

Internal Quality Assurance Cell (IQAC)

The Annual Quality Assurance Report (AQAR) of the IQAC for the year 2016-17

Part – A

1. Details of the Institution

1.1 Name of the Institution

VIVEK COLLEGE OF COMMERCE

1.2 Address Line 1

Vivek College Road, Siddharth Nagar,

Address Line 2

Goregaon (West)

City/Town

Mumbai

State

Maharashtra

Pin Code

400 104

Institution e-mail address

vivek_college@hotmail.com

Contact Nos.

022 -28744058
022 - 28724058

Name of the Head of the Institution:

Dr. Vijetha Shetty (Assumed office on 4th August 2017)
(Principal during the period from June 2016 to September 2016: Dr. Nandita Roy)
(In Charge Principal during the period from October 2016 to 3rd August 2017: Prof. Neelu Khosla)

Tel. No. with STD Code:

022 -28744058
022 - 28724058

Mobile:

9821871849

Name of the IQAC Co-ordinator:

Prof. Shrikant Marathe

Mobile:

9820822897

IQAC e-mail address:

maratheshrikant@yahoo.com

1.3 NAAC Track ID

EC/52/RAR/35 dt. 28-03-2010 – Vivek College of Commerce

1.4 NAAC Executive Committee No. &Date:

EC/52/RAR/35 date. 28-03-2010

1.5 Website address:

www.vivek-college.org

Web-link of the AQAR:

www.vivekcollege.org/IQAC.aspx/2016-17

1.6 Accreditation Details

Sl. .No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72.50	2004	28.02.2004 TO 28.02.2009
2	2 nd Cycle	B	2.59	2010	28.03.2010 TO 27.03.2015

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

01-08-2010

1.8 AQAR for the year

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR2010-11 submitted on 31st January 2012
- ii. AQAR 2011-12 submitted on 15th February 2013
- iii. AQAR 2012-13 submitted on 28th June 2016
- iv. AQAR 2013-14 submitted on 8th January 2018
- v. AQAR 2014-15 submitted on 8th January 2018
- vi. AQAR 2015-16 submitted on 14th February 2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No *

(e.g. AICTE, BCI, MCI, PCI, NCI)

* indicates "Applicable"

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

M.Com ,BSc (IT), Msc (IT), BMS,
B.Com.(Accounting & Finance),
B.Com.(Banking &Insurance),
B.Com.(Financial Markets)and
BMM Programmes are also conducted.

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

University of Mumbai

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

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

UGC-Innovative PG programmes

-

Any other (*Specify*)

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and

03

Community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

21

2.10 No. of IQAC meetings held No. 04

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

Non-Teaching Staff Alumni Others

Students

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Helped Activity Associations to develop developmental plans.
2. Encouraged teachers to participate in workshops & seminars
3. Encouraged teachers to take up and be active in respect of research activities.
4. Guidance on various activities of the college was provided.
5. Initiated the suggestions for betterment of facilities based on the responses received from students and others.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Teachers' progression in academics was set as aim.	1. Teachers have participated and presented papers in Seminars & Workshops in substantial nos. (As per Annexure "A")
2. Grooming of leadership amongst Extension activities were proposed to be taken up	2. The students were seen to have emerged as good leaders. Their abilities were channelized to help them become responsible citizens and leaders taking care of their student friends. This is achieved through the activities of NSS, DLLE, Intercollegiate Festivals, all the other extension activities as well as the activities of the Activity Associations.
3. It was planned to enhance the Extra Curricular Activities of the students along with the Academics.	3. Multifarious activities of the students were carried out successfully. The academic calendar is attached in Annexure "B" and the details of Extra Curricular Activities of the students during the year 2016-17 are attached in Annexure "C"
4. It was planned to organize Seminars and Workshops for the benefit of our teachers as well as the teachers of neighbourhood Colleges	4. the details of the Seminars and Workshops organized by the college are attached in Annexure "D"
5. Teachers were encouraged to take up research work	5. Many teachers have taken up research work The details are attached in Annexure "E"

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

Management * Syndicate Any other body

Provide the details of the action taken

Management has provided support for the developmental activities.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	03	-	03	
UG	07	-	06	-
PG Diploma	-	-		-
Advanced Diploma	-	-		-
Diploma	-	-		-
Certificate	-	-		-
Others	-	-		-
Total	10	-	09	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Options for Subjects in Undergraduate courses are available as below:

S.Y.B.Com: Advertising or Computer Systems or Economic Systems

T.Y.B.Com: Computer Systems & Applications/Export Marketing/Marketing Research

Options for Subjects in Postgraduate courses are available as below

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders

Alumni: Mode of feedback : Online Manual *

Parents: Mode of feedback : Online Manual *

Employers: Mode of feedback : Online Manual *

Students: Mode of feedback : Online Manual *

Co-operating schools (for PEI) N.A

See **Annexure “F”** for details of Feedback

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

The Changes in syllabus are done at University Level & the same are implemented in all the programmes as applicable. However, there were changes made by the University in this academic year as follows:

- 1) .T. Y. B.Com. (Accounting & Finance)
- 2) T. Y. B.Com. (Financial Markets)
- 3) T. Y. B.M.M.
- 4) F.Y.B.Com – (Regular Commerce) - Subject syllabus changed, Internal examination is eliminated and Common question paper and common examination time table for 100 marks question paper by University has been introduced
- 5) F. Y. B.Com. (Accounting & Finance)
- 6) F. Y BBI syllabus has been updated. Electives are provided. Subject of Foundation Course is introduced in first year.
- 7) F.Y.B.Sc.(I.T.) Sem I and II syllabus is revised. Industry oriented syllabus is introduced One course "Green Computing" is also introduced to sensitize students with environment friendly computing
- 8) F. Y. B.M.M.

Suggestions regarding the changes are conveyed in the respective meetings and conferences for syllabus revision.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	8	8	0	14

2.2 No. of permanent faculty with Ph.D.

3

Note: Prof. Shefali Naranje completed her Ph. D. in 2016-17

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
8	0	8	0	0	0	14	6	30	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

5

23

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level & University level
Attended Seminars/ Workshops	2 events by 2 teachers	5 events by 4 teachers	22 events by 12 teachers
Presented papers	11 papers by 6 teachers	8 papers by 5 teachers	-
Resource Persons	-	1 event by 1 teacher	-

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

- 1) Field Visits including visits to Bombay Stock Exchange, SEBI, Meghnad Desai Academy of Economics High Court, City Civil Court and Session Court, Consumer Court, Malls, Nature Park, etc are arranged
- 2) Usage of Audio-Visual Equipments is done in some classes.
- 3) Concepts and legal principal are taught through PPTs with specific focus on examples, case laws.
- 4) Remedial lectures are conducted
- 5) Mind Mapping, Code Letter, GD (Used Audio Visual Technique)
- 6) Group Discussions, Case studies solving, Teaching with Games
- 7) Student motivation/Career guidance
- 8) Giving problem sheets /notes /references for further study
- 9) Guidance Lectures on important practical subjects such as Personal Finance 'Starting Early - Starting Right', Women Entrepreneurship, E commerce- On line shopping are arranged.
- 10) Screening of International Advertising and advertising prepared by BMM students
- 11) Session on Advertising Appeals was conducted with live examples of Deodorant Ads
- 12) Teaching LDPD student with writing aids, gestures and miming
- 13) For TYBCOM Export Marketing students practising abbreviations in every lecture and monthly test on abbreviations and objectives.
- 14) Preparations of notes on topics in tabular forms for last minute quick reading
- 15) Discussions, Experience sharing, solving doubts, revision lectures.
- 16) Group Discussion on current affairs from Newspaper articles
- 17) Problem solving sessions for practice under examination conditions.
- 18) Make students solve practical problems from professional courses
- 19) Solving programming problems in the Computer Lab.
- 20) Extra computer lab sessions are conducted for students with weaker logic.
- 21) Video lectures , Field trips and ,skits , power point presentations etc, mentoring weak students in

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

185

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

- (1) Coding of Answer Papers is continued to be done since 1997-98 in order to avoid revealing of the identity of the students.
 (2) Availability of photocopy, Verification & Revaluation of Answer books is done as per University norms.
 (3) Multiple choice questions are included in Question Papers as per University directives.
 (4) Online question paper delivery which was existent for only Third year examination of graduation, is introduced by the University for First year examinations also, so that question papers have minimum exposure before the commencement thereof from secrecy point of view.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

-	10	-
---	----	---

as member of Board of Study/Faculty/Curriculum Development workshop

(Please See Annexure "A" for the participation of Teachers for Revision of syllabus)

75

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					Total Pass %
		Distinction Class %	First Class %	Second Class %	Pass Class %		
Courses Under Grading System:							
T.Y.B.Com. (Semester VI)	327	14.98%	50.15%	14.68%	-	79.81%	
Other Courses:							
T.Y.B.M.S.	45		42.22%	37.78%	4.44%	84.44%	
T.Y.B.Sc.(IT)	43	13.95%	60.47%	-	-	74.42%	
T.Y.B.Com(A&F)	56	19.64%	67.86%	10.71%	-	98.21%	
T.Y.B.Com(B & I)	36	5.50%	77.88%	11.12%	-	94.50%	
T.Y.B.Com(FM)	20	15.00%	70.00%	5.00%		95.00%	
T.Y.B.M.M.	25	-	32.00%	56.00%		88.00%	
M.Sc. (IT) Part II	12	-	8.3	33.33	-	41.67	
Courses Under Grading System:		"O" Grade	"A" Grade	"B" Grade	"C" Grade	"D" Grade	Total Pass %
M.Com (Accountancy)	94	4.26%	40.43%	28.72%	13.83%	2.13%	89.37%
M.Com (Management)	39	5.13%	35.90%	15.38%	17.95%	17.95%	92.31%

Note #1: Results of M.Com (Accountancy) and M.Com (Management) are stated as per CBSGS grading system

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

- a) During the interactions with teachers, the teaching & learning processes are discussed upon and areas of improvement are identified.
- b) Monitoring is done through teaching plans and daily reports.
- c) Teachers' performance is evaluated by students and appropriate measures are taken.
- d) Teachers are encouraged to attend workshops/seminars for their academic progress.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	63
Others:	
Panel Expert for selection Interviews of Teachers	4
Conducted lectures on Financial Education for SEBI	1
Expert Member in Advisory Committee of a College for getting Autonomous Status	1

(Details as per Annexure "A")

2.14 Details of Administrative and Technical staff (As at the year end)

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	23	9	0	0
Technical Staff	2	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

The need for more contribution in research work and participation in workshops, seminars and paper presentation therein is emphasised through the interactions with the teaching staff. Programmes are organized to provide guidance to the progression in research work.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	N.A.	N.A.	N.A.	N.A.

3.3 Details regarding minor projects

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

3.4 **Details on research publications**

	International	National	Others
Peer Review Journals	5	-	-
Non-Peer Review Journals	-	-	-
e-Journals	3	-	-
Conference proceedings	9	2	-

(For details, See Annexure "A")

3.5 Details on Impact factor of publications:

(Based on available averages)

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	College	-	-	-

(See Annexure "D")

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

(As per Annexure "A")

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

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

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

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

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

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="90"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text"/>
		Any other	<input type="text" value="-"/>

Additional Information:

No. of students Participated in DLLE:

University level	<input type="text" value="213"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

No. of Awards won in DLLE:

University level	<input type="text" value="1"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

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

- Students have taught the Ballade (pre-primary) classes in Bhagat Singh Nagar.
- Waste Paper Management (Recycling of waste papers and preparation of note books from recycled papers)
- Ebola and Dengue Malaria Awareness was made in Bhagat Singh Nagar
- NSS conducted Tree Plantation Programme
- Disaster Management (Basic Civil Defence course for NSS Volunteers)
- Inter collegiate Peace Rally
- Visit to old age home was organized.
- Thalassemia Screening for Third year students
- Health Check up, Eye check up, Anaemia Test for girls were organized.
- Voting Awareness campaign was done in Bhagat Singh Nagar
- Cleaning of College Campus under Swachchha Bharat Abhiyan
- Diwali and Christmas celebration in Balwadi in Bhagat Singh Nagar
- Helping Traffic control Department and Goregaon Police Station during Ganapati Visarjan.
- NSS unit participated in Ganapati Immersion & Post Immersion Activities at Juhu Beach.
- NSS Unit organized the Blood Donation Drives twice in the year.

- o) NSS Unit conducted Drive for Registration for Stem Cell Donation for Cancer Patients
- p) Women Development Cell organized Bone Density Test Camp for the benefit of Parents & Teaching and Non Teaching staff of College
- q) Awareness Rallies were conducted by NSS Unit so as to bring enlightenment about India's freedom struggle, Seriousness & Avoidance of the 'AIDS' illness.
- r) NSS Volunteers organised 3 Exhibition cum sale of Rakhis during Rakshabandhan. and that of lamps (diyas) during Diwali prepared by physically and mentally challenged children of Punarvas, a school of differently able school children
- s) Workshop on Self Defence for Girls was conducted by "Shield Yourself", an NGO.. Mr Selvan M Tamil and Ms. Bageshree, martial arts experts gave our students training of self defence on 27th September 2016.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing Gross Block as at 1.4.16	Newly created	Source of Fund	Total as at 31.3.2017
Campus area	34,800 Sq. Ft	-	Vivek Education Society	34,800 Sq. ft
Class rooms	20	-	- Do-	20
Laboratories	3	-	- Do -	3
Seminar Halls	1	-	- Do -	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 92.61 lakhs	Rs. 0.60 lakhs	College Funds	Before Depreciation - Gross Block Rs. 93.21 lakhs Net Block After Depreciation - Rs. 9.01 lakhs
Others : (Rs. in Lakhs)	Rs. 51.10 lakhs	Rs. 0.97 lakhs	College Funds	Gross Block (Before Depreciation) – Rs 52.07 lakhs Net Block (After Depreciation) - Rs. 13.10 lakhs

Note:

*As the new syllabus of electronics was introduced in this academic year, it necessitated the purchase of 14 Digital Circuit Trainers kits required for the practicals.

4.2 Computerization of administration and library

<ol style="list-style-type: none"> 1. The administrative work is substantially computerised. 2. The accounting work is also fully computerised. 3. The entire database of Library is computerised. 4. The issues & receipts of books are computerised. 5. E-Journals are available. 6. Internet Facility is available to the students free of cost. 7. Printouts are permitted to the students at concessional rate. 8. Internet Facility is available to the teaching & non teaching staff free of cost. 9. Departmental records like attendance, mark sheets, lecture notes, etc., are computerised. 10. Software is used for maintaining data of students filled up in the admission form, are maintained by the non teaching staff. 11. Most of the details like roll number, timetable, notices, syllabus, etc are maintained in a soft copy. 12. Students personal and fees related data are maintained and managed by software. 13. Library is fully computerized and all activities of the library are maintained by software.

4.3 Library services:

Library services: 2016-17

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	5860	683268	1462	187231	7322	870499
Reference Books	17201	6413564	636	617059	17837	7030623
e-Books	-	-	-	-	-	-
Journals	-	-	102	136701**	102	136701
e-Journals	-	-	-	-	-	-
Digital Database *	-	*	-	15750	-	15750*
CD & Video	769	**	20	-	789	**
Others (specify) Newspapers	-	-	18	33905	18	33905

Note: * Database of British Council Library and N-List (Inflibnet of UGC is contributed for every year.

** CDs are received along with the Books. Hence no separate charge is paid for the same.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing in June 2016:	121	79	0	4	4	16	18	0
Computers	55	4	0	5	10	20	16	0
Other Devices								
Added:	7	1	0	0	0	1	5	0
Computers	6	3	0	0	0	3	0	0
Other Devices								
Total in May 2017:	128	80	0	4	4	17	23	0
Computers	61	7	0	5	10	23	16	0
Other Devices								

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

1. Lectures which require audio visual aids are arranged in some of the classrooms and the college auditorium
2. Laptop and projector in classrooms are used for audio visual presentation in lectures.
3. Computer along with Internet facility is provided to the student.
4. IT labs are provided to students as per subject requirement.
5. College infrastructure is provided to students for the purpose of filming short films.
6. Extra specimens of textbooks are given to needy students.
7. Computers are provided to staff and students in Library also.
8. Orientation Programmes for Knowledge of Computer of Internet have been conducted in the past.
9. All the Teachers are well versed with computer & Internet usage and have been presently working through computers for academic & administrative activities.
10. Up gradation of Software is done as and when required. Technical Assistance is available in the college premises full time for effective functioning of Computers, Internet Related Work
11. A DSLR camera for teaching BMM students photography in relation to their subject print production and photography.

4.6 Amount spent on maintenance in lakhs:

i) ICT	5.59
ii) Campus Infrastructure and facilities	18.47
iii) Equipments	1.32
iv) Others	-
Total:	25.38

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Awareness of the availability of the Clinical Psychologist was made known to the students.
2. Availability of the facilities in respect of co-curricular & extra curricular activities was publicised through Prospectus, Admission Forms, Orientation Programmes and activities of various associations.

5.2 Efforts made by the institution for tracking the progression

1. Mentoring by class teachers is done.
2. Financial support is given by teachers to the needy students.
3. Book Bank facility is granted to the students.
4. Result analysis is done.
5. Remedial lectures are conducted.

5.3 (a) Total Number of students: Total: - 2345

UG	PG	Ph. D.	Others
1942	403	-	-

(b) No. of students outside the state

(c) No. of international students

Men

No	%
949	40.47%

Women

No	%
1396	59.53%

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2177	75	20	91	4	2367	2170	76	14	75	10	2345

Physically Challenged students are grouped separately as such irrespective of their caste.

Demand ratio: 70% Dropout %: NIL

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

Seminars and Lectures are arranged for guidance for competitive examinations of MPSC, UPSC, B.Ed., MBA and GATE, CAT and probationary officers' exams conducted by SBI

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

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

Note: UG students are not eligible to write above examinations.

5.6 Details of student counselling and career guidance

1. Seminars Conducted for Career Guidance.
2. Aptitude Test is conducted.
3. Clinical Counsellor is appointed for student counselling.
4. Class Teachers provide guidance to students.

No. of students benefitted

160

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	35	4(Here solutions)	6(1 Infosys + 5 Capgemini)

5.8 Details of gender sensitization programmes

1. The Programme on "Teen And Touch" was conducted by Mr Aadesh on 30th August 2016
2. Workshop on Self Defence for Girls was conducted by Shield Yourself, an NGO. Mr Selvan M Tamil and Ms. Bageshree, Martial Art experts gave our students training of self defence on 27th September 2016.
3. In the conduct of various activity associations, the inculcation of the value of gender equality is followed.
4. In many of the past years, the elected General Secretary of the Students' Council has been a girl student. Thus the existence of gender equality is noticed by all the students and parents.

5.9 Students Activities

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

State/ University level	30	National level	-	International level	-
Intercollegiate Level –	179				

No. of students participated in cultural events

State/ University level	18	National level	-	International level	-
Intercollegiate Level –	-				

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

Sports: State/ University level	1	National level	-	International level	-
(Bronze Medal in Water Polo in University of Mumbai)					
Intercollegiate Level -	8				
Cultural: State/ University level	1	National level	-	International level	-
(Third Prize in Folk Dance in State Level Competition “Maharashtra Utsav)					
Intercollegiate Level –	51				

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution :		
Book Bank Facility -	134	Rs. 2,04,179/-
Financial support from government	109	Rs. 4,26,875/-
Financial support from other sources:		
Prizes by the College for Academic & Extra Curricular Activities	760	Rs. 1,94,600/-
Prizes from Outsiders	6	Rs. 4,000/-
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level	-	National level	-	International level	-
Exhibition: State/ University level	-	National level	-	International level	-

Notes on College Level activities conducted during the year:

- (1) Book Exhibition for 3 days was conducted for the benefit of school, college students, parents, teachers & community at large.
- (2) Intercollegiate Cultural Festival “Innovators”
- (3) “Festomedia”: An Intercollegiate festival organised by the BMM department. on 19 & 20 December 2016
- (4) The Debate on the topic "GST -Are you ready for the change?" was held on 20 September 2016 under the guidance of Department of Economics and Accounts
- (5) College has undertaken four projects Anna Poorna Yojana (APY), Career Project (CP), Industrial Orientation Project (IOP), Survey of Women Status (SWS)

(6) Students who have taken project of SWS Survey of Women Status, undertake survey through the questionnaire provided by the DLLE of Mumbai University, which makes them aware of the issues, development and awareness of the women status in society.

5.12 No. of social initiatives undertaken by the students
(As per paragraph 3.26)

19

5.13 Major grievances of students (if any) redressed: Six minor grievances were reported and also disposed of satisfactorily. No major grievances are received

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: As education is supreme amongst all riches and virtues of life, it shall be our endeavour to impart quality education, enriching the students for making significant contribution to the Nation

Mission: Value Based Education to all
Integrity towards Society
Virtuous Life Building
Endeavour for Excellence
Kindle the spirit of Universal Brotherhood.

6.2 Does the Institution has a management Information System

Yes. MIS is built up through:

1. All books accounts are computerised.
2. Employee's biometric attendance report is available.
3. Class wise, Students' Admission Report, with roll numbers is computerised.
4. Report of personal details of students including details of Pending fees of students
5. Leaving certificates, Bonafide certificate, NOC for students are computerised.
6. Library management system manages all library related data and reports generated
7. Department wise result analysis, Reports of different associations, college magazine,

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

6.3.1 Curriculum Development

1. Syllabus is Prescribed by the University
2. Effective conduct of syllabus is ensured
3. Teachers are encouraged to attend the Workshop /Seminar on review & revision of the syllabus

6.3.2 Teaching and Learning

1. The Reference books & Textbooks are purchased in Library for Students use.
2. Usage of English to Marathi, Hindi, and Marathi to English Dictionaries is encouraged.
3. Guest Speakers are invited for lectures in different Subject
4. Remedial lectures are conducted
5. Field visit & Industrial visit are conducted
6. Book Review Competition are held
7. Teaching & Learning through PPT was carried out.
8. Guidance lectures to the students are continued with.
9. Case study method was adopted
10. PPT presentations were made
11. Workshop on E commerce- On line shopping was conducted
12. Screening of International Advertising
13. Session on Advertising Appeals was conducted with live examples of musical ads
14. Guidance lecture for TY B Com students on writing skills for exam
15. Remedial Lectures for ATKT Students were taken
16. BMM students are guided for how to make short films as well as indoor and outdoor photography.
17. Students have made desk or wall calendar as a part of project for their paper print production and photography
18. TYBMM students are given practical knowledge about magazine making, newspaper making, tabloids, etc under their 100 marks project paper of magazine and newspaper making.

6.3.3 Examination and Evaluation

1. Coding of answer books is continued for F.Y,S.Y examination of all programmes since 1997-98
2. Changes in the Examination pattern are well handled.
3. CAP for FY/SY was conducted as per university guidelines along with moderation

6.3.4 Research and Development

1. Research Guidance Cell is Functional.
2. Teachers and Students are encouraged to participate in and to present paper/Research Project in Seminar/Workshop.
3. Resource Persons are invited for Teachers guidance for research Activities.
4. Students are trained & sent up for research work presentation competition.
5. Duty Leave & Registration expenses are granted to faculty members.
6. Faculty attended UGC level works shops on Research Methodology
7. Faculties present research papers in International and national conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. All Library operations are computerized.
2. Computers Labs are upgraded time to time.
3. Internet Access is available to the students & Staff free of cost.
4. Printouts are allowed at concessional Rates.
5. College Web Portal is Functional For dissemination of information separated.
6. Computer facilities were extended to departments.

6.3.6 Human Resource Management

1. Awards are given to the faculty members for M.Phil/ NET/SET & Ph.D. Qualification.
2. Get together is held for Staff & Management on 15th August every year followed by Lunch.

6.3.7 Faculty and Staff recruitment

Recruitment of faculty staff is done as per University of Mumbai/ Govt. Guidelines and after publishing the necessary advertisement in the newspapers.

6.3.8 Industry Interaction / Collaboration

1. Persons from Industry and Business Organisation are invited for Interaction with Students.
2. The Students are given training in commercial establishment under DLLE scheme.

6.3.9 Admission of Students

1. Admission Process was followed strictly as per University Norms which is inclusive in nature.
2. Admission Committee is functional for monitoring the admissions to ensure all propriety norms

6.4 Welfare schemes for schemes for

Teaching	<ol style="list-style-type: none"> 1) Free Medical check-up 2) Provident Fund Scheme 3) Services of Psychological Consultant are available in college campus free of Cost 4) Awards ranging from Rs.25,000/- to Rs. 5,000/- are given to the faculty members and staff members for achievement of Ph.D., M.Phil. & NET, SLET or similar higher Qualification.
Non teaching	<ol style="list-style-type: none"> 1) Free Medical check-up 2) Provident Fund Scheme 3) Services of Psychological Consultant are available in college campus free of Cost
Students	<ol style="list-style-type: none"> 1. Book Bank facility 2. Govt Free ships & Scholarships 3. Thalassemia Testing for Students 4. Prizes amounting to Rs. 1,94,600/- were distributed to students for achievements in academic & extra curricular activities 5. Two doctors on panel are available for medical services. 6. First Aid Boxes are available at four locations in the college.

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

No

*

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	Yes	M.M Parikh & Co C.A.	Yes	Mr. C.S. Ananthan & Mr. A.P. Kannan

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

For UG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N.A
For PG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N.A

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

N.A

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

N.A

6.11 Activities and support from the Alumni Association

1. Alumni provide support for College Activities for academic, cultural as well as sports activities.
2. Alumni help in the placement of the present students
3. Alumni help the College in placements by informing about the vacancies in their organizations and encourage/refer students to apply
4. Some of the alumni members have joined as visiting lecturers. A few have already joined as Faculty/Librarian/Clerical Staff
5. Alumni guide students for higher studies and conduct workshops especially in the subject of Financial Markets. teaching them online trading.
6. Vivek Alumni Association got its registration as charitable organization – Income Tax Exemption u/80(G) together with Income Tax Exemption u/s 12 (A)
7. Website of the Alumni Association with the website address www.vivekalumniassociation.com has been launched to facilitate the dissemination of information
8. In a programme titled “YAADEIN” retired teachers, Non-teaching staff and present staff who had a dedicated service of minimum of 15 years at Vivek Education Society’s Primary, Secondary, Junior College and Degree College, were felicitated.
9. In alumni actively participate & guide the present young students in functions of Tamil Malayalam Literary Association.

6.12 Activities and support from the Parent – Teacher Association

1. Meetings of PTA were held on 20th August 2016.
2. As and when the parents approach for any inquiry or information related to fees, lectures, attendance, exams etc. they have been given necessary information by PTA.
3. An orientation programme for the first year students parents is organised at the beginning of the academic year, in which the parents are apprised with the course structure, various activities of the college, college’s expectation from students as well as parents is explained to them.

6.13 Development programmes for support staff

1. Special study leave is granted to support staff for preparation & appearance for higher qualification exams.
2. Organised Health Camps for Staff of Vivek Education Society
3. Free uniform, flexible working hours during college events/compensatory holidays etc.
4. Computer training programmes are conducted for non teaching staff

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

1. Tree plantation was done in College campus.
2. The greenery is maintained in the college.
3. All students were made aware of the need to switch off lights & fans when not in use.
4. Housekeeping arrangements were outsourced for effective cleanliness.
5. E- Waste project and Waste to compost Dustbins. Collection from Canteen and other places is done.
6. Juhu Beach Cleaning post Ganpati Visarjan is continued with.
7. Note pads are made by using the blank pages contained in the project books.

Criterion – VII

7. Innovations and Best Practices

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

1. Activities of DLLE were continued with more emphasis considering the importance of practical training received by the students.
2. Lady security persons were recruited in addition to security men.
3. Housekeeping Arrangements were outsourced for effective cleanliness.
4. Students' assistance was taken for administrative work whenever required, to meet the work deadlines

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

As per paragraph 2.15 of Part 'A' of this Report

7.3 Give two Best Practices of the institution

1. Organization of Book Exhibition every year
2. Intercollegiate Festivals "Innovators" and "Festomedia"
See Annexure "G" for the details of above Best Practices

7.4 Contribution to environmental awareness / protection

1. Instead of having data in hard copies of documents, it is mostly saved in the form of soft copies so that paper can be saved, also both side of papers are used for printing, wherever possible.
2. Water Tap Leakages in washrooms are repaired as soon as possible to avoid wastage of water.
3. Old computers and other electronic instruments which are of no use are disposed off responsibly through e-waste management.
4. Students are encouraged to become environmental savers and switch off computers, lights and fans after their lectures are over for the day.
5. Tree plantation was done in college campus
6. Rally was organised for creating awareness that plastic bags should be avoided.
7. Awareness programme for electricity conservation was conducted.
8. Elocution & Debate Competitions were organised on the topic of importance of environment protection.
9. Students did post-immersion Cleaning drive at Juhu Beach at the end of Ganapati festival.

7.4 Contribution to environmental awareness / protection

- a) Organized a Talk on Solid Waste Management in Mumbai, Resource Person – Ms. Sindhu Iyer, Stree Mukti Sanghatana.
- b) Organized Poster making competition and Exhibition for awareness on the theme of Water and Energy Conservation
- c) Tree plantation was done in college campus
- d) Awareness programme for electricity conservation was conducted.
- e) Elocution & Debate Competitions were organised on the topic of importance of environment protection.
- f) Students did post Ganapati Visarjan Cleaning at Juhu Beach

7.5 Whether environmental audit was conducted? Yes No

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

- (A) Strength: (1) Well qualified & dedicated teaching staff
(2) Good Library & Good learning resources
- (B) Weaknesses: (1) Space Constraint
(2) Limited resources
- (C) Opportunities: (1) Add on Courses and Employment oriented Courses
(2) Bridge-up programmes for weak students
- (D) Threats: (1) Other Colleges emerging in the nearby area
(2) Tightening of academic schedules results in pressure on quality time education.

8. Plans of institution for next year

As per Annexure "H"

Sd/-

Prof. Shrikant Marathe

Co-ordinator, IQAC

Sd/-

Dr. Vijetha Shetty

Principal

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE "A"

DETAILS OF PARTICIPATION IN WORKSHOPS & SEMINARS AND PAPER PRESENTATIONS DURING THE YEAR 2016-17

	Name Of Prof. With Department	Date	Organizer/ Sponsor/ Publisher	Local/State/ National/ International	Attended/Participated/ Presented/Published (ISBN/ISSN)
	Title of the Paper/Project/Book/ Thesis/ Seminar/Workshop/ Conference				
A.	Dr. Malathi Iyer Head, Economics Dept				
1.	“Mumbai Urban Observatory”	5 th and 6 th December 2016.	a UK –India joint network on sustainable cities on a UK – India joint network on sustainable cities	International Workshop by Bombay Chamber of Commerce	Attended
2.	Ramanand Arya D.A.V . College, organised a One Day National Conference on “Demographic Dividend: Challenges and Opportunities for India”	17 th December , 2016.	“Will demographic Dividend be the driving seat for India’s future growth”	National Conference	Presented and Published On page number 77- 83 ISSN :2319-2429
3.	7th International Scientific Forum Education, Climate Change And Economic Development. ISF Oxford University	7-9 February 2017 United Kingdom	Paper Published On “Children Are The Future Of The Nation (With Reference To National Family Health Survey [NFHS] Round 3 And 4 I.E. 2005-06 And 2015-16)”	International Conference	Published European Scientific Journal April 2017 /SPECIAL/ edition ISSN: 1857 7881 (Print) e - ISSN 1857- 7431 ESJ citation impact in 2017, according to Google Scholar: h-index 26 h-median 32
4.	Seminar on "Exploring Emerging Trends and Innovation in Research in Commerce, Science & Technology, Humanities and Social Sciences” to be held on, affiliated to University of Mumbai.	11 th February 2017 at N.S.S. College of Commerce & Economics, Tardeo, Mumbai	– “Will Universal Basic Income lead India to a Demographic Disaster	Second National Level Interdisciplinary Seminar	Presented and Published a paper on IJARIT With ISSN(O):2395-4396
5.	Maharashtra State Commerce Association’s 28 th National Conference on Commerce Management 2020	25 th and 26 th February 2017 at KES Shroff College of Arts and Commerce	Human Capital is The Main Driving Force to Harness Demographic Dividend in India “	National Conference	Presented and Published pg no 173-178 ISSN: 2319-4766
6.	Interdisciplinary National Conference on ‘Digital Transformation - A Watershed Moment for Indian Economy’	DTSS College on 16 th February, 2017.	-	One-day Interdisciplinary National Conference	Advisory Committee

7.	at a National Seminar organised by Department of Economics of in association with University of Mumbai Thakur College of Science and engineering on “A Vibrant India: A New Renaissance” on	4 th March 2017.	-	National Seminar	Chaired a technical session
8.	One Day National Seminar on Human Resource Management: New Horizons Sponsored by University Grants Commission (UGC) Organized by Department of Management Studies University College of Commerce and Business Management Mahatma Gandhi University, Nalgonda	24 th March, 2017,	“Tourism Sector An Opportunity To Harness Demographic Dividend In India	National Seminar	Presented and Published a paper “Millennial Workforce a Contemplation” with ISBN-9789385886096
9.	XIME- IEF 2 nd International Academic Conference on Entrepreneurship & Innovation in the Knowledge collaboration with University of Essex, International Entrepreneurship Forum (IEF) and Association of BRICS Business School (ABBS)	on 30-31 March 2017	A Case Study On Raising Awareness Of Vocational Skills With Education At An Early Age For Learners To Harness Demographic Dividend In India”	International Seminar	Presented and Published a paper Chaired a session on Creativity and Innovation Won the Best paper award.
10.	Seminar on “Research and Academic publications”	on 4 th March 2017	Research Cell of Vivek College of Commerce	Local	Attended Workshop
11.	One-day International Inter Disciplinary Conference on “Equitable and Prosperous India: Opportunities and Challenges “Mumbai University	27 th April 2017	1. “Budding Opportunities of Regional Tourism Satellite Accounts for India’s Tourism Development” 2. “Rural Tourism: It’s an Alcove that India can offer”	International	Presented and published two papers
12	Lectures for MA		Patkar College	College	Guest Lecturer
13	Workshop on Revision of Syllabus of FY BCom		Mulund College of Commerce	University	Attended for Syllabus Revision
14	Invited as a panel expert for the Interview		KES Shroff college of Arts and Science	College	Panel Expert for the Selection Interviews of Teachers

B.	Prof. Manisha Naik Commerce Dept				
1.	Effectiveness of Music Appeals – a youth Perception	25 th Feb, 2017	M.L. Dahanukar college	National	Attended and Presented ISBN 978-81-921132-6-5
2.	Work shop on Revised Syllabus and New Question paper pattern in subject of Commerce I and Commerce II	25 th July, 2016	Shankar Narayan College of Arts and Commerce	University	Attended for Syllabus Revision
3	Work shop on Research Data Analysis using MS - Excel	30 th September 2016	J. M. Patel college	University	Attended
C	Dr. Tanusree Chaudhuri Environmental Studies Dept.				
1.	Paper Published on “Eco-tourism and Environmental management”	April, 2017	International Journal of Management and Research	International.	Published, ISSN: 2249-7196
2.	Published Text Book (Co-authored) Environmental Studies,	Sem-I, June,2016	Vipul Prakashan	State Level	ISBN:978-93-86172-03-7
3.	Published Text Book (Co-authored) Environmental Studies,	Sem-II, November, ,2016	Vipul Prakashan	State Level	ISBN:978-93-86172-73-0
4.	Workshop on “Revised Syllabus of Environmental Studies for First Year B.Com”	14th July, (Thursday) 2016	Organized by BOS in Geography and Gurunanak College	University	Attended for Syllabus Revision
5	Seminar on “Contemporary Debates in Urbanization”	5th August, 2016	Sathaye College,	National	Attended
6	Participated in workshop “ Research and Academic Publications”	4th March, 2017	Vivek College	University	Organized & Participated
7.	Attended Lecture on “Maharashtra Public University Act 2016 & Recent Amendment in API over UGC Notification 2010”	9th April, 2017	DTSS College,	University	Attended
D	Prof. Shefali Naranje Business Communication Dept.				
1.	Workshop on “ Revised syllabi & paper pattern of FY B.Com	8 th August, 2016	Jai Hind College, Churchgate	Local level workshop	Attended for Syllabus Revision
2.	Workshop on “Research Data Analysis using MS-Excel”	30 th Sept,2016	J.M. Patel College of Commerce, Goregaon	University	Attended
3.	“Empowerment of women in New Millennium”	9 th Jan,2017	Amalani College, Juhu	International	Attended
4.	“Research and Academic Publications”	4 th March,2017	Vivek College	Local	Attended

E	Prof. Maya Hande: Commerce Department :				
1.	An Analysis of Indian Mutual Fund Industry Post Liberalisation	21 st January, 2017	Bhauasaheb N.S. Patil Arts and M.F.M.A. Commerce College, Dhule	International	Presented
2.	Mobile Wallets- A Revolution in India's Payment System	18 th February, 2017	Poona College of Arts, Science and Commerce, Pune	International	Presented
3.	A Study of National Service Scheme(NSS) as a tool of Teaching and Learning in Higher Education	26 th March, 2017	Vasundhara Kala Mahavidyalaya, Solapur	International	Presented
4	One Day Workshop on Revised Syllabus and New Question Paper Pattern in the Subject of Com-I and Com-II	25 th July, 2016	Shankar Narayan College of Arts and Commerce, Bhayandar.	Local	Participated
5	Orientation Course for Programme Officers of National Service Scheme	8 th August, 2016 to 14 th August, 2016	Ahmednagar College, Ahmednagar	State	Participated
6	Workshop on Research Data analysis using MS-Excel	30th Sept.2016	J.M.Patel College, Goregaon west	Local	Participated
7	Workshop on Research and Academic publications	4 th March 2017	Vivek College of Commerce, Mumbai	Local	Participated
8	One Day Workshop on API and Maharashtra Public Universities Act, 2016	9 th April, 2017	D.T.S.S. College of Commerce, Malad.	Local	Participated
F	Prof. Nisha Pillai Accountancy Department :				
1.	Participated and Organized workshop in Vivek College of Commerce on “ Research and Academic Publication”	4 th March, 2017.	Vivek College of Commerce	Local	Participated
2.	Participated and Published in One Day International Inter-Disciplinary Conference on “Equitable and Prosperous India: Opportunities and Challenges. Research Paper Title: Contemporary issues in the field of education opportunities and challenges.	27th April, 2017.	Organized by Department of commerce	International conference	Participated and Published ISSN-0976-8564, Impact Factor 2.03
3.	Co- authored a book on Mutual Fund Management in Sem-III BBI by Seth Publisher				ISBN 978-93-514-98922

G	Prof. Amshumali Abhyuday Law Department				
1.	'Research and Academic Publication'	4th March, 2017.	Vivek College of Commerce	College level Conference	Participated.
2.	"Universality of Human Rights: Current Scenario",	9th December 2016	Hinduja College of commerce	International	Presented. Accepted for the publication
3.	Research and Academic Publication'	4th March, 2017.	Vivek College of Commerce	College level workshop	Worked as a volunteer
H	Prof. Prabhakar Musam Business Economics Department :				
1	Workshop on Research Data analysis using MS-Excel	30 th Sept.2016	J.M.Patel College, Goregaon west	University	Attended
2.	Workshop on Revised syllabus of Business Economics	23 rd July 2016	Mulund College of Commerce	University	Attended
3.	Orientation Programme	4 th Nov. to 1 st Dec.2016	HRDC, University of Mumbai	University	Attended
4.	Orientation Course for NSS programme officers	5 th Jan. To 11 th Jan. 2017	Ahmednagar College, Ahmednagar	State	Attended
5.	National Conference on A watershed moment for Indian Economy	16 th Feb.2017	D.T.S.S. College of Commerce, Malad, Mumbai.	National	Presented and Published Research Paper on 'A study of effect of demonetisation of Currency on People of Mumbai.'
6.	Workshop on Research and Academic publications	4 th March 2017	Vivek College of Commerce, Mumbai	University	Organised and Attended
7.	NSS Evaluation Session	9 th March 2017	NSS Cell of University of Mumbai	University	Attended
8.	National Seminar on "Tree Plantation On Westlands for Sustainable Development"	16 th Jan, 2017	Modern College of Arts, Science and Commerce	National	Attended
9.	Conducted workshops on Financial Education for SEBI at the following Colleges.		Gurukul College of Commerce, Ghatkopar Mittal College Malad Dahanukar College NSS Residential Camp Vivek College Goregaon Lords College Goregaon MVM College, Andheri	Local	Resource Person
I	Prof. Aparna Padte Co-ordinator, Unaided Section				
1.	Syllabus Revision workshop at Vaze Kelkar College, Mulund	7th March 2017		University Level	Attended

J	Prof. Anupama Bali Co-ordinator, BSc.IT				
1	Syllabus revision workshop at S.K Somaiya college, Vidhyavihar	July,2016		University Level	Attended
2	Workshop on c programming. A revised syllabus subject of F.Y.B.Sc.(I.T.) at Ruparel College, Matunga	18th August 2016		University Level	Attended
3	Syllabus Revision workshop	7th March 2017	Vaze Kelkar College, Mulund	University Level	Attended
4	Seminar on "Research and Academic Publications"	4th March 2017	Research Cell of Vivek College of Commerce		Attended
K	Prof. CA Vandana Ladha Co-ordinator, BAF				
1.	Workshop on Revised Syllabus of FYAF	22nd July 2016 Revised	Thakur College	Local	Attended
L	Prof. CA Debjani Chakrabarti Co-ordinator, B.Com (Financial Markets)				
1.	Workshop on Revision B.COM (FM)FIRST YEAR Syllabus	22nd July 2016	Thakur College of Commerce in association with Board of Studies, University of Mumbai	local	Attended
M	Prof. CA Jayesh Vaidya Head, Accountancy Department				
1	Invited as a panel expert for the Interview	January 2017	S.L.Raheja College, Santacruz, West	College level	Panel Expert for the Selection Interviews of Teachers
N	Prof. CA Shrikant Marathe Accountancy Department				
1	Guidance Lecture on Auditing for Sem VI of T.Y. BCom	February 2017	Nirmal College, Kandivali West	College level	Guidance Lecture
2	Invited as a panel expert for the Interview	January 2017	S. L. Raheja College, Santacruz, West	College level	Panel Expert for the Selection Interviews of Teachers
O	Prof. CA Pradeep Hathi Coordinator, M.Com.				
1	Invited as a panel expert for the Interview	January 2017	S. L. Raheja College, Santacruz, West	College level	Panel Expert for the Selection Interviews of Teachers
2	Working as Adviser & Recruitment Consultant for IBPS for recruitment in Banks				Expert
3	Working as Adviser for a College for getting the Autonomous Status				Expert

P	Prof. Anuja Narvankar Financial Markets Dept.				
	Symposium on Capital	23 April 2016	Amity Global Business School	National	Participated
	Financial Markets. Operations		Bombay Stock Exchange		Attended
Q	Prof. Tanvi Narvekar B.Com. (A & F) Dept.				
1.	National Conference on “Poly – Dimensional Approach towards measuring World of Advertising”	28 th February 2017	Research Cell of M.L. Dahanukar College of Commerce	National	Presented Research Paper on ‘Ethical Issues in Indian Advertising industry’. Paper was published in Conference Proceedings with ISBN : 978-81-921132-6-5
2.	International Interdisciplinary Conference on “ Equitable & Prosperous India: Opportunities and Challenges – EPIOC – 2017”	27 th April 2017	Jointly organized by Dept. of Commerce of University of Mumbai, Dr. Babasaheb Ambedkar College and Indian accounting Association	International Conference on India in the Emerging International Order: Issues & Opportunities	Presented Research Paper on “Role of Foreign Direct Investment in Indian economy” Published in Conference Proceedings with ISSN – 2319-4766 Impact Factor 5.403
R	Prof. Neelu Khosla In Charge Principal and Head of FC Dept.				
1.	Environmental Challenges: South Asian Nations Zeal for Sustainable Development	25th & 26th Nov 2016		International	Presented Paper on Social Responsibility and Disaster Management
2.	Chabahar Port: A Strategic Calculus for India to Central Asia	6th & 7th Jan 2017	Shantaram bhau Gholap Arts, Science & Gotiram bhau Pawar Commerce College, Shivle and Maharashtra Political Science & Public Administration Council's Int'l Conference 34th Session	India's Extended Neighborhood Policy: New Perspectives & Future Directions	Submitted for publishing
3.	Interdisciplinary Int'l Conference on Development, Environment & Social Welfare: Issues & Challenges	16th & 17th May 2017	Social Research Foundation, Aurangabad in collaboration with Dr. Babasaheb Ambedkar Marathwada University and Faculty of Humanities & Social Sciences, Phranakhon Rajabhat University, Bangkok	Interdisciplinary Int'l Conference on Development, Environment & Social Welfare: Issues & Challenges	Presented a Paper “ India's Concern & Challenges: Nuclear Fuel for its Energy Security” and published in conference proceedings and Co-Chaired in 2 Sessions at the conference
4.	Liberal Thought in Modern India	2016	Ajanta Prakashan, Jaisinghpura, Aurangabad		Published Book ISBN-978-93-83587

ANNEXURE “B”**ACADEMIC CALENDAR FOR ACADEMIC AND EXTRA CURRICULAR ACTIVITIES****FOR THE YEAR 2016-17**

Month	Activities
June 2016	Admissions for FY
July 2016	Extra Curricular Activities by various associations
August 2016	Extra Curricular Activities by various associations , Participation in Youth Festival of University of Mumbai Internal Test
September 2016	Extra Curricular Activities by various associations
October 2016	Term end Tests
November 2016	Diwali Vacation
December 2016	Extra Curricular Activities by various associations
January 2017	Internal Test, Intercollegiate Festival- “Innovators”, Book Exhibition
February 2017	Extra Curricular Activities by various associations
March 2017	Term end Tests
April 2017	Admissions for SY & TY
May 2017	Admissions for SY & TY

ANNEXURE “C”

ACTIVITIES DURING THE YEAR 2016-17

June 2016

1	Admissions work was carried out for First year students with the assistance by NSS student volunteers of Second and Third Years
2	Orientation Programme of NSS

July 2016

1	Orientation Programme for Students of first year of aided course as well as of first year of unaided courses was conducted. Students were informed about the Scheme of Examination, Rules and regulations of the college, academic and extra curricular activities of the college and also about the discipline rules.
2	Swami Vivekananda Punyatithi And Foundation Day was celebrated.
3	Keeping up the tradition of theme based Annual event the literary and musical programme was celebrated.
4	A Talent search competition was organized by TMLA.
5	Library orientation was held for first year students.
6	Book bank facility was extended to students.
7	Musical, Literary & Drama events within the College

August 2016

1	Friendship day was celebrated.
2	Inauguration function of students' council was organized.
3	A seminar on Dryness of Eye awareness was arranged on 29 th August 2016 by SHARP NGO .Talk cum demonstration was taken by DR R Shah.
4	On 15 th August our college held Independence day rally in Siddharth Nagar. The Purpose of the rally was that we should not misuse the Independence.
5	Volunteers stood as Security I the campus for the onam day celebrations.
6	The Programme on TEEN AND TOUCH was conducted by Mr Aadesh on 30 th August 2016
7	Musical, Literary & Drama events in the Youth Festival
8	The first meeting of P.T.A. was held on 16 th August 2016 for the parents of first year students.
9	Provided Coaching In Football , Kabaddi And Soft Ball
10	Sports Events Like Cricket, Football, Table Tennis, Carom, Chess.

1	Teachers' day was organized for all the teaching staff of our college to celebrate their selfless service to the society.
2	Blood donation and Thalasaemia detection camp was held at our college bedrock hall.
3	The NSS team volunteered at Bangur Nagar Goregaon (West). And controlled the Ganapati visarjan crowd, aiding to the local police on the day of the event.
4	Ganapati visarjan on the last day of the event was volunteered By The NSS Team At Marve, Malavani.
5	Vice President of India Info line Ms. Laxmi Sundaram gave an Interactive Lecture on September 2, 2016 proved to be a very entertaining and enlightening day for the students of SYBCOM the topic being "Do women need to depend on men financially?"
6	Sale of Old Books and Magazines was held by the Library Committee.
7	Awareness drive for clean environment at Juhu Chowpati
8	Workshop On Self Defence For Girls was conducted by Shield Yourself ngo. Mr Selvan M Tamil and Ms Bageshree, martial arts experts gave our students training of self defence on 27 th September 2016.

October 2016

1	Saraswati Pooja was held At Bedrock Hall.
---	---

November 2016

1	The NSS volunteers went in our adopted area and spread the message of peace against terror attacks.
2	Children's day was celebrated in our college as well as in our adopted area.
3	During the days 22 nd And 23 rd the NSS team visited many houses at the adopted area for spreading awareness about the electricity conservation.

December 2016

1	Annual Day was performed.
2	College Competitions: Soap Carving, Fruit Carving, Best Out Of Waste, Nail Art, Salad Making, Poster Making, Greeting Card Making, Mahanadi, Cartooning, Rangoli Competition And Exhibition, Bridal Make Up.
3	Annual Sports Day was conducted.

January 2017

1	Birth Anniversary of Swami Vivekananda Was Celebrated On 12 th January.
2	NSS Team Volunteered for a Republic Day function held at Vivek School. Various competitions such as essays and poster making were held.
3	NSS Team Volunteered at the Pongal Day celebration
	A programme on “Traffic Rules & Regulations” was organized with a group of RTO Police officers in order to create awareness about
4	NSS Team Volunteered at the prize distribution
5	Preliminary written Quiz was held on
6	Final Quiz was held by Library Committee
7	Book review Competition was held
8	Book Exhibition
9	Visit to High Court, Mumbai.

February 2017

1	Annual prize distribution Function was organized in the college to give away prizes to meritorious students in academics as well as in the Extra-Curricular activities.
2	Farewell function was organized for the outgoing Students of the final year - graduation and post graduation courses in the school premises.
3	Tamil & Malayalam Literary Association celebrated Pongal

March 2017

1	Examinations were conducted
---	-----------------------------

April 2017

1	Paper Evaluations & Result work was carried out
---	---

ANNEXURE “D”

DETAILS OF WORKSHOP, SEMINARS AND CONFERENCES ORGANIZED BY THE COLLEGE

DURING THE YEAR 2016-17

Date	Title of the Workshop /Seminar/ Conference	No. of Participants	No. of Resource Persons/No. of papers presented	Organizing Department
4 th March 2017	Workshop on “Research And Academic Publication”	42	01/ Dr. Suresh Kalamadi	Research Cell

ANNEXURE “E”

DETAILS OF TEACHERS’ STATUS IN RESEARCH DEGREES

Sr. No.	Teacher’s Name	Department	Status
1.	Dr. Nandita Roy (Till 30 th September 2016)	Principal, Business Communication Department	Completed Ph.D. in 2005
2.	Dr. Tanusree Chaudhuri	Environmental Studies Department	Completed Ph.D. in 2002
3.	Dr. Malathi Iyer	Economics Department	Completed Ph.D.in 2011
4.	Dr. Shefali Naranje	Business Communication Department	Completed Ph.D.in 2017
5.	Prof. Neelu Khosla	Foundation Course Department	Completed M.Phil. Registered for Ph.D.
6.	Prof. Anjali Pathak	Mathematics & Statistics Department	Completed M.Phil. Registered for Ph.D.
7	Prof. M.G. Mohanan	Mathematics & Statistics Department	Completed M.Phil. Registered for Ph.D.
8	Prof. Manisha Naik	Commerce Department	Completed M.Phil. Registered for Ph.D.
9	Prof. P. Thangadurai	Commerce Department	Completed M.Phil. Registered for Ph.D.
10	Prof. Nisha Pillai	Accountancy Department	Registered for Ph.D.
11	Prof. Prabhakar Musam	Economics Department	Registered for Ph.D.
12	Prof. Maya Hande	Commerce Department	Registered for Ph.D.
13	Prof. Amshumali Abhyuday	Law Department	Registered for Ph.D.
14	Prof. Shrikant Marathe	Accountancy Department	Pursuing M.Phil.
15	Prof. Aparna Padte	B.SC. IT Department	Completed M.Phil.
16	Prof. Vandana Ladha	B.Com. (B & I) Department	Completed M.Phil.
17	Prof. Anupama Bali	B.SC. IT Department	Completed M.Phil.
18	Mrs. Bindu Varma	M. Lib.	Pursuing M.Phil.
19	Prof. Vivek Singh	B.Com. (B & I) Department	Registered for Ph.D.

ANNEXURE “F”

DETAILS OF FEEDBACK

A) Feedback from students is obtained in the Questionnaire Format covering following aspects for evaluation of Teachers’ performance.

- 1 Communication Skills
- 2 Interest Generated in the Subject
- 3 Accessibility for guidance
- 4 Clarity for Explanations
- 5 Use of Teaching Aids
- 6 Knowledge Base
- 7 Sincerity & Commitment
- 8 Punctuality & Completion of Syllabus
- 9 Discipline & Class Control
- 10 Overall Impact of the Teacher

Marks are allotted by students out of 10 marks for each criterion to each teacher who teaches them.

The feedback sheets are shown to the respective Teachers.

- B) Feed from students is obtained also on the infrastructure. Specific responses are sought on Classrooms, Gymkhana, Library, Canteen, Washrooms, Organization of Extra Curricular Activities, etc.
- C) Feedback from parents includes questions asked in Hindi, Marathi and Tamil languages also, apart from English language.
- D) Feedback from Alumni and employers is obtained during interactions with them.

ANNEXURE “G’

BEST PRACTICES OF THE COLLEGE DURING THE YEAR 2016-17

A) **Title : Organisation of Book Exhibition cum Sale**

a. **Title: Conduct of Book Exhibition**

b. **Goal:** To inculcate habit and develop interest in the minds of the students, parents, teachers and society as a whole to purchase and read various books.

c. **The Context:** In the days of modern technology, the students should get an affiliation for reading the books irrespective of challenges by the media.

d. **The Practice:** Vivek College has been holding the Exhibition for more than 15 years. The exhibition cum sale is arranged in the month of January every year. The academic prize winners as well as the prize winners of extracurricular events are rewarded with the coupons to purchase books and other educational material from the book stalls put up in the annual Book Exhibition. Wide publicity is given for the Book Exhibition cum Sale which is organized now for more than 15 years.

e. **Evidence of Success:** Good sale takes place at the exhibition. The students, parents and teachers from the College as well as school and Junior College and the people from surrounding areas visit

f. **Problems Encountered:** It is found to be little difficult to achieve full success due to the impact of technological development and availability of devices such as mobiles and electronic social media

B) **Intercollegiate Festivals “Innovators” and “Festomedia”**

a) **Title :** Intercollegiate Festivals “Innovators” and “Festomedia”

b) **Goal:** Young students of today’s generation need to be guided for development of the skills of leadership, liberal attitude, zeal for excellence and desire for unity.

c) **The Context:** In order to achieve this, College has encouraged the organisation of Festival of cultural and sports competitions named ‘Innovators’ for last more than 10 years. Additionally, another Festival of cultural and sports competitions is started by the newly formed Bachelor of Mass Media (BMM) Department.

d) **The Practice:** Several events are organised under the umbrella of the two Intercollegiate Festivals - “Innovators” and “Festomedia” In each of the festivals, more than 15 events of competition are conducted. The response from other college students is remarkable. Our students are granted full liberty for planning and execution of both the events. Fund raising is also done by the students themselves. Supervision and Guidance by the Teachers is always present.

e) **Evidence of Success:** Several students who have worked in these Festivals have advanced in their various abilities and have proved to be very effective leaders in the society today. In “Innovators”, 1020 students from 21 colleges had participated in various 25 events. In “Festomedia”, 50 students from 16 colleges had participated in various 18 events.

f) **Problems Encountered:** Fund raising is the main challenge. Increased no. of examinations also has affected the participation by students of many colleges.

ANNEXURE “H’

PLAN FOR THE NEXT YEAR 2017-18

June 2017

1	Admissions for First Year students
2	Orientations to First Year Students

July 2017

1	Cultural Events by Arts Circle
2	Sports Events
3	DLLE Events
4	NSS Events

August 2017

1	Cultural Events by Arts Circle
2	Sports Events
3	DLLE Events
4	NSS Events

September 2017

1	Cultural Events
2	Sports Events
3	DLLE Events
4	NSS Events

October 2017

1	Cultural Events
2	Sports Events
3	DLLE Events
4	NSS Events

November 2017

1	Cultural Events
2	Sports Events
3	DLLE Events
4	NSS Events

December 2017

1	Annual Day
2	Annual Sports Day
3	Cultural Events
4	Sports Events
5	DLLE Events
6	NSS Events

January 2018

1	Cultural Events
2	Sports Events
3	DLLE Events
4	NSS Events

February 2018

1	Cultural Events
2	NSS Events
3	Annual Prize Distribution
4	Career Guidance
5	Placement Cell Activities
6	Farewell to Outgoing UG and PG students

March 2018

1	Examinations
2	Paper Assessments

April 2018

1	Examinations
2	Paper Assessments