

Internal Quality Assurance Cell (IQAC)

The Annual Quality Assurance Report (AQAR) of the IQAC for the year 2013-14

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
(Principal during the year 2013-14: Dr. Nandita Roy)

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/IQAR.asp/2013-14

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

2013-14

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

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 <input checked="" type="checkbox"/>	Rural <input type="checkbox"/>	Tribal <input type="checkbox"/>
Financial Status	Grant-in-aid <input type="checkbox"/>	UGC 2(f) <input checked="" type="checkbox"/>	UGC 12B <input checked="" type="checkbox"/>
	Grant-in-aid +Self Financing <input checked="" type="checkbox"/>	Totally Self-financing <input type="checkbox"/>	

1.11 Type of Faculty/Programme

Arts <input type="checkbox"/>	Science <input type="checkbox"/>	Commerce <input checked="" type="checkbox"/>	Law <input type="checkbox"/>	PEI(PhysEdu) <input type="checkbox"/>
TEI (Edu) <input type="checkbox"/>	Engineering <input type="checkbox"/>	Health Science <input type="checkbox"/>	Management <input type="checkbox"/>	

Others (Specify)

.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	<input type="text" value="-"/>	
University with Potential for Excellence	<input type="text" value="-"/>	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	<input type="text" value="-"/>
UGC-Special Assistance Programme	DST-FIST <input type="text" value="-"/>	<input type="text"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (Specify) <input type="text"/>
UGC-COP Programmes	<input type="text" value="-"/>	

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2No. of Administrative/Technical staff

2.3No. of students

02

2.4No. of Management representatives

01

2.5No. of Alumni

02

2.6No. of any other stakeholder and
community representatives

03

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

21

2.10No. of IQAC meetings held

No. 04

2.11 No. of meetings with various stakeholders:

Total No.

01

Faculty

02

Non-Teaching Staff

01

Alumni

01

Others

NIL

Students

01

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

Yes

No

If yes, mention the amount

Nil

2.13Seminars and Conferences (only quality related)

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

Total Nos.

NIL

International

National

State

Institution Level

(ii) Themes

-

2.14Significant 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.

2.15Plan 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. Participation and presentations by Teachers in Seminars & Workshops was sought	1. The participation and presentations by Teachers in Research activities, Seminars & Workshops got enhanced. (See Annexure “A”)
2. The focus on Value based activities was proposed to be taken up	2. Multifarious Extra Curricular activities were conducted with enhanced focus on value based programmes. (Calendar for Academic and Extra Curricular Activities attached in Annexure “B” and the details of Extra Curricular Activities of the students during the year 2013-14 are attached in Annexure “C”)
3. It was planned to organize Seminars and Workshops for the benefit of our teachers as well as the teachers of neighbourhood Colleges	3. the details of the Seminars and Workshops organized by the college are attached in Annexure “D”
4. Teachers were encouraged to take up research work	4. 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.

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	-	-	-	-
AdvancedDiploma	-	-	-	-
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 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	<input type="checkbox"/>	Manual	<input type="checkbox"/> *
Parents: Mode of feedback	: Online	<input type="checkbox"/>	Manual	<input type="checkbox"/> *
Employers: Mode of feedback	: Online	<input type="checkbox"/>	Manual	<input type="checkbox"/> *
Students: Mode of feedback	: Online	<input type="checkbox"/>	Manual	<input type="checkbox"/> *
Co-operating schools (for PEI)		<input type="checkbox"/> N.A		

See **Annexure “F”** for norms 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. 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

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

18

2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		7	50
Presented papers		5	33
Resource Persons		-	-

(As per Annexure "A")

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

- 1) Field Visits are arranged.
- 2) Usage of Audio-Visual Equipments is done in some classes.

2.7 Total No. of actual teaching days

185

During this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online MultipleChoice 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.

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

-	-	8
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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)	345	16.80%	55.90%	14.50%	-	87.20%
Other Courses:						
T.Y.B.M.S.	59	03.39 %	67.79%	16.95%	-	88.14%
T.Y.B.Sc. (IT)	45	15.56%	48.89%	04.44%	-	68.89%
T.Y.B.Com(A&F)	53	47.17%	41.51%	03.77%	-	92.45%
T.Y.B.Com(B & I)	41	48.78%	48.78%	-	-	97.56%
T.Y.B.Com(FM)	36	-	22.22%	66.67%	02.78%	91.67%
M.Com (Accountancy)	51	01.96%	43.14%	43.14%	-	88.24%
M.Com (Management)	26	3.85%	34.62%	53.85%	-	92.32%
M.Sc. (IT)	6	-	50.00%	50.00%	-	100.00%

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 is identified.
- b) Monitoring is done through teaching plans and daily reports.
- c) Teachers' performance is evaluated by students and appropriate measures are taken. See **Annexure "F"** for the criteria for teacher's evaluation.
- 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	1
UGC – Faculty Improvement Programme	1
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	98
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	26	6	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 Teachers for 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	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	6	10	-

3.5 Details on Impact factor of publications:

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 (<i>other than compulsory by the University</i>)	-	-	-	-
Any other (Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published

i) With ISBN No. Chapters in Edited Books

02

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	2	-	-
Sponsoring agencies	-	-	-	-	-

See **Annexure “D”** for the details

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	N.A.
	Granted	N.A.
International	Applied	N.A.
	Granted	N.A.
Commercialised	Applied	N.A.
	Granted	N.A.

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

5

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 State level
National level International level

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 State level
National level International level

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 Any other

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

- NSS unit participated in Ganapati Immersion & Post Immersion Activities
- NSS Unit conducted Drive for Registration for Stem Cell Donation for Cancer Patients
- Women Development Cell organized Bone Density Test Camp for the benefit of Parents & Teaching and Non Teaching staff of College
- NSS Unit had organized Blood Donation Camp in the College wherein 200 bottles were collected.
- Awareness Rallies were conducted by NSS Unit so as to bring enlightenment about India's freedom struggle, Seriousness & Avoidance of the 'AIDS' illness.
- DLLE Organised for the job training to 150 Students in Various Commercial Establishments.
- Thalasasemia Detection Camp was conducted for the students as per practice each year.

Criterion – IV**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing Gross Block as at 1.4.13)	Newly created	Source of Fund	Total as at 31.3.2014
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. 56.05 lakhs	Rs. 29.64 lakhs	UGC Funds – Rs. 15.27 lakhs & College Funds - Rs. 14.37 lakhs	Gross Block Before Depreciation - Rs. 85.69 lakhs Net Block After Depreciation - Rs. 18.64 lakhs
Others : (Rs. in Lakhs)	Rs. 45.85 lakhs	Rs. 1.36 lakhs	College Funds – Rs. 1.36	Gross Block (Before Depreciation) – Rs.47.21 lakhs Net Block (After Depreciation) - Rs. 13.27 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.

4.3 Library services:

2013-14

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	4,110	4,31,512	1537	1,75,250	5,647	6,06,762
Reference Books	15,760	47,70,309	680	8,53,642	16,440	56,23,951
e-Books	-	-	-	-	-	-
Journals			104	2,30,048		
e-Journals	-	-	-	-	-	-
Digital Database *		15,000*		10,000 **		
CD & Video	698	***	17	***	715	***
Others (specify)	-	-	-	-	-	-

Note: * Database of British Council Library

** N-List (Inflibnet of UGC) is additionally contributed for during the 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 2013:								
Computers	107	69	0	6	3	15	14	0
Other Devices	28	7	0	0	4	11	6	0
Added:								
Computers	1	0	0	0	0	0	1	0
Other Devices	1	0	0	0	0	(2)	3	0
Total in May 2014:								
Computers	108	69	0	6	3	15	15	0
Other Devices	29	7	0	0	4	9	9	0

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

Orientation Programmes for Knowledge of Computer of Internet have been conducted in the past. All the Teachers are well versed with computer & Internet usage and have been presently working through computers for academic & administrative activities. 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

4.6 Amount spent on maintenance in lakhs:

i) ICT	02.43
ii) Campus Infrastructure and facilities	47.65
iii) Equipments	1.09
iv) Others	-
Total:	51.17

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

UG	PG	Ph. D.	Others
1933	252	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
886	40.55%

Women

No	%
1299	59.45%

Last Year (2012-13)						This Year (2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1972	59	9	65	1	2106	2034	69	8	72	2	2185

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

Demand ratio 67.50% 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 for their future career for MPSC, UPSC, B.Ed., MBA and GATE.

No. of students beneficiaries

30

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

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

No. of students benefitted

450

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	40	15	Not Available

5.8 Details of gender sensitization programmes

Street play on the topic "Woman is not an Object" was performed by nine students of NSS in February 2014.

5.9 Students Activities

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

State/ University level	<input type="text" value="173"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Intercollegiate Level –	<input type="text" value="-"/>				

No. of students participated in cultural events

State/ University level	<input type="text" value="62"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Intercollegiate Level –	<input type="text" value="7"/>				

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

Sports: State/ University level	<input type="text" value="4"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Intercollegiate Level –	<input type="text" value=""/>				
Cultural: State/ University level	<input type="text" value="4"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Intercollegiate Level –	<input type="text" value="18"/>				

5.10 Scholarships and Financial Support

	<u>Number of students</u>	<u>Amount (Rs.)</u>
Financial support from institution :		
Book Bank Facility -	294	2,59,093/-
Financial support from government	31	1,14,935/-
Financial support from other sources		
Scholarship from ANGC	11	8,800/-
Prizes by the College for Academic & Extra Curricular Activities		1,33,998/-
Prizes from Outsiders		
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="2"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Exhibition: State/ University level	<input type="text" value="-"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

Notes: (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”

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Three 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
Kindling the spirit of Universal Brotherhood.

6.2 Does the Institution has a management Information System

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 subjects.
4. Remedial lectures are conducted.
5. Field visits & Industrial visits are conducted .
6. Book Review Competitions are held.
7. Teaching & Learning through PPT was carried out.
8. Guidance lectures to the students are continued with.

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. Introduce of CBSGS was effectively executed
3. Orientation of Students & Parents was done for CBGS exam pattern
4. 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. Student trained & sent up for research presentation competition.
5. Duty Leave & Registration expenses are granted to faculty members.

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 in Functional for dissemination of information .
6. Computer facilities were extended to departments.

6.3.6 Human Resource Management

1. 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.
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.

6.3.8 Industry Interaction / Collaboration

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

6.3.9 Admission of Students

1. Admission Process was followed strictly as per University Norms which in 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	1)Free Medical check-up 2) Provident Fund Scheme 3) Free of Cost Services of Psychological Consultant are available in college campus
Non teaching	1)Free Medical check-up 2) Provident Fund Scheme 3) Free of Cost Services of Psychological Consultant are available in college campus
Students	1.Book Bank facility 2.Govt Free ships & Scholarships 3. ANGC scholarships 4.Thalesamia Testing for Students 5. Prizes amounting to Rs. 1,33,998/- 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 4 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	CS. Mr. Ananthan & Mr. A.P. Kannan

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

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

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

1. The greenery is maintained in the college.
2. All students were made aware of the need to switch off lights & fans when not in use.
3. Housekeeping arrangements were outsourced for effective cleanliness.

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. Study on Energy Conservation was conducted by our NSS Unit.
2. Organization of Study Tours for Experiential Learning

See Annexure "G" for the details of above Best Practices

7.4 Contribution to environmental awareness / protection

1. Project of making of paper bags out of wasted papers was conducted.
2. Rally was organised for creating awareness that plastic bags should be avoided.
3. Awareness programme for electricity conservation.
4. Elocution & Debate Competitions were organised on the topic of importance of environment protection.

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
(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 BY TEACHERS

	Name Of Prof. With Department	Date	Organizer/ Sponsor/ Publisher	Local/State/ National/ Internationa I	Attended/Participated/ Presented/Published (ISBN/ISSN)
	Title of the Paper/Project/Book/ Thesis/ Seminar/Workshop/ Conference				
A	Prof. Neelu Khosla Foundation Course Dept				
1	The Eighth Int'l Convention of Asia Scholars (ICAS 8 – Macao 2013) : “India and CAS (Central Asian States) – from Old to New Connectivity”	24 th to 27 th Jun 2013	ICAS 8 Secretariat	International	Presented
2	One Day National Conference on “Indian Economy in 21 st Century : Issues & Challenges” : “Social Security : Policy Initiatives for Elderly in India”	14 th Sep 2013	Dept. of Economics, Smt. Janakibai Rama Salvi College, Kalwa W, Thane.	National	Presented Published I “Research Process” ISSN-2321-211X Vol. II
3	National Level Conference on Ancient Indian Culture & Polity in Today’s Context : “Politico-Cultural Dynamism of Revival : India’s Look Outside Policy”	20 th & 21 st Sep 2013	P D Karkhanis College of Arts & Commerce, Ambarnath	National	Presented ISBN: 978-81-926918-1-7
4	Two day International Seminar: AGRARIAN REFORMS In Russia(Post Soviet Era) : Challenges and Prospects	Jan 2014	Dept. Of Economics, University of Mumbai	International	Presented
5	One Day International Seminar on “Status of Women in Transitional Societies : Issues & Challenges” – “Women in 21 st Century – Issues & Challenges”	25 th Jan 2014	University of Mumbai, Centre for Central Eurasian Studies in Collaboration with Matushri Kanbai Lalbai & Motibai Lohana Kanyashala & Balikagruh Trust B L Amlani College of Com. & Eco; M R Nathwani College of Arts (Dept. of Commerce)	International	Presented ISBN: 978-93-83072-17-0
6	National Conference on “Violence Against Women : Security &	28 th & 29 th Jan 2014	North Maharashtra University,	National	Presented

	Law” – “Honour Killing – India’s Crying Shame”		Jalgaon, UGC Women’s Studies Centre And Indian Council For Social Sciences Research (ICSSR) New Delhi		
7	Two day Int’l Seminar on Re-Emerging Indo-Russian Relations in the World Order : “Understanding Eurasia : Concerns & Policy Options for India”	7 th & 8 th Feb 2014	Dept. Of Political Science, Gulbarga University, Gulbarga in collaboration with Centre for Central Eurasian Studies, University of Mumbai	International	Presented / to be Published in CCES Journal
B	Prof. Anjali Pathak Mathematics & Statistics Dept.				
1	Thermal Stresses of a Solid Cylinder with Internal Heat Source	1 st July 2013	International Journal of Engineering and Innovative Technology (IJEIT)	International	Published ISSN: 2277-3754
2	Thermo elastic Analysis on a Circular Plate Subjected to Distributed Annular Heat Supply	October 2013	International Journal of Engineering and Innovative Technology (IJEIT)	International	Published ISSN: 2277-3754
3	Inverse Transient Thermo elastic Problem of a Flat Thin Square Plate Producing Deflection	October 2013	International Journal of Engineering and Innovative Technology (IJEIT)	International	Published ISSN: 2277-3754
C	Prof. P. Thangadurai Commerce Dept				
1	Customer Satisfaction of E-Banking Services	July-2013	International Journal of Retailing & Marketing	International	ISBN-0376-318
2	Workshop on Academic Performance Indicators	10/7/2013	Vivek college of Commerce. Mumbai	Local	Participated
3	Role of Technology in Banking Sector	14/9/13	Janakibai Rama Salvi College – Thane.	National	ISBN-978-93-81578-99-5
4	Banking Products & Services and Strategies for Improvement	21/9/13	B.L. Amlani College of Commerce Mumbai	International	Paper Presented
5	Workshop on Research Management	21/12/13	Vivek College & Rajiv Gandhi	State Level	Participated

			Centre for Contemporary Studies		
6	Insurance: The Major Drivers of Economic Growth in India	4/1/14	Visveshwarya Institute of Management & All India Social Science Research	National	ISSN 2249-345X Global Journal of Management Application
7	Critical Analysis of Insurance Sector in India	15/2/14	Vivek College of Commerce	National	Presented Paper
8	Workshop on Research Methodology	24to28/2/14	ICSSR & NSS College, Mumbai Central.	National	Participated
D	Dr. Tanusree Chaudhuri Environmental Studies Dept.				
1	MRP on Agri Tourism a Tool for Sustainable Development, With reference to Baramati taluka, Pune District.	-	University of Mumbai	----	
2	Published Text Book (Co-Authored) in Environmental Studies (Sem-II)		Published by Himalaya Publications	National	ISBN-978-5097-265-6
3	Paper- Usage of Plastic carry bags and Environmental Damages in Mumbai	25 th September,2013	UGC Sponsored Organized by, Dalmia College, Malad,	National	Presented.
4	Paper-Globalization and its Impact on Medical Tourism, In India	19 th April,2014	Organized by University of Mumbai in Collaboration with Kamladevi College of Arts and Commerce	National.	Presented and Published in Conference proceedings –ISBN 978-93-83072-21-7 PP-185-190(Rishabh Publishing House)
5	Refresher Course in Environmental Studies (ID)	3 rd Feb,2014-22 nd Feb,2014	Sponsored by UGC, ASC	National	_____
6	Workshop on Academic Performance Indicators	10 th July, 2013	Research Guidance Cell, of Vivek College of Commerce	University	Organized (Local Co-ordinator) and Participated
7	Workshop on Research Management held on	12 th December, 2013	Research Guidance Cell, of Vivek College of Commerce in Collaboration with RGCCS, MU	State Level	Organized (Local Co-ordinator) and Participated

E	Prof. Shefali Naranje Business Communication Dept.				
	CORPORATE ETIQUETTES	27 th ,28 th SEPT,2013	UGC- National Conference	National Conference	Presented
	CAREER ADVANCEMENT under UGC Regulations2010	4 th Oct,2013	BUCTU	Local	Participated
	Role of Youth and Community in Internal Security	18 th Jan,2014	ICSSR	National Seminar	Presented & Published
	Soft Skills	DEC,2013	IJOR	International	ISSN 2231-6124 vol 3(1)
F	Prof. Maya Hande: Commerce Department :				
	Women and Leadership – A Case Study on Mumbai Grahak Panchayat (Jointly with Prof. Manisha Naik)	7 th September, 2013	Nagindas Khandwala College, Malad (W), Mumbai	National Conference	Presented
	An Exploratory Study of the Monthly Goods Distribution System of Mumbai Grahak Panchayat (Jointly with Prof. Manisha Naik	27 th and 28 th September, 2013	St. Xavier's College, Mumbai	UGC Sponsored National Conference	Presented
	Women Entering Male Dominated Domain	25 th January, 2014	Centre for Eurasian Studies, University of Mumbai and B.L. Amlani College of Commerce, Vile Parle, Mumbai	International Conference	Published ISBN No. 978-93- 83072-15-6
	Organised	12 th December, 2013	Vivek College of Commerce	State Level Workshop on Research Management	----
	Organised	10 th July, 2013	Vivek College of Commerce	Regional Level Workshop on Academic Performance Indicators with special reference to Category III (Research)	----
J	Prof. Jayesh Vaidya Accountancy Dept				
1	SA 700, 705 & 706				Participated

	AND FAQ on CARO				
2	Assessment & Appeal with regard to purchases from suspicious dealers under MVAT Act & Purchases from suspicious dealers – Issues under Income Tax Act				Participated
3	Recent Judgement of Hon'ble Supreme Court in the matter of Builders & Developers				Participated
4	Specified Domestic Transfer Pricing – Audit approach				Participated
5	Effective use of Google				Participated
6	Reforms in Companies Act				Participated
K	Prof. Shrikant Marathe Accountancy Dept				
1	Important judicial pronouncements under vat law				Participated
2	Corporate Social Responsibility & Accounting Provisions under New Companies Act.				Participated
3	Insights on The Takeover Code 2011 AND Recent Direct Tax Decisions				Participated
4	Companies Act, 2013 -				Participated
5	Audit under CBS Environment				Participated
6	Domestic Transfer Pricing				Participated
7	Teleconference on Forensic Audit Seminar on Investor				Participated

	Awareness				
9	Recent Supreme Court Judgments on Builders And Issues in Service Tax Voluntary Compliance Scheme (VCES)				Participated
10	Seminar on anti-money laundering measures, benami transactions, us FCP act 1977 , UK bribery act 2010, prevention of corruption act 1988 & ethical compliance audit				Participated
11	Seminar on FEMA and international tax				Participated
12	Workshop on soft skills & personality development				Participated
13	Forensic audit				Participated
14	Workshop on Internal Audit (Part II of II) Internal Audit: Risk management & Control Evaluation Reporting skills				Participated
15	Conference on International Taxation				Participated
16	DIRECT TAXES - Tax issues relating to business structuring				Participated
17	SME financing opportunities with banks				Participated
18	Corporate Social Responsibility vis-a-vis Corporate Governance Issues in Taxation of Business Income & Capital Gains				Participated
19	Sub regional conference at Nasik			State	Participated
L	Prof. Nisha Vikas Pillai Accountancy Department :				

1.	NATION IN TRANSITION: Understanding the Rationale of CSR	15 th February,2014	Vivek College of Commerce	National Level	Participated and Published
2.	Participated in the Workshop on Research Management	12 th December,2013	Vivek College of Commerce	State Level	Participated
3.	Presented a Paper on a National Conference on Leadership and Change Management	7 th September,2013	Nagindas College of Commerce	National Level	Participated
4	Participated Workshop on the Use of Accounts Software conducted jointly with Board of Studies, University of Mumbai, on	30 th and 31 st August, 2013	Saraf College	Local Level	Participated
5	Presented and Published a Research Paper on The Catalytic Role of Youth as a Key Drivers in Youth Development	24 th and 25 th September,2013	Thakur College	National	Participated and Published
6	Workshop on APIS		Vivek College	Local Level	Participated
G	Prof. Amshumali Abhyuday Business Law Department				
1.	Research paper writing and Data analysis using SPSS(Workshop)	8 th & 9 th July 2013	Sir. M Visvesvaraya Institute of Management Studies and Research	National	Participated
2.	Academic Performance Indicators(APIS) (workshop)	10 th July 2013	Vivek college of commerce	Regional	Participated
3.	Contribution of women entrepreneurs in Indian Economy	14 th September 2013	Smt. Janakibai Rama Salvi College	National	Presented. Accepted for the publication with ISBN No.978-93-81-578-99-5
4.	Ancient Indian Culture And Indian Constitution: Some Reflections on the Status of Women	20th September 2013	P.D. Karkhanis College of Arts and Commerce	National	Presented. Accepted for the publication with ISBN No. 978-93-5142-662-2
5.	Relevancy of Cyber Law in the Banking System in India.	21 st September 2013	B.L. Amlani College of Commerce and Eco	International	Presented.
6.		18 th January 2014	Tolani College of Commerce	National	Presented. Accepted for the

	Law Relating to Terrorism and National Security				publication with ISBN No. 978-93-83681-99-0
7.	Nation in Transition: Issues and Challenges in 21 st Century	15 th Feb 2014	Vivek College of Commerce	National	Convener of the Conference.
H	Prof. Prabhakar Musam :Business Economics Department :				
1	Work shop on TY B.com Syllabus	15 th Feb.2014	KPB Hinduja College	University	Attended
2	Conference on Political Economy of Policy Reforms	21 st & 22 nd Feb. 2014	University of Mumbai	National	Attended
4	Workshop on Research Methodology	24 th – 28 th Feb.2014	NSS college of Education	National	Attended
5	National Seminar on Women in Transition	26 th April 2014	GJ Advani Law college	National	Presented paper on Microfinance & Women's Empowerment
I	Prof. Kavita Vaidya Maths / Stats and Computers Department :				
1	Research Management	12/12/2013	Vivek college and RGCCS	State	Participated
2	Nation in Transition : Issues and Challenges in 21 st century	15/02/2014	Vivek College	National	Participated
J	Prof. Aparna Padte				
1	Attended 2 day National Conference on Research in IT: Exploring the Technology Horizon at	30th and 31st August,2013	Patkar Varde College	National	Participated
2	Attended a workshop on Revised Syllabus of T.Y.B.Sc.(I.T.)	25th June,2013	UDIT	State	Participated
3	Attended a State Level Workshop on Research Management on	12 th December, 2013	Vivek College of Commerce	State	Participated
K	Anupama Bali				
1	Attended 2 day National Conference on Research in IT: Exploring the Technology Horizon at Patkar Varde College on	30th and 31st August,2013	Patkar Varde College	National	Participated

	August,2013				
2	Attended a workshop on Revised Syllabus of T.Y.B.Sc.(I.T.)	25th June,2013	UDIT	State	Participated
3	Attended a State Level Workshop on Research Management	12 th December, 2013	Vivek College of Commerce	State	Participated
4	Attended a 4 day training cum workshop on Cloud and Ubiquitous Computing	In November, 2013.	Motherkey Solutions Pvt. Ltd.	State	Participated
5	Attended a workshop on Cloud and Ubiquitous Computing at on	18th February, 2014	Mulund College of Commerce	State	Participated
L.	Ranjeet Kaur Patel				
1	Attended Workshop of TYBMS organised by for revised paper pattern	29/07/2013	N.M.COLLEGE, VILE-PARLE WEST	State	Participated
2	Attended Workshop of TYBMS organised by for revised paper pattern on	12/08/2013	THAKUR COLLEGE OF SCIENCE & COMMERCE , KANDIVALI-WEST	State	Participated
3	Attended State level Workshop on “ Research Management”	12/12/2013	Vivek College of Commerce	State	Participated
4	Attended National level Conference for paper presentation	15/02/2014	Vivek College of Commerce	State	Participated
M	Maria Muthukumar				
1	Attended training on "Linux Administration" conducted by.		Crompton Greaves Ltd.	State	Participated
2	Attended training in "Cloud Computing"	November 2013	Mumbai University	State	Participated
3	Attended a workshop on "Linux Administration "		Board of Studies, Mumbai University	State	Participated
4	Attended a workshop on Revised syllabus of M.Sc(I.T.)		Board of Studies, Mumbai University	State	Participated
5	Attended a workshop on "Cloud computing"	18th February, 2014	Mulund College of Commerce & BOS, Mumbai University	State	Participated
6	Attended a workshop on "Distributed Systems" M.Sc.(I.T.) c		UPG college,Vileparle	State	Participated
7	Attended a workshop on "Mobile Computing "		K.J .Somaiya College,	State	Participated

	M.Sc.(I.T.)		Vidyavihar		
N.	Pradeep Hathi				
1	Attended a State Level Workshop on Research Management at Vivek College of Commerce on 12th December, 2013	12/12/2013	Vivek College of Commerce	State	Participated
O.	Mehul Barai				
1	T. Y. B.com Revised syllabus & paper pattern in Financial accounting & auditing(R.A. Podar College, Mumbai University)		Board of Studies, Mumbai University	State	Participated
P.	Suvarna Raikar				
1	Presented paper on “Entrepreneurship and Economic Development” at National Conference on topic Nation in Transition- Issues & Challenges in 21st	15/02/2014	Vivek College of Commerce	National Level	Presented Paper
Q.	Anuja Vilankar				
1	Presented paper on “CONTRIBUTION OF WOMEN ENTREPREUNER IN INDIAN ECONOMY” in NATIONAL level CONFERENCE titled "INDIAN ECONOMY IN 21ST CENTURY : ISSUES AND CHALLENGES”	14/09/2013	JANAKIBAI RAMA SALVI COLLEGE	National Level	Presented Paper
2	Presented paper at NATIONAL CONFERENCE ON Women EMPOWERMENT AND ENTREPRENEURSHIP NAME OF THE PAPER: SOCIAL EMPOWERMENT OF WOMEN THROUGH LEGAL RIGHTS IN		TOLANI COLLEGE OF COMMERCE	National Level	Presented Paper
R.	Debjani Chakrabarti				
1	SEMINAR ON REVISION OF B.COM (FM) SYLLABUS CONDUCTED		BY HR COLLEGE , SARAF COLLEGE with Board of Studies	Mumbai	Participated

2	SEMINAR ON REVISED SYLLABUS IN B. Com (B& I) conducted at		Thakur College jointly with Board of studies	Mumbai	Participated
S. Durgesh Kenkre					
1	SYLLABI REVISION OF ACCOUNTING & FINANCE AND BANKING & INSURANCE.		Board of studies	Mumbai	Participated
2	SEMINAR/WORKSHOP ORGANISED BY ICAI RELATING TO PROFESSIONAL DEVELOPMENT		Board of studies	Mumbai	Participated
T. Shefali Rai					
1	Presented a paper on "FDI in multibrand Retail: Foreign Direct Investment or Foreign Direct Invasion.			State	Presented Paper
2	Presented paper on "Carbon Trading: An emerging business.			State	Presented Paper
3	Presented a paper on "E Governance in India"			State	Presented Paper
4	Attended, 7 Days National Workshop on Research Methodology for Statistical Analysis using IBM SPSS Statistics 20.0,	May 27- June 2, 2013	ITM University Gwalior.	National Level	Participated
5	Management and Attended Faculty Development programme on "Multivariata Data Analysis for Management Research	14-20 June 2013	ABV-Indian Institute of Information Technology & Management, Gwalior	National Level	Participated

ANNEXURE “B”**ACADEMIC CALENDAR FOR ACADEMIC AND EXTRA CURRICULAR ACTIVITIES
FOR THE YEAR 2013-14**

Month	Activities
June 2013	Admissions for FY
July 2013	Extra Curricular Activities by various associations
August 2013	Extra Curricular Activities by various associations , Participation in Youth Festival of University of Mumbai Internal Test
September 2013	Extra Curricular Activities by various associations
October 2013	Semester Examinations
November 2013	Diwali Vacation
December 2013	Annual Day & Extra Curricular Activities by various associations
January 2014	Internal Test, Intercollegiate Festival- “Innovators”, Book Exhibition
February 2014	Farewell to outgoing students of T.Y. & M.Com & M.Sc. and Extra Curricular Activities by various associations
March 2014	Term end Tests
April 2014	Admissions for SY & TY
May 2014	Admissions for SY & TY

ANNEXURE “C”

ACTIVITIES DURING THE YEAR 2013-14

June 2013

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 2013

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 of literary and musical programme, the programme “Rutuchakra” was presented by Marathi Wangmay & Natya Mandal.
4	Lecture on National Stock Exchange and post graduation courses (NCFM) was conducted on 8 th July 2013 by officials of NSE for third year B.Com (Financial Markets) students.
5	Library orientation was held for first year students.
6	Book bank facility was extended students.
7	Musical, Literary & Drama events within the College

August 13

1	Friendship day was celebrated.
2	Inauguration function of students' council was organized.
3	Aspiring minds conducted online aptitude test for all third year students.
4	PTA meetings were conducted on 8 th August for the parents of 1 st year students of aided and unaided courses.
5	Poster Making Competition on the theme of “Use and Misuse of Water” was conducted by Nature’s Club on 6 th August, 2013.

6	Elocution Competition on the theme of “Pollution in Mumbai” was conducted by Nature’s Club on 7 th August, 2013.
7	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.
8	Best out of Waste Competition was conducted by Nature’s Club on 8 th August, 2013.
9	A guest lecture on education abroad was conducted by GEE BEE education Pvt. Ltd on 1 st August 2013.
10	Students celebrated onam the festival of Kerala in the Name Of Onavirunnum
11	The first meeting of P.T.A. was held For the parents of first year students.
12	Provided Coaching In Football and various sports and Games
13	Sports Events Like Cricket, Football, Table Tennis, Carrom, Chess.
14	Musical, Literary & Drama events in the Youth Festival

September 2013

1	Teachers' day was organized for all the teaching staff of our college to celebrate their selfless service to the society.
2	Ganapati visarjan by The NSS Team At Marve, Malavani
3	Blood donation and thalasaemia detection camp was held at our college bedrock hall.

October 2013

1	Semester Examinations
2	Saraswati Pooja was held on At Bedrock Hall.
3	Paper Assessments of All years

November 2013

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.

4	DLLE activities were organized
5	Sale of old books and magazines was done on 26 th November, 2013
6	Seminar on 'How to prepare for post graduate studies abroad.

December 2013

1	Annual Day
2	In December 2013 NIIT conducted lecture on Graduate Employability test conducted by them for the third year students.
3	College Competitions: Soap Carving, Fruit Carving, Best Out Of Waste, Greeting Card Making, Mahanadi, Cartooning, Rangoli Competition And Exhibition, Bridal Make Up
4	Annual Sports Day was conducted in December, 2013.

January 2014

1	Birth Anniversary of Swami Vivekananda Was Celebrated On 12 th January.
2	Pilot visit to Karnala Fort and Karnala Bird Sanctuary was conducted by Nature's Club on 5 th January, 2014.
3	Book Exhibition was held on 25 th , 26 th &27 th January, 2014.
4	NSS Team Volunteered for a Republic Day function held at Vivek School. Various competitions such as essays and poster making were held.
5	NSS Team Volunteered at the Pongal Day celebration on
6	NSS Team Volunteered at the prize distribution day
7	Preliminary written Quiz was held
8	Written Quiz Competition was conducted on 15 th January, 2014 & Final Quiz was held on 18 th January by Library Committee in the Bedrock Hall.
9	Book review competition was held
10	A Guest lecture was arranged to the career students for 'How To Prepare For UPSC Exam'.
11	A Seminar on National Security Database was organized by the department along with DLLE with St. Angelo on 28 th January 2014 for all students.
12	Visit to High Court, Mumbai.
13	Students visited hospitals in between Andheri and Borivali for

	a research on Biomedical waste and its management.
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February 2014

1	Annual prize distribution day 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 more than 650 students attended.
3	Street play on the topic “Woman is not an Object” was performed by nine students of NSS in February 2014.
4	A seminar was conducted on 10 th February, 2014 by faculties from Dr. D.Y. Patil Institute for student of third year on post graduation ‘ opportunities
5	A seminar was conducted on 24th February 2014 for the students of the third year by BSE on Financial markets- Career and Opportunities
6	A seminar was conducted in February 2014 by The Institute of Companies Secretaries for the students of first and second year on Understanding of Capital Markets.
7	TMLA Celebrated Pongal.
8	Book exhibition was held on in the K.G. class room.
9	In this month the students of Life Long Learning and Extension participated in UDAAN festival.

March 2014

1	Semester Examinations
2	Paper Assessments

April 2014

1	Paper Assessments
2	Admissions to S.Y. & T.Y.

ANNEXURE “D”

**DETAILS OF WORKSHOPS, SEMINARS & CONFERENCES ORGANIZED BY THE COLLEGE
DURING THE YEAR 2013-14**

Date	Title of the Workshop /Seminar/ Conference	No. of Participants	Resource Person / No. Of papers presented	Name Of the Organizing Department
10/07/2013	Academic Performance Indicator Scores with special reference to Research in Criterion -III	25	Resource Person Dr. Arvind Luhar	Research Cell
12/12/2013	State Level Workshop on Research Management	64	Mr. Vishwas Deokar, Dr. Chandrkant Puri.	Research Cell in collaboration with Rajiv Gandhi Institute of Contemporary Studies, University of Mumbai.
15/02/2014	Nation in Transition: Issues and Challenges in 21 st Century	25		Business Law Dept

ANNEXURE “E”

Qualifications of Teachers in respect of Research

Sr. No.	Teacher's Name	Department	Status
1.	Dr. Nandita Roy	Principal, Business Communication Department	Completed Ph.D. in 2001
2.	Dr. Tanusree Chaudhuri	Environmental Studies Department	Completed Ph.D. in 2002
3.	Dr. Malathi	Economics Department	Completed Ph.D. in 2011
4.	Prof. Neelu Khosla	Foundation Course Department	Completed M.Phil. in 1981 Registered for Ph.D.
5	Prof. Anjali Pathak	Mathematics & Statistics Department	Completed M.Phil. in 1986. Registered for Ph.D.
6	Prof. M.G. Mohanan	Mathematics & Statistics Department	Completed M.Phil. in 1984. Registered for Ph.D.
7	Prof. Manisha Naik	Commerce Department	Pursuing M.Phil. Registered for Ph.D.
8	Prof. Shefali Naranje	Business Communication Department	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.in 2009
16	Prof. Vandana Ladha	B.Com. (B & I) Department	Completed M.Phil.in 2009
17	Prof. Anupama Bali	B.SC. IT Department	Completed M.Phil.in 2009
18	Mrs. Bindu Varma	Librarian	Pursuing M.Phil.

ANNEXURE “F”

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 2013-14

1. Study on Energy Conservation

Title: Energy Conservation

a. Goal: The project was having a goal to reduce the number of units consumed by each household and to create awareness to the general public on Energy Conservation. In a metropolitan city like Mumbai electricity plays an important role in households as well as in industrial sector.

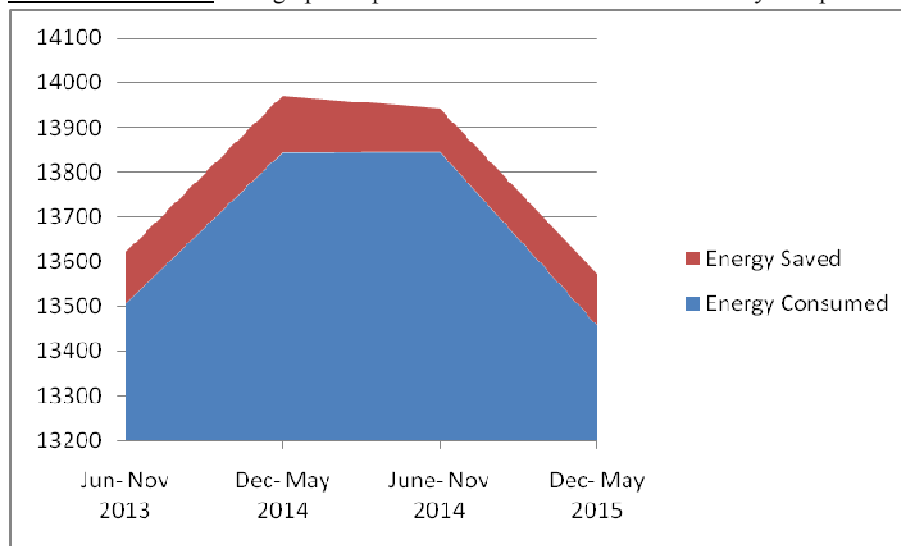
b. The Context:

- It creates awareness among the people.
- It helps to save electricity
- It helps the poor people to save some money
- It helps the volunteers to interact with different people.

c. The Practice:

Our college NSS unit implemented this project for the year 13-14. The project was mostly carried out in the adopted area (Bhagat Singh Nagar) which is our college's adopted area. But some of the volunteers did this project in their residential area as well. The project was to create awareness & suggest measures to be taken to conserve energy.

d. Evidence of Success: The graphical presentation of the Result of the survey is depicted below.



e. Problems Encountered:

- The residents of that area were not educated & hence to convince them was a difficult task for the NSS students.
- Some people ignored the NSS students & also did not provide the required information.
- Time management was a problem as students used to go after lectures, but by that time many of the residents would have had left for work/job.
- Some of the connections were illegal that was the reason why people did not give the right information.

2. Conduct of the Study Tours for Experiential Learning

Title of the Practice: Study Tour

- a. **Goal:** To give practical exposure to the students to supplement the theoretical concepts taught in the class-rooms. To help students understand the dynamics of knowledge in various domains.
- b. **The Context:** Carry out exploratory study to give exposure to our students about the working of the industries, financial sectors, judiciary frameworks and environmental issues etc.
- c. **The Practice:**
 - 1) Study tours are organised in consultation with Principal and concerned teaching staff members to decide on the specific area of study to explore like industries, BSE, NSE, Mutual Fund offices, Court visit, Juvenile (Jail) home and nature visits.
 - 2) Interested students are required to seek parent's permission. Teams are formed and amongst the team the leaders are selected who monitor the teams and assist the teacher in charge throughout the tour.
 - 3) Students are expected to write notes during visit, ask questions and understand the entire process/method at the place of study tour. After the visit they are required to submit the report on the same.
 - 4) Details of the Study Tours conducted during the year are as follows:
 - A. Industrial Visit (self financing course)**
 - 96 students of B.M.S., B.Com (A&F), B.Com (B&I), and B.Com (FM) were taken to industrial belt near Palghar, Wada.
 - Sudarshan Printing Press, printing and manufacturing notebooks was visited, where students were made to understand the entire process right from procuring the papers, cardboard, cutting it into right sizes, printing and finally binding.
 - Coca-cola bottling plant where the entire process of how the bottles are collected, washed, filled with cola, sealed and packed for shipment was shown.
 - It was a single day visit which was enjoyed by the students.
 - B. Court Visit and Juvenile (Jail) home**
 - 60 students of S.Y.B.Com were taken for High Court visit Churchgate. The students are able to witness the proceedings of the cases presented at the High Court. Students also interact with the advocates and discuss the cases and seek clarification of the doubts.
 - 60 student of S.Y.B.Com were taken for the visit of Juvenile Home visit at Dongri Sandhurst Road, Mumbai. Students are able to observe the children at the juvenile home understand the state of affairs at the juvenile home. For the awareness of the children at juvenile home, our students performed street plays and presented songs highlighting the importance of education.
 - C. Visit to SEBI and NSE**
 - 31 students of S Y B Com were taken for SEBI and NSE visit; students were made to understand the role of SEBI and NSE in Indian Capital Market and functioning of Stock markets.
- d. **Evidence of Success:** Reports submitted by students after the visit, shows the knowledge gained by them during the study tour. Questions raised by them and answers given by the concerned authorities during the visit are the evidences of the transfer of practical knowledge and learning process on the field. Students can subsequently co-relate what is being taught in the classes.
- e. **Problems Encountered:**
 - 1) Planning of the study tours, to coordinate with the officials of the places of visits, and acquire matching dates with the academic calendar of the college.
 - 2) The industries interested, falling in industrial belts are located outside Mumbai. Hence commuting time is proportionately too high as compared to actual visit time.
 - 3) Overnight stay in hotel exceeds the budgeted fees per student; hence students are not keen to join the visit.
 - 4) Parents are not interested in sending their wards for overnight visits.

ANNEXURE "H"

PLAN FOR THE NEXT YEAR 2014-15

June 2014

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

July 2014

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

August 2014

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

September 2014

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

October 2014

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

November 2014

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

December 2014

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

January 2015

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

February 2015

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

March 2015

1	Examinations
2	Paper Assessments

April 2015

1	Examinations
2	Paper Assessments