.78%
F.Y.BSc (CS)	375	94	74	20	57.45%
S.Y.BSc (CS)	68	68	56	12	72.05%
T.Y.BSc (CS)	48	48	44	04	24.24%
M.Sc Part I	14	06	05	01	33.33%
M.Sc Part II	12	12	08	04	53.85%

\*M=Male \*F=Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
F.Y.BSc (IT)	99%	1%	NIL
S.Y. BSc (IT)	99%	1%	NIL
T.Y. BSc (IT)	99%	1%	NIL
F.Y.BSc (CS)	99%	1%	NIL
S.Y.BSc (CS)	99%	1%	NIL
T.Y.BSc (CS)	99%	1%	NIL

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?** NIL

**29. Student progression:**

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil	--
PG to Ph.D	--
Ph.D to Post-Doctoral	--
Employed	
• Campus selection	06
• Other than campus recruitment	--
Entrepreneurship/Self-employment	--

### 30. Details of Infrastructural facilities

- a) **Library:** The college library is enriched with Computer Science and IT books. New books are ordered and stocked yearly even on the basis of recommendations of students and staff. Books of reference, journals and text books are available for graduate and post graduate programmes.
- b) **Internet facilities for Staff & Students:** There are five computer labs with 156 computers with internet facility and four overhead projectors.
- c) **Class rooms with ICT facility:** Computers and over head projectors have been used in the seminar hall/college auditorium for conducting seminars, workshops, special lectures etc through power point presentations. Classrooms on fifth, sixth and seventh floor of the college building are equipped with 25 overhead projectors and smart boards. Faculty members make use of their laptops projectors during regular lectures for effective teaching. For M.Sc. students arrangements are made in project lab on the sixth floor of the building to carry out their project work.
- d) **Laboratories: NA**

### 31. Number of students receiving financial assistance from college, university, government or other agencies:

Number of Students	Freeships awarded by institution	ANGC Scholarships
20	Rs. 7,40,000/-	--
05	--	Rs. 4,000

### 32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

- 1) Two days National Level Android Application Development Workshop 2016 from 19<sup>th</sup> and 20<sup>th</sup> August, 2016 conducted by E-Cell IIT - Bombay & robokart.com to train the students to develop apps and games.
- 2) The B.Sc. (CS) and (IT) departments of the college organized the 4th Inter-collegiate Technical Festival, "Technoutsav 2016-17" on 31<sup>st</sup>

January, 2017. The festival was inaugurated by Prof. Srivaramangai, Assistant Professor and Head of Department of Information Technology, University of Mumbai. The said festival comprised events like Coding, Chess, Quiz, Movie Making, Maths Puzzle, Poster & Model Making, Tech Drama and others. 23 colleges registered for the said festival. The festival witnessed the presence of 350 participants. Our College received the Best College trophy and S.Y.B.Sc (IT) received Best Class trophy. The event Technoutsav 2016-17 was also telecast in Mumbai Metro, a Hindi news channel on 2nd March, 2017.

### **33. Teaching methods adopted to improve student learning:**

- Chalk and talk method.
- Click and talk method.
- Power point presentations to enhance ICT skills.
- Group discussions and interactive sessions for overall development.
- Use of overhead projectors

### **34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

Every year text books have been provided to economically weaker students through book bank facility.

### **35. SWOC analysis of the department and Future plans:**

#### **STRENGTHS:**

- 1) Qualified teaching faculty with professional qualifications.
- 2) Faculty members attend seminars, conferences and workshops and present research papers.
- 3) Faculty members actively participate in University examinations as examiners and moderators.
- 4) The faculty members gives personalized attention to every student with continuous evaluation of their academic strengths and improvements made so far.
- 5) Apart from academics, the students are encouraged to develop their inventive skills by organizing technical inter collegiate fiesta “Nita

Technosavv". The preparations of the said fiesta are done by the students under the guidance of the faculty members.

6) The events conducted under this fiesta, helps the students to groom their creative skills, test their technical knowledge.

**WEAKNESSES:**

1) Constraints and limitations of the syllabus hinder elaborate teaching.

2) Unable to organize any industrial visits.

**OPPORTUNITIES:**

The career options for the students are wide viz., Programming, Embedded Systems, Software Testing, Database, Networking, Graphics, Animation, Linux System Administration.

**CHALLENGES:**

1) To improve student performance at University examination.

2) To get placements for the students who intend to work after graduation and encourage the remaining students to pursue Master's degree.

3) To keep pace with industry requirements.

**FUTURE PLANS:**

1) To adopt innovative techniques for teaching.

2) To organize course related conferences as the course is dynamic and have relevance.

3) To enhance students' performance at University examination by enabling them to secure first class and distinctions.

4) To encourage the faculty members for more research activities and register for Ph.D degree.

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## **Nirmala Memorial Foundation College of Commerce & Science**

(Permanently Affiliated to University of Mumbai)

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D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. • Tel.: 2854 3234

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### Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Date: 21.12.2016

Place: Mumbai



(Dr. T.P. Madhu Nair)

Principal





## **Nirmala Memorial Foundation College of Commerce & Science**

**(Permanently Affiliated to University of Mumbai)**

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D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. • Tel.: 2854 3234

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### **Certificate of Compliance**

This is to certify that Nirmala Memorial Foundation College of Commerce & Science fulfils all norms.

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body (such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.) and
3. The affiliation and recognition (if applicable) is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 21.12.2016

Place: Mumbai



(Dr. T.P. Madhu Nair)

Principal

## University of Mumbai



URGENT / BY HAND / SPEED POST  
AFFILIATION SECTION - II  
No. Aff-II/CD/2012-13/ 1140  
November, 2012.  
7<sup>th</sup> December

To,  
The Principal,  
Nirmala Memorial Foundation Degree  
College of Commerce, Near Thakur  
Polytechnic, Kandivali (E),  
Mumbai: 400 101.

Subject :- Application for granting Permanent affiliation under Section 88 of the Maharashtra Universities Act, 1994, for B.Com. degree examination from the academic year 2012-2013.

Madam / Sir,

With reference to your application No. NMFCCS/01/2011 dated 30<sup>th</sup> August, 2011, for granting permanent affiliation for B.Com. (Three Year Degree) course from the academic year 2012-13. I am to inform you that the (BCUD to AC) Academic Council at its meeting held on 11<sup>th</sup> September, 2012 vide item No. 3.7 considered the report of the Local Inquiry Committee and resolved as under :-

"It was resolved that the LIC report be accepted and in accordance therewith, the Nirmala Memorial Foundation Degree College of Commerce, Kandivali (E), Mumbai be granted permanent affiliation of the teaching of the course of study for the B.Com. degree examination from the academic year, 2012-13.

Arising out of discussion in the matter of granting permanent affiliation to the colleges it was resolved that the Dean of the respective Faculty be authorized to scrutinize the report of the LIC before placing it in the Academic Council.

In pursuance of the above resolution of the Academic Council, I am to inform you that Nirmala Memorial Foundation Degree College of Commerce, Kandivali (E), has been granted the permanent affiliation under the Section 88 of the Maharashtra Universities Act, 1994, for the teaching of the course of study for the B.Com. degree examination from the academic year 2012-13 as incorporated in the text of resolution of the Council.

A copy of the report of the Local Inquiry Committee is enclosed.

Yours faithfully,

  
(Kumar Khaire)  
REGISTRAR

महाराष्ट्र शासन  
सक्षम प्राधिकारी तथा प्रधान सचिव  
अल्पसंख्याक विकास विभाग,  
मंत्रालय, मुंबई - ४०० ०३२.

अ.सं.क्र. अशौस-२००८/२७३/प्र.क्र.१६४/२००८/का.१,

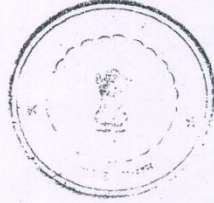
दिनांक :- १४ जुलै, २००८.

### अल्पसंख्याक दर्जाच्या मान्यतेचे प्रमाणपत्र

निर्मला मेमोरियल फाऊंडेशन, ठाकूर कॉम्प्लेक्स, ठाकूर पॉलिटेक्निक शेजारी, कांदिवली, मुंबई या शैक्षणिक संस्थेने त्यांच्या संस्थेस भाषिक अल्पसंख्याक शैक्षणिक संस्था म्हणून दर्जाच्या मान्यतेचे प्रमाणपत्र मिळवण्यासाठी दि.१.१०.२००७ रोजी अर्ज सादर केला होता. दि.१४.०७.२००८ रोजी माझ्या समक्ष संबंधित निमित्तोक्त झालेल्या सुनावणी दरम्यान संस्थेच्या पदाधिकाऱ्यांनी केलेल्या सादरीकरणाच्या आधारे सदर संस्था ही अल्पसंख्याक विकास विभाग, शासन निर्णय, क्र.अशौस-२००८/प्र.क्र.१३३/२००८/का.१, दि.४ जुलै, २००८ मधील विहित करण्यात आलेल्या निकषांतर्गत राज्य शासनाने घोषित केलेल्या भाषिक (गुजराथी) अल्पसंख्याकामधील व्यक्तींकडून अथवा व्यक्तींच्या समुदायाकडून स्थापित व संचालित करण्यात येत असल्याबाबत माझे समाधान झाले आहे. परिणामतः सदर संस्था ही भाषिक (गुजराथी) अल्पसंख्याक शैक्षणिक संस्था असल्याचे याद्वारे घोषित करण्यात येत आहे.

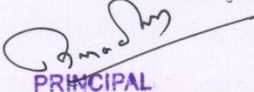
हे प्रमाणपत्र केवळ महाराष्ट्र राज्यापुरते लागू असेल. सदर संस्थेस प्रदान करण्यात आलेला भाषिक अल्पसंख्याक दर्जा हा संस्था संचालित करत असलेल्या सर्व शैक्षणिक शाखांना लागू राहिल.

उपरोल्लेखित शैक्षणिक संस्थेस याद्वारे प्रदान करण्यात आलेला भाषिक अल्पसंख्याक दर्जा हा शैक्षणिक वर्ष २००८-०९ पासून विधिप्राप्त असेल. संबंधित संस्थेने अल्पसंख्याक विकास विभाग, शासन निर्णय क्र.अशौस-२००८/प्र.क्र.१३३/२००८/का.१, दि.४ जुलै, २००८ अन्वये विहित करण्यात आलेल्या निकष व अर्जांचो सान्धाने व निनिर्देशपूर्वक पूर्तता करणे बंधनकारक राहिल.



टी. एफ. धेकेकरा  
(टी. एफ. धेकेकरा)

सक्षम प्राधिकारी तथा प्रधान सचिव  
अल्पसंख्याक विकास विभाग, महाराष्ट्र शासन  
मंत्रालय, मुंबई - ४०० ०३२.

  
PRINCIPAL  
NIRMALA MEMORIAL FOUNDATION  
COLLEGE OF COMMERCE & SCIENCE  
KANDIVALI (EAST), MUMBAI-401.

PC/1/certificate Letter

# University of Mumbai



AFFILIATION SECTION  
No. Aff-II/ICD/2016-17/2324  
24<sup>th</sup> February, 2017

## TO WHOMSOEVER IT MAY CONCERN

This is to certify that the Nirmala Memorial Foundation College of Commerce & Science, D. S. Road, Asha Nagar, Thakur Complex, Kandivali (E), Mumbai-400 101, is affiliated to the University of Mumbai, and the following Courses are conducted in the said college.

Sr. No	Course	Duration	Affiliation (Permanent/Temporary)	Period of Validity for the years (s)
1	B.Com	3 Years	Permanent	Permanent
2	B. Com (Accounting & Finance)	3 Years	Temporary	From 2007-08 to 2016-17
3	B. Sc (Information Technology)	3 Years	Temporary	From 2007-08 to 2016-17
4	B. M. S.	3 Years	Temporary	From 2008-09 to 2016-17
5	B. M. M.	3 Years	Temporary	From 2013-14 to 2016-17
6	B. Sc (Computer Science)	3 Years	Temporary	From 2008-09 to 2016-17
7	M. Com (Business Management) (by papers)	2 Years	Temporary	From 2010-11 to 2016-17
8	M. Com (Accountancy) (by papers)	2 Years	Temporary	From 2010-11 to 2016-17
9	M. Sc. (Information Technology) (by papers)	2 Years	Temporary	From 2010-11 to 2016-17

This Certificate is issued on the request of the Principal of the said College for submitting the same to the NAAC, Bangalore, accordingly.



Dr. Anil Patil  
Director

Board of College and University Development

**NIRMALA MEMORIAL FOUNDATION DEGREE COLLEGE OF  
COMMERCE & SCIENCE**

INCOME & EXPENDITURE A/C FOR THE YEAR ENDED 31st MARCH 2013

EXPENSES	AMOUNT(₹)	INCOME	AMOUNT(₹)
Advertising Expenses	99,850.00		
Audit Fees	12,500.00		
Bank Charges	205.00		
Compensation of Premises	56,00,000.00		
Consultancy Services	5,53,708.00	Bank Interest	1,80,577.00
Conveyance Expenses	5,51,325.00		
Cultural Expenses	2,61,675.00		
Depreciation As per Annexure - C	6,03,369.00		
Development Fees	81,67,100.00		
Electrical Expenses	3,53,748.00		
Examination Expenses	4,28,651.00	Bank Charges Refunded	488.00
Honorarium Expenses	36,000.00		
Interest on TDS	25.00		
Meeting & Festival Expenses	5,402.00		
News Paper & Library Expenses	80,498.00		
NSS Expenses	25,700.00		
PF Contribution Paid	4,47,527.00	Fees	4,08,35,500.00
Postage Expenses	5,106.00		
Printing & Stationery	12,31,174.00		
Refreshment Expenses	83,984.00		
Repairs & Maintainance	24,69,433.00		
Salary Expenses	2,08,51,095.00		
Security Expenses	1,80,666.00	Interest on FDR	8,65,956.00
Seminar Expenses	25,000.00		
Software Expenses	1,72,000.00		
Sports Expenses	3,37,356.00		
Students & Staff Welfare Expenses	1,49,613.00		
Subscription Expenses	500.00		
Sundry Expenses	21,619.00	Sundry Bal. W/Off	1,990.00
Telephone Expenses	26,913.00		
Travelling Expenses	1,78,943.00		
University of Mumbai Expenses	34,03,941.75		
Water Charges	5,760.00		
<b>TOTAL EXPENSES</b>	<b>4,63,70,386.75</b>	<b>TOTAL INCOME</b>	<b>4,18,84,511.00</b>
		<i>Excess of Expenditure Over Income</i>	<b>44,85,875.75</b>
	<b>4,63,70,386.75</b>		<b>4,63,70,386.75</b>

Examined & Found Correct as per my  
report of even date

Date : 02 SEP 2013  
Place : Mumbai

M. S. Parikh  
Chartered Accountant



For Nirmala Memorial Foundation Degree  
College of Commerce & Science

Principal

Chairman

Secretary

**NIRMALA MEMORIAL FOUNDATION DEGREE COLLEGE OF  
COMMERCE & SCIENCE**

INCOME & EXPENDITURE A/C FOR THE PERIOD ENDED ON 31<sup>st</sup> MARCH 2014

EXPENSES	AMOUNT(₹)	INCOME	AMOUNT(₹)
Audit Fees	16,000.00		
Advertising Expenses	27,840.00		
Bank Charges	1,390.00		
Cleaning Services	23,42,770.00		
Compensation of Premises	56,00,000.00		
Consultancy Expenses	12,48,880.00		
Conveyance Expenses	4,18,419.00		
Cultural & Meeting Expenses	5,17,572.00		
Depreciation As per Annexure - L	6,72,435.00	Bank Interest	2,68,629.00
Development Fees	92,85,920.00		
Electrical Expenses	9,01,679.00		
Examination Expenses	10,66,544.00		
Faculty Development Charges	3,000.00		
Honorarium Expenses	10,057.00		
Interest on TDS	55.00		
Meeting & Festival Expenses	58,469.00		
News Paper & Library Expenses	49,904.00		
NSS & Incl.Visit Expenses	12,26,493.00	Fees	4,64,29,600.00
PF Contribution	5,12,535.00		
Postage Expenses	4,609.00		
Printing & Stationery Expenses	4,32,667.00		
Refreshment Expenses	54,022.00		
Repairs & Maintainance Expenses	5,06,478.00		
Salary Expenses	2,18,16,165.00		
Science Material Expenses	11,131.00		
Security Expenses	8,18,928.00		
Software Expenses	1,90,002.00		
Sports Expenses	3,87,665.00	Interest on FDR	9,23,917.00
Students & Staff Welfare Expenses	1,64,153.00		
Subscription & Membership Expenses	1,91,949.00		
Sundry Expenses	33,625.00		
Sundry Bal. W/Off	465.00		
Telephone Expenses	35,297.00		
Travelling Expenses	1,15,638.00		
University of Mumbai Expenses	43,01,816.75		
Water Charges	6,300.00		
<b>TOTAL EXPENSES</b>	<b>5,30,30,872.75</b>	<b>TOTAL INCOME</b>	<b>4,76,22,146.00</b>
		<i>Excess of Expenditure Over Income</i>	<i>54,08,726.75</i>
	<b>5,30,30,872.75</b>		<b>5,30,30,872.75</b>

Examined & Found Correct as per my report of even date

Date: 22 AUG 2014  
Place: Mumbai



For Nirmala Memorial Foundation Degree College of Commerce & Science

Principal Chairman Secretary

## NIRMALA MEMORIAL FOUNDATION DEGREE COLLEGE OF COMMERCE & SCIENCE

INCOME & EXPENDITURE A/C FOR THE PERIOD ENDED ON 31<sup>st</sup> MARCH 2015

EXPENSES	AMOUNT (₹)	INCOME	AMOUNT (₹)
Audit Fees	18,000.00		
Bank Charges	695.68		
Class Attendent Expenses	18,16,029.00		
Cleaning Services	21,96,834.00		
Compensation of Premises	70,10,000.00		
Consultancy Expenses	6,82,080.00		
Conveyance Expenses	6,35,809.00		
Cultural & Meeting Expenses	17,77,184.00	Bank Interest	2,91,508.00
Depreciation As per Annuexure - L	5,70,687.00		
Development Fees	1,16,34,900.00		
Electrical Expenses	14,10,924.00		
Examination Expenses	11,12,127.00	CAP Examination Reimbursement	22,787.00
Faculty Development & Work shop Expenses	25,660.00		
Industrial Visit Expenses	8,10,021.00		
Lab Equipment Expenses	3,780.00		
Library & News Paper Expenses	43,468.00	Fees	5,81,74,500.00
Motor Car Expenses	4,75,606.00		
PF Contribution	4,84,931.00		
Postage & Courier Charges	3,178.00		
Printing & Stationery	9,12,350.00	Interest on FDR	11,20,513.00
Refreshment Expenses	81,649.00		
Repairs & Maintenance	7,73,159.00		
Salary Expenses	2,42,50,289.00	Registration Fees	15,500.00
Security Expenses	5,21,829.00		
Software Expenses	13,16,206.00		
Sports Expenses	3,69,620.00		
Students & Staff Welfare Expenses	1,39,282.00		
Subscription & Membership Expenses	1,000.00	NSS Expenses Reimbursement	45,000.00
Sundry Balances W/Off.	130.00		
Sundry Expenses	23,326.00		
Telephone Expenses	48,523.00		
Travelling Expenses	54,000.00		
University of Mumbai	48,94,015.00		
Water Charges	5,895.00		
<b>TOTAL EXPENSES</b>	<b>6,41,03,186.68</b>	<b>TOTAL INCOME</b>	<b>5,96,69,808.00</b>
		<i>Excess of Expenditure Over Income</i>	<i>44,33,378.68</i>
	<b>6,41,03,186.68</b>		<b>6,41,03,186.68</b>

Examined & Found Correct as per my report of even date .

Date : 30 JUL 2015

Place : Mumbai

M. S. Parikh  
Chartered Accountant



For Nirmala Memorial Foundation Degree College of Commerce & Science

Principal

Chairman

Secretary

- 25 -

**NIRMALA MEMORIAL FOUNDATION DEGREE COLLEGE OF  
COMMERCE & SCIENCE**

INCOME & EXPENDITURE A/C FOR THE PERIOD ENDED ON 31<sup>st</sup> MARCH 2016

EXPENSES	AMOUNT(₹)	INCOME	AMOUNT(₹)
Advertising exp.	115230.00	Fees	80511030.00
Audit Fees	20000.00		
Bank Charges	3264.44		
Books & Periodicals	3430.00		
Class Attendent Expenses	1472000.00		
Cleaning Expenses	3260000.00		
Compensation of Premises	7500000.00		
Consultancy Expenses	1617125.00		
Conveyance Expenses	953036.00		
Cultural Expenses	207299.00		
Depreciation As per Annexure - K	298555.00		
Development Fees	16102206.00	Bank Interest	379558.00
Electrical Expenses	1697882.00		
Examination Expenses	1225853.00		
Honorarium & Remuneration Expenses	25000.00		
Industrial Visit Expenses	607633.00		
Insurance Expenses	2235.00		
Licence & Registration Expenses	6156.00		
Meeting, Workshop & Festival exp.	200107.00		
News Paper, Magazine & Library Expenses	30158.00		
PF Contribution	481227.00	7	
Postage Expenses	3499.00		
Printing & Stationery	1647217.00		
Refreshment Expenses	69748.00		
Repairs & Maintenance	85562.00	Interest on FDR	1194346.00
Salary Expenses	26844002.00	5	
Science Material & Lab Expenses	2335.00		
Security Expenses	668776.00		
Software Expenses	1041808.00		
Sports Expenses	427197.00		
Students & Staff Welfare Expenses	120847.00		
Subscription & Membership exp.	21000.00		
Sundry Expenses	40058.00		
Telephone Expenses	56938.00		
Travelling & Touring Expenses	180000.00		
University of Mumbai Expenses	6406034.00	Sundry Balances Written Off	539.00
Water Charges	6377.00		
<b>TOTAL EXPENSES</b>	<b>74219794.44</b>	<b>TOTAL INCOME</b>	<b>82085473.00</b>
Excess of Income Over Expenditure	7865678.56		
	<b>82085473.00</b>		<b>82085473.00</b>

Examined & Found Correct as per my report of even date

Date : 01 SEP. 2016

Place: Mumbai

For MSP & Co.

Chartered Accountants

Pinakhee Parikh (Partner)

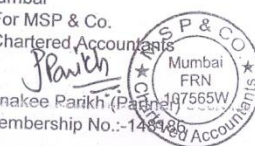
Membership No.: 145486

For Nirmala Memorial Foundation Degree College of Commerce & Science

*[Signature]*  
Principal

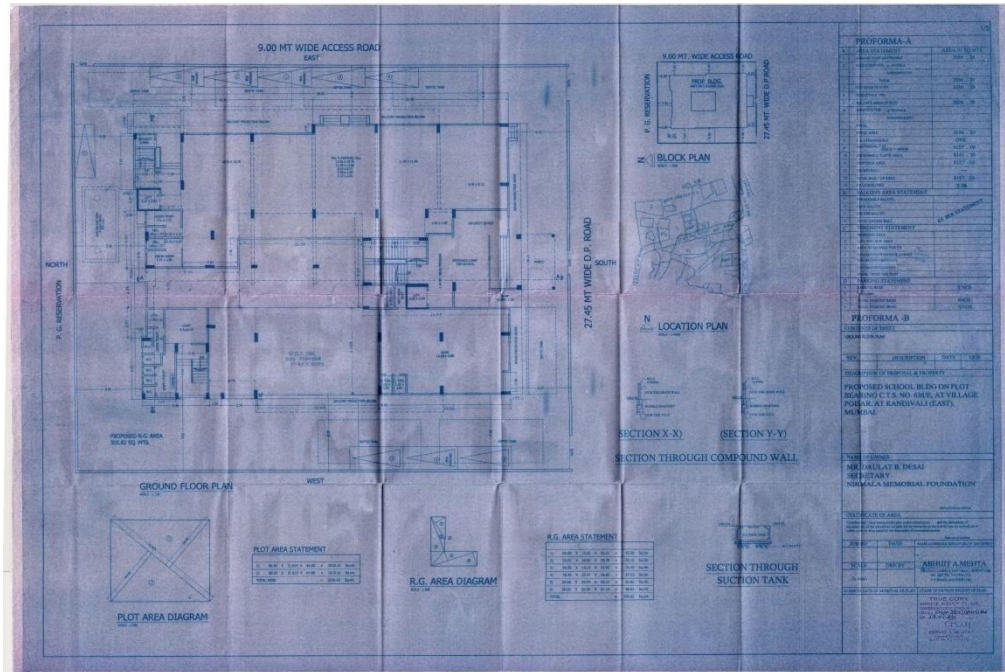
*[Signature]*  
Chairman

*[Signature]*  
Secretary

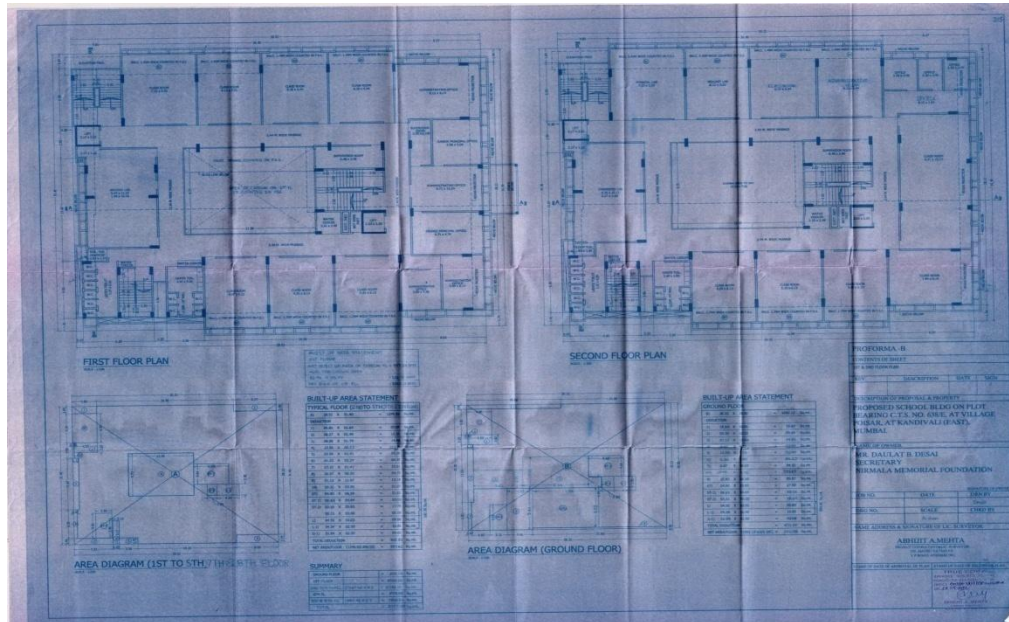




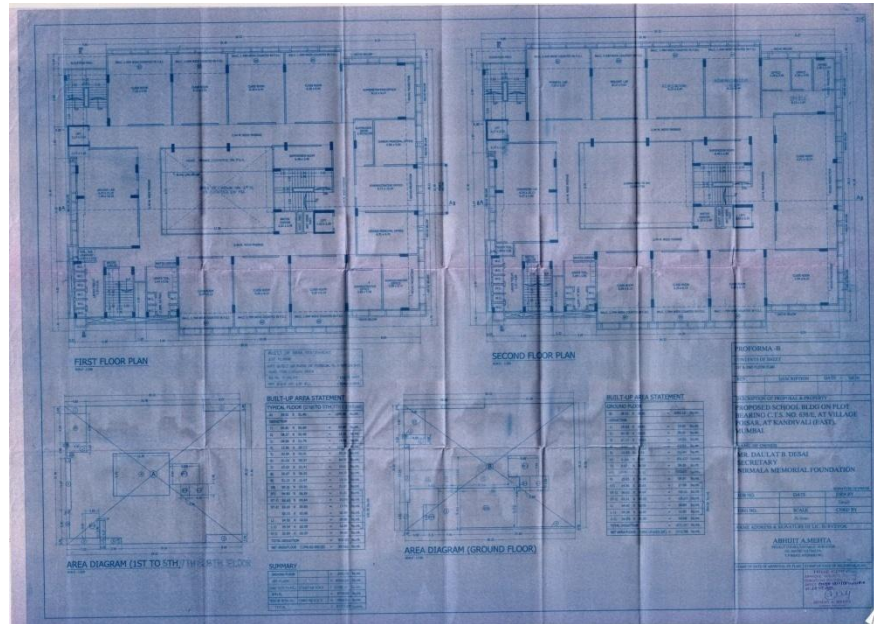
### Ground Floor



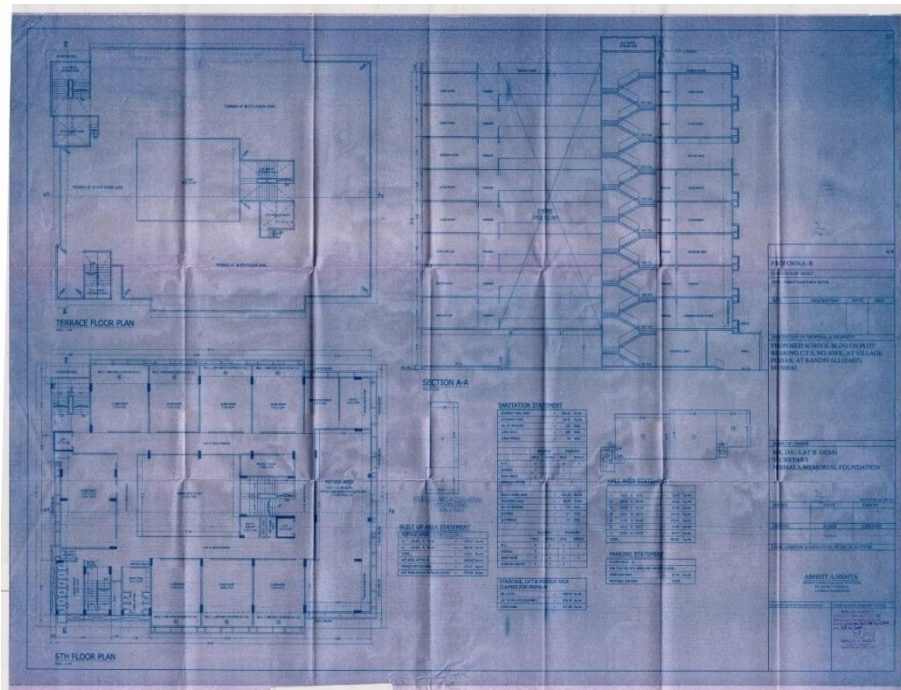
### First and Second Floors



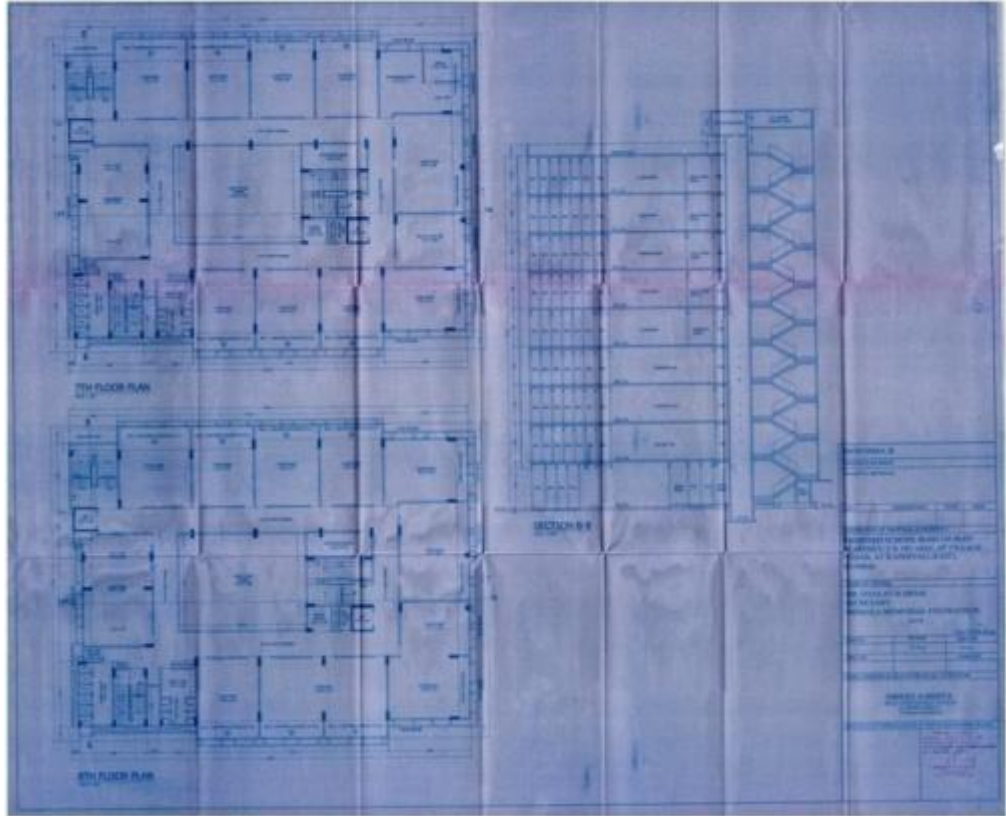
### Third, Fourth and Fifth Floors



### Sixth Floor and Terrace



### Seventh and Eighth Floors



### List of Infrastructure Facilities

	Building	Total Carpet area-one lakh square feet.
01	Class Rooms	46 spacious classrooms are available
02	Office	First floor- 49.8568 sq. mtrs Second floor- 40.1212 sq. mtrs
03	Principal's Office	31.805 sq. mtrs
04	Laboratory	Five Computer laboratories with 156 computers Total area - 184.63sq. mtrs
05	Library	Two libraries on 5 <sup>th</sup> and 8 <sup>th</sup> floor. Both measure 300.00 sq.mtrs.
06	Play Ground	The institute regularly hires SAI (Sports Authority of India) ground for practice and competitions for students.
07	Gymkhana /Auditorium	76.93sq. mtrs (8 <sup>th</sup> floor)
08	Canteen	57.59 sq. mtrs (3 <sup>rd</sup> floor)
09	N.S.S. Room	5.78 sq. mtrs (5 <sup>th</sup> floor)
10	Staff Room	4 <sup>th</sup> floor staffroom -68.51sq. mtrs (Air-conditioned) 6 <sup>th</sup> floor staffroom- 49.86 sq. mtrs
11	Girls Common Room	35.56 sq. mtrs (7 <sup>th</sup> floor)
12	Seminar Room	21.90 sq. mtrs (7 <sup>th</sup> floor)
13	Auditorium	133.507sq. mtrs (Ground floor)
14	Counselling Room	11.56sq. mtrs (5 <sup>th</sup> floor)
15	Research Cell	11.56 sq. mtrs (7 <sup>th</sup> floor)
16	IQAC	11.56 sq. mtrs (8 <sup>th</sup> floor)
17	Placement Cell	11.56 sq. mtrs (3 <sup>rd</sup> floor)
18	Server Room	11.56 sq. mtrs (2 <sup>nd</sup> floor)



सत्यमेव जयते

Government of India  
Ministry of Human Resource Development  
Department of Higher Education

Statistics Division

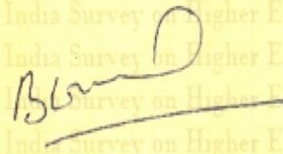
New Delhi

# Certificate



**Reference No.** C-33607-2016

This is to certify that MADHU NAIR of Nirmala Memorial Foundation Degree College of Commerce and Science Near Thakur Polytechnic 90 Feet Road Thakur Complex Kandivli (E) Mumbai 400 101 has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2016-2017.



( B N Tiwari )

Deputy Director General

**Dated:** 11/01/2017

मुंबई विद्यापीठ  
सांख्यिकी कक्ष, फोर्ट

माहिती व्यवस्थापन प्रणाली (MIS) २०१६-१७

-: प्रमाणपत्र :-

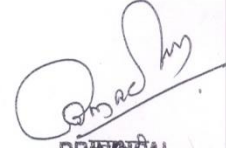
महाविद्यालयाचे नाव व पत्ता निर्मला मेमोरिअल फाउंडेशन कॉलेज  
(२० फीट रोड) डी. व्हाई रोड, ठाकूर कॉम्प्लेक्स, कांदीवली (पु) मुंबई-४००१०१  
दुरध्वनी क्र. : २८५४३२३४/२८५४५४३१  
ईमेल आयडी : principalnirmalacollege@gmail.com

असे प्रमाणित करण्यात येते की, माहिती व्यवस्थापन प्रणाली (MIS) महाविद्यालयीन शैक्षणिक व शैक्षणिकेतर बाबतची माहिती वेबपोर्टलवर नोंदविली आहे. सदरील माहितीची पडताळणी करण्यात आली असून ती बरोबर व वैध असल्याचे आढळून आली आहे. त्याबाबत काही त्रुटी आढळल्यास महाविद्यालयीन प्रमुख या नात्याने मी सर्वस्वी जबाबदार राहीन, याची मी ग्वाही देतो/देते.

दिनांक : ५/१२/१६  
ठिकाण : मुंबई



संस्थेचे नाव व गोल सील



PRINCIPAL  
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COLLEGE OF COMMERCE & SCIENCE  
KANDIVALI (EAST), MUMBAI-१०१.

(कार्यालयीन कामाकरीता)

ना-हरकत प्रमाणपत्र

प्रमाणित करण्यात येते की, निर्मला मेमोरिअल फाउंडेशन कॉलेज  
डी. व्हाई रोड, ठाकूर कॉम्प्लेक्स, कांदीवली (पु) मुंबई-४००१०१ या  
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माहिती वेबपोर्टलवर नोंदविली आहे. सदर महाविद्यालयाकडे MIS ची कोणतीही माहिती  
प्रलंबित नाही. सबब सदरील महाविद्यालयाची कार्यालयीन काम विद्यापीठ संस्थेकडून पुढील  
कार्यवाहीकरीता स्विकारण्यास हरकत नाही.

दिनांक : ५/१२/१६  
ठिकाण : मुंबई

१२/१६ ५.१२.१६  
नोडल अधिकारी  
Superintendent  
(Statistical Unit)  
मुंबई विद्यापीठ  
University of Mumbai