

Internal Quality Assurance Cell (IQAC)

The Annual Quality Assurance Report (AQAR) of the IQAC for the year 2017-18

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)
(In Charge Principal during the period upto 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:

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

2017-18

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

- i. AQAR 2010-11 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
- vii. AQAR 2016-17 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)

BSc (IT), BMS, B.Com.(Accounting & Finance),
B.Com.(Banking & Insurance), B.Com.(Financial Markets), BMM ,
Msc (IT), M.Com with Accountancy and Management
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

10

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

24

2.10 No. of IQAC meetings held

No. 04

2.11 No. of meetings with various stakeholders:

Total No.

4

Faculty

1

Non-Teaching Staff

1

Alumni

1

Others

-

Students

1

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

Rs. NIL **

**Though IQAC has not received separate Grant, College as such has received Grant of Rs. 4,00,368/- from UGC.

2.13 Seminars and Conferences (only quality related)

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

Level

Total Nos.

-

International

-

National

-

State

-

Institution

1

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

1. Organized Lectures for teachers and students for Quality enhancement.
2. Helped Activity Associations to develop developmental plans.
3. Encouraged teachers to participate in workshops & seminars
4. Encouraged teachers to take up and be active in respect of research activities.
5. Guidance on various activities of the college was provided.
6. 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. Teachers progressed in Publication of their write ups/research papers and books. (As per Annexure "A-1") 3. The Awards & Recognitions were secured by Teachers (As per Annexure "A-2")
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.
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 2017-18 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 assured to do their best to provide solutions for the issues.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	03	-	03	
UG	07	-	06	-
PG Diploma	-	-		-
Advanced Diploma	-	-		-
Diploma	-	-		-
Certificate	-	-		02**
Others	-	-		-
Total	10	-	09	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

** Note: Certificate Courses designed in Collaboration with Bombay Stock Exchange Brokers' Forum and Microsoft certified programmes were commenced during the year.

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

Options for Subjects in Undergraduate courses such as Advertising/Computer Systems or Economic Systems are available for S.Y.B.Com, Computer Systems & Applications/Export Marketing/Marketing Research are available for T.Y.B.Com., and options for specialization in Postgraduate courses such as Accountancy/ Management are made available to the M.Com. students as per University regulations.

(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) S.Y.B.Com.(Regular Commerce)
- 2) S.Y.B.Com.(Accounting & Finance)
- 3) S.Y.B.Com (Financial Markets)
- 4) S.Y.B.Sc. (I.T.)
- 5) S.Y. B.M.M.
- 6) T.Y. B.Com.(Banking & Insurance)
- 7) T.Y. B.Com (Financial Markets)

Salient aspects:

- 1) Suggestions regarding the changes are conveyed in the respective meetings and conferences for syllabus revision.
- 2) In Sem 2 BMM - Introduction to English Literature syllabus was revised in October 2017 to include different short stories, novels and Drama.

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
29	8	7	0	14

2.2 No. of permanent faculty with Ph.D.

5

Note: Prof. Anjali Pathak completed her Ph. D. In the year 2017-18

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	7	0	0	0	14	6	29	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

4

26

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level & University level
Attended Seminars/ Workshops	-	--	31 by 8 teachers
Presented papers	14 by 8 teachers	13 by 5 teachers	--
Resource Persons	--	-	2 times by 1 teacher

See **Annexure “A”** for details

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

- 1) Concepts and legal principal are taught through PPTs with specific focus on examples, case laws.
- 2) Conduct of remedial lectures for students having ATK T.
- 3) Discussions, solving doubts and sums, revision lectures, guest lecture.
- 4) Field Visits including visits to Bombay Stock Exchange, , High Court, City Civil Court and Session Court, Consumer Court, Malls, Nature Park, etc are arranged
- 5) Usage of Audio-Visual Equipments.
- 6) Mind Mapping, Code Letter, GD (Used Audio Visual Technique)
- 7) Group Discussions on relevant topics including those of articles in news papers , Case studies solving, Teaching with Games
- 8) Lectures are arranged for motivation of the students
- 9) Problem sheets /notes /references for further study are provided
- 10) Teaching for LDPD student is supported with writing aids, gestures and miming
- 11) For TYBCOM Export Marketing students practising abbreviations in every lecture and monthly test on abbreviations and objectives are carried out.
- 12) Preparations of notes on topics in tabular forms for last minute quick reading
- 13) Discussions, Experience sharing, solving doubts, revision lectures are arranged
- 14) Make students solve practical problems from professional courses
- 15) Solving programming problems in the Computer Lab.
- 16) Extra computer lab sessions are conducted for students with weaker logic.
- 17) Video lectures , Field trips and ,skits , power point presentations etc, mentoring weak students in studies by senior students

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

182

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

1. The university centralised the semester end examination for the first year and second year students. Question paper was set by the university and exams were conducted in the college premises. Papers were assessed by the appointed subject teachers.
2. Numerical Coding system is followed for readying the answer books for evaluation for the semester end examination.

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

3

3

-

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

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction Class %	First Class %	Second Class %	Pass Class %	Total Pass %
Courses Under Grading System:						
T.Y.B.Com. (Semester VI)	348	6.03%	34.48%	47.13%	0.29%	87.93%
Other Courses:						
T.Y.B.M.S.	46	2.17%	19.56%	58.70%	-	80.43%
T.Y.B.Sc.(IT)	45	-	15.56%	31.11%	35.55%	82.22%
T.Y.B.Com(A& F)	66	6.06%	36.33%	31.82%	18.18%	92.42%
T.Y.B.Com(B & I)	34	-	5.88 %	52.94%	32.35%	91.17%
T.Y.B.Com(FM)	25	-	16.00%	52.00%	24.00%	92.00%
T.Y.B.M.M.	28	-	7.14%	60.72%	3.57%	71.43%
M.Com (Accountancy)	119	3.36%	61.35%	15.12%	-	79.83%
M.Com (Management)	64	-	50.72%	42.03%	-	92.75%
M.Sc. (IT) Part II	11	-	27.27%	27.27%	27.27%	81.82%

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

- During the interactions with teachers, the teaching & learning processes are discussed upon and areas of improvement are identified.
- Monitoring is done through teaching plans and daily reports.
- Teachers' performance is evaluated by students and appropriate measures are taken.
- 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	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions (Details as per Annexure “A”)	55
Summer / Winter schools, Workshops, etc.	-
Others: Panel Expert for selection Interviews of Teachers Conducted lectures on Financial Education for SEBI	2

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 – II

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	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	-	-	-
Outlay in Rs. Lakhs	0.87	-	-	-

3.4 **Details on research publications**

	International	National	Others
Peer Review Journals	17 by 8 teachers	2 by 1 teacher	-
Non-Peer Review Journals	-	-	1 by 1 teacher
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range 4.081 to 6.177 Average h-index Nos. in SCOPUS 2.8

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

Nature of the Project	Durati on Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1	University of Mumbai	Rs. 55,000/-	Rs. 55000/-
Minor Projects	1	University of Mumbai	Rs. 32,000/-	Rs. 32,000/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	2		Rs. 87,000/-	Rs. 87,000/-

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	-	1
Sponsoring agencies	-	-	-	-	-

See Annexure “D”

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

3.13 No. of collaborations International National Any other

Collaboration with the following Institutions are made:

1. Indian Institute of Technology (Mumbai)
2. Confederation of Indian Industries
3. Microsoft
4. Career Launcher
5. Bombay Stock Exchange Brokers’ Forum

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

1
8

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

-

Note: One student of Prin. Dr. Vijetha Shetty, has been conferred Ph. D. degree by University of Mumbai

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	100	State level	10
National level	100	International level	30

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	1	State level	3
National level	4	International level	1

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-
NCC	-	NSS	20
		Any other	-

Additional Information:

No. of students Participated in DLLE:

University level	20	State level	-
National level	-	International level	-

No. of Awards won in DLLE:

University level	3	State level	-
National level	-	International level	-

1. **NSS students worked well for Versova Beach Cleaning Campaign and received appreciation from UNEP, Govt. of India under World Largest Beach Cleaning Project in the presence of Mr. Erick Solihelm, Head of United Nations**
2. Our NSS students participated in Pulse Polio Immunization Campaign of MCGM
3. NSS students participated in Swachh Bharat Abhiyan
4. DLLE students participated in poster making, short film making and street play competition based on social issues, which helps to spread the message and increase the awareness among the students.
5. DLLE students visited a NGO, Desire Society located in Goregaon (West).
6. 15 DLLE students and 2 Extension work teacher spent quality time with HIV infected affected children's in the NGO.
7. Our students donated medicine, necessary food item to the NGO and got know about the problem of those children.
8. NSS students actively took part in Prevention of Aids Awareness Campaign
9. NSS students collected plastic bottles from surrounding areas and handed over those for crushing at the Machine placed by MCGM at Goregaon Railway Station

Criterion – IV

4. Infrastructure and Learning Resources

1. Laptop and projector in classrooms are used for audio visual presentation in lectures.
2. Computer along with Internet facility is provided to the student.
3. IT labs are provided to students as per subject requirement.
4. College infrastructure is provided to students for the purpose of filming short films.
5. A DSLR camera is provided to students for the purpose of teaching them photography.
6. Extra specimens of textbooks are given to needy students.

4.1 Details of increase in infrastructure facilities:

Facilities	Existing Gross Block as at 1.4.17	Newly created	Source of Fund	Total as at 31.3.2018
Campus area	34,800 Sq. Ft	-	Vivek Education Society	34,800 Sq. ft
Class rooms	20	4	- Do-	24
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.93.21 lakhs	Rs. 3.23 lakhs	UGC Funds	Before Depreciation - Gross Block Rs. 96.44 lakhs Net Block After Depreciation - Rs. 7.06 lakhs
Others : (Rs. in Lakhs)	Rs. 52.07 lakhs	Rs. Nil lakhs	College Funds	Before Depreciation - Gross Block Rs. 52.07 lakhs Net Block (After Depreciation) –Rs. 13.26 lakhs

4.2 Computerization of administration and library

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. Library has installed MICM net solutions Library software with Circulation and Catalogue Module

4.3 Library services:

Library services: 2017-18

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	8036	949397	2526	327238	10562	1276635
Reference Books	17818	6997628	441	482250	18259	7479878
e-Books	-	-	-	-	-	-
Journals			101	158754	101	158754
e-Journals	-	-	-	-	-	-
Digital Database *				5900		5900*
CD & Video	789	-	16	-	805	**
Others (specify) Newspapers			18	35943	18	35943

Note: * Database of British Council Library and N-List - Inlibnet 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 2017:								
Computers	128	80	0	4	4	17	23	0
Other Devices	61	7	0	5	10	23	16	0
Added:								
Computers	-	-	-	-	-	-	-	-
Other Devices								
Total in May 2018:								
Computers	131	79	0	6	5	17	24	0
Other Devices	38	6	0	0	7	23	2	0

Note: The apparatus and devices in IT networking set up is restructured and alignments are reset to reduce the apparatus devices so as to increase the effectiveness of networking and hence the nos of other computer devices are reduced.

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

- 1) Training Session for Google Classroom was organised by the college for the teachers.
- 2) Every Departmental Head is given a Desktop Computer and one laptop is given to every Department.
- 3) Internet access is provided to teachers. Each teacher has his/her own username and password for accessing internet.
- 4) Students are provided IT labs as and when required for their subjects for practical classes.
- 5) Computers along with Internet access is provided to the student.

4.6 Amount spent on maintenance in lakhs:

i) ICT	5.29
ii) Campus Infrastructure and facilities	15.76
iii) Equipments	-
iv) Others	-
Total:	21.05

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Services of Clinical Counsellor are made available for students and staff. The awareness of the availability of the Clinical Counsellor was made known to the students and staff.
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. Feedback of the students has been taken on the teaching of the subject teachers and on the effectiveness of the canteen, library, washrooms etc. Positive changes.
2. Remedial lectures are conducted for weak students
3. Guidance lectures are conducted on different topics.

5.3 (a) Total Number of students: Total: 2567

UG	PG	Ph. D.	Others
2149	418	-	-

(b) No. of students outside the state

32

(c) No. of international students

-

Men

No	%
1090	42.46%

Women

No	%
1477	57.54%

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2170	76	14	75	10	2345	2250	119	21	173	4	2567

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)

1. Guidance is provided to students.
2. Computer along with Internet facility is provided to the student with the help of Library.
3. Library provides books to the students interested in appearing for competitive exam.

No. of students beneficiaries

120

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

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

5.6 Details of student counselling and career guidance

As and when the students have approached for guidance or it has been observed that the student needs counselling, help, emotional and intellectual guidance has been provided to them.

No. of students benefitted

120

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
2	25	4	Most of the students seeking jobs were employed

5.8 Details of gender sensitization programmes

1. International Women’s Day was celebrated wherein the felicitation of Women Achievers in association with Mumbai Branch of NGO recognised as Human Rights Commission including Lady Principals of five leading colleges in Mumbai, was done.
2. Rakshabandhan Day was celebrated jointly with “Brahmakumaris Institute” to bring awareness on gender equality

5.9 Students Activities

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

State/ University level	<input type="text" value="35"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
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Intercollegiate Level –	<input type="text" value="200"/>
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No. of students participated in cultural events

State/ University level	<input type="text" value="24"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
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Intercollegiate Level –	<input type="text" value="45"/>
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Intercollegiate Level –

Note: One student ranked 5th in water polo in Mumbai University event and hence was qualified for grace marks.

Cultural: State/ University level National level International level

Intercollegiate Level –

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution : Book Bank Facility -	148	Rs. 4,32,070 /-
Financial support from government (Aided section – Rs.1,18,960 & Unaided section Rs.16,58,895/-		Rs. 17,77,855/-
Financial support from other sources: Prizes by the College for Academic & Extra Curricular Activities		Rs. 1,64,000/-
Prizes from Outsiders		R.s 2,500/-
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) All the activities of College are initiated and organised on the strength of initiative of the students duly guided by teachers

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 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

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

6.3.1 Curriculum Development

- 1) Prin. Dr. Vijetha Shetty is member of BOS of Commerce
- 2) Prof. Manisha Naik was a member of syllabus framing committee for T.Y.BCom Export Marketing subject
- 3) Prof. Maya Hande was a member of syllabus framing committee for T.Y.BCom Marketing Research subject.

6.3.2 Teaching and Learning

1. PPT for students, notes.
2. Power point presentation.
3. Taking remedial lectures for students having ATKT.
4. Discussions, solving doubts, revision lectures.
5. Organising guest lecture for students.
6. Practical computer lectures are taken for subjects like IT in accounts
7. Creating Tables from the theory for quick references.
8. Experts from Industry were invited to deliver session on Export procedure, documentations and Foreign Exchange

6.3.3 Examination and Evaluation

1. Coding system of answer papers
2. The university centralised the semester end examination for the first year students. Question paper was set by the university and exams were conducted in the college premises. Papers were assessed by the appointed subject teachers.
3. Soft copy of input of marks is maintained for internal and external examination.
4. Numerical Coding system is followed during the semester end examination.
5. Internals as well as external Re-exams are conducted for those students as permitted by the university norms.
6. Photocopy as well as revaluation is provided to the student as per the university norms.

6.3.4 Research and Development

1. Teachers have participated in research activities as per **Annexure A** and **Annexure E**
2. Two Minor Research Projects were conducted by two teachers.
3. Two students won a prize in “Avishkar”, Research Competition for Students organised by University of Mumbai.
4. Prof. Neelu Khosla had qualified in “Avishkar”, Research Competition for Teachers organised by University of Mumbai

6.3.5 Library, ICT and physical infrastructure / instrumentation

Fair computerisation and Digitisation has been brought in the conduct of all executive and administrative activities of the College.

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. Industrial Visits including Visit to RBI, BSE and SEBI are organised.
2. MOUs are entered into with Collaborations with IIT (Mumbai), Microsoft, Bombay Stock Exchange, Career Launcher, for student progression and training.

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 Staff	<ol style="list-style-type: none"> 1) Organisation of Free Medical check-up Camp 2) Provident Fund Scheme 3) Services of Psychological Counsellor are available in college campus free of Cost 4) Faculties are encouraged to pursue higher education and study holiday is provided to them before their exams. 5) Appreciation in the terms of monetary reward after completion of PhD, M.Phil. or any other higher education.. 6) Study leave is granted for higher studies.
Non Teaching Staff	<ol style="list-style-type: none"> 1) Organisation of Free Medical check-up 2) Provident Fund Scheme 3) Services of Psychological Counsellor are available in college campus free of Cost 4) Appreciation in the terms of monetary reward after completion any other higher education. 5) Study leave is granted for higher studies.
Students	<ol style="list-style-type: none"> 1. Book Bank facility 2. Govt Free ships & Scholarships 3 Part payment is provided to students as many belonging to economically weaker backgrounds cannot pay the entire sum of fees in lump sum payment. 4. Thalasamia Testing for Students 5. Prizes amounting to Rs. 164000 /- were distributed to students for achievements in academic & extra curricular activities 6. Two doctors on panel are available for medical services. 7. First Aid Boxes are available at locations in the college. 8. Fee Concessions and Fee Waivers are granted to weak students

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	Audit process is in progress	University of Mumbai	No	-
Administrative:				
1) Financial Audit	Yes	M.M Parikh & Co C.A.	Yes	Mr. C.S. Ananthan & Mr. A.P. Kannan
2) Office Administration	Yes	Independent Expert Auditors	-	-
3) Green Audit	Yes.	- do -		
4) Library Audit	Yes	- do -		
5) Energy Audit	Yes	- do -		
6) Gender Audit	Audit process is in progress			

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

For UG Programmes Yes No N.A

For PG Programmes Yes No N.A

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

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

6.11 Activities and support from the Alumni Association

1. As and when the students have approached for guidance in regards to future educational or employment opprutunities help, emotional and intellectual guidance has been provided to them.
2. Two Prizes were given by Alumni Association to Most Actively Involved students.

6.12 Activities and support from the Parent – Teacher Association

1. An orientation programme for the first year students is organised at the beginning of the academic year.
2. Parents of Defaulters student are called for meeting and importance of regular attendance and lectures are explained to them.
3. As and when the parents approach for any inquiry or information related to fees, lectures, attendance, exams etc. they have been given necessary information.

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. Campaign for Versova Beach Cleaning was carried out.
2. Tree plantation was done in College campus.
3. The greenery is maintained in the college.
4. All students were made aware of the need to switch off lights & fans when not in use.
5. Housekeeping arrangements were outsourced for effective cleanliness.
6. E- Waste project and Waste to compost Dustbins. Collection from Canteen and other places is done.
7. Jehu Beach Cleaning post Ganapati Visarjan is continued with.
8. 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) Conduct of work shop on Finance
- 2) Screening of International Advertising
- 3) Experts from Industry were invited to deliver session on Export procedure, documentations and Foreign Exchange

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. Environmental Concern/Sensitivity
2. Community Outreach Initiatives

Details are as per Annexure "G"

7.4 Contribution to environmental awareness / protection

1. Instead of having multiple hard copies of documents work is mostly saved in the form of soft copies so that unnecessary wastage of papers doesn't take place. Also both sides of papers are used for printing.
2. Encourage students to become members of Natures club (association in college) to make them environment responsible.
3. Instead of burning waste papers, they are shredded.
4. Old computers and other electronically instruments which are of no use are disposed off responsibly through e-waste management.
5. Water Tap Leakages in washrooms are repaired as soon as possible to avoid wastage of water.
6. Students are encouraged to become environmental savers and switch off computers, lights and fans after their lectures are over for the day.

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 and cooperative teaching staff along with good learning resources for students.
(2) Cautious and Conscious efforts of the Institutional level for development of the students

B) Weaknesses: (1) Limited resources
(2) Noise pollution in surrounding area

(C) Opportunities: (1) Organization of Bridge up courses, Add on Courses and Employment oriented Courses
(2) Placement Programmes for students

(D) Threats: (1) Comparison against Other Colleges emerging in the nearby area

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 2017-18

	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 Vijetha Shetty Principal				
1.	Role of job sources on work engagement in service industry, Challenges & Opportunities	10 th January 2018	Pragati College	UGC Sponsored National Conference	Presented & Co - Authored
2	Digitalization and product adaption - the answer to India's Financial Inclusion	7 th April 2018	Chandrabhan Sharma College	International conference	Presented
3	Cash to cashless economy : Challenges and opportunities	12 th to 14 th October 2017	Indian Commerce Association	National Conference	Presented
4	Study of Advertising appeals : A Literature review	27 th January 2018	Kalsekar College in Association with Indo Global Chamber of Commerce	International conference	Presented
B.	Dr. Malathi Iyer Head, Economics Dept				
1.	Insights of Technology behind the Success of Block Chain	May 1 st 2017-	National Conference on Role of Technology and Financial Services RBVRRIT ABIDS, Hyderabad	National	Presented and published
2.	“Sustainable Tourism Management Practices of Coorg Homestays	May 4 th 2017	Telangana University Nizamabad “Sustainable Tourism Management Practices of Coorg Homestays” The Journal of global management outlook ISSN 2277-3789 (Bi-annual)	National	Presented and published
3.	A Study of the Development Potential of Tourism Sector and its Employment pattern in Sindhudurg district of Maharashtra State- Malathi Iyer (2017)	May 2017	Himalaya publication	International	Book

4.	Forecasting and Validating real-time rainfall observations with traditional Vedic techniques at Govardhan Eco Village	July 17	NITH Hamirpur Himachal Pradesh	National	Paper was presented in absentia at NITH Hamirpur Himachal Pradesh on 14 th July 2017 Published in July 2018
5.	A Study of the Symbiotic Model of Green Buildings at Govardhan Eco Village.	23 rd September 2017	One Day National Conference on 'Sustainable Development: Perspectives, Achievements and Challenges' organized by Guru Nanak College of Arts, Science and Commerce, GTB Nagar Mumbai	National	Published
6.	A study of Green Village initiatives with a Vedic perspective at Govardhan Eco Village	Saturday 3 rd February 2018.	at UGC proposed National Seminar on Innovative practices and emerging trends: Quality BY NSS college	National	Presented Published and won an award for best paper
7.	Entrepreneurship and reverse Innovation in sustainable rural development in Wada-Govardhan Eco Village	Feb 18	K.S Shroff College Kandivali	National	Published
8.	Benchmarking the performance of institutional achievers in Higher Education systems around India	March 18	MVM College	International	Presented and published
9.	Platforms: A shift in the approach of tourism from 1950s to the 21 st Century	Feb 18	Journal of Tourism and Ethos. A peer reviewed Journal at Zenon Academic publishing Hyderabad.		Published
10.	India must garner Employability to survive Demographic Dividend	24 th February 2018	at ICSSR sponsored National Interdisciplinary Conference L.S. Raheja College	National	Presented and published
C.	Dr. Tanusree Chaudhuri Head, EVS Dept.				
1.	Published Text Book (Co-authored) in Environmental Studies, Revised Edition for F.Y. B.com Students (University of Mumbai),	Sem-I, 2017	Vipul Prakashan	State Level	ISBN: 978-93-86597-65-6
2.	Published Text Book (Co-authored) Environmental management, for S.Y. B.MS Students (Mumbai University),	Sem-I, 2017	Vipul Prakashan	State Level	ISBN: 978-93-86597-65-6
3.	Published Text Book (Co-authored) in Environmental Studies, Revised Edition for F.Y. B.com Students (University of Mumbai),	Sem-II,2017	Published by-Vipul Prakashan	State Level	ISBN: 978-93-86172-73-0

4	Paper on ‘ Cropping Pattern and Trends in Area Under Cultivation of Food and Non-Food Crops in India,1950-51 to 2010-11’	27 th Jan, 2018	Organized by-M.B. Harris College of Arts and A.E. Kalsekar College of Commerce and Management in Association with Indo-Global Chamber of Commerce industries and Agriculture	International	Presented and Published in ‘GENIUS Vol-VI, Issue-I Part-II, August-2017 to January 2018, ISSN: 2279-0489
5.	Paper on “Role of Women in Conservation of Environment”	17 th March, 2018	Jointly Organized by K.C. Law College, Surajba College of Education & B.L. Amlani College of Commerce & Economics.	International	Presented
6.	Minor Research Project on “ Prospect of Organic Farming and its environmental Significance : A Study in Palghar and Ratnagiri District”	2017-18	Sponsored by-University of Mumbai	---	---
7.	First Term Training Program for Extension Teachers and Student Managers	18 th August, 2017	DLLE , University of Mumbai, at Patkar College, Goregaon	University	Participated
8.	Workshop on Avishkar Research Convention:2017-18	18 th November,2017	Department of Students’ Development, University of Mumbai at Laxmichand Golwala College of Commerce and Economics, Ghatkopar (E)	University	Participated
D.	Prof. Maya Hande Commerce Dept.				
1.	A study on preference for Mobile applications among youth in Mumbai	7 th April, 2018	Chandrabhan Sharma College of Arts , Commerce and Science	International	Presented
2.	Workshop on Syllabus Revision work for S.Y.B.Com subjects Sem III and Sem IV	4 th July, 2017	N.M. College, Vile Parle West	Local	Attended
3.	Workshop on Syllabus Revision for M.Com. subjects Sem III & IV	5 th Sept., 2017	Dahanukar College, Vile Parle	Local	Attended
4.	Workshop on Digital Literacy for Academicians	10 th Feb., 2018	L.S. Raheja College, Santacruz.	Local	Attended
5.	Workshop on Google Classroom	14 th March, 2018	Vivek College of Commerce	Local	Attended
6.	One Day workshop on Revision of Syllabus	Feb., 2018	Thakur College of Commerce	Local	Attended
7.	Right to information Act:2005: Issues and Challenges in India	3 rd Feb., 2018	Vivek College of Commerce	State	Attended
8.	Workshop on Financial Literacy Program entitled Action 90- Your personal finance guide	7 th Oct., 2017	Vivek College of Commerce	Local	Attended

E.	Dr. Shefali Naranje Head, Business Communication dept.				
1.	Participated in Faculty Knowledge programme	28 th July 2018	IBS Mumbai Campus	Local	Attended
2.	An Insight into UGC norms under CAS	13 th Oct 2017	N.M. College	Local	Attended
3.	Ethics and Corporate Social Responsibility	7 th April 2018	Chandrabhan Sharma College of Arts, Science & Commerce	International	Published ISSN 2278-8808
4.	English Language Teaching: Methods and Techniques	August 2017	The Criterion: An International Journal in English	International	Published ISSN 0976-8165
5.	Use of Social Media in Classroom Teaching and Learning	Feb 2018	RET Academy for International Journals of Multidisciplinary Research	International	Published ISSN 2321-2853
F.	Prof. CA. Vandana Ladha, Coordinator, BAF				
1.	Revision of Syllabus	4 th July 2017	Narsee Monjee College of Commerce & Economics	Local	Attended Workshop on Revised Syllabi of Sem 3 & 4 of S.Y. B.Com. (A & F)
G.	Prof. Manisha Naik				
1	Workshop on Revised Syllabus in S.Y.B.com.	4 th July, 2017	N.M. College, Vile Parle	Local	Attended
2	T.Y.B.Com Syllabus revision committee		DAV college	University of Mumbai	Attended as Member of Syllabus Revision Committee
3	A Study of Advertising Appeals used by service industry in print medium	10 th Jan 2018	Pragati College of Arts and Commerce, Dombivali	UGC sponsored one day National seminar	Presented paper
4.	Study of Advertising appeals: A literature Review in International Conference	27 th Jan 2018	M.B. Harris college of Arts & A. E. Kalsekar college of commerce and management Nalasopara. In association with Indo Global Chamber of commerce, Industry & Agriculture	International seminar	Presented paper Genius ISSN- 2279-0289
5	Two days workshop of SPSS		LS Raheja college and SPSS, Bangeluru	Local	Attended
6	One day workshop on Digital Literacy for Academicians	10 th February 2018	L.S .Raheja college	Local	Attended
7	Workshop on Google classroom	14 th March	Vivek college IQAC and Economics Dept	Local	Attended
H.	Prof. Neelu Khosla Head, Foundation Course Dept				
1	Workshop on "Revised Second	7th July 2017	S I W S N R Swamy College of Commerce & Economics &	Local	Attended

	Year Syllabus in the subject of Foundation Course"		Smt. Thirumalai College of Science, in collaboration with Board of Studies in Foundation Course, University of Mumbai.		
2	Award of Excellence for outstanding contributions in the field of education for over two decades	5th Sep 2017	Indian Development Foundation & Vivek Education Society's Vivek College of Commerce	Local	Conferred
3	Workshop under Financial Literacy Program titled "Action - 90" - Your Personal Finance Guide	7th Oct, 2017	Vivek Education Society's Vivek College of Commerce, Goregaon	Local	Attended
4	Public Seminar on Women Safety & Empowerment Programme	19th Nov, 2017	Rotary International - RI District 3141	Local	Attended
5	12th Inter-Collegiate / Institute / Dept, Avishkar Research Convention: 2017-18, District / Zonal Level Research Project Competition: Chabahar	Dec-17	Avishkar Research Convention, University of Mumbai	State	Attended
6	12th Inter-Collegiate / Institute / Department, Avishkar Research Convention: 2017-18, District / Zonal Level Research Project Competition: Chabahar	13th Dec 2017	Avishkar Research Convention, University of Mumbai	State	Project selected for Final Round - Awarded Certificate of Merit
7	One Day Workshop on 'Role of Internal Complaints Committee (ICC) in Prevention of Sexual Harassment of Women'	5th Jan 2018	Nagindas Khandwala College in collaboration with the Maharashtra State Commission for Women (MSCW)	State	Attended
8	Conference on Protection of Child Rights: Issues & Challenges - Seminar - 'Young Adults: a Stage of Change and Legal System in India'	14th & 15th Mar 2018	Vile Parle Mahila Sangh's L J N J Mahila Mahavidyalaya, Vile Parle East, Mumbai	National	Presented
9	Invited to act as Re-evaluator in the subject of Foundation Course for the II /IV Semester End Examination of the year 2017-18	3rd May 2018	Malad Kandivali Education Society's Nagindas Khandwala College of Commerce, Arts & Management Studies, Malad (West)	Local	Re-evaluated the Answer books
I.	Prof. Nisha Pillai Accountancy Dept				
1	Corporate Social Responsibility – Review of Literature	10th March 2018	Lala Lajpatrai College Of Commerce & Economics, Mumbai	International Conference Modern Trends In Business, Economics, Management	Published in a UGC recognized Journal

				and Social Sciences	
2	A Research Paper on Women in Education Sector.	17th March 2018	Viva Institute of Management and Research in association with University of Mumbai	National Conference	Published in a UGC recognized Journal
J.	Prof. Prabhakar Musam Economics Dept.				
1	Planning session of NSS cell of Mumbai University Mumbai on	20 th June 2017.	Patuck Gala College, Kalina, Mumbai	University	Attended
2	workshop on 'Revised syllabus of Business Economics' Sem-III and Sem-IV	21 st June 2017.	Guru Nanak Khalsa College of Commerce, Mumbai	University	Attended
3	Workshop on 'E-Learning and Curriculum Design'	21 st September 2017.	Lala Lajpatrai College of Commerce	University	Attended
4	Conducted workshop on 'Financial Literacy' at NSS residential camp of M.L. Dahanukar College at Saphale Village.		M.L. Dahanukar College at Saphale Village, Palghar District.	College	Had been Resource Person
5	Attended Workshop on 'Digital Literacy of Academicians'	19 th February 2018.	L.S.Raheja College, Mumbai		Attended
6	Published a 'Research Paper on Problems of Power loom Entrepreneurs of Bhiwandi' (Textile Association of India Journal in January-February issue).		-		Publication
7	Conducted workshop on 'Application of Google Classroom in Teaching Learning' process on for the teachers of Vivek College of Commerce.	14 th March 2018	Vivek College of Commerce.		Worked as Resource Person
8	Workshop on 'Research Methodology for Social Sciences'		S.M. Shetty College of Science, Commerce and Management		Attended
9	Attending evaluation session of NSS cell of Mumbai University		Dalmia College, Malad.		Working as Evaluator
K.	Prof. CA. Shrikant Marathe Accountancy Dept				
1	6 Days' Seminar on GST	July 2017	Institute of Chartered Accountants of India		Attended

2	6 Days' Seminar on GST	August 2017	Institute of Chartered Accountants of India		Attended
3	Workshop on Revised Accreditation Framework: New Guidelines from NAAC"	18 th December 2017	Birla College of Arts , Science & Commerce, Kalyan	University	Attended
4	Workshop on New Methodology of Reaccreditation by NAAC	December 2017	K. L. E. Society's College of Arts , Science & Commerce, Kalamboli	University	Attended
5	State Level Workshop on "NAAC - Revised Assessment and Reaccreditation Framework"	11 th April 2018	Royal College of Arts , Science & Commerce, Mira Road	State	Attended

ANNEXURE – A1

DETAILS OF PUBLICATIONS BY TEACHERS DURING 2017-18

Sr. No.	Name of the author/s Department of the teacher & Title of the paper	Name of journal	ISBN/ISSN number	UGC recognized Journal (Yes / No)	Impact Factor
A.	Dr. Vijetha Shetty Principal and Prof. Manisha Naik, Head, Commerce Dept.				
1.	Study of Advertising appeals: A literature Review	Commerce Genius 2017-18	ISSN:2279- 0489	Yes	4.248
2.	An analysis of financial behaviour and literacy amidst the university learners in Mumbai a local and global perspective	Peer received & UGC listed Journal (No.40776)	ISSN: 2277- 5730	No	-
B.	Dr Malathi Iyer Head, Economics Dept.				
1.	A study of the Symbiotic Model of Green Buildings at Govardhan Eco Village	Aarhat Multi disciplinary international Education research Journal	ISSN2278- 5655	Yes	5.18 Eduindex
2.	India must garner Employability to survive Demographic Dividend	Management Guru: Journal of Management Research	ISSN 2319- 2429	Yes	4.081
3.	Benchmarking the performance of Institutional achievers in Higher Education systems around India	An International Multidisciplinary Half yearly research journal Genius	ISSN2279- 0489	Yes	4.954
4.	Entrepreneurship and reverse Innovation in sustainable rural development in Wada Govardhan Eco Village	Special Issue Of International Scholarly Research Journal For Interdisciplinary Studies	ISSN 2278- 8808	Yes UGC approved Sr. No. 49366	SJIF 2016 = 6.177
5.	A study of Green Village initiatives with a Vedic Perspective at Govardhan Eco Village	An International, Peer Reviewed, Quarterly Scholarly Research Journal For Interdisciplinary Studies	ISSN 2278- 8808	Yes	SJIF = 6.177
C.	Prof. Prabhakar Musam Economics Dept.				
1.	‘Research Paper on Problems of Power loom Entrepreneurs of Bhiwandi’.	Journal of the Textile Association	ISSN-0368- 4636 e-ISSN-2347- 2537	Yes.	

D.	Prof. Maya Hande Commerce Dept.				
1.	A study on Preference for Mobile Applications among youth in India	An International Peer Reviewed Scholarly Research Journal for Interdisciplinary Studies	2278-8808	Yes (April, 2018)	6.17
E.	Dr. Shefali Naranje Head, Business Communication dept.				
1.	English Language Teaching : Methods and Techniques	An International Journal in English	09776-8165	Yes	
2.	Use of Social Media in Classroom Teaching and Learning	International Journal of Research in all Subjects in Multi Languages	2321-2853	Yes	
3.	Ethics and Corporate Social Responsibility	Scholarly Research Journal for Interdisciplinary studies	2278-8808	Yes	6.17
F.	Prof. P. Thangadurai Commerce Dept. (Co-authored)				
1.	Customer Satisfaction In Public And Pvt Life Insurance Companies In Mumbai.	Commerce Primax-International Journal (PIJCMR)	ISSN NO 2321-3604	Yes	4.532
G.	Dr. Tanusree Chaudhuri Head, Environmental Studies Dept.				
1.	Cropping Pattern and Trends in Area Under Cultivation of Food Crops and Non-Food Crops in India 1950-51 to 2010-11	GENIUS	ISSN: 2279-0489	Yes	4.248
H.	Prof. M.G. Mohanan Mathematics, Statistics & Computer Dept.				
1.	A survey of robotic motion planning in dynamic environments	Robotics and Autonomous System ,Elsevier	0921-8890	Yes	2.8
I	Prof. Nisha Pillai Accountancy Dept.				
1.	CSR- Review of Literature	International Scholarly, Research Journal for Interdisciplinary, Studies. Vishleshan	2277-5730	Yes	5.2
2.	CSR Nisha Pillai 2017-18 yes	Accountancy Vishleshan-SRJF	ISSN-2278-8808	Yes	6.177

ANNEXURE – A2

AWARDS/ RECOGNITIONS WON BY THE TEACHERS

- 1) **Principal Dr. Vijetha Shetty:**
 - a) Felicitated by UNEP, Government of India for being a part of world's largest beach cleaning in presence of Mr. Erik Solihelm, Head of United Nations.
 - b) "Award of Excellence" was awarded by Indian Development Foundation (IDF) to honour her service to Education.
 - c) Felicitated by "Human Rights and Social Justice Commission", New Delhi
 - d) Awarded "Bharat Jyoti Award" by Indian International Friendship Society for successful meritorious Indian personalities for extra ordinary men & women specialized in education and other fields.
- 2) **Prof. Prabhakar Musam**
 - a) Recognised by Meenatai Thakre Blood Bank for organizing Blood Donation Camps as NSS PO of Vivek College.
 - b) Received 'Social Action Award' by Indian Development Foundation.
 - c) Felicitated by Indian Coast guard for contribution to Cleaning of Versova Beach
- 3) **Prof. Ranjeet Kaur Patel** was awarded with "Rashtriya Gaurav Award" with a Certificate of Excellence by for Outstanding Services, Achievements & Contributions by an NGO, India International Friendship Society, New Delhi
- 4) **Prof. Neelu Khosla**
 - a) was honoured with an Award for Excellence for outstanding contributions in the field of education for over two decades on 5th September 2017 by Indian Development Foundation & Vivek Education Society.
 - b) Felicitated by "Human Rights and Social Justice Commission", New Delhi
- 5) **Dr. Malathi Iyer** won award for the Best Paper presented on the topic "A study of Green Village initiatives with a Vedic perspective at Govardhan Eco Village" at UGC proposed National Seminar on Innovative practices and emerging trends: Quality BY NSS College held on 3rd February 2018.
- 6) **Dr. Anjali Pathak:**
 - a) Was awarded Ph.D. by Nagpur University
 - b) was felicitated by "Human Rights and Social Justice Commission", New Delhi
- 7) **Prof. CA. Pradeep Hathi :**
 - a) Worked as member of Board of Studies of Narsee Monjee College of Commerce and Economics (Autonomous) for the course of B.Com. (Accounting and Finance)
 - b) Worked as member of Board of Studies of Mithibai College of Arts, Chauhan Institute of Science and Amrutben Jivanlal College of Commerce & Economics (Autonomous) for the course of B.Com. (Financial Market).
- 8) **Prof. CA. Shrikant Marathe:** Was felicitated by "Human Rights and Social Justice Commission", New Delhi
- 9) **Prof. Vandana Ladha:** Was felicitated by "Human Rights and Social Justice Commission", New Delhi
- 10) **Prof. Manisha Naik:** Felicitated by "Human Rights and Social Justice Commission", New Delhi
- 11) **Mrs. Bindu Varma:** Felicitated by "Human Rights and Social Justice Commission", New Delhi

ANNEXURE “B”**ACADEMIC CALENDAR FOR ACADEMIC AND EXTRA CURRICULAR ACTIVITIES**

Month	Activities
June 2017	Commencement of 2 nd & 3 rd year of UG programmes
July 2017	Library orientation, weekly quiz started, Sale of weeded Books & magazine
August 2017	Internal exams for T.Y. class
September 2017	Extra curricular activities and competitions Remedial Lectures
October 2017	Semester end examination
November 2017	Examination & Paper Assessment
December 2017	RBI and SEBI visit Annual Day Annual Sports Day
January 2018	Field Trip Book Exhibition
February 2018	Prize Distribution Function Remedial Lectures
March 2018	Guest lectures by industry experts Industrial Visits Remedial Lectures
April 2018	Semester end examination & Result Declaration
May 2018	Paper assessment & Result Declaration

ANNEXURE “C”
ACTIVITIES DURING THE YEAR 2017-18

June 2017

1	Admissions of students Commencement of Activities
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July 2017

1	FYFM students attended seminar conducted by “ Roongta Finance ” on “Start early, Save early” on 26th July 2017.
2	Workshops and fine arts intra comp, selection for university fest.
2	weekly quiz started
3	Library orientation
4	Sale of weeded books & magazine
5	Painting, collage, cartooning, sketching competitions Fine Art workshop,
6	University elimination round participation, Mehendi competition

August 2017

1	University elimination round participation, intra competition
2	A seminar on Public Relations was organized on 4th August, 2017 for mass media students.
3	Visit to High Court
4	Dialogue Meeting & Get Together of Teaching & Non Teaching Staff with Management of Vivek Education Society
5	PPT Presentation & video presentation by Commerce Dept on Retailing, Management & Advertising was arranged for F.Y and S.Y.BCOM students.
6	Enrolled student for Computer courses under Ministry of Skill development with STEP Computer Institute.
7	Training of students to get Success in Competitive Exams with Career Launchers.
8	Sale of Old Books of Library
10	Short film making

September 2017

1	A session on Financial market Job opportunities was conducted by our ex-student Ms. Sonam Sharma currently working in Karvy Consultancy on 9th September 2017
2	A session on Career in MBA was conducted by Planet .e on 22nd September 2017.

3	University final round participation , Ganpati and Navaratri celebrations
4	A workshop was organized by BSE Institute for the third year students. The workshop was for 4 days of interactive session and concluded with BSE visit on 25th September 2017.
5	A lecture on IFRS was conducted by Ms. Shruti Parekh , practicing Chartered Accountant with experience in multinational consultancy firms on 28th September 2017 for third year students
6	From 18th September to 22nd September 2018 Workshop of 6days by BSE stock Brokers forum, for which the students received certificates. FYFM, SYFM, SYAF students also visited the Bombay Stock Exchange on 25th September 2018.
7	A seminar on career opportunities in Media was held on 28th September, 2017 for the Third year Mass Media students.
8	Lectures by Experts
9	Lectures for ATKT students
10	Navaratri celebrations, intercollegiate participation, fireless cooking
11	Career guidance seminars Guest lecture on : Application and Bio-data writing & Business Etiquettes A session on financial market job opportunities was conducted by our ex-student Ms. Sonam Sharma currently working in Karvy Consultancy A session on career in MBA was conducted by planet e A workshop was organized by BSE Institute for the third year students. The workshop was for 4 days of interactive session and concluded with BSE visit on 25th September 2017 taken by Prof. Tanvee A lecture on IFRS was conducted by Ms. Shruti Parekh, practicing Chartered Accountant with experience in multinational consultancy firms for TYBAF students.
October 2017	
1	On 3 rd October, 2018 Early childhood learning skill workshop was arranged in collaboration with “ TITLI ” and in association with College Women Development Cell.
2	On 4 th October 2018, “LOTUS Knowealth” conducted a seminar on Financial literacy for Fm students.
3	On 7 the October 2017 faculty development programme “ Financial Literacy -Action 90 ” by Roongta Finance Ltd.
4	On 10 th October 2018, all students of TYFM class visited Convention Hall of Bombay stock Exchange arranged by BSE Institute ltd.
5	Examination & Paper Assessments

November 2017

1	Annual day selection rounds
2	Inter and intra college competitions
3	Rangoli competition and exhibition

December 2017

1	A visit to SEBI and RBI was conducted on 15th December 2017 for First and second year students of Self Financing Programmes
	Annual day, inter and intra college competitions
2	On 14th December 2017, FYBBI students participated in Quiz arranged by BSE Institute.
3	On 15th December 2018, RBI and SEBI visit for SYFM, FYBBI, TYFM, SYAF students
4	On 23rd December 2018, Aptitude Quiz as FIN Quiz was arranged by NSE for all 100 students across the different courses.
5	Second term training for DLLE department organized by Mumbai university was attended by Prof. Jennifer Marfatia on 6th December, 2017.
6	Dr. Sonali Polke, the college counsellor conducted a counselling session for the TYBMM students on 15 December, 2017.
7	A Seminar on Public speaking skills was attended by the BMM students on 17th December, 2017.

January 2018

1	FM, BMM, B&I students attended the Student Exchange programme organized in association with Sejong university (South Korea) on 4th January 2018.
2	Outdoor photography session was organised for the second year BMM students on 3rd and 6th January, 2018.
3	Handicraft exhibition
4	An interactive talk by Mr. Afroze Shah the crusader of world's largest beach clean-up project (Versova) was attended by the B&I, BMM students on 13th January.
5	On 13th January 2018, Seminar on "Dematerialisation" for SYBBI and SYFM students arranged by Prof. Ghanshyamdas of Motilal Oswal.
6	A seminar on 19th January by Cetking Institute for the BMM, FM, B&I students
7	Seminar on various career opportunities by Arena animation in the animation field was organized for the BMM students on 18th January
8	BMM department organized a Short film screening by Mr. Mithun M. Udyawar an independent film maker followed by an interactive session on 5th January, 2018.
9	Workshop on Digital Media by the 'Digital Brunch' Outdoor was attended by the BMM students.
10	Written Quiz
10	Annual Quiz
11	Annual Book Review Competition
12	Book Exhibition

February 2018

1	Industrial visit on 12th February 2018 to Silvassa with 75 students of SYBBI, SYFM, SYAF, FYBMS
2	State Level Workshop on RTI Act:2002
3	Workshop of making paper bags was conducted by FYFM students under EVS project
4	Exhibition conducted on Best out of Environmental Waste by FYFM students and Budget 2018 by SYFM students on 6 th March, 2018.
5	Seminar on various career opportunities by Arena animation in the animation field was organized for the BMM students
6	Tamil Malayalam Literary Association presented "FUSION 2018"
7	A seminar by Cetking Institute for the BMM students.
8	PPT Presentation & video presentation on E commerce, Mutual Funds & Advertising jingles was arranged for F.Y and S.Y.BCOM students
9	.Marathi Rajabhasha Din was celebrated

March 2018

1	Students of SYFM attended the internship program of 9days on Practical know how of online trading and technical analysis conducted by BSE Stock Brokers Forum at BSE, Churchgate.
2	IQAC conducted a "Women Leaders' Felicitation Programme' to celebrate International Women's Day on 8 th March 2018 jointly with Mumbai Unit of National Human Rights Commission
3	Exhibition conducted on Best out of Environmental Waste by FYFM students and Budget 2018 by SYFM students on 6 th March, 2018.

April 2018

1	IQAC conducted a workshop on "Teaching Methods of 21 st Century". The resource person was a Senior Academician Dr. Geeta Shetty
2	Various advertisements (Classic to Contemporary) were shot and screened by the subject teacher as well the students of SYBMM as a part of their subject Introduction to Advertisement.
3	. Workshop on Digital Media by the 'Digital Brunch' Outdoor was attended by the BMM students.

ANNEXURE “D”

**DETAILS OF WORKSHOP, SEMINARS AND CONFERENCES ORGANIZED BY THE
COLLEGE**

DURING THE YEAR 2017-18

Date	Title of the Workshop /Seminar/ Conference	No. of Participants	No. of Resource Persons/No. of papers presented	Organizing Department
3 rd Feb 2018	“RTI Act-2005: Issues and Challenges in India”	40	02	Law, Business Communication, Foundation Course
2 nd April 2018	Challenges in Teaching in 21 st Century	25	01	IQAC

ANNEXURE “E”**DETAILS OF TEACHERS’ STATUS IN RESEARCH DEGREES**

Sr. No.	Teacher’s Name	Department	Status
1.	Dr. Vijetha Shetty	Principal	Completed Ph.D.
2.	Dr. Tanusree Chaudhuri	Head, Environmental Studies Department	Completed Ph.D. in 2002
3.	Dr. Malathi Iyer	Head, Economics Department	Completed Ph.D.in 2011
4.	Dr. Shefali Naranje	Business Communication Department	Completed Ph.D.in 2017
5.	Dr. Anjali Pathak	Head, Mathematics & Statistics Department	Completed M.Phil. Completed Ph.D. during 2017-18
6.	Prof. Neelu Khosla	Head, Foundation Course 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	Head, 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	Completed M.Phil.
11	Prof. Prabhakar Musam	Economics Department	Registered for Ph.D.
12	Prof. Vandana Ladha	Co-ordinator, B.Com. (Accounting & Fin) Department	Completed M.Phil.
13	Prof. Anupama Bali	Co-ordinator, M.SC. IT Department	Completed M.Phil.
14	Prof. Shrikant Marathe	Accountancy Department	Pursuing M.Phil.
15	Mrs. Bindu Varma	M. Lib.	Pursuing M.Phil.
16	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 and also the analysis is made.

B) Feedback 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.

BEST PRACTICES OF THE COLLEGE DURING THE YEAR 2017-18

A) Title : Environmental Concern/Sensitivity

a) **Title: Environmental Concern/Sensitivity**

b) **Goal:**

- To evoke the necessity and responsibility amongst the learners to respect, protect, and preserve the nature,
- To create an awareness and sensitivity about environment and the problems associated with it.
- To inculcate commitment in the learners to work individually as well as collectively towards solutions of current problems and prevention of future environmental problems.
- To highlight the importance of keeping the environment clean.

c) **The Context:** There has been the need to sensitize the learners about the environmental issues, its awareness and protection. In this pursuit, the burning issues like wastage of papers, water, and electricity were to be addressed. Thus efforts were made of collection of waste papers for recycling and its reuse

d) **The Practice:**

i) For collection and crushing of plastic bottles for recycling, college has a tie up with Bisleri company. NSS volunteers collected 1200 plastic bottles from college campus and nearby societies and these bottles were sent for crushing and recycling.

ii) The students are constantly made aware of judicious use of water and save water in college as well as at home. For this, time to time awareness messages, poster making competitions etc. were carried out.

The college takes utmost care to minimize the wastage of water in the washrooms and drinking water areas. Time to time the plumbers are asked to check the taps and fix the leakages if any.

Waste water outlets of air conditioners are channelized in the garden area.

iii) For E-waste Management, the collection box is put up for gathering the E Waste

e) **Evidence of Success:** The institution has taken a step forward in efforts towards environmental sensitization and protection. In this pursuit, the institution was successful in judicious use of water, and electricity. Collection of plastic bottles, Efforts for keeping Versova beach clean achieved very good success.

f) **Problems Encountered:**

More awareness is required to be brought among learners as still, environmental issues are yet to be taken seriously at large. More resources are required to carry out these activities.

B) Title: Community Outreach Initiatives

a) Title : Community Outreach Initiatives

b) Goal: Goals have been as follows:

- 1)** To encourage the participation of learners in social development work and collaborate with **community**-based organizations and institutions.
- 2)** To make the learners aware of social issues and instill a sense of concern and responsibility towards such issues.
- 3)** To facilitate the student community to become socially responsible citizens and to be sensitive to the needs of the disadvantaged sections of the society.
- 4)** To ensure holistic development among learners which ensures proper balance of mental, social, emotional intelligence.

c) The Context: Being a part of the society there is a need to develop a deep sense of belongingness and responsibility towards the society, especially the underprivileged sections of the society. In this line, the activities planned and performed are for upliftment of the society and making provisions towards their needs.

d) The Practice: Under the community outreach initiatives, college in general and NSS unit in specific contribute for social development by participating in various community oriented programmes. Prayas – NSS unit of the college has collaborated with the NGO Prayas in which NSS Volunteers teach various subjects to children living in slums of Bhagat Singh Nagar.

Punarvas – Punarvas is a school of specially challenged children. NSS Volunteers help the children in making diyas, files, folders, rakhis etc.

Desire Society – Desire Society is an orphanage for HIV affected children. Students, staff along with NSS Volunteers visit the place regularly to help the children in studies and also spend quality time with them to make the children happy.

Collaboration with RTO department – Every year our NSS volunteers actively help the traffic control department during Ganapati Idol Immersion. We also organise various road safety programmes like rally, workshops, competitions, guest lectures etc. to make the learners and society understand the importance of road safety.

Collaboration with BMC office – NSS unit of the college help the health department of BMC in various health camps, creating awareness about diseases, and specially in pulse polio vaccination.

Health awareness Programmes on Stem Cell Donation, Thalassemia Detection Camp, Health check up, Anaemia Test for Girl students and female staff, eye check up etc.

Blood Donation Camp – Every year college organises blood donation camp in association with Meenatai Thackery Blood bank and collects remarkable number of blood unit.

Swachh Bharat Abhiyan – Various programmes are organised under Swachh Bharat Abhiyan to keep the campus and the surroundings clean.

e) Evidence of Success: A good no. of students have participated in various community outreach programmes organized by NSS Unit and the College. Our community outreach programmes are recognized not only by the NSS Cell of University of Mumbai but also by various organisations and NGO's. Our NSS Volunteer has received BEST NSS Volunteer Award at District level by NSS Cell, University of Mumbai.

Our college NSS Unit was awarded Best College Supporter Award by Indian Development Foundation consecutively for last 5 year. Our community based activities are acknowledged by Anubhav Mumbai.

NSS unit also received appreciation certificate and trophy from Meenatai Thackery Blood Bank for its contribution in blood donation.

f) Problems Encountered:

Good financial support is essential to carry out community outreach programmes. The limited grant by University of Mumbai is a major constraint in organising community oriented activities.

ANNEXURE “H”

PLAN FOR THE NEXT YEAR 2018-19

June 2018

1	Bridge up courses
2	Pre – teaching surveys and analysis.

July 2018

1	Orientation of First year students
2	.Co- curricular & Extra -curricular activities to be conducted by activity associations
3	Commencement of Library Yearly activity of weekly quiz
4	PTA Meetings

August 2018

1	NSS Extension Activities
2	Training of students to get Success in Competitive Exams with Career Launchers.
3	Library orientation
4	Sale of weeded books & magazine
5	Seminar on Introduction to mass media
6	Career seminar
7	Industrial Visit for SY & TY students

September 2018

1	CII Activities
2	Short film making
3	Training programme for success in competitive exmas.
4	Remedial lectures

October 2018

1	Examinations & Paper Assessments
2	Workshop on film making / documentary/ photography

November 2018

1	Industrial visit for FY students.
2	Examinations & Paper Assessments
3	Remedial Lectures

December 2018

1	Intercollegiate Festival.
2	Written quiz
3	Book review competition
4	Outdoor Photography sessions

January 2019

1	Placement drive for TY & PG students.
2	Annual quiz
3	Book exhibition
4	Visit to SEBI
5	Guest lectures

February 2019

1	Guest lectures
2	Organization of Intercollegiate event – “Innovators”.
3	Guidance for ATKT students
4	.Marathi Rajabhasha Din celebration

March 2019

1	Seminar on Future educational prospectus after TYBMM
2	Guidance lectures

April 2019

1	Examination , Paper Assessments and Results
2	Review Meetings for current year & Planning for next year