



RE-ACCREDITED
'A' GRADE
BY NAAC

DR. K. M. VASUDEVAN PILLAI'S CAMPUS

PCACS

★ NAAC RE-ACCREDITATION REPORT ★



MAHATMA EDUCATION SOCIETY'S
PILLAI COLLEGE OF ARTS, COMMERCE & SCIENCE

Dr. K. M. Vasudevan Pillai Campus, Sector 16, New Panvel - 410 206
Tel: 022- 2745 6100 / 1700 / 6030 | Fax: 022-2748 3208 | www.pcacs.ac.in

MHCOGN11351

**SELF STUDY REPORT FOR RE-ACCREDITATION
THIRD CYCLE,
2015-16**

**NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL
BANGALORE
INDIA**



PILLAI COLLEGE OF ARTS, COMMERCE & SCIENCE
Dr. K. M. Vasudevan Pillai Campus, Sector-16, New panvel – 410206

www.pcacs.ac.in

Tel.no.: 0222-7456100

Content	Page No.
NAAC Steering Committee	
Preface	1
Principal's Message	2
Executive Summary	4
Enclosure to Executive Summary	5
Self - Study Report	
A.Profile of the Institution	10
B.Criteria-wise analytical report	
1 Criteria I: Curricular Aspects	20
2 Criteria II: Teaching -Learning and Evaluation	40
3 Criteria III: Research, Consultancy and Extension	74
4 Criteria IV: Infrastructure and Learning Resources	103
5 Criteria V: Student Support and Progression	127
6 Criteria VI: Governance, Leadership and Management	151
7 Criteria VII: Innovations and Best Practices	165
C.In puts from the Departments	
Department of Bachelor of Commerce	182
Department of Accounting & Finance	194
Department of Financial Markets	203
Department of Bachelor of Management Studies	214
Department of Information Technology and Computer Science	226
Department of Biotechnology	236
Department of Bachelor of Mass Media	242
D.Post-accreditation Initiatives	247
Annexure	
1 Affiliation Certificate	252
2 Minority Certificate	255
3 Establishment Certificate	258
4 12th Plan - UGC Grant Certificate	260
5 2f and 12B Certificate	262
6 NAAC Accreditation Certificate	263
7 Peer Team Report	267
8 Financial Statements	269
9 Campus Plan	277

NAAC STEERING COMMITTEE

Dr. Mrs. Daphne Pillai (Principal)

Mr. A.N. Kutty (Vice- Principal)

Dr. Mrs. Aarti Sukheja

Ms. Bhavana Parab

Mrs. Monali Ray

Dr. Smitha Jayaram

Dr. Shrinandini Devi

Dr. Rinkoo Shantnu

Mrs. Abida Khan

Mrs. Deepika Sharma

Dr. Gajanan Wader

Mr. Shabab Rizvi

Mrs. Jennie Prajith

Mrs. Bindu Rajguru

Dr. Seema Somani

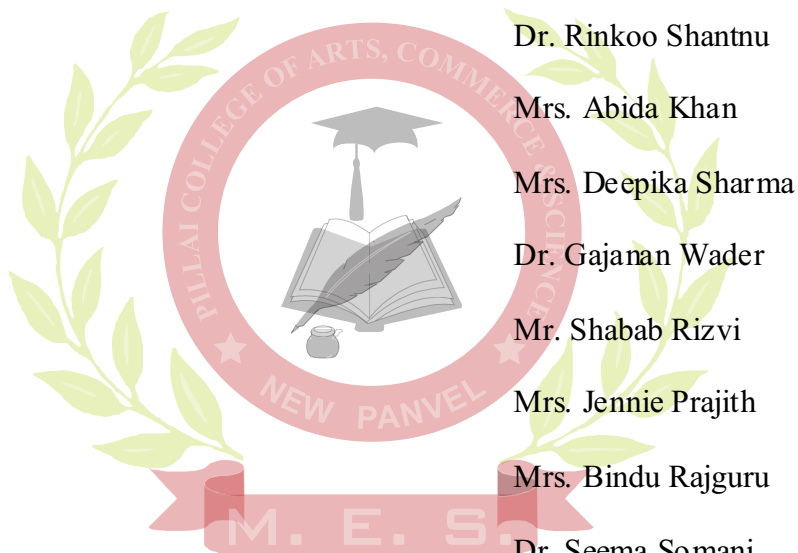
Mr. Sanjay Munnavalli

Mr. Gopalakrishnan Pillai

Mr. Sunil Nair

Mrs. Rajani Suresh

Mr. Arun Radhakrishnan

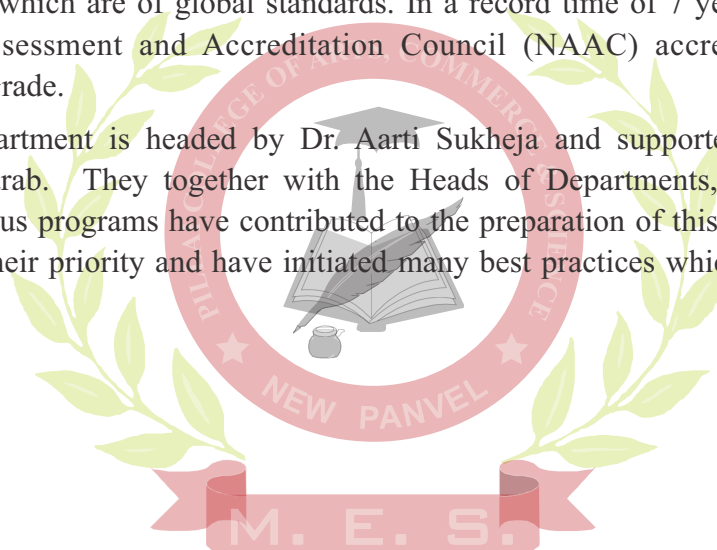


PREFACE

Mahatma Education Society's Pillai College of Arts, Commerce and Science was established in the year 1998 with 80 students to cater to the needs of Panvel, Raigad District, an area with hardly any development at that time. The objective was to provide quality education to students across all socio-economic categories.

We started with just one division of the Bachelor of Commerce degree and today we have 52 divisions in the faculties of Arts, Commerce and Science. We have Bachelor of Commerce. (Regular), Bachelor of Commerce in Accounts and Finance, Bachelor of Commerce in Financial Markets, Bachelor of Management Studies, Bachelor of Science in Information Technology, Bachelor of Science in Computer Science, Bachelor of Science in Biotechnology, Bachelor of Mass Media, Masters of Science in Information Technology, Masters of Science in Biotechnology, Masters of Commerce in Accountancy and Masters of Science in Biotechnology by Research. We now cater to a strength of 3500 students. We have 60 full time qualified lecturers, state-of-the-art infrastructure and high tech libraries and laboratories which are of global standards. In a record time of 7 years of its inception the National Assessment and Accreditation Council (NAAC) accredited us with the prestigious 'A' Grade.

Our 'IQAC' department is headed by Dr. Aarti Sukheja and supported by her assistant Ms. Bhavana Parab. They together with the Heads of Departments, Co-ordinators and staff of our various programs have contributed to the preparation of this report. They have kept quality as their priority and have initiated many best practices which are a part of this report.



PRINCIPAL'S MESSAGE

It gives me great satisfaction to present the self-study report of our institution to National Assessment and Accreditation Council for reaccreditation (Cycle 3). The accreditation process by the NAAC is an exercise that gives a meaningful sense of direction to educational institutions. We have made sincere efforts to improve the quality and tried our level best to implement the suggestions/recommendations given by the NAAC peer team. While submitting this report, we honestly believe that getting accreditation from an esteemed and autonomous body like NAAC is a matter of immense pride. We have highlighted our strengths and not ignored our weaknesses. We sincerely hope that our endeavours and sincere efforts meet the expectations of the NAAC.

The institution has truly risen from a simple beginning in 1998 to be the most popular institution catering successfully to the needs of rural, urban and global students. The institution proudly boasts of eight undergraduate and four postgraduate departments with enticing infrastructure surrounded by nature. After the first accreditation of our college, our Internal Quality Assurance Cell implemented diversified activities to enhance and enrich our academic and non-academic practices. We are trying sincerely to achieve excellence in all our endeavours by improvising our innate qualities, adopting innovative ideas and acquiring new skills.

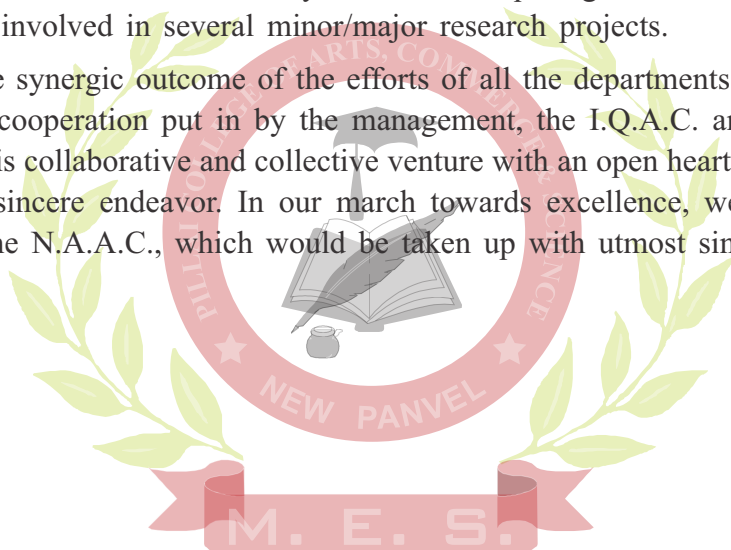
The institution has state-of-the-art audio-visual classrooms with LCD projectors, mikes and air-conditioners, wi-fi, internet/LAN connectivity, computer laboratories, state of the art library, hygienic cafeteria, conference room, language laboratory, students' common room, boys /girls room, auditorium, biotechnology laboratories, gymkhana, synthetic turf, spacious ground, rifle shooting range, health club, separate rooms for all departments, research centre, separate room for grievance cell, N.S.S., women's cell, IQAC, students' council, counseling centre and sufficient open space within the campus for conducting events. The infrastructure and I.C.T. facilities are regularly upgraded and maintained efficiently through a pool of permanently appointed hardware, electrical and maintenance staff. Within the parameters of Mumbai University regulations, we have been carrying out a student friendly, leak proof examination system. Green measures such as rain water harvesting, composting, waste management and the like have been adopted by the institution towards environment protection and sustenance. Several certificate courses have been introduced by many departments to add value to the curriculum. We are also working towards more industrial collaborations.

Our Biotechnology Department has linked up with Srujan Biotech Ltd. to provide plant tissue culture training to students. To strengthen national /international linkages our management has tied up with Google India Ltd. , Zensar Technologies and MOU with New York University- Urbanisation Project of the United Nations. We have an International Exchange Programme with St. Mary's University, California, U.S.A. for imparting cross cultural business studies training to students. The major thrust areas in the last five years have been research and integrating I.C.T. tools into teaching-learning. The institution is also aware of its social responsibility and promotes, in a big way, extension activities through its various cells and societies. The institution strongly believes that one

of the important goals of higher education is **national growth** and that **inclusive education** and **entrepreneurship** are the two most important strategies which will help us achieve this goal. Through a support system of mentoring, tutoring, and counseling, and the language lab, the individual needs especially of the disadvantaged/differently-abled students are being addressed. The Entrepreneur Development Cell of the institution and the Entrepreneur Club of our parent institution promotes entrepreneur culture among students. We are working on collaborating with corporate big wigs and organizing workshops/seminars to equip students with the skills to improve their employability quotient.

Our academic results have surpassed university results for all years. We have been awarded the Prof. Chandgadkar Trophy for the 'Best College Magazine' for three years in succession. We have maintained the position of being among the top ten colleges in sports in the University of Mumbai. In the field of cultural activities, we have been bagging gold/silver medals in theatre, performing arts and other categories, since last 4 years. We have been felicitated by the University of Mumbai for contributing maximum blood bottles in Raigad District for four years in succession. Our faculty have been acquiring Ph.D. / other qualifications and are actively involved in several minor/major research projects.

This report is the synergic outcome of the efforts of all the departments of the institution. I appreciate the cooperation put in by the management, the I.Q.A.C. and other members of the staff for this collaborative and collective venture with an open heart. I hope this report will justify our sincere endeavor. In our march towards excellence, we look forward to guidance from the N.A.A.C., which would be taken up with utmost sincerity.



EXECUTIVE SUMMARY

Dr. K.M. Vasudevan Pillai is the visionary founder of Mahatma Education Society's Pillai Group of Institutions. His belief that education is the only means to large scale transformation led him to establish 48 educational institutions across Maharashtra: in Mumbai, Navi Mumbai and Rasayani.

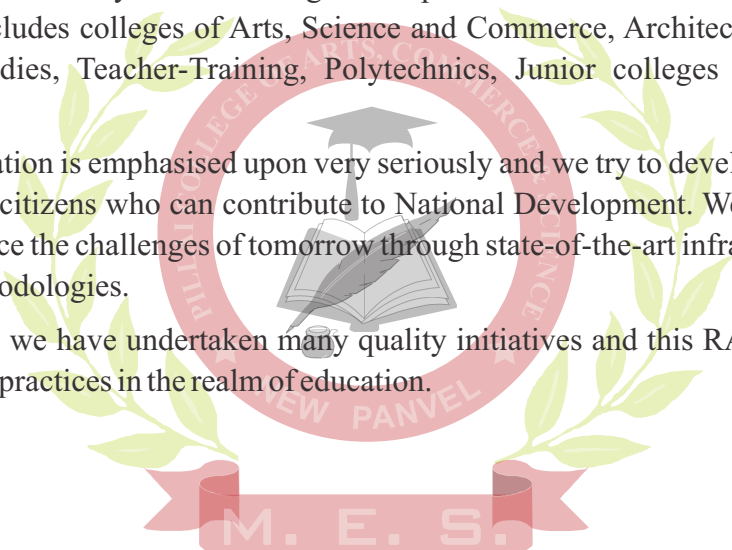
He established the Pillai College of Arts, Commerce and Science in the year 1998 in New Panvel, Navi Mumbai an area of incipient growth and development. His vision was to create an educational hub delivering world class quality education to students across all socio-economic categories. His vision has today become a reality and our campus at Panvel has become a benchmark of quality education in India.

His book *EduNation* is a dream of India empowered. It is an inspirational story of his journey from an educator to an educational entrepreneur. It is the story of a true educator who battled all odds to educate, empower and enhance lives.

Mahatma Education Society has now 7 elegant campuses and 48 educational institutions under its banner and includes colleges of Arts, Science and Commerce, Architecture, Engineering, Management Studies, Teacher-Training, Polytechnics, Junior colleges and International Schools.

Value based education is emphasised upon very seriously and we try to develop each student to be good and able citizens who can contribute to National Development. We train them to the fullest extent to face the challenges of tomorrow through state-of-the-art infrastructure and new age teaching methodologies.

Towards this goal we have undertaken many quality initiatives and this RAR showcases our activities and best practices in the realm of education.



ENCLOSURE TO EXECUTIVE SUMMARY

Criteria 1

- a. Our faculty members contribute immensely to the curriculum development either as active members of the syllabus framing / revising committees or by conducting workshops at our Campus for the teaching fraternity of our region or by participating as moderator or members in the workshops conducted at other Institutions.
- b. Teaching plans, academic calendar and regular formal and informal interaction with teaching fraternity of our institution or outside the institution helps us to plan and implement the curriculum effectively. Teachers are supported with latest technology and tools for effective communication and curriculum delivery.
- c. We have a number of innovative programs for training the students to face the competitive world after graduation.
Add-on courses to improve the skill, training in communication ability through (Language Laboratory,) leadership qualities and Managerial ability (Event Management), Community service (Social Service Day), Environment project (Tree Plantation), brotherhood (Industrial Visit) are some of the qualities each programme co-ordinator tries to inculcate on every student, as a part of curriculum enriched programme.
- d. Regular class tests, interaction with students / guardians help our teachers to get accurate feedback which helps them in timely intervention.

Criteria 2

- a. We have a functional institutional website through which students can avail all information relating to the course, Syllabus, Co-ordinators name, etc. In addition to this, is our prospectus which contains all the information needed by students at the time of admission. We have an Enquiry Desk managed by experts. Our admission process is fully transparent and is handled by senior teachers.
- b. Slow learners and advanced learners are supported by our teachers through guardian teacher system, counseling, special tests, bridge courses, add on courses, professional courses, etc.
- c. Teachers use interactive and adopt participation methods in the class room through question and answer session, debates, 'student as a teacher', etc.
- d. Critical thinking, creative and scientific cultures are the basic qualities which we try to develop in students through Seminars, Projects, Presentation and Group discussions.
- e. After appointing qualified and efficient teachers, we continuously evaluate their performance through formal/informal feedbacks and counsel them wherever necessary.
- f. We have a time tested full proof standardized examination procedure which takes care of standard needs.

Criteria 3

- a. Mahatma Education Society for the benefit of all affiliated units has started a Research Centre. Regular seminars, conducted at the Research Forum, contribute immensely to develop research culture.
- b. Our teachers regularly prepare minor/major research projects for consideration of

University Minor/U.G.C. We have many successful projects to our credit and many in the process of completion.

- c. One of our faculty submitted a proposal on the synchrotron X-ray Experiment at India Beamline at Photon Factory under Department of Science, GOI and implemented by Saha Institute of Nuclear Physics, Kolkata, and one of our faculty has submitted 3 papers in an International Forum.
- d. Our biotechnology laboratory has been recognized as a Research Laboratory for M.Sc. by Research. We have a long term plan to convert these laboratories to a research laboratory for Ph.D. degree.
- e. At present one of M.E. students of P.I.I.T. has been permitted to carry out a project on “Application of Thermal Imaging Camera for finding the maturing and ripening of fruits”.
- f. Selected second year and final year students are at present doing some projects in the laboratories under the guidance of our teacher.

Criteria 4

- a. The college has excellent infrastructure facility comparable to international standards. Class rooms are well ventilated and spacious. A few of them are air conditioned and we plan to air condition all classrooms.
- b. We have 360 computers and support by internet. All software are licensed versions and all laboratories are equipped with latest version software and technology. Computer laboratories and campus area are kept clean by the group of house keeping staff.
- c. We have 24 hour security staff and CCTV at certain important locations. Car/Scooter parking is provided free of cost.
- d. Maintenance of computers are looked after by Hardware Manager (Mr. Rajesh Menon) and his team. Campus cleanliness is taken care of by Maintenance Manager (Mr. Rajesh Pillai)
- e. Library is well equipped to cater to students' need. It is covered by C.C.T.V. and a class room is provided as reading room in addition to space inside the library. We have an open library system.

Criteria 5

- a. Some of the events through which we train practical aspects are
 - 1. Bachelors of Management Studies – Marketing Fair, Team building workshops
 - 2. Accounting/Finance.
 - 3. Financial Markets.
 - 4. Bachelor of Commerce.
- b. At University level, we participate in all cultural events and sports. We have been winning prizes in Inter Collegiate level competitions and some of our students have represented Mumbai University and some students have participated in International events in both cultural and sports
- c. Our students also participate in competitions conducted by other Institutions .Eg (Times of India, Xaviers, etc)

- d. Placement Cell is very active and a number of companies visit us for campus interview and at times these companies conduct inter college recruitment fair at our institution because of the good facilities are available.
- e. Counseling is done by a Professional Counselor who is an employee of our Institution.
- f. N.S.S., Lifelong Learning are active in extension activities.
- g. All branches conduct industrial visits which help students to develop brotherhood, understand social issues; learn practical part of the theory which they are taught in classroom.
- h. We prepare students for Bank examination, U.P.S.C., M.P.S.C., and other Professional examinations. Our qualified staff (Chartered Accountants) helps C.A., C.S. students regularly.
- I. Students' Council has been formed as per University rules. In addition to student representative we have two class co-ordinators from students of each division for academic Co-ordination. We have student representatives in committees such as Library Committee, Canteen Committee.

Criteria 6

- a. The institute is managed by Mahatma Education Society. The Society does not interfere in day to day administration of the college. We believe in decentralization of authority to take care of the tremendous growth.
- b. Each unit is independent and policies are very clearly spelled out. Each programme co-ordinator has the authority to take decisions within the overall policy of the Management and they also have financial authority. However, they are accountable for academic performance and discipline.
- c. Management appreciates the contribution of each staff and their contribution is rewarded through annual increments. Staff is entitled for casual leave / medical leave / annual leave and maternity leave. We have a co-operative credit society.
- d. We have regular staff meetings and policies are decided and delivered in such meetings.
- e. Regular interaction with stake holders is a standing policy of the institute and is carried out by all departments with feedback systems.
- f. Within each department there is a budgetary system for any event planned by them.

Best Practice 7

- a. Examination system
- b. Departmental community service
- c. Exit feedback
- d. Mock project viva
- e. Practice of Optical mark recognition (OMR) sheets before University examination.
- f. Language Lab
- g. Introduction of conditional admission policy
- h. Student requisition of books
- i. Introduction of online Railway concession and online ATKT form filling.
- j. Internal Audit System for departments
- k. Teachers' exchange programme
- l. Internship for financially weak students
- m. Training for competitive exams
- n. Student Exchange Programme
- o. Certificate courses
- p. Problem book



Vision

“EDUCATION For ALL”.

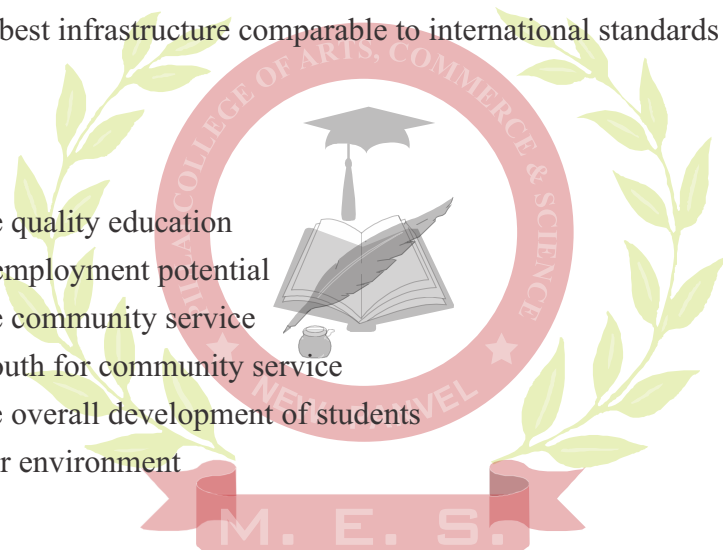
To fulfill our vision, we welcome students from diverse backgrounds irrespective of region, religion, caste, economic strata and academic performance.

Mission

- Achieving excellence in education by maintaining high standards of teaching, shaping talents of students, moulding their character and imbining in them a sense of civic responsibility
- Empowering students to become able, responsible citizens by imparting quality education and inculcating sound values
- Providing best infrastructure comparable to international standards

Goals

- To provide quality education
- To create employment potential
- To provide community service
- To train youth for community service
- To achieve overall development of students
- Respect for environment



SECTION B: PROFILE OF THE INSTITUTION

1. Name and Address of the College:

Name :	Pillai College of Arts, Commerce & Science	
Address :	Dr. K.M. Vasudevan Pillai Campus, Plot no 10, Sector 16, New Panvel	
City : Navi Mumbai	Pin : 410206	State : Maharashtra
Website :	www.pcacs.ac.in	

2. For communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Daphne Pillai	0:0222-7456 100 EXT: 161	9820123504		daphnepillai@mes.ac.ir
Vice Principal	Prof. A.N.Kutty	0:0222-7456 100	9820394008		sarala_narayan@yahoo.com
Steering Committee Co-ordinator	Dr. Arti Sukheja	0:0222-7456 100	9930186306		aartisukheja@gmail.com

3. Status of the Institution:

☒ Affiliated College ☐ Constituent College ☐ Any other (specify)

4. Type of Institution:

a. By Gender

☐ For Men ☐ for Women ☒ Co-education

b. By Shift

☒ Regular ☐ Day ☐ Evening

5. It is a recognized minority institution?

☒ Yes ☐ No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence

Linguistic

6 Sources of funding:

☐ Government ☒ Grant-in-aid ☒ Self-financing ☐ Any other

7. a. Date of establishment of the college: **17/10/1998**

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

**University of
Mumbai**

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	21/12/2009	
ii. 12 (B)	21/12/2009	

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

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

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	NIL			
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

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

☐ Yes ☒ No

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

☐ Yes ☒ No

9. Is the college recognized?

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

☐ Yes ☒ No

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

b. for its performance by any other governmental agency?

☐ Yes ☒ No

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

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

Location Semi Urban	Campus area 2024 sq.mts	Built up area 36952 sq. mts
--------------------------------------	--	--

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

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

☐ Auditorium/seminar complex with infrastructural facilities ☒

☐ Sports facilities

☒ Play ground

☐ Swimming pool

☒ Gymnasium

☐ Hostel

Boys' hostel ☒

Number of hostels 01	Number of inmates 50	Facilities Wifi & Canteen
---------------------------------------	---------------------------------------	--

Girls' hostel

Number of hostels 01	Number of inmates 500	Facilities Wifi & Canteen
---------------------------------------	--	--

Working women's hostel

i. Number of inmates

ii. Facilities (mention available facilities)

- ☐ Residential facilities for teaching and non-teaching staff
(give numbers available - cadre wise)
- ☐ Cafeteria ☒
- ☐ Health centre ☒
- ☐ First aid, Inpatient, Outpatient, Emergency care facility, Ambulance...

Health centre staff

Qualified doctor Full time ☐ Part time ☒

Qualified Nurse Full time ☐ Part time ☐

- ☐ Facilities like banking, post office, book shops ☒
- ☐ Transport facilities to cater to the needs of students and staff ☐
- ☐ Animal house ☐
- ☐ Biological waste disposal ☒
- ☐ Generator or other facility for management/regulation of electricity and voltage ☒
- ☐ Solid waste management facility ☒
- ☐ Waste water management ☒
- ☐ Water harvesting ☒

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

Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
Under-Graduate	Bachelors of Commerce	3 yrs	12 th Pass	English	768	733
	Bachelors of Management Studies	3 yrs	12 th Pass	English	540	577
	Bachelors in Accounting & Finance	3 yrs	12 th Pass	English	360	397
	Bachelors in Financial Markets	3 yrs	12 th Pass	English	180	172
	Bachelors in Computer Science	3 yrs	12 th Pass	English	540	254

	Bachelors in Information Technology	3 yrs	12 th Pass	English	720	694
	Bachelors in Mass Media	3 yrs	12 th Pass	English	180	168
	Bachelors in Biotechnology	3 yrs	12 th Pass	English	210	187
Post-Graduate	Masters in Commerce	2yrs	Graduation in Commerce	English	240	201
	Masters in Information Technology	2yrs	Bachelors in Information Technology	English	80	75
	Masters in Biotechnology	2yrs	Bachelors in Biotechnology	English	60	57
Integrated Programmes PG						
Ph.D.						
M.Phil.						
Ph.D						
Certificate courses	Tally ERP	7 days		English		
	Capital Markets	10 days		English		
	Soft Skill	7 days		English		
	French Language	10 days		French		
UG Diploma						
PG Diploma						
Any Other (specify and provide details)						

13. Does the college offer self-financed Programmes?

Yes ☒ No ☐

If yes, how many?

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

Yes	<input checked="" type="checkbox"/>	No		Number	2
-----	-------------------------------------	----	--	--------	---

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

Faculty	Departments (eg. Physics, Botany, History)	UG	PG	Research
Science	Computer Science	✓		
	Information Technology	✓	✓	
	Biotechnology	✓	✓	✓
Arts	Mass Media	✓		
Commerce	Commerce	✓		
	Accounts	✓		
	Economics	✓		
	Accounting & Finance	✓		
	BMS	✓		
	Financial Markets	✓		

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

- a. annual system ☐
b. semester system ☒
c. trimester system ☐

17. Number of Programmes with

- a. Choice Based Credit System ☒
b. Inter/Multidisciplinary Approach ☐
c. Any other (specify and provide details) ☐

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

Yes ☐ No ☒

If yes,

- ☐ Year of Introduction of the programme(s)(dd/mm/yyyy)
☐ and number of batches that completed the programme
☐ NCTE recognition details (if applicable)
☐ Notification No.: Date: (dd/mm/yyyy) Validity:
☐ Is the institution opting for assessment and accreditation of Teacher Education Programme separately? Yes ☐ No ☐

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

Yes ☐ No ☒

If yes,

- Year of Introduction of the programme(s)..... (dd/mm/yyyy)
and number of batches that completed the programme
- NCTE recognition details (if applicable
Notification No.: Date: (dd/mm/yyyy) Validity:.....
- Is the institution opting for assessment and accreditation of Physical Education
Programme separately?
Yes No

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

[illegible]

***M-Male *F-Female**

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D. Sc./D.Litt.							
Ph.D.	-	-	-	-	01	06	07
M.Phil.					01	12	13
PG					02	17	19
Temporary teachers							
Ph.D.					01	02	03
M.Phil.					-	04	04
PG					09	36	45
Part-time teachers (Clock Hour Basis)							
Ph.D.					01	02	03
M.Phil.							
PG					07	07	14

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 17

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

Categories	Year 1 2011-12		Year 2 2012-13		Year 3 2013-14		Year 4 2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	82	103	86	116	63	109	84	126
ST/NT	23	29	26	33	23	43	41	44
OBC	194	234	197	256	178	250	194	260
General	1024	1162	1033	1288	1079	1389	1120	1379
Others	-	-	-	-	-	-	-	-

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

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1201	181	-	-	-
Students from other states of India	17	03	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	01	-	-	-
Total	1218	185	-	-	-

25. Dropout rate in UG and PG (average of the last two batches)

UG 0.06

PG 0.01

26. Unit Cost of Education (2014-15)

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

(a) Including the salary component

Rs.18,806

(b) Excluding the salary component

Rs.8743

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes ☐

No ☒

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes ☐

No ☐

b) Name of the University which has granted such registration

c) Number of programmes offered

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

Yes ☐

No ☐

28. Provide Teacher-student ratio for each of the programme/course offered

Course	Student -Teacher Ratio
Arts	60 : 1
Commerce	33.2 : 1
Science	81.87 : 1

29. Is the college applying for

Accreditation : Cycle 1 ☐ Cycle 2 ☐ Cycle 3 ☒ Cycle 4 ☐

Re-Assessment: ☐

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

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

Cycle 1: (03/05/2004) Accreditation Outcome/Result – A grade

Cycle 2: (08/01/2011) Accreditation Outcome/Result – A grade

Cycle 3: (dd/mm/yyyy) Accreditation Outcome/Result.....

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

31. Number of working days during the last academic year.

32. Number of teaching days during the last academic year
(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC (13/06/2007)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC

AQAR (i) 2010-11 (25/6/2011)

AQAR (ii) 2011-12 (30/04/2012)

AQAR (iii) 2012-13 (13/05/13)

AQAR (iv) 2013-14(13/11/2014)

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



Curricular Aspects



CRITERIA I: CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING & IMPEMENTATION

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

VISION:

Our vision is “Education For All”. To fulfill our vision we cater to students of diverse backgrounds irrespective of region, religion, caste, economic strata and academic background.

MISSION:

1. Achieving excellence in education by maintaining high standards of teaching, shaping talents of students, moulding their character and imbibing in them a sense of civic responsibility.
2. Empowering students to become able and responsible citizens by imparting quality education and inculcating sound values.
3. Providing best of infrastructure comparable to international standards.

OBJECTIVES:

1. To achieve quality in education.
2. To create employment potential.
3. To provide community service.
4. To provide youth for community service.
5. To achieve overall development of students.
6. To create respect for environment among students and staff.

The vision, mission and objectives are communicated to the various stakeholders through the following modes:

- Prospectus
- Website
- Academic Calendar
- Curriculum Delivery
- Extra-Curricular Activities
- Staff meetings
- Parent-teacher meetings
- Induction programme for newly admitted students
- Alumni meetings
- Students' Council and Associations
- Class Coordinators
- Student Representatives in important committees
- Separate notice board for each stream
- Notices/Announcements in class

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process & substantiate through specific examples.

Our institution develops plan of action well in advance before the beginning of the academic year. The plan of action chalked out for effective implementation of the curriculum include:

- Students going for final year examination are engaged for one additional month of coaching prior to regular classes so that the portion can be completed well in advance. We also organize revision lectures and guest lectures. For example: Second year examination gets over by end of March and we begin our lectures of third year session immediately on 1st April (1st April to 30th April) although the new session starts from June. Thus we get an advantage of an additional month to complete the portion and revise the lessons.
- Recruitment of teachers is done in the month of March. Their skills and ability in the classroom are determined through demonstration lectures. Subjects are allocated to them at the time of appointment, so that they can prepare notes and be ready for lectures at the beginning of the academic session.
- Certain subjects like Mathematics and Accountancy need additional lectures and our teachers take additional lectures on holidays.
- Subjects like 'Operation Research' in B.M.S. needs in-depth handling and therefore although the said subject is prescribed in the sixth semester, we allocate few lectures in the fifth semester itself.
- For Financial Accounting I of third year B.Com. only four lectures per week are allocated by University of Mumbai, but we allocate five lectures per week so that they get more practice in solving problems.
- Academic Calendar is prepared before beginning the session which enables the Co-ordinator/ Teacher to plan their teaching and completion of portion in time taking into account other activities of the Institution.
- Teachers going on long term leave such as maternity leave submit and discuss the leave plan in advance so that before allocation of workload to such teachers, due care is taken and substitute teachers are appointed so that there is no loss of instruction time for the students.
- Cancellations of lectures are very rare. We have Time Table Adjustment Committee to readjust lectures in case of teacher absenteeism due to unavoidable reasons. There is a standard operating procedure of each teacher informing the Committee well in advance his/her absenteeism so that lectures can be allocated to other teachers. Thus we use 100% of our lecture schedule as per the time table.
- Teaching plan is prepared by each subject teacher 7 days before the beginning of the semester. These teaching plans are discussed in the Departmental meeting and monitored by Coordinator/HODs. Any modification, if required, is discussed in the departmental meeting. Informal feedback is obtained from the students by Vice Principal, HODs and Coordinators.
- In addition to statutory internal tests, we conduct periodical performance tests to verify

the effectiveness of our teaching. The performance of the students at these tests are analyzed and discussed with parents.

- Our teaching schedule for each semester starts from the first day of the semester itself as the time table is decided and distributed to the teachers on the last working day of the earlier semester.
- We support students academically through various innovative ideas such as guardian teachers, student mentoring, etc to avoid dropouts and remove the fear of failure and to make learning enjoyable.
- To avoid financial problems and connected worries we have the following systems in operation;
 - a. Fee concessions to economically backward students.
 - b. Facility for payment in installments.
 - c. “Earn while you learn” Policy
 - d. Internship with stipend.
- Before each semester begins our Co-ordinators study the curriculum and submit the requirements to deliver the curriculum satisfactorily to the Vice Principal. All arrangements as per requisition is done well in advance.
- We have introduced a new system of Class Co-ordinators for each division (Student representative). Each class co-ordinator reports to the class teacher any issue relating to portion completion, effectiveness of the lectures, etc. so that decisions are taken and implemented immediately by the Co-ordinator.
- We also take help of guardians in ensuring their wards' active participation in classrooms and performance tests. Apart from regular parent teacher meetings, we interact with guardians of students who need special attention on a regular basis.
- We have a grievance free campus as we have a proper system in place to solve them.
- A Suggestion box is kept in first floor is easily accessible to students.
- By strengthening National and International linkages we try to improve the employability of students.
- We have standard operating procedure for the effective functioning of examinations and office.

In-addition to the above steps, our institution makes use of a number of innovative processes to aid Teaching and Learning for implementation of the Curriculum;

- **Increasing the use of ICT in teaching - learning**-Increased the number of Audio Visual rooms to promote the use of presentations (both teacher and learner) for teaching.
- In certain subjects, **movies, advertisements, documentaries** related to topics are shown to give a better understanding of real life situations.
- **Case Studies and discussions** on them is a regular practice for different subjects.
- **Field Visits** have been a common activity for many subjects.
- **Staff Exchange Programme:** Biotechnology Department in association with D.D. Vispute College
- **Class Tests:** Weekly/Bi Weekly Class tests conducted so that learners maintain a continuous learning habit.

- **Remedial Classes:** Remedial lectures were conducted for academically weak students.
- **Extra lectures:** Extra Lectures were conducted for final year students of the next academic year in the current academic year.
- **Guardian Teacher:** Regular monitoring and assistance of weak students through guardian teachers.
- **Advance Learner Programme:** Under this, advanced learners were encouraged to solve University Papers and efforts were made by teachers to improve their performance.
- **Feedback:** Formal/Informal Feedback from students and follow up action.
- **Interaction of coordinator with the Class Coordinator:** Interaction was beneficial for identifying problems in teaching-learning.
- **Bridge Course:** Bridge Courses on subjects which were not familiar to students were conducted.
- **Language Lab:** Students having language barriers were identified and given English mentoring.
- **Guidance Sessions:** Guidance Lectures were conducted for final year students of different streams by subject experts.
- **Student Mentoring:** Enabling academically weak students to cope with the learning by including them in groups with an academically strong student.
- **Mentoring by management, corporate guests, teachers and students:** Mentoring was to acquaint students to the practicalities of the actual world scenario.

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

Our institution takes the following steps for effective implementation of curriculum:

- Decentralization of Authority to the Co-ordinator/HODs is our institutional policy. Each Co-ordinator carries out her/his duties within the policy frame work. Therefore, every co-ordinator is motivated and supported in their endeavor for translating the curriculum into reality and introducing innovative teaching practices through her/his team.
- Management ensures all laboratories are provided with the latest version of computers for Computer labs and instruments for Biotechnology Laboratories.
- We get regular and timely direction from University of Mumbai through Circulars which help us to implement the plan of action to achieve the curriculum objective.
- **Faculty improvement programme –**
Teachers are encouraged to register for Ph.D. and motivated to complete the programme. While we had 1 Ph.D. in the first cycle of Accreditation, number went upto 3 in second cycle and 9 in the current third cycle.
Teachers are encouraged to write Research papers and present them in National / International Seminars. Our teachers have presented papers in International forums -
2010 – 11 Washington – Population Association of America – Presented paper on Demography.
2013 – 14 South Korean, Bussan – IUSSP – Demography.
2014 – 15 Malaysia – Asian Population Association – Demography.
2015-2016 Turkey- Education: The Power of a Second Chance

- Chemicals needed for Biotech Laboratory are bought well in advance and stock is maintained for one whole year.
- In addition to 12 audio visual rooms, we also have mobile audio visual systems. If any additional teaching facility is requisitioned by the co-ordinator it is provided by the management without any delay.
- We have several classrooms which are air conditioned our plan is to provide air conditioning for all class rooms.
- The library resources are augmented with newer editions and more number of titles. Books as per changed syllabus are made available in the library from the start of the academic session. The library facilitates timely access to print and non-print resources via library OPAC and other exceptionally responsive services.
- Books as per the changed syllabus are requisitioned for well in advance so that fresh supply is available to students before the beginning of the semester.
- Photocopying facility is available for faculty as and when required as we have the Photocopying machine with an attendant in service.
- Teachers are encouraged to participate in Workshops, Seminars and Conferences at State, National and International level.
- The institution conducts workshops and seminars of National and International importance at our campus.
- For linking theory with practical knowledge, students are taken for Industrial Visits.
- Our liaison with the I.T. industry helps us in conducting workshops for teachers at our campus on computer related subjects. For example:- Patni Computers conducted a workshop for our teachers on Unified Modeling Language in our computer laboratory.

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

Effective curriculum delivery is done through the following methods;

- Through Teaching by adopting various methods such as chalk and board, power point presentations, etc.,
- Through acquisition of new books.
- Through Workshops organized and attended
- Guest lectures by members of the Board of Studies of various subjects who frame the Syllabi.
- Regular interactions between the Lecturers who take the subjects.
 - A. Copies of curriculum/ syllabus issued by University of Mumbai are kept in the library for ready reference. Any change in curriculum as per intimation received from University is also supplied to library as student reference copy.
 - B. Copies of curriculum are kept in each department and teachers who are allocated different subjects are to study the syllabus and frame teaching plans accordingly.
 - C. Teaching plans are discussed with HODs / Co-ordinators and effective implementation of the same are monitored by the class co-ordinator (Student) and Programme Co-ordinators

- D. Books relating to curriculum of each subject are stored in advance in the library. The library committee consists of HODs and co-ordinators and they monitor the availability of books relating to each subject.
- E. In case of curriculum change, workshops are conducted by the Board of Studies of the University of that particular subject. Such workshops are attended by the concerned teacher.
- F. Members of the Board of Studies who have framed the curriculum are invited to take guest lectures for our students so that doubts can be cleared and clarity can be achieved.
- G. Regular interaction between the teachers of the department handling the same subjects improves the curriculum implementation.

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

- Our Management has tied up with Google India Ltd. to augment the I.T. infrastructure of the campus.
- MOU with NYU-STERN Urbanisation Project for setting up 'Urban Expansion Observatory' at our Campus.
- To strengthen industry linkages, Department of Biotechnology linked up with Srujan Biotech Ltd. to provide plant tissue culture based training to their students. Department of Biotechnology also organized collaboration projects with Department of Science and Technology, New Delhi.
- We have regular interaction with industry. (For example: Our I.T. Co-ordinator was invited by WIPRO for an interaction and they recognized our contribution to industry academic partnership.)
- MOU with ZenSar for conducting training programmes and placements for I.T. and C.S. students
- Students are encouraged to participate and present projects and research papers at 'Avishkar' Research Convention of University of Mumbai.
- To provide students an opportunity to visit the companies of world repute, our Management organizes an International Exchange Programme with St. Mary's College of Business and Economics, California, U.S.A. every year.
- I.T. Department organizes a series of seminars in collaboration with SEED InfoTech, EDUONIX and NIIT companies to learn practical application of various subjects.
- MOU with Reliance to organize training programmes for faculty and students and conduct placement drive in the Campus.

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

- Some of our Co-ordinators are members of core committee which frames the syllabus of University of Mumbai (Dr. K.M.Srinandhini (Biotech), Mrs. Prerna Sharma (B.M.S.)). They actively participated and contributed towards syllabus framing of their respective subjects.

- Our members have also contributed to the discussion of re-framing of current syllabus on basis of feedback received by Board of Studies from various stake holders. For example: Co-ordinator of B.M.S. Mrs. Perna Sharma attended a meeting on 10th August, 2015 to decide the re-framing / re-structuring of subject of Operation Research and Accountancy of B.M.S. fifth and sixth semesters.
- On behalf of University of Mumbai we have conducted workshops for teachers of Navi Mumbai , Ratnagiri and Sindhudurg colleges whenever syllabus change takes place.(For example: Department of Economics, Department of B.M.S. , Department of B.Com Accounting & Finance and Department of B.Sc. I.T. & C.S.)
- Being a part of syllabus framing team, our teachers participate as Moderators in workshops conducted for regions other than Raigad. For example:- Mrs. Perna Sharma of B.M.S. and Ms. Bhavana Parab of B.Com Financial Markets participated as moderators.
- Some members have authored books to cover revised syllabus. Mrs. Perna Sharma is the author for various books like Organizational Behavior and Human Resource Management, Recruitment and Selection, Motivation and Leadership, Strategic Management, Business Environment, Special Studies in Marketing, Environmental Management and I.M.T.P., Mrs. Jennie Prajith has authored a book “Effective Financial Services” for F.Y.B.Com. F.M., Mrs. Kavita Baddi has authored a book on “Financial Accounting – V” for T.Y.B.Com. A/F and Ms. Bhavana Parab has authored a book titled 'Managerial Accounts' for S.Y.B.M.S.
- Faculty members are appointed as Chairperson, Moderators, Examiners for University and Affiliated College for semester Examination.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

We conduct the following courses other than those under the purview of University of Mumbai;

- A. Tally ERP Accounting Course”
- B. Basic Capital Market
- C. Soft skill Course
- D. Dot Net
- E. Plant Tissue Culture
- F. Competitive Exam Courses (MPSC, UPSC, Bank exam)
- G. N.S.D.C. financial literacy programme organized by Union Government (proposed)

} Design and development of the syllabus is done by Professional Institutes to cater to Industry needs in terms of employ-ability in consultation with our teaching faculty.

1.1.8 How does the institution analyse /ensure that the stated objectives of curriculum are achieved in the course of implementation.

Stated Objectives of Curriculum are;

- Imparting of knowledge
- Employability

- Social Awareness
- Environmental protection
- Human Values
- Over all development of students
- Moral and ethical values

We analyze and ensure that the stated objective of curriculum is achieved through the following methods;

- A. Through feedback from students and other stake holders
- B. Through class test and examinations.
- C. By getting students and teachers involved in Social Work
- D. By conducting Campus recruitment and by strengthening industry linkages.
- E. By getting students involved in Environment Protection activities like Tree Plantatio Drives, Cleanliness drive, Sparrow protection through shelter, Conservation of Kalundri river of Panvel by assessing the quality of water on a quarterly basis to analyze the pollutionlevel and to adopt new measures to conserve it. Our BMM student, Ms Aishwarya Shridhar was awarded Asia's young Naturalist prize. She was also an ambassador of NDTV's 'SAVE OUR TIGER CAMPAIGN' along with actress Dia Mirza whose many photographs bagged prizes and acknowledgements from various organizations like PAWS, AVES, RANN around the world.
- F. By conducting Workshops, Guest Lectures, etc.,

1.2.1: Specifying the goals and objectives give details of the certificate/ diploma/ skill development courses etc. offered by the institution.

The institution provides a number of additional certificate/ skill oriented programmes, relevant to regional and global employment markets. These are introduced to develop in students additional skills in students which is beyond the curriculum and to provide them with practical approach to learning.

- Tally ERP Accounting Course”
- Basic Capital Markets
- Soft skill Courses
- Dot Net
- Plant Tissue Culture
- Competitive Exam Courses (MPSC, UPSC, Bank Exam)
- International Exchange Programme with St. Mary's College of Business and Economics, California, U.S.A.

These courses give a cutting edge to our students in the employment market through improved skills, communication ability and increased field knowledge.

1.2.2 Does the institution offer programmes that facilitate twinning / dual degree? If 'yes', give details.

No.

We are affiliated to the University of Mumbai which does provide for dual/twinning program.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- Range of Core/ Elective options offered by the University and those opted by the college

Course	Class	Semester	Offered by University	Opted by the College	Employment Opportunities
B.Com	F.Y.B.Com	I and II	**	No Option	
	S.Y.B.Com	III and IV	Advertising / Field Sales Management / Public Relations / Mass Communicatio ns / Travel and Tourism Management / Journalism / Company	Advertising / Computer Programming	

			Secretarial Practice / Rural Development / Co-operation / Mercantile Shipping / Indian Economic Problem / Computer Programming		Commerce Students have been given Options looking at the possibility of employment and progression to future studies such as CA, CS, AICWA, etc., While deciding such options student performance is also taken into consideration
	T.Y.B.Com	V and VI	Core Courses: Financial Accounting and Auditing / Economics / Business Management / Commerce / Quantitative Techniques / Banking and Finance	Core Courses Opted: Financial Accounting and Auditing / Commerce / Economics	
			Allied Component: Trade Unionism and Industrial Relations / Computer Systems and Applications / Export Marketing / Marketing Research / Investment Analysis Portfolio Management / Transport Management / Entrepreneurship & MSSSI / International Marketing /	Allied Component Opted: Computer Systems and Applications / Export Marketing / Direct and Indirect Taxation	

			Merchant Banking / Direct and Indirect Taxation / Labour Welfare and Practice / Purchasing and Store Keeping / Inventory Management and Cost Reduction Techniques / Insurance / Banking Law and Practice / Regional Planning / Rural Marketing / Elements of Operations Research / Psychology of Human Behaviour at work		
B.M.S	F.Y.B.M.S	I and II	No option	No option	
	S.Y.B.M.S	III	Core Courses: Managerial Economics / Principles of Marketing / Accounting for Managerial Decisions / Organization Behaviour and HRM	Core Courses: Managerial Economics / Principles of Marketing / Accounting for Managerial Decisions / Organization Behaviour and HRM	
			Electives (any one group) Finance: Basics of Financial Services / Corporate Finance; Marketing:	Electives (any one group) Finance: Basics of Financial Services / Corporate Finance; Marketing:	

			Consumer Behaviour / Strategic Management; Human Resource: Recruitment and Selection / Motivation and Leadership	Consumer Behaviour / Strategic Management; Human Resource: Recruitment and Selection / Motivation and Leadership	
		IV	Core Courses: Business Planning and Entrepreneurial Management / Business Research Methods / Direct Taxes / Production and Total Quality Management	Core Courses: Business Planning and Entrepreneurial Management / Business Research Methods / Direct Taxes / Production and Total Quality Management	
			Electives (any one group) Finance: Advanced Costing and Auditing / Equity and Debt Markets; Marketing: Integrated Marketing Communication and Advertising / Rural Marketing; Human Resource: Training and Development in HRM / Change Management	Electives (any one group) Finance: Advanced Costing and Auditing / Equity and Debt Markets; Marketing: Integrated Marketing Communication and Advertising / Rural Marketing; Human Resource: Training and Development in HRM / Change Management	

	T.Y.B.M.S	V	Special Studies in Marketing / Special Studies in Finance / E-Commerce	Special Studies in Marketing / Special Studies in Finance /	
		VI	Investment Analysis and Portfolio Management / Econometrics	Investment Analysis and Portfolio Management /	

For other courses such as F.M., Acc./Fin., I.T. and Biotechnology also, options are given looking at the possibility of employment.

Choice Based Credit System and range of subject options

Not Applicable

Courses offered in modular form

Not Applicable

Credit transfer and accumulation facility

Not Applicable

Lateral and vertical mobility within and across programmes and courses

Not Applicable

Enrichment courses

Our institution offers a number of enrichment courses like Tally ERP Accounting Course, Basic Capital Market Certificate Course, Soft Skills Course and a Course in Dot Net, Certificate course in Plant Tissue Culture and International Exchange Programme with St. Mary's College of Business and Economics, California, U.S.A.

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

Our institution offers following self - financed programmes, in addition to one division of B.Com (which is aided) of the University of Mumbai. However admission, curriculum, fee structure , teacher qualification, salary remains the same, as per the requirements and guidelines of University of Mumbai.

Undergraduate self- financed programmes offered by the institution:

- B.M.S.
- B. Com. (Accounting & Finance)
- B. Com. (Financial Markets)
- B. Sc. Computer Science
- B. Sc. Information Technology
- B. Sc. Biotechnology
- #B.M.M.

Post- graduate self- financed programmes offered by the institution:

- ~~#~~M. Com. Accountancy
- ~~#~~M. Sc. Information Technology
- ~~#~~M. Sc. Biotechnology

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

Yes. The College provides a number of additional skill oriented programmes, relevant to regional and global employment markets.

- ‘Tally ERP Accounting Course’
 - ‘Basic Capital Market' conducted by Inter Connected Stock Exchange, Vashi
 - ‘Soft Skills Course’
 - ‘Course in Dot Net’
 - ‘Plant Tissue Culture' in association with Srujan Biotech Ltd.
 - ‘International Exchange Programme with St. Mary's College of Business and Economics, California, USA.
 - ‘N.S.D.C. financial literacy programme organized by Union Government
- The beneficiaries of the above programmes are students with higher degree of employability and industry prefers to hire their services because of these additional skills they possess.

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

In all the U.G. programmes across different faculties, the core components of the curricula are combined with applied component. The students have a wide choice of subject combinations as core and electives across the faculties of Arts, Science, Commerce and self – financing programmes. Applied component subjects offered in B.Sc. and B.Com. has curricula which support skill-development and thereby enhance employability. However, recently the University has permitted students to opt for Dual Degree.

1.3 CURRICULUM ENRICHMENT

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

Efforts are made to integrate the curriculum with the goals and objectives of the institution through the following:

a) Achieving and providing quality education:

- i) Through timely appointment of qualified and efficient teaching faculty. Such teachers are trained, motivated and nurtured to remain with us.
- ii) Formal and informal feedback of teaching gives an insight about the teaching abilities

and the extent of students' understanding, thus enabling us to take timely corrective actions.

b) To create employment potential:

- i) Our placement cell is very active. Many top notch companies visit our campus and a large number of students are employed by them.
- ii) A large number of students from the locality are from vernacular medium. We take special care to develop their communication skill through debates, discussions, presentations, language labs, etc.
- iii) Our HR policy is framed to improve employment opportunity not only to our students but also to the local population. Maintenance work of the campus is handled by the women of the locality (64 women).

c) Provide Community Service and prepare youth for Community Service:

- i) Community service is our cherished goal and each Association and each Department is motivated to carry out various activities. In addition our Parent Organization, MES, also contributes in various ways to this goal.
- ii) We have a number of Associations and Departments and most of our students are members of these Associations. We train and motivate these students to support and help such communities through various programmes like attending to the blind, assisting the old, adopting NGO's, helping the hospitals, cleanliness drive in railway stations, etc.

d) To achieve overall development of students:

- i) Academic Excellence and overall development of a student is our ultimate goal. Academic excellence is achieved through good teaching and learning.
- ii) For development of a student, beyond academic excellence, we provide various forums through which their leadership quality, planning and execution ability, communication ability, presentation ability, etc., can be improved.

e) To create respect for environment among student and staff:

To achieve our objective to respect the environment we have established a 'Nature Club' in which students are sensitized about the environment through various activities. Environment Analysis and Conservation Team (ENACT) for environment management was created to actively take up the responsibility of environment management. For example: Tree plantation, Documentation of Birds around Panvel, Uran and Karnala (200 species), participation in 'SAVE OUR TIGER' campaign, bird shelters, conservation of Kalundri river, etc

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

- Whenever we feel there is a gap between course compatibility and employability we train our students ourselves or through specialized courses.
- To enhance experiences of the students, we give students practical insights and acquaint them with contemporary developments in different subjects.
- Our students participate in various university level research conventions and inter collegiate events.
- We encourage students to participate in research related activities at various forums.

- Our various departments conduct Guest Lectures, Guidance Sessions, Summer Trainings, Language Lab, Remedial Coaching, Advance Learner Schemes, Student Mentoring and Special Lectures etc. to enrich the curriculum and enhance the experiences of the students so as to cope with the needs of the dynamic employment market.
- Through industrial visits we give our students an opportunity to interact with various people.
- Leadership qualities are inculcated in students through activities of various associations (for example B.M.S – CORPROVA, B.Com F.M. – FESTOFINANCE, B.Com A&F – EMPHEZER and B.Sc. B.T. – CONSORTIA).
- Communication skills are improved through language lab, presentations, debates, etc.
- Counseling is given to students before their campus recruitment.

1.3.3 Enumerate the effort made by the institution to integrate the cross cutting issues such as Gender, Climate change, Environmental education, Human rights, ICT etc., into the curriculum?

- ICT is facilitated through increased number of audio- visual rooms. The use of presentations both by teacher and learner are encouraged
- We have a Womens' Cell which organises events to create awareness about gender related issues. We conduct number of seminars relating to rights of women, anti ragging, etc.
- Women empowerment is close to our heart. We have a lady Principal and ninety percent of our teaching faculty are ladies.
- Campus neatness is taken care of by local women who are hired by the management.
- Nature Club, N.S.S. and the Energy Conservation team of our college have organized different programs towards conservation of resources and improving the environment.
- The curriculum recommends Foundation Course which emphasizes on Human Rights, Environment, Social Norms and Personality Development. This course is compulsory and common for all streams and supports value based education.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic developments of students?

We believe in imparting holistic education which is based on the premise that each student finds identity and purpose in life through connections to the community, to the natural world, and to humanitarian values such as compassion and peace.

- **Physical / Spiritual / Intellectual Development**

We have 18 Voluntary Associations and cells for the benefit of students (Economics Association, Management Association, Biotechnology Association, Computer Association, Mathematics & Statistics Association, Literary Association, Marathi Vangamaya Mandal ,Arts & Media Association, Counselling Cell, Career Counselling Cell, Placement Cell, Entrepreneur Development Cell, Environment Protection Cell, Competitive Exam Cell, Social Awareness Cell, Staff Welfare Cell, Health Club, Wall Paper/ Thought for the day Committee) which organizes events for holistic development of students. Apart from these associations the Students' Council, Cultural and Gymkhana Committee contribute to shape the personality of students and leadership

qualities amongst the students. Moreover YOGA and Meditation sessions are organized to improve their concentration capacity.

- **Moral and ethical values**

To imbibe values university curriculum recommends a Foundation Course which emphasizes on Human Rights, Environment, Social Norms and Personality Development. This course is compulsory and common for all streams and supports value based education.

- **Employable and life skills**

Enrichment courses like Tally ERP Accounting Course, Basic Capital Market Certificate Course, Soft Skills Course and a Course in Dot Net, Certificate course in Plant Tissue Culture and International Exchange Programme with St. Mary's College of Business and Economics, California, USA are offered.

- **Better career options**

Our institution is a recognized centre for Indira Gandhi National Open University (IGNOU) which offers various courses. We are also the centre for career oriented programmes for competitive exams like MPSC / UPSC / Bank / Railways / Staff Selection Commission, etc.

- **Community orientation**

To provide community service and meeting the needs of the marginalized sections of the society Mahatma Education Society observes Community Service Day. Our institution promotes and motivates the youth for community service through N.S.S. and Social Awareness Cell also.

- **Global exposure**

As an educational institution we are committed to providing students with the opportunity to engage with the international community through outward mobility; what we call Global Linkages. Such Linkages provides students with the opportunity to apply practical skills developed in the classroom to different cultural settings and gain an understanding and appreciation of working in an international environment.

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

The curriculum is framed by University of Mumbai and our teaching faculty gets feedback from the stakeholders and represent such matters with Board of Studies of the concerned subject. (Example, Based on feedback from stake holders, the syllabus of BMS is being re-modeled to enrich the curriculum in which one of our faculty was a member in the re-structuring and re-framing of the syllabus.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

Feedback is taken from participating students on all the enrichment programmes. Changes required are incorporated from time to time.

1.4 FEEDBACK SYSTEM

1.4.1 What are the contribution of the institution in the design and development of the curriculum prepared by the University?

- Some of our Co-ordinators are members of Core committee which frame syllabus of University of Mumbai (Dr. K.M.Srinandhini (Biotech) , Mrs. Prerna Sharma (B.M.S.).They actively participated and contributed towards syllabus framing of their respective subjects.
- Members of our faculty are appointed as Chairperson, Moderators, Examiners, for the University exam from whom University gets feedback about the standard of question papers and evaluation.
- We are the **Lead** College in Central Assessment programme for Financial Markets, Information Technology and Computer Science. and help the University to complete the process of evaluation in time.
- Our Institution makes available our infrastructure for conducting University examinations. Recently a seminar was conducted by Government of India, Human Resources Ministry for Principals of Greater Mumbai and Raigad District at our Auditorium.
- Our members have also contributed to the discussion of re-framing of syllabus on account of failures in certain subjects.(For example: Co-ordinator of B.M.S. Mrs. Prerna Sharma attended discussion sessions with Board of Studies on 10th August, 2015 to find out the reasons for higher failure in Operation Research and Accountancy subject and what strategy to be adopted for re-framing the syllabus.
- On behalf of University of Mumbai we conduct workshops for teachers of Navi Mumbai , Ratnagiri and Sindhudurg colleges whenever syllabus revision takes place.(For example: Department of Economics, Department of B.M.S. , Department of B.Com Accounting & Finance and Department of B.Sc.I.T. & C.S.)
- Being a part of syllabus framing team, our teachers participate as moderators in workshops conducted for regions other than Raigad.
- Some members have authored books to cover such revised syllabus.

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

No. Informal feedback from the students and stakeholders on curriculum is taken from time to time and is communicated to the University through the respective Board of Studies.

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

A new self – financing course Bachelor in Mass Media (B.M.M.) was introduced in Academic Year 2013-14. It was introduced to cater the needs of growing mass media industry in terms of skill development and employability.

Any other relevant information regarding curriculum aspects which the college would like to include.

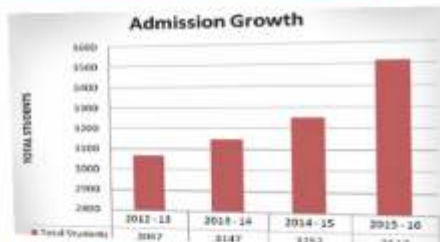
We undertake monitoring/evaluation of teaching & learning processes:

- i) This is done on the basis of analysis of results obtained at U.G. and P.G. level.

- ii) Regular inspection of teaching-learning practices and regular coordination with departments (teaching plan, portion completion, etc.) has made all our programmes acceptable to students and guardians.
- iii) Regular formal feedback from various stakeholders and follow up action, regular informal feedback from students/guardians and follow up action are taken.
- iv) IQAC regularly evaluates teaching and learning process and carries out the changes, if necessary.
- v) IQAC receives inputs through
 - a) Suggestion Box
 - b) Grievance cell headed by a Senior teacher
 - c) Heads of Departments
 - d) Co-ordinators
 - e) Teachers
 - f) Students / Class Co-ordinators
 - g) Guardians
- vi) Academic Audit carried out by an eminent panel appointed by University of Mumbai has appreciated our efforts in Curriculum implementation and curriculum objective realisation.



Teaching - Learning and Evaluation



CRITERION II: TEACHING – LEARNING AND EVALUATION

2.1 Student Enrollment and profile

2.1.1 How does the college ensures publicity and transparency in the admission process ?

The institution is affiliated to the University of Mumbai. The publicity of the admission process starts from the day Press Release is issued relating to the declaration of result of qualifying examination for admission to undergraduate courses.

PUBLICITY :

- Through Prospectus supplied to the students who approach us for a seat in our Institution.
- Through Institutional Website which contains all information relating to the courses offered, syllabus relating to each course, name of the Co-ordinator of each course, various activities conducted in the Institute by the students, etc.
- Through Counseling Desk, handled by Experts, who can give Career Counselling.
- Through Enquiry Desks manned by male/ female teachers to talk to students and clarify their queries.
- Through Admission Committee members seated inside the admission room.
- Further, through our excellent results, infrastructure and student support we have made an impact on the minds of guardians and students. Therefore, our institution is the first choice of a 12th standard student when they fill their application forms for admission.

TRANSPARENCY :

- The process of admission is fully transparent as there is a clear directive from The University of Mumbai which we follow strictly.
- Any student desirous of having admission in our Institution can apply online. Admission is based on marks obtained by the student in qualifying examination. A copy of online application along with admission form and marksheet is to be submitted to the Admission Committee. Each application has a separate identity number.
- On the last day of receipt of application forms (declared by the University), at 6.00 pm all applications are sorted out and merit list no.1 is put up in notice board in front of the College entry gate.
- The Merit list contains names of selected candidates based on marks obtained (Both open and Reserved Category).
- Senior teachers are the members of the Admission Committee overlooks the entire admission procedures.
- No outsider is allowed inside the admission room during the process of admission. Any aggrieved party can represent his/her case to The Principal/Vice Principal directly or through written communication.
- After the last date for admission against merit list no. 1 , if there are vacancies, merit list 2 is declared, and the process goes on until all the seats are filled.

2.1.2 Explain in detail the criteria adopted and the process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programme of the institution

- We follow the admission process as per the rules specified by the University of Mumbai.
- Admissions to Undergraduate / Postgraduate classes are based on marks obtained by the students in qualifying examination (Merit Based). Seats for minority, reserved category, etc and rules there on are specifically detailed by the University and displayed in our list put up in Notice Board.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programme offered by the college and provide a comparison with other college of the affiliating university within the city/district

- The minimum and maximum percentage of marks for admission at entry level for the year 2015 -16

Courses	Category	Maximum %	Minimum %
B.Com.	Open	94.00	76.46
	Minority	86.62	44.33
	Reserved	84.80	58.40
B.Com. A/F	Open	90.62	83.08
	Minority	93.04	78.00
	Reserved	95.20	69.69
B.M.S.	Open	80.60	52.15
	Minority	87.60	66.15
	Reserved	89.80	54.46
B.Com. F.M.	Open	90.00	70.77
	Minority	86.31	54.46
	Reserved	84.00	53.31
B.M.M.	Open	91.00	54.62
	Minority	77.20	50.62
	Reserved	79.69	52.62
B.Sc.I.T.	Open	93.00	55.00
	Minority	73.00	40.00
	Reserved	97.00	36.00
B.Sc.Computer Science	Open	98.30	50.77
	Minority	68.00	48.15
	Reserved	79.69	48.92
B.Sc.Biotechnology	Open	91.00	63.38
	Minority	93.40	58.92
	Reserved	79.23	56.31

M.Com.	Open	83.67	38.00
	Minority	83.33	46.29
	Reserved	74.43	47.86
M.Sc.I.T.	Open	76.32	62.39
	Minority	58.26	57.29
	Reserved	68.39	56.13
M.Sc.Biotech.	Open	85.13	69.94
	Minority	75.31	65.38
	Reserved	88.56	49.00

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

- Admission process is decided and communicated to us by the University of Mumbai, to which we are an affiliated college.
- However the admission process is over viewed by the Heads of Department and any suggestions made by them is looked into.

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

The college follows the norms regarding statutory reservation policies framed by University of Mumbai .

The allocation of seats for all programmes as prescribed by the University of M u m b a i and filled in by college are as follows:

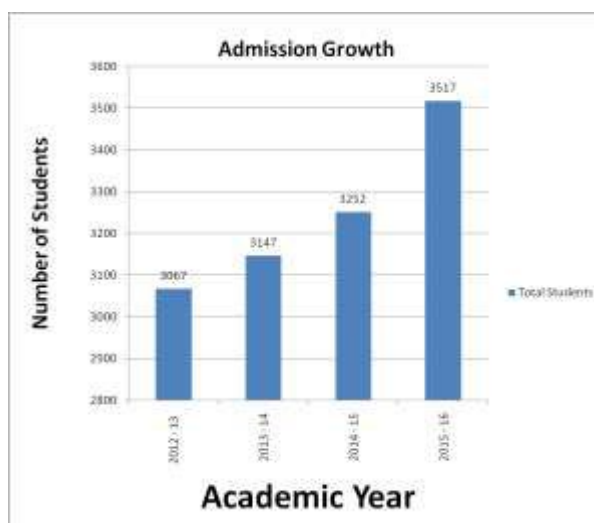
Reservation Category	% allocation as per University
S.C.	13.00%
S.T.	07.00%
D.T.(A)	03.00%
N.T.(B)	02.50%
N.T.(C)	03.50%
N.T.(D)	02.00%
O.B.C.	19.00%
S.B.C.	02.00%

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

The programmes offered by the college in the last four years and the students admitted:

Courses	2012 - 13	2013 - 14	2014 - 15	2015 - 16
B.Com. (Regular)	656	622	688	733
B.Com. A/F	362	364	364	397
B.M.S.	519	528	544	577
B.Com. F.M.	158	160	170	172
B.Sc.I.T.	674	635	613	694
B.Sc.Biotechnology	178	178	166	187
B.Sc.C.S.	200	225	247	254
B.M.M.	-	66	120	168
M.COM. (Accountancy)	206	240	202	201
M.Sc.I.T.	56	67	74	77
M.Sc.Biotechnology	58	62	63	57
M.Sc.Biotechnology by Research			01	
TOTAL	3067	3147	3252	3517

Graphical presentation of the trend



- Admission to various branches has gone up considerably because of quality of teaching, student support system and excellent result.

The following table shows the demand ratio for various programme for the 2015-2016

Programme	Number of applications	Number of students admitted	Demand ratio (= No. of applications/No. of students admitted)
Undergraduate			
B.Com. (Regular)	1082	258	4:1
B.Com. (Accounting & Finance)	1103	138	8:1
B.Com. (Financial Markets)	252	62	4:1
B.M.S.	1190	208	6:1
B.M.M.	432	69	6:1
B.Sc. Information Technology	1118	272	4:1
B.Sc. Computer Science	177	113	2:1
B.Sc. Biotechnology	161	81	2:1
Post graduate			
M.Sc. Information Technology	43	36	1:1
M.Sc. Biotechnology	78	26	3:1
M.Com.	146	119	1:1

2.2 Catering to Student Diversity

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

The institution caters to the needs of the differently abled students. During admission they get the benefits as per the government rules.

INFRASTRUCTURAL FACILITIES:

1. Lift facility is available for the students.
2. At the entry point we have constructed ramp for the benefit of differently abled students.
3. Wheel chair is available for differently abled students.
4. In case of necessity, lecture halls are allocated in the ground floor.

EDUCATIONAL SUPPORT FACILITIES:

1. Support from the class teacher.
2. Supporting staff is available to provide assistance.
3. Guidance teacher is appointed.
4. Student Mentors are provided, if required.
5. A writer is provided to visually disabled students for the examination.
6. Extra time during examination is provided as per norms.
7. Grace marks are awarded as per University rules.

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

- We take meticulous care to advise students at the time of admission the course which is suitable to him/her.
- Each division is allocated to a Class Teacher and two class Coordinators (from students) to take care of the needs of students of the division. Class teacher's name is displayed on top of the time table of the division.
- Through interaction with students, Class Teacher assesses the strengths and weakness of students.
- In-addition to statutory class tests, we conduct performance tests to identify students who need special attention.
- Based on the information by the class teacher and test performance of the students we interact with the guardian and decide the steps to be taken to help the students. Such steps may include counseling, guardian teacher, student mentoring etc.
- We also conduct Bridge Courses in Mathematics and Accountancy.

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

The institution has adopted the following strategies to bridge the knowledge gap:

Bridge course: We conduct Bridge course in Mathematics and Accountancy for students who come from a different background. For example, students who have taken Secretarial Practice / Science in 12th Std., Students of Engineering Polytechnic Diploma course who drop out and join Commerce stream and other students who have not had exposure to these two subjects earlier.

Intensive Coaching: Advance learners are given special lectures. They are given advanced worksheets and are asked to solve problems. These problems are corrected by the teachers and the students are given necessary directions.

Remedial course: Weak students are identified by the subject teacher /class teacher during question answer session or performance test. These students are counselled and helped by the concerned teacher and if necessary, Guardian Teacher is appointed.

Add on courses: A number of courses are offered by the institution for the benefit of the students: Basics in Securities Market, Soft Skills , Tally ERP 0.9 Accounting, Training on Plant Tissue Culture and the like. Dot Net course in association with Microsoft I.T. Academy was conducted at our campus. In the current academic year, 2015-16, we are planning to introduce an add- on course in Oracle.

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

- Our college has a Women's Cell headed by a very senior lady teacher with lady teacher members. This Cell is fully equipped to address the problems faced by girl students. The Cell from time to time, organizes Workshops on Women Empowerment and similar related themes.
- We have an Anti Ragging Committee headed by a senior lady teacher.
- We also have a Women Grievance Redressal Committee headed by a senior teacher.
- We organize “Self Defense” Strategies for girl students.
- Some of the important themes discussed in the meeting are Violence Against Women, Women Trafficking, Appropriate Career Selection and Planning, Gender Equality, Self Motivation and Women's Rights.
- We have a Lady Principal and more than ninety percent of our teachers are Women.
- Our Principal was the founder of Soroptimist International, Mumbai-Chembur Chapter, an International Women Organization, which has consultative status in the United Nations. This organization, under the leadership of our Principal undertakes various programmes for gender sensitization and women's empowerment. It conducts various Adult Literacy Drives and Skill Development Programmes for women such as Entrepreneur Skill Development, Spoken English Skills and overall Personality Development.

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

- The meritorious students are identified by the subject teacher/class teacher who gives them assignments of solving university question papers and also question papers of other Colleges for practice. Such assignments are checked and students are guided.
- Postgraduate students who are working are supported by special classes on Sundays.
- Students who are simultaneously enrolled in professional courses such as Chartered Accountancy, Institute of Cost and Works Account, Company Secretary ship , M.P.S.C., U.P.S.C. , etc., are encouraged and helped by our qualified staff. They are given attendance relaxation , special library facilities, and the like.

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

- Class teacher in the process of interaction with students, evaluate each in terms of his / her ability.
- In case he/she comes across any students whose performance is not satisfactory, he report to Co-ordinator and guardian teacher is appointed to avoid failure/drop out.
- Slow learners are identified by the class teacher and specific attendance is given to the students with the co-operation of other subject teacher.

- At present we have 3 physically challenged students.
- One student is T.Y.B.M.S (completely blind) another student in T.Y.B.Com. A/F partially blind and one in F.Y.B.Com A/F with slight walking disabilities.
- These students have the facility;
 1. Wheel Chair
 2. Lift Facility
 3. Grace Marks
 4. Guardian teachers
- **Steps taken to avoid dropout because of Economic reasons :**
 - a. Economically weak students are helped by the institution through facility for installment payment of fees , fee concession , total waiver of fees , 'Earn while you Learn', internship, etc,
 - b. Students who have to support their family financially opt out for taking jobs and join correspondence courses. In such cases our role is limited. However we allow such students to attend lectures whenever they can and also provide library facilities, free of cost.
- **Steps taken to avoid dropout because of Academic Reasons :**
 - a. Every division has a class teacher.
 - b. In-addition to compulsory internal tests, we conduct regular performance tests to know the level of understanding of subjects by different students. Marks obtained by each student is analyzed by the class teacher and discussed in the departmental meeting. Remedial measures such as counseling, to boost the confidence of the student, guardian teachers, student mentoring, etc, are resorted to. We take guardians into confidence in such matters.
 - c. Slow learners are supported and helped by the class teacher
 - d. Bridge Courses are conducted in certain subjects such as Accountancy and Mathematics.
- **Drop out on Account of Language Barrier:**
 - a. We help the student to overcome their problem relating to language through special training in the Language Laboratory, Essay Competition , Debates, Elocution, Presentations. etc

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedule?

The following are the ways in which college plans teaching and learning:

- **Academic calendar** is prepared before the academic term begins. It is made available on the college website as well as notice board so the students can understand our yearly plan online and a copy of it is handed to the H.O.D.'s and Co-ordinators for them to act upon. **(Available on website)**
- **Teaching plans** are prepared by respective subject teachers for all programmes of all semester. The copy of the teaching plan is submitted to the H.O.D. within the period of one week after the reopening of each term. All the subject teachers are required to complete the syllabus as mentioned in the teaching plan.

- **Syllabus completion certificate** is obtained from each subject teacher at the end of semester to ensure that the entire syllabus is completed within the allotted time. If a teacher fails to complete the portion within the allotted time, extra lectures are organised.
- **Time table for regular lectures and for computer practicals** is prepared well in advance for the coming year and displayed on the Notice Board and College Website. The time table for computer practicals is displayed on the notice board of computer laboratory.

Examinations

- Examination schedule for all examinations of the concerned Semester is prepared and issued by the Examination Committee as soon as Semester starts. A copy of the schedule is displayed on Notice board of all programmes and website. Copies are also issued to all Co-ordinators, Heads of Department, Library and office.
- Examination Schedule contains all information relating to due date for marklist submission, moderation dates, posting of marks in system, result declaration dates, admission dates, etc.

Evaluation

- Evaluation is carried out at a centralized place which is air conditioned where students have no access. (C.A.P.)
- Papers are issued to the concerned teacher by the Exam Committee on the day of correction at 7.00 am and collected back before the teacher departs. The number of papers to be corrected by a teacher in a particular day is restricted.
- After correction moderation is carried out by an external faculty.
- On application for verification of results students are shown their answer papers by the concerned teacher. Co-ordinators will also be present at the re-verification location which is announced in advance.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

IQAC contributes to the improvement of the teaching – learning process in the following ways:

- Idea generation is done through Faculty Development Programmes and Research Forum.
- For the improvement of teaching learning, regular inspection of teaching learning practices is done –teaching plans, portion completion certificates.
- IQAC encourages faculty in organizing guest lectures and guidance lectures
- Academic calendar is prepared and approved by IQAC for time bound implementation of plans
- Regular formal feedback from various stakeholders and follow up action.
- Regular informal feedback from students /guardians
- Regular formal feedback from all the students
- Teachers are encouraged to take up research activities
- Teachers are encouraged to organize seminars and workshops for students and teachers
- Self-appraisal forms are regularly filled in and scrutinized by IQAC
- Encouragement to participate in seminars/workshops for knowledge enrichment
- There is fast and effective coordination between student co-coordinators, class teachers and IQAC.

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

We, at Pillai's, make the entire activity student oriented. For example;

- Our students are given unlimited opportunities to showcase their talent and knowledge whether it is in the field of sports, cultural activity or academic activity. There are number of associations with a Professor Incharge for each association. We provide students with refreshment, transport, leave of absence, etc whenever they are conducting / participating in any event.
- Our annual mega event “Alegria” is student centric, as right from planning to execution is done by students. It is a tool for independent learning through result oriented activity.
- Students coming from distance places like “Pen” are given permission on request to keep library books with them during study holidays.
- Working time of library is extended on request during examination time.
- Students who want to use Computer Laboratories for projects and practice beyond working hours or on Sundays can put in their demand for the same.
- For M.Sc.I.T. students who are employed, we have agreed to keep the computer lab open on Sundays.
- Students are given topics in advance and they are asked to take the role of a teacher and to interact with co-students.
- We are experimenting with Student Exchange Programme with a neighbouring college to develop inter-collegiate academic interaction.
- Students representative are included in most of the committee so that they can be a part of decision making process. For eg:- Library Committee, Canteen Committee, etc.,

SUPPORT SYSTEM FOR TEACHERS;

- We have signed an MOU with GOOGLE, INDIA. We have incorporated Google apps for education for all our faculty and students wherein which all google services are provided free of cost to all our stakeholders- cloud services, email, drive, calendar, etc
- We have made available class rooms with LCD screens and a supporting staff is provided for technical help.
- All the software as per syllabus are loaded in system (these software are licensed versions) so that uninterrupted practicals can be conducted.
- WiFi enabled computer labs help teachers to access internet facility without disturbance. To avoid waste of time due to electricity failure, we have installed generators.
- Teachers are allowed to make students involved in projects at institutional cost. This is to develop skills beyond the prescribed syllabus.
- Library is augmented with a number of books. Teachers can also access books from the library such as American information Resource Centre (AIRC) Library, British Council Library, Tata Institute of Social Science, etc as we are members of these libraries and have password access to their books.
- Since all co-ordinators have decentralized authority they can introduce any system to

encourage interactive learning, collaborative learning and it will be supported by the Management.

- To save time we have provided photocopied problem sheets to students and teachers in the subject of accountancy.
- Computers and printers have been provided to teachers in the Department as well as in computer laboratories.

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

- Classes are divided into groups and each group is given a topic to discuss and debate. Subsequently at interaction sessions, teachers' act as moderators. This leads to critical thinking among each group.
- Students are given a topic in advance and they are asked to take a role of a teacher in the class room.
- We display the creativity of our students through our college magazine 'Spectrum'. For three continuous years our institute bagged/runners-up at the inter-collegiate "Best Magazine" Competition and the 'Prof M.V. Chandgadkar Trophy' reflecting the diverse talents and potential of our students.
- All associations conduct various programmes giving the students a chance to display their creativity. Our Annual function, 'Alegria', is exclusively planned and executed by the students.
- By encouraging students of various streams to participate in the annual inter collegiate research festival 'AVISHKAR' we inculcate in the minds of the students a liking for Research. In 2013 – 14, ten students participated in the festival and one project was selected for the Zonal competition.
- While two S.Y.B.Sc. Biotechnology students are carrying out a project on "Synthesis of Nano Particles from plant extract and its anti bacterial effect", 5 students are doing a project on "Electricity Production from microbial fuel Cell".
- Critical thinking is developed through ;
 - a. Group Discussion
 - b. Question answer sessions
 - c. Independent problem solving
 - d. Study Tour
 - e. Mock stock exchange
 - f. Short term on capital markets to help them get practical exposure

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching?

TECHNOLOGY

- We have Google supported, continuous, uninterrupted supply of internet with WiFi connection.
- Computer Laboratories and class rooms are supported by generators to avoid electricity failure and loss of teaching hours.

- We have licenses for all the software required as per the curriculum.
- All Information Technology Laboratories have audio visuals in-addition to class rooms with Audio Visuals.
- Biotechnology Laboratories are equipped with latest equipment. Laboratories have been recognized for purpose of “Research” by the University of Mumbai.

FACILITIES

- Our library has a variety of syllabus oriented books, procured well in advance. Since subject allocation by the co-ordinators is done well in advance, teachers can plan their teaching and if necessary prepare notes before the semester begins. For example, the second semester is scheduled to start in the month of November but the allocation of subjects is released in the month of September.
- In addition to syllabus oriented books, reference books, our library has sufficient advanced books for undergraduate, postgraduates and professional courses.
- Our teachers can also avail the facility of borrowing books from our sister institutions, such as Pillai Institute of Management Studies, Pillai Institute of Information Technology.
- Our membership with British Council Library, American Library, Tata Institute of Social Sciences assists our faculty in Research.
- Teachers are allowed and encouraged to attend seminars and workshops on subjects handled by them with the approval of the Co-ordinator .For example our faculty has attended training programmes on Cloud Computing at C.K.T. College, Panvel on 18/9/2015 (Mrs. Shraddha Kulkarni and Ms. Pooja Pandey)
- Teachers are encouraged to complete Orientation courses and Refresher courses and also N.E.T./S.E.T.
- Teachers are also encouraged to register for Ph.D.
- Faculty is provided with photocopying facility, computer with printers. Problem sheets are prepared by the teachers and distributed to students through the office on the first day of the semester itself.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills?

TEACHERS - EXPOSURE TO ADVANCE KNOWLEDGE AND SKILL ;

- All our faculty are encouraged to go for advanced learning by
 - a. Registering for Ph.D.
 - b. Completing N.E.T./S.E.T.
- Teachers are given the facility to attend workshops and seminars of state level, national level and international level. For example one of our mathematics teachers has presented papers on an International Forums for three years in succession.
- Teachers are deputed for Refresher and Orientation Courses which help them to improve their knowledge and skills.
- Our Staff Colloquium also supports our teachers by organizing lectures on various subjects such as 'Communication Skills', 'Positive Thinking', 'Time Management', 'Voice Modulation', 'Diet and Nutrition', 'Meditation', 'Stress Management', 'Yoga'.

- Subject oriented workshops conducted by University of Mumbai help our teachers to improve knowledge on the subject through lectures of eminent scholars on the subject.
- Lecture halls are being air conditioned and mikes are provided.

STUDENTS - EXPOSURE TO ADVANCE KNOWLEDGE AND SKILL;

- Our Associations prepare training platform for our students by organizing various events which are planned and executed solely by students. Management skills such as planning, leadership, communication, co-ordination, etc. are learned through these events.
- “Alegria”, a mega event of Navi Mumbai, is organized by our students which enables them to acquire various management skills.
- Students are encouraged to participate in various inter collegiate events conducted by the University of Mumbai as well as other affiliated Colleges for developing their skills in various fields such as literary, theatre, music, performing arts and the like.
- Our students are encouraged to participate in University organized research festival “AVISHKAR” to inculcate research culture in them.
- Research forum of Mahatma Education Society organizes Seminars and our students are active participants.
- Through various certificate courses we try to help students to develop their knowledge and skills.
- Students are deputed for leadership training under the National Service Scheme.
- Mock Stock Exchange is conducted every year at our campus by the Bombay Stock Exchange. The event is very popular and has encouraged many of our students to do online trading in stocks.

2.3.7 Detail (process & the number of students/benefited) on the academic, personal & psycho-social support & guidance services (professional counseling/ mentoring/ academic advise) provided to students?

Student Mentoring / Academic Advice

- Our institution provides academic and personal guidance on a regular basis. It is not possible to assess such cases numerically as it is our daily routine. While students approach subject teachers or class teacher or Co-ordinator during an appointed time, the Vice Principal is available for students from 7.45 a.m. to 2.00 p.m
- Monday to Saturday. The Vice Principal has an open door policy and can be approached directly without any appointment.

Professional Counseling

- We have a professional Counselor. Students are referred to her either by the co-ordinator or Vice Principal or at times by guardians themselves,

Number of Students Counseled

2010 - 11	2011 - 12	2012 - 13	2013 - 14	2014 - 15
12	07	06	09	14

- In certain cases the counselor interacts with the guardians and reports are submitted to the Vice Principal who in turn discusses the matter with guardians confidentially. Class teachers are also briefed by the counselor as to how to deal with such students.

2.3.8 Provide details of innovative teaching approaches/ methods adopted by the faculty during the last 4 years? What are the efforts made by the institution to encourage the faculty to adopt new & innovative approaches & the impact of such innovative practices on student learning?

- In-addition to traditional “Talk and Chalk” method our teachers use methods like audio visuals, role plays, simulation, field visit survey, etc.,.
- Teachers are provided with number of audio visual rooms and they use this facility extensively for power point presentations.
- Some departments like Information Technology are experimenting with new techniques of “Student as Teacher” method. A student is given a topic in advance and asked to discuss the same in class room in front of other students.
- Some departments divide the students into small groups and encourage discussion between the groups in the presence of the teacher which leads to brain storming sessions.
- Mock interviews, assignments, presentations, and projects are some other techniques our teachers use to involve students in the teaching process.
- Mock sessions to teach students as to how stock Exchange function is undertaken with the help of Bombay Stock Exchange.
- Students are given minor projects relating to a particular topic to develop “Research Culture” in them. For example second year and third year students of Biotechnology Department are given short terms projects and expenses are borne by the Management.
- Mahatma Education society organizes a mega Annual event “Alegria” which is very popular. The idea being student participation and education through participation. Our students actively participate as leaders in committees like planning of functions, marketing strategies, creative advertisements, media coverage, finance, celebrity arrangement, stage control, etc.
- B.M.M. Journalism students are given practical training in Journalism through their own newspaper publication called “Crescent”

EFFORTS MADE BY THE INSTITUTION TO ENCOURAGE THE FACULTY TO ADOPT NEW METHODS;

- Our management encourages teachers to participate in Seminars, Workshops, and Orientation courses.
- Regular Departmental meetings / Staff meetings are held to discuss the effectiveness of teaching, results are evaluated and discussed in these meetings. Any new technique that is to be experimented is decided at the meeting.
- Our Institution continuously tries to introduce latest technologies to help teachers introduce new methods. Eg.:- agreement with Google.
- We provide latest books and journals in the library to complement the efforts made by the faculty who try to keep students abreast with contemporary knowledge.

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

- Information and Library Network (INFLIBNET) listed our library among Top 10 Colleges for accessing E-resource from N-list database.
- Books as per changed syllabus as well as other reference books with newer editions and more number of titles were procured well in advance so that they were available in the library at the start of the academic session.
- Library is kept open from 7.45 a.m. to 5.00 p.m. and during the peak examination time the library is accessible even up to 8 p.m.
- Online facilities are also provided. Library has implemented D-space digital library software to archive its institutional informational sources like question papers, syllabus etc.
- Learning Resource Centre facilitates timely access to print and non -print resources to students and staff.
- Bar coding system is present in the library for easy data entry during issue and return of books.
- Library has created a Google group to communicate academic and related information or news with staff and students.
- Implemented the KOHA Open Source Integrated Library Management Software with dedicated OPAC terminal, Web-OPAC facility to browse the collection of library 24*7 concept.
- Scanner facility is provided to teachers and students to prepare their academic work. All the computers in the computer laboratories are available for internet access to students and teachers when the laboratory is not in session.
- CCTV'S are installed for library resource security and to monitor user activity.
- Library has linkages with British Council Library, American Information Centre, Tata Institute of Social Science and all sister Institutes of M.E.S.
- We have introduced Library Help Desk to attend to student inquiries.
- We have also introduced Student Requisition System.
- We regularly conduct Information Literacy Instruction Programmes for first year students.
- Library has a separate section of books meant for preparation of competitive examinations.
- Library disseminates information through notice board displays and emails via Google groups about important announcement regarding various competitive exams.
- Library is managed by a committee consisting of librarian, heads of department and students.

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

The teachers are well prepared and implement the teaching plan in a systematic manner to avoid any glitch in curriculum completion. Till date, no such challenge has been faced. However, the institution will approach such a challenge by conducting extra lectures for those subjects with a vast syllabus. In case of necessity, teachers take additional lectures on holidays.

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

MONITORING OF LEARNING

- Regular class tests are conducted which helps us to evaluate students much ahead of term end exams. This aids timely intervention and corrective measures.
- We conduct performance tests of each class regularly. Marks scored by each student in the performance test is a feedback for us to act upon. Further, attendance of students in the class room is announced latest by the 7th of every month and it is also an indication of student interest in learning. We counsel the students and also interact with their guardians.
- In certain cases we appoint a guardian teacher for the concerned student. In certain cases we put the student under conditional admission making the student accountable for his/her attendance and performance.
- Through question answer session the subject teacher is able to evaluate each student.

MONITORING OF QUALITY OF TEACHER

- We have introduced online feedback system. Students of each division fill up the feedback form in the computer laboratories supervised by a computer staff. Feedback on each teacher is obtained through printouts and submitted to the Co-ordinators / Heads of Department / Vice principal and Principal for follow up action.
- In-addition to formal feedback, Co-ordinators and Vice Principal interact with students on a regular basis.
- Each division has Class Co-ordinators selected from the students who act as a link between students and course co-ordinators. Any short coming in teaching in any division is reported by the class co-ordinators which helps us to initiate prompt action.

From the above formal/informal feedback we monitor and evaluate the teaching quality.

2.4 Teacher Quality

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

HUMAN RESOURCE PLANNING AND RECRUITMENT.

- Recruitment of teachers is based on total workload per subject as per University norms. Our requirement of new teachers will therefore arise only when additional divisions are granted by the University or when a teacher resigns.
- Heads of the Department and Programme Coordinators are directed to prepare the workload and subject allocation for each semester three months before the semester. For example for semester second, fourth and sixth, starting in November, co-ordinators have to submit the workload in September.
- In case of additional manpower requirement based on workload we invite applications through advertisements in leading newspapers.
- Interviews are conducted by a panel approved by the University.
- Selected candidates are asked to take demonstration lectures based on which they are finally selected.

- Temporary vacancy is filled by a Committee consisting of the Head of the Department, Vice Principal and Principal.
- If a particular subject requires specialized/professional faculty (example B.M.M. and B.M.S.) we select them from industry and appoint them on hourly basis for the total number of lectures on the subject, as notified by the University.

RETENTION POLICY

- Our human resource policy is teacher oriented because of which we are able to retain majority of our teaching fraternity.

2010 – 11			2011 – 12			2012 – 13			2013 – 14			2014 – 15		
T	R	%	T	R	%	T	R	%	T	R	%	T	R	%
52	06	11.53	54	06	11.11	55	06	10.91	57	06	10.52	60	04	06.7

T – Total no. of Faculty

R – No. of faculty resigned

Year	Reason for leaving
2010 – 11	<ul style="list-style-type: none"> ★ Husband got job transfer ★ Maternity leave (2 teachers) ★ Feedback not upto the mark ★ Government job ★ Higher Studies
2011 – 12	<ul style="list-style-type: none"> ★ Husband got a job transfer (2 teachers) ★ 2 teachers with poor feedback ★ Marriage ★ Government job
2012 – 13	<ul style="list-style-type: none"> ★ Marriage (2 teachers) ★ Poor feedback ★ Professional Work ★ Leave Vacancy ★ Maternity
2013 – 14	<ul style="list-style-type: none"> ★ Husband got job transfer (2 teachers) ★ Higher studies (2 teachers) ★ Poor feedback ★ Married
2014 – 15	<ul style="list-style-type: none"> ★ Poor Feedback (3 teachers) ★ Maternity ★ Leave Vacancy ★ Better prospects

- We conduct exit interviews of teachers leaving the institution.

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

- We recruit qualified teachers through proper interview techniques.
- Subsequent to recruitment we train them through workshops.
- Initially I.T. Teachers are experimented at first year level and after getting sufficient training and good feedback they are promoted to higher level teaching.
- If a particular subject needs professionals, we appoint them from industry or from outside the teaching fraternity.
- We conduct training sessions during holidays for teachers whenever we feel the necessity. In the academic year 2012 -13 faculty development programme on “Unified Moduling Language Diagrams” was conducted
- In-collaboration with I.T. Industry we conduct workshops at our campus on newly introduced subjects.
- For every new programme we conduct workshops with the help of industry or depute teachers involved for workshops conducted elsewhere (for example in the year 2012 – 13 Mrs. Deepika Sharma attended workshop on revised syllabus for T.Y.B.Sc.I.T. in subject of project management, and Mrs. Srividya T.V. and Mrs. Dhanyamol participated workshop on ethical hacking conducted by Jetking.)

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

The following initiatives are taken by the college to enhance the teacher quality

- We have a centralized Research Forum which organizes seminars and conferences in which our staff participates and present papers.
- The Staff Colloquium organizes lectures on various issues relating to staff welfare (for example “Communication Skill”, “Stress free Teaching”, “Positive Thinking”, “Power of Mind”, “Guidelines for Budding Ph.D.'s.”, “Time Management, “Voice Modulation for effective teaching”)
- College organizes workshops on syllabus revision in association with University of Mumbai

	2011 -12	2012 – 13	2013 – 14	2014 – 15	2015 – 16
Workshop conducted	01	01	01	03	-
Workshop Attended	26	35	19	28	-

- College encourages teachers to take up research activities like minor and major research projects of University of Mumbai and U.G.C. The cost of making the proposal is borne by the college.
- The college encourages teachers to enroll for Ph.D. programme and give relaxation in time to do the Ph.D. work

Number of lecturer completed Ph.D.	11
Number of lecturer registered for Ph.D.	10

- The teachers are encouraged to participate in Seminars, Workshops, Conferences and present papers at national and international level. Duty leave for the same is granted by the college.

	2011 - 12	2012 - 13	2013 - 14	2014 - 15
Research Methodology training courses	-	-	01	05
Short term courses	02	01	02	02
Paper Presented	14	23	12	13
Seminars/Conferences Attended	17	30	15	08
Seminars/Conferences Conducted	-	03	01	01

- The college deputed teacher for training programmes, the cost of which is borne by it
- Teachers are deputed for Refresher Courses / Orientation Courses whenever such courses are conducted by University.

	2011 -12	2012 - 13	2013 - 14	2014 - 15	2015 - 16
Orientation Course Attended	02	04	01	-	-
Refreshers Course Attended	06	-	-	-	-

- Our institution encourages teachers to complete N.E.T./S.E.T. :

Teachers completed N.E.T.	09
Teachers completed S.E.T.	07

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

I. Handling new curriculum

We have hosted a number of workshops in association with the University of M u m b a i for giving guidance to the teaching fraternity on how to face the revised syllabus.

II. Content/knowledge management

Departments have organized a number of workshops/seminars on contemporary topics for the benefit of the students. The objective is to give hands on experience to the students and to update them with current developments in different fields.

III. Social Issue

N.S.S. Unit/Lifelong Learning and Extension Cell/Social Awareness Cell and all the Departments have organized a number of activities that have brought about a positive change in the society.

c)Faculty Development in percentage

	2014-15	2013-14	2012-13	2011-12	2010-11
Invited as resource person by other institutions	11	8	3	6	-
Participated in workshops/ Seminar / Conferences	46	24	40	33	27
Presented papers in seminars/conferences	24	22	34	19	13
Publications	24	12	26	16	13
Authored text books/reference books	5	2	1	-	-

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

- Research Forum of Mahatma Education Society, our parent organization, provides a platform for the faculty to present their research work on various subjects thereby sharing their knowledge.
- Management encourages and supports teachers for advancement of learning. Necessary books are made available in the library on receipt of the requisition from the teachers.
- Teachers are also granted study leave for research work within the norms allowed by the University
- Teachers who complete their Ph.D. are felicitated by the management. They are given cash prizes on Teachers' Day and increment in salary as per university norms.
- Teachers are granted duty leave to attend seminar and workshops organized by other institutions for which the cost of registration and travelling expenses are borne by the college.
- Teachers are granted duty leave for conducting guest lectures in other institutions.
- The management motivates the faculty to publish their research work in various conferences and journals. One of our teachers has presented three papers at International Forums.
- Teachers are deputed for advancement of knowledge and for attending training programmes at the cost of the institution.

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

of the faculty.

- Dr. K. M. Vasudevan Pillai, Chairman and C.E.O. and Dr. Daphne Pillai, Secretary and Campus Rector, were honored for their contribution to the field of education by being invited to join a high powered delegation to the BRIC-IBSA Summit held in Rio-De Janerio, Brazil on 13th - 14th April, 2010.
- Dr. Daphne Pillai, our Principal was awarded the Soroptimist International - Achiever Award by NASI in December 2012 in three categories i.e. Excellence in Profession, Social Service and Business.
- Soroptimist International invited Dr. Daphne Pillai to be one of the international panelists on their panel discussion on “Education: the power of a second chance”.

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

- The institution maintains an online feedback system to evaluate and grade the teaching skills. The feedback is taken from 100% of the students. The copy of feedback is given to Head of the Department or Coordinator. If the feedback of the teacher is not satisfactory, counseling is done by Head of the Department and Vice-principal.
- Parent teacher meeting is conducted every semester wherein the parents interact with teachers, Co-ordinators, Vice Principal and give their feedback on the quality of teaching. Corrective measures are taken, if any shortfall is found.
- The head of the department conducts a check on the faculty by inspection of teaching plans, teaching aids, syllabus completion certificate and informal feedback from the students about their teachers and teaching quality. If any drawback is noticed, the respective teacher is counseled for improvement.

2.5 Evaluation Process and Reforms

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

Our college is affiliated to the University of Mumbai and we follow the guidelines issued by the university from time to time. From the academic year 2011-12, Credit Based Grading System has been introduced by the University.

At the institutional level the following steps were taken to create awareness among staff:
AWARENESS AMONGST THE TEACHERS

- Examination Committee deputed members of the examination committee and coordinators to participate in the various workshops hosted by the university on credit based grading system.
- The members who attended the workshops organized orientation sessions for other members of the teaching and non-teaching faculty.
- If there was any doubt, clarifications were taken from examination committee members of the University.
- Copies of the guidelines issued by the University were circulated and discussed by the members of the committee.

- New faculty inducted are given orientation about the evaluation system by Heads of Departments or Coordinator.

AWARENESS AMONGST STUDENTS:

- The details about the evaluation system under credit based grading system are given in the prospectus.
- On the first day of the Academic Session, orientation is done by the class teacher as well as by subject teacher about the evaluation process.
- The detail of the evaluation process is uploaded on the college website.
- If student has any query, they are encouraged to talk to the examination committee in charge for clarification of their doubts.

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

Our Institution, being permanently affiliated to the University of Mumbai, is obliged to adhere to the evaluation reforms implemented by the University. Since the academic year 2011-12 Credit Based Grading System has been adopted by the University which is followed by the institution. University has also introduced 75:25 patterns which is followed by us.

The following are some of the reforms initiated by the institution on its own for the betterment and for bringing in transparency in the evaluation system

- The examination schedule is published in the academic calendar and also put up on the college website.
- All examinations like Internal Assessment Test, Preliminary Examination, A.T.K.T Examination and Term End Examination are planned at the beginning of the semester.
- We conduct centralized Internal Assessment Test and Preliminary Examination.
- We have Centralized Assessment Programme (CAP) with a clear schedule for completion of assessment work.
- The results declared are displayed on the college notice board and also on the institutional website.
- We have a system of online mark entry and a printout copy of the marklist is taken and verified by the Result Committee.
- We appoint Moderators from different colleges to check the correctness of question paper pattern and assessment work. The copy of the moderators' report is handed over to the examination committee for reference.
- For all theoretical papers we take Model Answer Papers to avoid mistakes in correction.
- Revaluation is done within 15 days from the date of declaration of results and the answer papers are shown to the students.
- We have an online system for form filling for A.T.K.T. students. As a result the students do not have to take leave for filling up forms and also they do not miss the due date as they get all the updated information on the website.
- The database created for the students at the time of admission are used to issue admit cards with the photograph of the concerned students for all examinations.

- The faculty is required to enter marks online for which username and password is issued for each subject and subject teacher only, and this helps in avoidance of leakage of information.
- Question papers are xeroxed in a closed room in the presence of Examination Committee members and the room is covered by CCTV.
- We are also a Centre for conducting a number of University Examinations.
- We are the Lead College for Centralized Assessment Programme of Mumbai University Examination.

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

For effective implementation of evaluation reforms, the Examination Committee for the next academic year is constituted before the term ends. The Examination Committee includes senior teachers, Heads of the Departments and Coordinators of various courses. Each of the members of the examination committee are made in-charge of various examinations like

- Internal Assessment Examination
- Preliminary Examination
- Semester End Examination
- University Examination
- A.T.K.T. Examination

The other members of the committee assist them in smooth conduct of the examination.

Regular meetings are conducted by the examination committee to deal with various issues arising from changes in guidelines made by University of Mumbai.

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

We are affiliated to University of Mumbai and we follow the evaluation pattern framed by the university. To measure student achievements, the University of Mumbai has introduced the Credit Based Grading System which includes 25 marks for formative evaluation and 75 marks for summative evaluation. The formative method includes marks for attendance, behavior, leadership and active participation in the classroom. This has resulted in better interaction in the classroom, active participation of students during the lectures and better attendance of the students. For summative evaluation we have a defined pattern framed by the University. It is the duty of the heads of the department to check the question papers set by the concerned faculty for correctness of pattern, marks allocation and coverage of the syllabus. As an additional precaution we invite senior faculty members of other institutions for moderation.

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

The entire assessment scheme is prepared by the University of Mumbai. Prior to 2014 -2015 the individual college had the liberty to design its own internal assessment pattern and procedure. From 2014-2015 the pattern of internal assessment procedure has been very clearly stated by the university and all college are expected to strictly adhere to the guidelines. The purpose was to bring in uniformity in internal assessment process across all colleges affiliated to university. Hence the college has no freedom to design its assessment procedure. But we ensure certain steps for the internal assessment test like

Centralised Internal Assessment test for all courses

- Fair conduct of the examination
- Consolidated mark sheet for all subjects which enables us to judge the progress of the student
- If the student fails to attend the examination on medical grounds or other unavoidable causes we give them a chance to write an additional test

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

For redressal of grievance relating to evaluation at college level, the students can apply for re-verification of marks within the date displayed on the notice board. This re-verification is done in presence of the student by the subject teacher. After re-verification the report is submitted by the teacher to the examination committee. If there is any alteration, the same is done and a new mark sheet is issued to the student.

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

The institution has specified a few graduate attributes like development of professional, managerial and business skills, to impart scientific and technological knowledge for the betterment of the society and promote the all-round development of the students.

- We inform the students of the wealth of opportunity which is available to them in the college and encourage them to utilize their time to the fullest extent to utilise those opportunities.
- Students of our institute not only fulfill their academic obligation but also try to develop various skills through; The following opportunities provided by the college;
 - a. Essay writing / Debate (Communication Skill)
 - b. Critical thinking development through projects / case studies
 - c. Development of Research Skill (Minor projects , Avishkar)
 - d. Preparing Posters/ Magazine/Newspaper as a tool of communication.
 - e. Entrepreneur cell (Development of leadership and Entrepreneur ability)
 - f. Team Spirit and leadership quality is developed through sports, cultural activities.
 - g. Motivational Technique, Financial Management, Event Management are done through various events conducted at the departmental level, institutional level and through the parent organization.
 - h. Language Laboratory (Communication Ability, Confidence building) Thus, at our institution students can develop all attributes which will help them and for being good citizens.

2.6 Students performance and Learning Outcomes

2.6.1 Does the college have already stated learning outcomes? If 'yes' give details on how the students & staff are made aware of these

The Learning Outcome Approach reflects a conceptual shift towards learning to be more meaningful and effective. Student learning outcome is at the centre of our institutional key process.

Teachers are made aware of learning outcomes through meetings and in turn teachers communicate to students and put the process into action through various methods.

Evaluation of learning outcome is done through methods such as ;

- A. Class test / Semester Examination.
- B. Minor Research / Case Studies - Ability to analyze problems.
- C. Communication Skill (Debate / Presentation)
- D. Environmental Cell / Social Cell - Ability to understand his/her role in Society.
- E. Knowledge of Global Skills.
- F. Ability to use technology.
- G. Entrepreneurial Skills.

2.6.2 Enumerate on how the institution monitors & communicates the progress & performance of students through the duration of course/programme? Provide an analysis of the students' results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Following are the ways through which we monitor /communicate the performance of students.

- Through regular class tests we inform the students about their performance. In certain cases guardians are also informed.
- Attendance of students is monitored through Notice Board / Website on 7th of every month. Guardian of students having less than 50% attendance monthly are informed through letters.
- Semester end performance of students is communicated through results put up in Notice Board and on the Website. Marksheets are distributed in class rooms by class teacher.

The result analysis for the various programmes of final year students of under graduate and post graduate level for the last four years is given below:

Final year Under Graduate programmes Exam conducted by University
T.Y.B.Com. Accounting & Finance

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015		
T.Y.B.Com. Accounting & Finance	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	
Number of students appeared	90	90	119	119	125	125	110	110	
Number of students passed	79	84	115	114	110	104	85	105	
O grade	**	73	**	111	17	-	06	06	
A grade					62	70	45	58	
B grade		11		03	24	26	20	26	
C grade					07	03	10	08	
D grade					**	**	04	**	
E grade					**	05	**	07	
College pass percentage	87.77%	93.33%	96.6%	95.79%	88%	83.2%	77.27%	95.45%	
University pass percentage	89.29%	93.85%	89.4%	92.41%	83.81%	-	82.62%	-	

T.Y.B.Com.

Programme / Course	2011-2012	2012-13	2013-2014		2014-2015	
T.Y.B.Com.	Annual	Annual	V Sem.	VI Sem.	V Sem.	VI Sem.
Number of students appeared	165	194	178	178	191	193
Number of students passed	140	170	111	145	146	141
O grade	111	138	10	01	09	02
A grade			42	40	33	33
B grade	29	32	36	57	35	37
C grade			18	18	37	41
D grade			05	10	25	01
E grade			**	19	07	27
College pass percentage	84.84%	87.62%	62.35%	81.46%	76.43%	73.05%
University pass percentage	81.53%	81.13%	65.26%	73.70%		67.30%

T.Y.B.M.S.

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015		
T.Y.B.M.S.	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	
Number of students appeared	167	167	162	162	165	165	162	160	
Number of students passed	125	110	102	101	110	142	105	97	
O grade	**	82	**	60	**	01	**	**	
A grade					40	52	33	27	
B grade		28		41	53	54	38	32	
C grade					17	18	23	25	
D grade					**	01	11	06	
E grade					**	16	30	07	
College pass percentage	74.85%	65.86%	62.96%	62.13%	66.66%	86.06%	64.81%	60.62%	
University pass percentage	65.21%	68.46%	66.02%	66.14%	51.20%		63.39%		

T.Y.B.Com. Financial Markets

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015		
T.Y.B.Com. Financial Markets	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	
Number of students appeared	42	42	43	43	43	43	50	50	
Number of students passed	42	41	35	41	35	41	36	49	
O grade	**	41	**	33	01	**	**	**	
A grade					13	10	05	6	
B grade				01	17	13	07	10	
C grade					04	13	17	24	
D grade					**	01	05	9	
E grade					07	**	04	02	-
College pass percentage	100%	97.61	81.39	95.34	81.39%	95.34%	72%	98%	
University pass percentage	95.05	97.63	92.17	96.71	88.02		83.73%		

T.Y.B.Sc. Computer Science

Programme/ Course	2011-2012	2012-2013	2013-2014		2014-2015	
T.Y.B. Sc. Computer Science	Annual	Annual	Sem. V	Sem. VI	V Sem.	VI Sem.
Number of students appeared	50	53	58	58	92	92
Number of students passed	29	36	28	33	52	47
O grade	4	8	01	**	01	**
A grade			19	13	17	09
B grade			08	04	21	16
C grade			**	09	12	13
D grade	22	28	**	06	01	09
E grade			**	01	**	**
College pass percentage	58.00%	67.90%	48.27%	56.89%	56.52%	51.08%
University pass percentage	49.40%	43.00%	42.88%	47.61%	53.59%	56.76%

T.Y.B.Sc. Information Technology

Programme/ Course	2011-2012		2012-2013		2013-2014		2014-2015	
T.Y.B.Sc. Information Technology	Sem. V	Sem. VI	Sem. V	Sem. VI	Sem. V	Sem. VI	V Sem.	VI Sem.
Number of students appeared	150	149	188	188	233	227	177	188
Number of students passed	80	101	46	77	127	178	95	119
O grade	**	**	**	**	4	**	03	**
A grade					62	75	38	56
B grade					53	44	38	44
C grade					8	05	16	08
D grade					**	**	**	01
E grade					**	54	**	10
College pass percentage	53%	67.8%	24%	38%	54.5	78.41%	53.67%	63.29%
University pass percentage	42%	51.2%	38%	47.7%	45.09%	56.6%	50.3%	54.75%

T.Y.B.Sc. Biotechnology

Programme/ Course	2011-2012	2012-2013	2013-2014		2014-2015	
T.Y .Biotechnology			Sem. V	Sem. VI	V Sem.	VI Sem.
Number of students appeared	55	51	62	62	53	53
Number of students passed	47	44	53	56	39	48
O grade	11	21	13	07	04	07
A grade			24	24	14	20
B grade	36	23	12	14	16	15
C grade			01	09	04	03
D grade			**	02	01	03
E grade	**	**	03	**	**	**
College pass percentage	85.45	86.27	85.48%	90.32%	73.58%	90.56%
University pass percentage	61.34	50.25	57.72%	47.61%	53.59%	56.79%

Post Graduate Programmes

M.Sc. Information Technology

Programme/ Course	2011-2012		2012-2013		2013-2014		2014-2015	
M.Sc. Information Technology	Part I	Part II	II Sem.	Part II	II Sem.	IV Sem.	II Sem.	IV Sem.
Number of students appeared	19	17	32	19	32	31	40	31
Number of students passed	18	17	24	17	21	24	24	28
O grade	**	8	21	02	**	**	02	**
A grade					10	03	04	10
B grade		9	3	15	06	14	08	14
C grade					04	06	10	03
D grade					01	01	**	01
E grade					**	**	**	**
College pass percentage	94.73%	100%	75%	89.47%	65.62%	77.41%	60.00%	90.30%
University pass percentage	35.59%	84.67%	64.86%	67.89%	59.97%	80.11%	57.80%	71.60%

M. Com.

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015	
M.Com.	Part 1	Part II	II Sem.	Part II	II Sem.	IV Sem.	II Sem.	IV Sem.
Number of students appeared	94	21	116	31	98	106	82	79
Number of students passed	53	20	85	29	67	63	50	77
O grade	**	04	01	08		01	01	09
A grade			29		24	27	12	30
B grade		10	30	14	26	21	21	26
C grade			21		15	12	13	11
D grade			04		02	**	03	01
E grade		06	**	07	**	54	**	**
College pass percentage	56.38%	95.23%	73.27%	93.54%	68.36%	59.43%	61.00%	97.00%
University pass percentage	52.69%	84.63%	66.28%	86.38%	58.11%	81.64%	**	**

M.Sc. Biotechnology

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015	
M.Sc.Biotech.	Part I	Part II	II Sem.	Part II	II Sem.	IV Sem.	II Sem.	IV Sem.
Number of students appeared	29	26	30	30	32	30	31	32
Number of students passed	26	26	29	28	29	29	26	32
O grade	**	17	07	15	05	02	01	04
A grade			22		13	18	11	20
B grade		09	**	13	11	09	11	08
C grade			**		**	**	03	**
D grade			**		**	**	**	**
E grade		**	**	**	**	**	**	**
College pass percentage	89.65%	100%	96.66%	93.33%	90.62%	96.66%	83.87%	100%
University pass percentage	69.90%	83.10%	64.86%	80.08%	59.97%	80.11%	57.83%	71.64%

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

TEACHING STRATEGIES TO REACH THE LEARNING OUTCOME

- Subject allocation to teachers is made in advance to enable them to prepare before the semester begins.
- Teaching plans are prepared for each subject to give proper direction to teaching.
- Last day for completing the portion is announced in the academic calendar so that students and teachers are aware of the dates and teachers can plan their lectures.
- Progress of teaching on all subjects and any deviation from teaching plans are discussed in the departmental meeting.

LEARNING STRATEGIES

- Regular performance test is conducted.
- Students lagging in studies are assessed through marks obtained in tests.
- Weak students are identified and counseled and additional help is provided to them.
- Parents are taken into confidence and are requested to devote more time towards their child's education.
- In addition to academic strategy we try to inculcate the following skills through various activities so that learning can be made more effective and meaningful :
 - a. Communication Ability
 - b. Critical Thinking
 - c. Leadership Quality
 - d. Social Commitments
 - e. Environmental projects
 - f. Ability to use technology

These skills are inculcated through practical training:

- A. Numbers of Associations are formed with a professor- in- charge and students are allowed to plan and execute various programmes.
- B. A new attempt is made to train students entrepreneurship through the “Entrepreneur Cell”. Almost 150 students have registered for the programme.
- C. Students are encouraged and supported to participate in as many programmes as possible organized by University and other established Institutes.
- D. Conduct Seminars on our own and through Research Forum and encourage students to present paper and attend seminars.

Assessment Strategies

- Question papers are prepared as per syllabus and moderated by external faculty.
- Model answer paper are prepared before correction.
- Corrected papers are moderated by an external faculty.
- Corrected answer papers are shown to the students at the time of evaluation.
- In addition to theoretical paper, the internal assessment is also done taking into account their various skills.

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

STUDENTS PLACEMENTS

Our Placement Cell is very active. A number of leading companies (Wipro, Nokia, L&T, Bajaj Capital and the like) visit our campus for recruitment

Years	Number of Companies Visited	Number of student got placed
2011 – 2012	6	60
2012 – 2013	7	73
2013 – 2014	6	93
2014 – 2015	6	192

ENTREPRENEURSHIP

Our Entrepreneurship Cell train students for taking up entrepreneurship. 150 students have registered for this programme

INNOVATION / RESEARCH

We encourage our students, who have a scientific temperament, to get involved in research projects. Students who do not have a science background are given project oriented tasks to sharpen their reasoning skills.

INITIATIVES OF ECONOMIC RELEVANCE

- Entrepreneurship Development Cell
- Placement Cell

- Fee concession for economically backward students
- Facility of installment for payment of fees
- Earn while you learn scheme
- Sports scholarships
- Government scholarships as per university norms
- Re-admission to the same class due to drop out or failure with 50% fee concession

INITIATIVES FOR PROMOTING RESEARCH CULTURE AMONG STUDENT

- Encouragement of students to participate in the Research Convention 'Avishkar' organised by University of Mumbai
- Students are motivated to participate in the Inter-Collegiate paper presentation competitions
- Students are motivated to get involved in project work with the help of primary data after making a structured questionnaire.
- The students are encouraged to write research papers for publication in books and journals which have an ISSN/ISBN number.

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

COLLECTION OF DATA

- From class test
- Through interaction in class room
- Through semester results

BARRIER FOR LEARNING

- Language Barrier
- Slow Learners
- Lack of support System at home.
- Lack of interest in students

OVERCOMING BARRIERS OF LEARNING

- Through modules, essay writing, debates, discussions and activity in language laboratories.
- Slow learners are helped by subject teachers.
- Lack of support at home is resolved by teachers by devoting extra time for doubt clearing.
- Through Bridge Courses.
- Student Mentoring

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

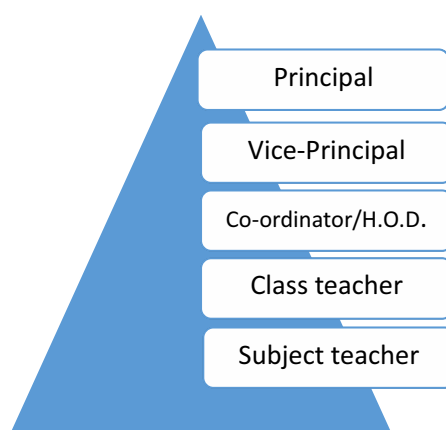
MONITORING OF LEARNING OUTCOME

- Through Class tests
- Through question answer sessions
- Through guardians
- Through Semester examinations
- Through projects

ACHIEVEMENTS AND RESULT

- Through quality teaching
- Through corrective action wherever necessary
- Through Counseling
- By involving the Guardians
- Sports achievers are given fee concession, annual felicitation by the college plus other benefits.
- Our infrastructure of international standards eg Synthetic Basketball Turf, Shooting Range, etc. encourage students for activities in addition to academics.

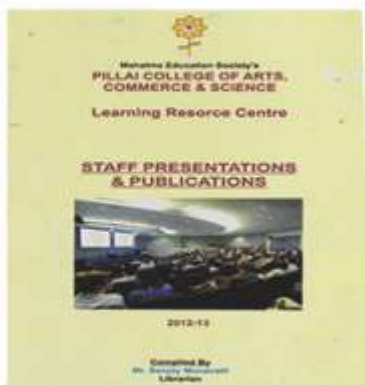
The institution monitors the learning outcomes in the following hierarchy;



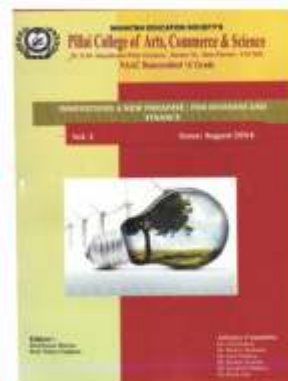
2.6.7 Does the institution & individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives & planning? If 'yes' provide details on progress & cite a few examples.

The academic evaluation outcome of the student is no doubt important, but college takes into account the overall development of student;

- Toppers of various subjects are awarded cash prizes and certificates of merit.
- The overall topper of the course for each semester is also awarded a cash prize and certificate of merit.
- The Best Student Award has been instituted for the college and which is officially announced on the Prize Distribution Day. The best student award gives weightage to academics, sports, extra-curricular activities.
- The various associations give away certificates to the students for participation in events with commendable performance
- The N.S.S. unit awards certificates to the Group Leader of the unit
- Students are encouraged to take part in Sports, Cultural activities, Departmental activities, in order to achieve their full potential.
- The Magazine Committee of our college felicitates the editors of various sections in recognition of their efforts by awarding them with certificates.
- The Library Committee gives certificates for the 'Best User Award' for Library in the student and teacher category.
- The Sport Achievers are given sport kits in appreciation of their performance.



Research, Consultancy and Extension



CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 PROMOTION OF RESEARCH

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

We have a centralized Research Centre under the banner of 'M.E.S.' which conducts seminars, workshops and helps teachers in their research endeavors. Research papers published by our faculty in journals is computed and published in our annual staff publication. The Biotechnology Department has an Animal Tissue Culture Laboratory, Plant Tissue Culture Laboratory, Instrumentation Laboratory, and Biotechnology Laboratory. All our laboratories attached to the Biotechnology Department are approved for M.Sc. by Research and we are in the process of applying for recognition of the laboratory for higher research numbers of minor and major research projects which is being carried out under UGC.

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

Yes.

The Research Committee comprises of five members, which includes Chairman (Principal) and four committee members (Assistant Professors from different departments).

The Committee encourages and helps all the approved teachers to write and submit the research proposals and seminar proposals to various funding agencies like U.G.C., University of Mumbai, I.N.S.A., DST, DBT, and the like. Also the committee critically reviews the proposals and gives approval for further submission. Many proposals have been submitted to U.G.C. and University of Mumbai and have been approved for research.

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

- **Autonomy to the principal investigator:** Principal investigators are given full autonomy for their research projects to purchase of equipments, books and other necessities.
- **Timely availability or release of resources:** Faculty members are encouraged to submit research proposals for financial support to different funding agencies and funds so received are released as and when required by the college. Computers, scientific instruments, available in our laboratories, books, journals and other support infrastructure can be conveniently used by the researchers for their projects.
- **Adequate infrastructure and human resources:** We provide infrastructural facilities such as laboratory, library, computer and the like to the faculty for research work. The supporting staff also assists faculty in research work.

- **Time-off, reduced teaching load, special leave etc. to teachers:** Duty leaves are sanctioned for field visits, conferences, symposia etc. to faculty members.
- **Support in terms of technology and information needs:** ICT facilities are made freely available. The library server is accessible through LAN. Additionally the library provides e-books, e-journals which can be accessed through INFLIBNET and multi-media facilities.
- **Facilitate timely auditing and submission of utilization Certificate to the funding authorities:** The internal auditor of college audits the accounts and issues the utilization certificate, the submission of which is done by the principal investigator.
- Any Other:
 - ✓ Teachers are felicitated for commendable work in the research projects and completion of Ph.D., M. Phil degrees.
 - ✓ Reimbursement of travel and research related expenses.

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

- The institution provides all supportive facilities for the research work of students.
- The Mahatma Research Forum has been established in 2004 to encourage research related activity amongst staff and students of all our affiliated institutes. The expenditure is borne by our parent body Mahatma Education Society and income is pooled and used for development of research activity.
- Lectures on research aptitudes and research methodology by various speakers have been organized for the benefit of students.
- Visit to research institution/industry/University has been arranged by the college for the students to create research aptitude.
- The institution encourages students to participate in the various national and international conferences, research conventions, seminars, workshop and to present research papers.
- Associations organize inter-collegiate seminars and paper presentation competitions to encourage students to prepare and present their research work
- Students are encouraged to participate and present projects and research papers in Aavishkar- Research Convention of University of Mumbai.
- Post Graduate students of Biotechnology Department are guided by their staff to carry out research projects for their dissertation.
- To create research culture we encourage undergraduate students also to carry our short term research projects and expenses are borne by the management.
- M.Sc. Biotechnology has been added to the postgraduate programme from the academic year 2008-09. Our biotechnology laboratories have all facilities for research and further expansion to start our Institutional Research Centre is underway.
- Our biotechnology laboratories have latest equipment for research facilities.

Laboratory I (Practical laboratory), Laboratory II (Instrumentation), Laboratory III (Practical laboratory): Laboratory 3.1 Animal Tissue Culture, Laboratory 3.2 Plant Tissue Culture.

- We provide books on request, chemicals required for research free of cost and any other such requirement.
- We organize Industrial Visits and visits to different Research Institutes to acquaint students with the research culture prevalent.
- Environment Analysis and Conservation Team (ENACT) for environment management encourages research and survey into environment related issues. It carries out activities like; field visits to Vashi Mangrove Forest, Water Quality Assessment of Kalundre River and the like. M.Sc. Biotechnology students took up a number of projects related to environmental science.
- Our laboratory is utilized by our sister concerns for their research projects.

3.1. 5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Post Graduate students of Biotechnology Department are guided by their staff to carry out research projects for their dissertation.

Sr. No.	Student name	Project Guide	Project Title
Academic Year 2011-12			
1.	Pranita Pawar	Dr. Rashmi Padhye	Biodegradation of Dyes using Fungal Cultures
2.	Karishma Mohan	Dr. Srinandhini Devi	Effect of Ozone on Plants
3.		Ms. Meenakshi Srivastava	Dye degradation using bacterial culture isolated from soil
4.	Avinash Bandal	Mr. Binoj C. Kutty	Effect of Sound waves on DNA
5.	Ms. Komal Dolasia		“-PCR for Mutagen Screening”
6.	Rejitha Renji	Ms. Karthika Nair	Antioxidant and antibacterial property of polyphenols in tea
7.	Angel joy Periyannagam	Ms. Bindu Rajaguru	Nutraceutical formulation using Asparagus and Drumstick
8.	Kokane Kiran	Mr. Vijay Vichare	Preliminary morphological studies of multiple hereditary exostoses affected probands

Academic Year 2012-13			
Sr. No.	Student name	Project Guide	Project Title
1.	Priyanka Bhattacharya	Dr. Srinandhini Devi	Isolation, identification and characterization of keratinolytic chicken feather degrading bacteria.
2.	Vijay Garde	Ms. Meenakshi Johri	Isolation, Identification of PHA producing bacteria from soil
3.	Choudhary Mukesh	Mr. Binoj C. Kutty	Development of microbial fuel cell for generation of electricity using urine as a substrate
4.	Shivam Shukla and Aditya Chaudhari	Mr. Binoj Kutty Co-investigator Ms. Rejitha Renji	Comparison of Bioactive properties of different brands of black tea" Publications/Conference
5.	Mukesh Choudhary	Mr. Binoj Kutty	Development of Microbial Fuel Cell for generation of Electricity using urine as a substrate
6.	Mr. Sushrut Dhakone	Mr Vijay Vichare	Isolation and identification of Micro-organisms from drinking water supplies using 16s rRNA sequence analysis
7.	Prutha Jadhao, Shruti Surve & Venkatesh Kadam		Effect on Bones due to consumption of heavy acid rich substances

ACADEMIC YEAR 2013-14			
Sr. No.	Student name	Project Guide	Project Title
1.	Ms. Pranali mahtre	Dr.K.M.Srinandini devi	Isolation and Identification of a novel chicken feather degrading bacteria
2.	Ms. Kruthika Rathod	Mr. Gopakumar Pillai	Isolation , Characterization and assessment of Azotobacter spp. In enhancing germination and growth of maize plants in metal tolerant soil
3.	Mr. Devendra Mandavkar	Ms. Joyti Kadam	Isolation, media optimization and characterization of phosphate solubilizing bacteria from the Rhizospheric soil of Tulsi plant
4.	Shraddha Jadhav	Ms. Meenakshi Johri	Optimization of cultural conditions for PHA production by bacteria from soil
5.	Shruthi Sathyan	Dr. Binoj Kutty	Green synthesis of silver nano particles using leaf extract of carica papaya
6.	Jadhav Supriya		A study on hand hygiene among college population and isolation of triclosan resistant bacteria from various sources
7.	Sodaye Vikram	Ms. Uma Sadashivam	Isolation and characterization of rare genera of actinomycetes
8.	Rohini Dhatrak	Mr. Deepak C.	Algae as a biofuel source: isolation and identification of algal species

Academic Year 2014-15			
Sr. No.	Student name	Project Guide	Project Title
1.	Elora Das	Dr. K. M. Srinandinidevi	Screening of feather degrading bacteria from soil.
2.	Vaibhav Yewale		
3.	Akash Kanojia		
4.	Sanit Mhatre	Mr. Gopakumar Pillai	Biodegradation studies of plastics using soil microorganisms. Study on biofertilizers
5.	Shardool Nair		
6.	Sanket patil		
7.	Mrunmayi Bhouraskar	Ms. Uma Sadashivam	Screening of oil degrading bacteria
8.	Suyog Chavan	Ms. Marishka D'souza	Isolation of oil degrading bacteria
9.	Anjali Rawat	Mr. Gopakumar Pillai	Assessment of water quality of kalundre river, Panvel.
10.	Kaustubh Patil		
11.	Anju Nair		
12.	Divya Pillai		
13.	Priyanka Thale	Ms. Bhakti Hirani	Preparation of nanoparticles from spices and testing their antibacterial activity
14.	Pooja Manhas	Dr. Remya V.	Antioxidant activity of plants
15.	Priyanka Patil	Ms. Joyti Kadam	Isolation and enumeration of Azotobacter from soil
16.	Shweta Gaikwad		Isolation and enumeration of rhizobium from leguminous plant fenugreek and mimosa
17.	Vidya Pillai	Ms. Bindu Rajaguru	Study on chytoson
18.	Varsha Gaikwad		Synthesis of plant based nanoparticles

List of Individual Research projects of the faculty:

Sr. No	Name of the Faculty	Funding Agency	Duration	Amount Sanctioned
1	Dr.K.M.Srinandhini Devi	U.G.C.	2013-2015	Rs. 2,00,000/-
2	Dr.Binoj C.Kutty	U.G.C.	2014-2016	Rs. 2,75,000/-
3	Prof. Jyoti R. Kadam	U.G.C.	2014-2016	Rs. 2,50,000/-
4	Dr.Rinkoo Shantanu	Mumbai University	2013-2014	RS. 25,000/-

List of Collaborative Research activities of the faculty:

- In the academic year 2011-12, Department of Biotechnology has collaboration with the following members of the Research and Development Section of our sister institute P.I.I.T. (Pillai Institute of Information Technology)
 - **Dr. P.S. Goyal (Dean R&D) "Study of Distribution of Counter-ions around Ionic Micelles using SANS and SXAS" sponsored by Department of Science and Technology, New Delhi.**
 - **Dr. T. Vijayan "Ozone Generation and application" sponsored by Department of Science and Technology, New Delhi.**
- Dr. Binoj Kutty had collaborative research with Dr. P.S. Goyal (Dean Research and Development, Dr. K.M. Vasudevan Pillai's Campus) on the Studies on alterations in**

micelles properties in presence of salts in the academic year 2012-13.

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

Seminars by Research Forum

Year	Eminent Speakers	Date	
2012-13	Mr. K. S. Parthasarathy, Ex-Secretary, Atomic Energy Regulatory Board, Government of India was the Chief Guest.	28 th September, 2012	FACULTY SEMINAR SERIES
2013-14	Prof. Smita Dalvi, a Fullbright scholar and the former Chairperson of the M.E.S. Research Forum was the Chief Guest.	27 th September, 2013	
2014-15	Dr. Faiyaz Gadiwalla, a reputed academician was the Chief Guest of the Seminar and Dr. P. S. Goyal, Professor at P.I.I.T. also presented his research work conducted at the Photon factory in Japan.	12 th September, 2014	
2015-16	Prof. Conrad Saldanha, Advisor, Don Bosco was the Chief Guest and key note speaker at the forum.	11 th September, 2015	

International Conferences

Every year our parent body, M.E.S. organizes an International Conferences in association with University of Mumbai with the focus on capacity building in terms of research culture among the staff and students. The following is the list of conferences organized during last four years on different research areas:

Year	Theme	Date	In Association with
2011-12	International Commerce & Management Conference on "Strategic Management in Global Scenario; Challenges & Opportunities"	23 rd & 24 th Feb., 12	Department of Commerce, University of Mumbai
2012-13	International Commerce & Management Conference on " Reinventing Trade, Commerce & Management in Global Scenario; Challenges and Opportunities"	10 th & 11 th Jan., 2013	Department of Commerce, University of Mumbai
2013-14	International Conference on: "Innovations and In-roads in Commerce, Management and Technology in the Global Arena; Challenges Ahead"	6 th and 7 th Feb., 2014	Department of Commerce, University of Mumbai and Pillai group of institutions and Institute of Computer Accountant
2014 -15	International Conference on: "Global Business Finance & Leadership; Challenges and Opportunities"	19 th & 20 th Jan., 2015	

Seminars/workshops/conferences by Departments

Sr. no.	Theme	Department	Seminar/workshop/conference	Date	No. of days	International /national/ state
1.	“Industry academia interface: horizon for future”	Biotechnology	Seminar	15 th Sept, 2012	1	State level
2.	"Molecular Biology of Blood Vessels in Health and Disease"	Biotechnology	Symposium	6 th Feb., 2013	1	International level
3.	Innovations a new paradise: for business and finance	B.M.S.	Conference	14 th Aug, 2014	1	National level
4.	“Genetically Modified Foods, Boon or Bane”	Biotechnology	Seminar	20 th Jan, 2015	1	State level
5.	A Tribute to Dr. A.P.J. Abdul Kalam: India Vision 2020	B.M.S.	Conference	24 th Sept, 2015	1	National level

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

Research in a broad range of areas synergizing with biotechnology is pursued in the institution. Biotechnology is a continually changing and dynamic subject and is therefore enormously challenging. New areas are being identified to aid research for development of new knowledge.

Specific research themes currently being pursued:

- Bioremediation
- Plant tissue culture
- Phytochemical Evaluation
- Microbial Biotechnology
- Nanotechnology
- Environment Biotechnology

Research Forum of our institution conducts seminars in which research papers with current themes are presented. Paper presentations by faculty at different forums also bring to surface research areas of national and international importance.

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

- Every department tries to get eminent personalities as visitors, speakers or invitees for seminars/workshops/guest lectures to enable the students and faculty to interact with them. This helps the students to develop a better attitude and awareness towards research.
- The Research Forum of the college, whose objective is to inculcate research culture among the faculty, regularly invites researchers of eminence to conduct seminars on

research methodologies and educational technologies. The forum also publishes a refereed journal which has an impressive panel of eminent researchers.

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

None of the faculty members have utilized the provision of Sabbatical leave

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

- Learning Resource Centre (Library) of our institution is one of the best place for bringing out awareness and for transfer of relative findings of recent research work of the faculty in the form of research journals, bound volumes and staff publications.
- We publish a Research Book “Pillai College of Arts, Commerce & Science with I.S.B.N. No. 978-81-926311-0-3 which publishes research papers which have been published in journals and which can be accessed by students and community. Presently it is in the 3rd volume.

● **ENACT**



With the increasing population in India, the problem of pollution and environment management has become a serious concern to the country. Most of the land is turning infertile and toxic due to dumping of wastes, garbage and other anthropogenic activities leading to increased concentrations of toxic pollutants and rising salinity and alkalinity. Such soils have lost its potential and can't be used for agriculture which is required to address the rising food security issues. Parallely, air, water and noise pollution has also reached alarming levels threatening the life of all living forms. Immediate measures are to be taken to bring these in control and to balance the nature, as also to maintain the resources for the future generations to cherish and meet their own needs.

With this objective, Prof. Gopakumar Pillai developed an Environment Analysis and Conservation Team on 6th September, 2014 at the Department of Biotechnology to actively take up the responsibility of environment management. The team led by Prof. Gopakumar Pillai comprises of three more faculty members (Ms. Rejitha Renji, Ms. Marishka Dsouza and Mr. Akhil Nair) and 40 student members from the Biotechnology Department.

The following research activities are undertaken by this team in the last academic year:

- Field Visit to Vashi Mangrove Forest on 12th September 2014
- Guest Lecture on Environmental Audit on 10th Dec 2104
- Water Quality Assessment of Kalundre River (Jan-Mar, 2015) By Enact Members

3.2 RESOURCE MOBILIZATION FOR RESEARCH

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

Our college is primarily P.G. recognized college, however to promote research we purchase equipment through U.G.C. and College grants, which are used by faculty and students. Faculty also undertakes minor research projects. Through these funds, department has procured incubator, shaker, and shaking incubator. Atleast 10% of the recurring and non-recurring laboratory budget is used by departments for the purpose of research as per the need

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

Our management is extremely supportive for research and provides resources whenever required.

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

- All expenditure relating to chemicals is borne by the college, whether it is an undergraduate or a postgraduate project. A nominal fee is charged from the post – graduate students for the guide.

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

- Our institution has been conducting basic degree programs and in these degree programs there is no provision for research work. However, for inculcation of research aptitude in the students, we take several initiatives like inter-disciplinary seminars on current issues in Computer Science, Information Technology, and Biotechnology. Faculty of Commerce also takes several initiatives in these directions. Students are encouraged in participating and presenting projects and research papers at the AVISHKAR Research Convention conducted by Mumbai University. Our M.Sc. Biotechnology, M.Com and M.Sc I.T students are guided by their teachers to do their dissertation projects.

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

- We have a Research Centre for Biotechnology Department .The research scholars make use of library facilities, computer laboratory, nanotechnology laboratory that are kept open from 8a.m to 8 p.m on all working days, including holidays with special permission from H.O.D's.
- The Institute has a well stocked library which includes reference books and journals and the institute is always eager to purchase new edition of books and journals every year. Last year college purchased new books of worth Rs. 4 lakhs.
- Each department has relevant infrastructure and instruments for basic research work.
- Internet connectivity has also been provided in all departments to help them review their academic as well as research programs.
- Institute also ensures that the deserving students should be facilitated to use the equipments, books, journal beyond the college timing and also during Diwali / winter / summer vacations.
- We have an inventory book of all equipments bought, year of purchase and cost.
- Each equipment has instrument tags for eg:- PCACS/BIOTECH/2005/031.
- Staff is trained to operate the machines.
- We have standard operating procedure.
- We have annual contract for wear and tear of machines.

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

- No, the institute has not received any special grants or finances other than U.G.C. and University of Mumbai for research facility.

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

Duration			Name of the funding agency	Total Grant		Total grant received till date
Nature of the Project	Year From To	Title of the project		Sanctioned	Received	
Minor projects	2013 -2015	Use of ozone as a stimulant for enhancing secondary metabolites in cultured plant cell	U.G.C.	2,00,000	2,00,000	2,00,000
Minor projects	2014 -2016	Integrating high oil producing strains of Algae into microbial fuel cells for co generation of electricity and algal oil	U.G.C.	2,75,000	-	-

Minor projects	2014 -2016	Isolation of phosphate solubilising bacteria from soil for the production of Biofertilizer	U.G.C.	2,50,000	1,80,000	1,80,000
Major projects	-	-	-	-	-	-
Interdisciplinary projects	-	-	-	-	-	-
Projects sponsored by University/ college	2013 -2014	Gold & Silver: As an instrument of investment for working women	Mumbai University	20,000	20,000	20,000
Industry sponsored	-	-	-	-	-	-
Students' research projects	-	-	-	-	-	-
Any other (specify)	-	-	-	-	-	-

3.3 RESEARCH FACILITIES

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

The college has the following facilities available to the students and research scholars within the campus

- 3 Biotechnology Laboratories (Animal Tissue Culture, Plant Tissue Culture, Biotechnology)
- One Instrumentation Laboratories
- Computer laboratories with printers, LCD's and scanners
- Library enriched with Reference books, Journals and periodicals, Internet E learning resources CDs and other educational software applications
- Sophisticated infrastructure

LIST OF EQUIPMENTS/FACILITIES

Sr. No.	Instrument Name	Quantity
1.	Teflone coated magnetic stirring bar 8 x 40 mm	01
2.	Teflone coated magnetic stirring bar 8 x 60 mm	01
3.	Quartz cuvette 0.5 ml	1 pair
4.	PH Electrode	02
5.	Incubator cum Shaker without cooling system	01
6.	Stop watch	10
7.	Vertical Gel Electrophoresis Apparatus	04
8.	Fully Autoclavable variable volume micropipette (0.5 to 10 ul)	01
9.	Fully Autoclavable variable volume micropipette (20 to 200 ul)	01
10.	Fully Autoclavable variable volume micropipette (100 to 1000 ul)	01
11.	micropipette (2-20 ul)	04
12.	micropipette (40-200 ul)	04
13.	micropipette (200-1000 ul)	04
14.	micropipette (2-10 ul)	01
15.	micropipette (0.5-10 ul)	02
16.	Horizontal gel Electrophoresis apparatus	04
17.	Digital Lux Meter	02
18.	Orbital Shaking Incubator	01
19.	Laboratory and medical microscope	05

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

- The institution plans for infrastructure and equipments as per the research needs of the department.
- The Biotechnology laboratory was upgraded with new instruments
- We are in process of constructing a new state of art building with special arrangements, upgraded library infrastructure facilities for research activities. Management itself procures new equipments as per the requirements.

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

- Yes, the college received grants from U.G.C., D.S.T. to develop research facilities. College received a grant of Rs 3,42,400

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

- Our institute has a tie up with Srujan Biotech Ltd. which facilitates our biotechnology under graduate students to get knowledge of basic research activity which works out as a base for their M.Sc. projects
- The Commerce students visit the Bombay Stock Exchange to study its working.
- Necessary request letters are provided to the student and research scholars and permissions are obtained on their behalf to enable the use of research facilities available at the university and other institutions/industry level.
- Faculty and Students from our institutes are allowed to visit other laboratories for their research work whenever required by way of student and staff exchange programmes.
- Students from other institutes are also allowed to use our college laboratories and equipments for carrying out their P.G. dissertations and Project works.

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

- Following library information resources facilities are available specifically for the researchers:
 - ✓ INFLIBNET N-LIST consortia
 - ✓ Reputed national/international research journals and reference books for reading
 - ✓ On specific demand journals are also procured and made available.
- Researchers can utilize the facilities available in the 3 state of the art biotechnology laboratories

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

As such no collaborative research facilities have been developed.

3.4 RESEARCH PUBLICATIONS AND AWARDS

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

- Patents obtained and filed (process and product)
- Original research contributing to product improvement

- Research studies or surveys benefiting the community or improving the services
- Research inputs contributing to new initiatives and social development
- NIL-

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

- Yes, the institution publishes the annual research journal named **“PILLAI COLLEGE OF ARTS, COMMERCE AND SCIENCE”**. Currently it has 3rd volume in publication with ISBN No.978-81-926311-0-3.
- **Composition of the editorial board:** The editorial board comprises of the internal faculty only but the advisory committee comprises of external faculty members who have doctoral degrees.

Publication Policies:

- The research papers are invited from different faculty and then screening of the same is done by the Peer Review Committee
- The final selected papers are published in the journal
- The journal is published on a bi-annual basis.

The publication is not listed in any international database.

3.4.3 Give details of publications by the faculty and students:

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Dr. Seema Somani	11	03	01
Dr. Rinkoo Shantnu	10	06	--
Dr. Gajanan Wader	06	06	---
Mrs. Monali Ray	07	04	---
Dr. Aarti Sukheja	07	04	---
Mrs. Kiran Deshmukh	07	06	---
Mrs. Sunita Saini	02	01	---
Mrs. Kavita Baddi	01	---	---
Mrs. Abida Khan	05	01	01
Mrs. Farhat Shaikh	03	03	---
Ms. Ruchika Bassi	02	01	---
Ms. Bhavana Parab	06	05	---
Mrs. Prerna Sharma	11	10	---
Mr. Shabab Rizvi	02	01	---
Mrs. Nithya Varghese	---	01	---

Dr. Kumudini Das	08	08	---
Ms. Deepika Sharma	01	---	---
Ms. Sujata Shabade	01	---	---
Ms. Pooja Pandey	02	---	---
Dr. K.M.Srinandhinidevi	03	---	---
Prof. Meenakshi Johri	01	---	---
Dr. Binoj C.Kutty	04	---	---
Mr. Vijay Vichare	04	---	---
Ms.Ahileswari Senthilnathan	01	---	---
Dr. Remya Varadharajan	02	---	---

***detailed list available on website**

- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, And Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**

- Not available-

- **Monographs**

- Not available-

- **Chapter in Books**

Sr No	Authors Name	Subject Name	Class	Year of Publish	ISBN No	Publisher
1.	Ms. Prerna Sharma	Special studies in marketing	T.Y.B.M.S.	2013-14	978-93-82429-46-3	Sheth Publications
2.	Ms. Prerna Sharma	Indian Management Thoughts & practices	T.Y.B.M.S.	2013-14	978-93-83130-59-7	Thakur Publications

- **Books Edited**

Sr No	Authors Name	Subject Name	Class	Sem	Year of Publish	ISBN No	Publisher	Edition	Year of Edition
1.	Ms. Prerna Sharma	Business Environment	F.Y.B.M.S.	II	2014	978-93-83887-98-9	VIPUL PRAKASHAN	FIRST	2015

➤ **Books with ISBN/ISSN numbers with details of publishers**

SR NO	Authors Name	SUBJECT NAME	CLASS	SEM	YEAR OF PUBLISH	ISBN NO	PUBLISHER
1.	Ms. Perna Sharma	Special Studies in Marketing	T.Y.B.M.S.	V	2012	978-93-82429-46-3	SHETH
2.	Ms. Perna Sharma	Indian Management Thoughts and Practices	T.Y.B.M.S.	VI	2013	978-93-83130-59-7	THAKUR
3.	Ms. Perna Sharma	Business Environment	F.Y.B.M.S.	II	2014	978-93-83887-98-9	VIPUL PRAKASHAN
4.	Ms. Perna Sharma	Environment Management	F.Y.B.M.S.	II	2014		THAKUR
5.	Ms. Perna Sharma	Organizational Behavior and HRM	S.Y.B.M.S.	III	2015	978-93-84137-86-1	VIPUL PRAKASHAN
6.	Ms. Perna Sharma	Recruitment and Selection	S.Y.B.M.S.	III	2015	978-93-84137-94-6	VIPUL PRAKASHAN
7.	Ms. Perna Sharma	Motivation and Leadership	S.Y.B.M.S.	III	2015	978-93-84137-95-3	VIPUL PRAKASHAN
8.	Ms. Perna Sharma	Strategic Management	S.Y.B.M.S.	III	2015	978-93-5149-261-0	SHETH
9.	Mrs. Jennie Prajith	Introduction of Financial Markets	F.Y.F.M.	I	2015	978-93-84537-41-8	VIPUL PRAKASHAN
10.	Ms. Bhavana Parab	Accounting for managerial decisions	S.Y.B.M.S.	III	2015	978-93-5149-256-6	SHETH

➤ **Citation Index**

- Not available-

➤ **SNIP**

- Not available-

➤ **SJR**

- Not available-

➤ **Impact factor**

Journal	I.C.V (impact factor)
International Journal of Biology, Pharmacy and Allied Sciences	1.2
International Journal of Applied Biotechnology and Biochemistry	1.8
Journal of Biochemistry and Biotechnology (JBB)	2.2
Journal of Biochemistry and Biotechnology (JBB)	2.2

- **h-index**
- Not available-

3.4.4 Provide details (if any) of

- Research Awards Received By The Faculty
1. **Mr. Gajanan Wader** was awarded the **Best Research Paper award for the research paper on “Study of Financial and Accounting System of Co-operative Housing Societies in Navi Mumbai”** at **U.G.C. sponsored National Seminar on Trends and Challenges in the Teaching, Learning and research in the Field of Accounting** organised by **Changu Kana Thakur College, New Panvel** on **28th & 29th Jan., 2012**
 2. **Mr. Binoj Kutty participated in Avishkar 2011-12 an inter-collegiate research festival, conducted by University of Mumbai and presented his research work on “Anticancer activities of spices.”** His work was selected to represent the University of Mumbai in inter University Avishkar Competition held at Shivaji University, Kolhapur on **5th, 6th & 7th Jan., 2012**
 3. **Mrs. Kavita Baddi** was awarded the **Best Research Paper award in National Conference** on the topic **“Managament of Non-Performing assets with reference to State Bank of India”** on **24th Sept., 2015** organized by **B.M.S. Department of Pillai College of Arts, Commerce & Science, New Panvel**
 4. **Mrs. Shraddha Kulkarni** was awarded the **Best Research Paper award in National Conference** on the topic **“Natural Language Translation for Social Application”** on **24th Sept., 2015** organized by **B.M.S. Department of Pillai College of Arts, Commerce & Science, New Panvel**
 5. **Dr. K. M. Srinandhini Devi** presented Poster in Inter-collegiate **Avishkar** held by University of Mumbai, awarded **first prize** and selected to **represent University of Mumbai** at the Inter-University **AVISHKAR** Research festival in Agriculture Category.
- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
1. **Mr. Binoj Kutty** was invited to perform Synchrotron X-ray Experiment at **Indian Beamline at Photon Factory, KEK, Japan**, the project was funded by **Department of Science and Technology, GOI** and implemented by **Saha Institute of Nuclear Physics, Kolkata**
 2. **Mrs. Kumudini Das** was selected for participating in **3rd Asian Population Association Conference at Kuala Lumpur, Malaysia** and present **Oral Presentation on the topic “Incongruence and differentials in reporting death of the child by the couples in India”** on **27th & 30Th July, 2015.**
 3. **Mrs. Kumudini Das** was selected for participating in **XXVII IUSSP International Population Conference in Busan, Korea on 26th to 31st August, 2013** and presented **Poster on the topic “Incongruence and differentials in reporting death of the child by the couples in India”.**
 4. **Mrs. Kumudini Das** was selected for participating in **2011 Population Association of America on 31st March, 2011 to 2nd April 2011** and presented Poster on the topic

“Dynamics of Inter-Religious and Inter-caste marriages in India”.

➤ Incentives given to faculty for receiving state, national and international recognitions for research contributions.

1. **Mr. Binoj Kutty** received financial support for **Rs. 1,09,000/-** to perform Synchrotron X-ray Experiment at **Indian Beamline at Photon Factory, KEK, Japan**, the project was funded by **Department of Science and Technology, GOI** and implemented by **Saha Institute of Nuclear Physics, Kolkata**
2. **Mrs. Kumudini Das** was selected for participating in **3rd Asian Population Association Conference at Kuala Lumpur, Malaysia** and present **Oral Presentation on the topic “Incongruence and differentials in reporting death of the child by the couples in India”** on 27th & 30Th July, 2015. She received scholarship from the **UNFPA's Asia and the Pacific Regional office of \$600USD**
3. **Mrs. Kumudini Das** was selected for participating in **XXVII IUSSP International Population Conference in Busan, Korea on 26th to 31st August, 2013** and presented **Poster on the topic “Incongruence and differentials in reporting death of the child by the couples in India”**. The financial support of **\$1,100 USD** for the conference was provided by the **Korean National Organizing Committee**
4. **Mrs. Kumudini Das** was selected for participating in **2011 Population Association of America on 31st March, 2011 to 2nd April 2011** and presented **Poster on the topic “Dynamics of Inter-Religious and Inter-caste marriages in India”**. The financial support of **\$135 USD** for the conference was provided by the **William and Flora Hewlett Foundation and Population Association of America (PAA) Fund**

3.5 CONSULTANCY

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

The departments identify the industries related to the curriculum of the concerned class and organize the visits accordingly. In the last four years, various departments have visited the identified industries for curriculum interaction and enhancing the knowledge. The details are tabulated below:

Our centralized research forum is a model unit because our entire sister institutes can pool their knowledge, finance and efforts to undertake research in various fields. Our teachers actively participate and contribute to various areas of research. We collaborate with our Management Institutes for consultancy work.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

- We collaborate with our Management Institutes for consultancy work. Our M.Sc. Biotechnology students carry out research and project work under the guidance of our

teachers in our biotechnology laboratories.

- The institute has stated policy to promote consultancy and give publicity. Usually it is followed by organizing meeting with the concerned departments under which directions are given to provide the consultancy to various other colleges and institutions on honorary basis.
- For e.g. :- Vispute College of our region wanted to know the methods of calculating credit points as per new system and they visited our college for two days to learn the methods.
- Our teachers who are professional Lawyers/Chartered Accountant provides consultancy to staff and outsiders
- For e.g. Department of biotechnology has publicized to various other colleges through correspondence about the availability of the different instruments in the biotechnology labs and has provided access to these instruments.
- Dr. Gajanan Wader is involved in Tax Consultancy and Prof. Aditya Joshi involved in consultancy in law.

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

- There is a standard policy in our institution that the income generated from consultancy will be credited to the personal account of the faculty and only nominal charges for the use of infrastructure will be recovered.
- As far as consultancy relating to tax and law is concerned our staff is allowed to retain the remuneration as a motivation.

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

- Our Biotechnology Department was started in the year 2008 and we have been developing our infrastructure facility so that the Laboratories can be utilised for Research and Consultancy. We are in the process of registering our teachers at University of Mumbai as guide for Research. At the moment we are approved for Research in M.Sc Biotechnology.
- Our long term plan is to utilise our laboratory for major research and consultancy, which we hope will take place in next five years.

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

The consultancy services are honorary and hence no income is generated.

3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)

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

- We are active participants of the following programmes of University of Mumbai;
 1. Life Long Learning and Extension activity
 2. N.S.S. (two units)
- In addition to the above units, we have number of Associations such as Nature Club, Social Awareness Cell, Women Cell, Economics Association, Marathi Vagmaya Association, etc. All these Associations try to inculcate in the minds of students importance of community service, good citizenship and above all discipline.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

- Various associations enroll student membership. These Associations motivate students to participate in community service of various natures.
- Our Social Awareness Cell organizes a Community Service Day every year on which a number of inmates of old age homes are invited and entertained.
- Mahatma Education Society conducts on behalf of all institutions 'Community Service Day' and a mega talent festival under the banner “UBER Rang” and proceeds are distributed for charity.
- Our N.S.S. unit encourages student to donate Blood and for the last three years we have been declared as the best unit who have supplied maximum bottles of blood in Raigad District.
- Tree plantation, cleanliness drive, raising voice against child labour, smoking, drinking, women trafficking, eve teasing, ragging , corruption , etc are some of the areas where our students are active.
- Adopting Village (N.S.S.), adopting public place (Panvel Station) are methods of teaching students, as citizens, to do public good.
- Every year we hoist National Flag and celebrate Independence Day and Republic Day. All teachers voluntarily attend the function. On these occasions we stage dramas and other entertainment and refreshments are served.
- We celebrate Marathi Bhasha Day on 27th of February every year with variety entertainment, debates and discussion.
- On the death anniversary of Dr. Babasaheb Ambedkar we honour his contribution, garland his photo and conduct an essay competition on his life and thoughts.
- This year birth anniversary of Kusumagraj (Dr.V.V.Shirwadkar) was celebrated for his contribution to Marathi Literature.

- In honour of Dr. Prakash Baba Amte a social reformer of Maharashtra a movie was shown on 27th October, 2015

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

We solicit stake holders' perception of our institution through:

1. Interaction with external experts who are IQAC members.
2. Through students by getting formal/informal feedback.
3. Through feedback from guardians at the guardian teacher meeting conducted every semester.
4. Through reports we receive from our counselor.
5. Through members of Alumni.

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

- Our extension activities are done by N.S.S. and Lifelong Learning and Extension activity of University of Mumbai.
- We have two units of N.S.S. and about 75 students in lifelong learning and Extension activity.
- Regarding Budget, of their programmes since this is an activity carried out as per University directives, we collect the contribution from students and at the end of the year prepare income and expenditure account.

Income and Expenditure Account of Life Long Learning and Extension Activity

Particulars	2011-12	2012-13	2013-14	2014-15
Total fees collected	10,000	23,000	38,800	21,800
Less: Expenses				
Paid to University	5,000	10,000	17,900	9,900
Training program expense	400	900	2,000	1,000
Honorarium to the Extension faculty	2,000	4,000	8,000	4,000
Field Activities	200	500	1,000	500
Printing & stationery	1,000	1,000	2,500	1,000
Festival Expense	-	1,000	1,000	1,000
Travelling expense	400	1,100	600	1,100
Surplus/ deficit	1,000	1,000	1,000	2,800

Income and Expenditure Account of N.S.S.

Particulars	2011-12	2012-13	2013-14	2014-15	2015-16
Total amount received from university	39,550	47,200	41,800	40,800	97,000*
Less: Expenses					
Travelling Expense	3,000	3,000	1,881	1,500	3,500*
Regular Activity Expenses	21,000	21,000	21,000	21,000	42,000*
Residential area rent	-	10,000	-	-	-
Printing & Stationery	420	400	-	400	2,500*
Food expense	13,230	10,700	13,566	14,300	36,000*
Miscellaneous Expense	-	200	1,353	600	10,000*
Honorarium	900	900	3,000	3,000	3,000*

***The budgetary figures for the current year 2015-16 are approximate figures as accounting will be done only in March. The amount varies in the N.S.S. budget for the year 2015-16 due to grant of permission of one additional unit of 100 students.**

- N.S.S. activity for the last four years is available in the website.
- Activities relating to Lifelong Learning and Extension activity is as under;
 1. Students enrolling for D.L.L.E. have to undertake projects such as SWS, IOP, APY, CP.
 2. Participate in Inter- Collegiate Fest 'UDAAN' organized by D.L.L.E., University of Mumbai
 3. Participate in Aavishkar – Research Convention
- Outreach programmes are also conducted by N.S.S. and various Associations. Expenses relating to enrichment activities are done by the college through respective Associations. In addition to these Associations our Community Service Cell as well as M.E.S. our parent organizes charity talent show called “UBER RANG”

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

- The institute creates awareness about extension activities among the students by announcements on the college website, through Principal's address during orientation, direct canvassing by Prof. In charge through notices and posters circulated in class rooms and displayed on notice boards.
- Our Institute has not started N.C.C. unit.

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

Social Initiatives by M.E.S. (Parent Body) COMMUNITY SERVICE DAY, 2015

- Mahatma Education Society has pioneered not only in the field of education but also made an impact on reaching out to and meeting needs of the marginalized sections of the society.
- In order to carry out more of social work we have created three way structure,
 1. Activity by Association
 2. Activity by College
 3. Activity by the Trust

Amount Contributed by teachers and students over last 4 yrs	2011-12	2012-13	2013-14	2014-15
	Rs.32,221	Rs. 32,000	Rs. 39,000	Rs. 35,000

- A fund-raiser talent show “Uber Rang”, is organized by Mahatma Education Society's for all units under its umbrella every year and the funds raised through this show is to nurture two causes:
 - ✓ To promote the activities associated with Community Service day
 - ✓ To nurture talent within the student community
- Each department also motivates their students and conducts social activity every year.

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

S.No.	Activity	Objective	Learning Outcome	Value/Skill inculcated
1.	Blood Donation, Road Safety, Tie ups /Visits to NGOs, Adoption of villages	To render service to nation by serving mankind	Students learn the real meaning of 'Not me but you'/ They understand between rural and urban life	Sacrifice/Concern with society
2.	Health and Hygiene Awareness/Check up	To create awareness on health and hygiene	Students learn about importance of health and hygiene	Health awareness
3.	N.S.S. Camp	To undergo transformation	Students learn how to live in community and contribute	Discipline, team work
4.	Importance of girl child, Safety of women	To uplift status	Students learn about women empowerment	Gender Equality

5.	Republic Day Parade	To create feeling of patriotism	Students develop patriotic feelings	National integration
6.	Tree Plantation	Concern for environment	Students contribute to environment protection	Responsibility for environment
7.	Energy Conservation/ Street Plays	To create awareness on specific issues	Students enact plays and create awareness on problems faced by society	Stage daring
8.	Leadership Training	Leadership qualities	Students develop leadership qualities	Leadership

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

- Our annual N.S.S. camps are conducted in rural village in collaboration with Panchayats and the local school. Before the camp starts students and teachers visit the locality and involve the community in decision making and development programme of the region
- Students of all the departments every year as a part of departmental social activity visit and offer volunteer services in special schools, orphanages, old homes, NGOs. Students also carry out social problem related surveys, awareness rallies and perform skits on social issues.
- We have adopted a village under N.S.S. activity.

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

- The institution has developed constructive relationship with the concerned District Authorities for awareness and initiation of various outreach programmes.
- We have an understanding with Station Master of Panvel regarding keep up and beautification of the station.

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

- For last four year N.S.S. stood first in Raigad District for collecting most number of blood bottle through blood donation drive conducted in college.

Year	Blood Bottles Collected	Date of Conduct	Position
2010 – 2011	202	27 th August, 2010	-
2011 – 2012	348	14 th September, 2011	2 nd Position
2012 – 2013	349	24 th August, 2012	1 st Position from Raigad District
2013 – 2014	280	22 nd August, 2013	1 st Position from Raigad District
2014 – 2015	323	20 th August, 2014	1 st Position from Raigad District
2015 – 2016	528	20 th August, 2015	1 st Position from Raigad District

- Our N.S.S. unit was awarded by 'Alert India' an NGO for monetary contribution towards leprosy eradication and rehabilitation programme for last five years.
- Our college has been appreciated by 'United India' an NGO for conducting awareness programme of Hepatitis B.

3.7 COLLABORATION

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

- We are a Commerce College and our involvement with research laboratories is limited to Biotechnology.
- Our Biotechnology provides facility to our sister units for research.

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

Our parent institute has different national and international collaborative agreements which has helped to develop the institution overall. The following is a list of MOU's and collaborative agreements:

- St. Mary School of Economics & Business Administration, California, U.S.A. – International Student exchange programme
- Our Management has tied up with Google India Ltd. to augment the IT infrastructure of the campus.
- MOU with NYU-STERN Urbanization Project for setting up 'Urban Expansion Observatory' at our Campus.
- Srujan Biotech Ltd. for research activities
- College has signed a tie up agreement with M.P.S.C. to conduct class of M.P.S.C. / U.P.S.C. /Bank.
- We are in the process of coming to an understanding with a I.M.S. for C.E.T. entrance coaching.

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

- Our students have visited reputed industries in the U.S.A. and have benefited from it.
- Our interaction with Google has helped us.
- Our interaction with I.T. industry has helped us to get more campus selection and workshops
- Our tie – up with Srujan has helped our Biotechnology students to get additional quality

and knowledge.

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

Seminars/ Conference	Date	List of Eminent Speakers
State level Seminar on "GENETICALLY MODIFIED FOODS - BOON OR BANE"	20 th January, 2015	<ul style="list-style-type: none"> ○ Dr. B.B. Sharma (Principal, Vaze Kelkar College, Mulund) ○ Dr. K.B. Sainis (Ex - Director, Biomedical Group, B.A.R.C., Mumbai) ○ Dr. S.B. Ghosh (Scientific Officer - F, N.A.B.T.D., B.A.R.C., Mumbai) ○ Dr. Narendra Nair (Research Scientist, Mahyco) ○ Professor Pankaj Mundada (Assistant Professor, Department of Biotechnology, Yashwantrao Chavan Institute of Science, Satara & Director, Sahyadri Biogreen, Satara) ○ Dr.P.S. Goyal (Dean R & D, P.I.I.T.)
International level Symposium on -MOLECULAR BIOLOGY OF BLOOD VESSELS IN HEALTH AND DISEASE"	6 th February, 2013	<ul style="list-style-type: none"> ○ Dr. Guy Haegeman, Ghent, Belgium ○ Pieter Koolwijk, VUMC, Amsterdam, The Netherlands - Peripheral Blood Derived Endothelial Progenitor Cells and Angiogenesis ○ Elisabeth Deindl, Ludwig-Maximilians-University, Munich, Germany - Early Growth Response Gene-1 (Egr-1) in Health and diseases ○ Hari S. Sharma, VUMC, Amsterdam, The Netherlands - Angiogenesis and Vascular Remodeling in Chronic Airway Diseases
State level seminar on "INDUSTRY ACADEMIA INTERFACE: HORIZON FOR FUTURE"	15 th September , 2012	<ul style="list-style-type: none"> ○ Dr. A.K.Koli (Chief Executive Officer, Board of Radiation & Isotope Technology, B.A.R.C.) ○ Dr. B.V.Vakil (Research Incharge - G.N.Khalsa College, Consultant - Biotech and Fermentation Industry) ○ Mr. Babu Rao Ansari (Assistant Manager - Serum Institute of India Pvt. Ltd., Pune) ○ Mr. Rajendra Chandane (Assitant Global Project Manager - Glenmark, Mumbai) ○ Mr. Rohit Mane (Quality Assurance Executive - Relaince Life Sciences)
National Level Conference on "Innovations a new paradise: for business and finance"	14 th Aug., 2014	<ul style="list-style-type: none"> ○ Dr. Satish Nair (Professor at Nirma University and IIM Ahmedabad)
National Level Conference on "A Tribute to Dr. A.P.J. Abdul Kalam: India Vision 2020"	24 th Sept., 2015	<ul style="list-style-type: none"> ○ Dr. Satish Nair (Professor at Nirma University and IIM Ahmedabad)

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

Curriculum development/ enrichment	-NA-
Internship/ On-the-job training	-NA-
Summer placement	-NA-
Faculty exchange and professional development	-NA-
Research	○ Srujan Biotech Ltd. for research activities
Consultancy	-NA-
Extension	○ Our Management has tied up with Google India Ltd. to augment the IT infrastructure of the campus. ○ MOU with “NYU-STERN Urbanization Project for setting up ‘Urban Expansion Observatory” at our Campus.
Publication	-NA-
Student Placement	-NA-
Twinning programmes	-NA-
Introduction of new courses	-NA-
Student exchange	○ St. Mary School of Economics & Business Administration, California, U.S.A. – International Student exchange programme ○ Student Exchange program by Department of Biotechnology with D.D. Vispute College, Panvel
Any other	○ Certificate courses Tally ERP Soft Skills Capital Markets Plant Tissue Culture

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

Following are the efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations:

1. The Institute identifies the availability of local resources
2. Accordingly it identifies the career oriented programmes
3. It establishes linkages with the NGOs, other institutions and industries
4. It organizes training for students so as to learn technical know-how by experts
5. The beneficiaries of the programme acquire the required knowledge and skills for self employment

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.



Infrastructure and Learning Resources



CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 PHYSICAL FACILITIES

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

Creation and enhancement of infrastructure facility is a continuous process. Internal Quality Assurance Cell focuses on continuous enhancement of facilities and suggestions are put forward to the management as and when the need arises.

Some of the suggestions put forward by IQAC and which were accepted and implemented are;

1. Constant power failure adversely affects normal teaching and practical schedules. Constant power fluctuation damages computers. To address these issues IQAC suggested installation of generator.
2. Taking into account increased intake capacity of B.Com. classes, IQAC suggested installation of air-conditioners and mikes for effective teaching and learning.
3. IQAC suggested further expansion of Language Laboratory to be able to do indepth teaching practice in communication for vernacular medium students.

4.1.2 Details of the facilities available for

Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

The college has adequate space for curricular activities like:

- **Classrooms**

A. Total Number of Class rooms	-	25 rooms
a. Air Conditioned	-	04 rooms
b. IT enabled	-	13 rooms

- **Technology enabled Learning Spaces**

a. Classroom	-	13 rooms
b. Laboratories	-	03 rooms

(Which can be converted into I.T. enabled class rooms)

- **Seminar Hall**

a. One Conclave with	100 capacity
b. One Auditorium with	390 capacity
c. One Assembly Hall	150 capacity

- Tutorial Spaces
 - a. Lecture halls are converted into classrooms for tutorials
- Laboratories
 - a. Computer Laboratories
 - i) Computer Laboratory 1 - 100 machines
 - ii) Computer Laboratory II - 140 machines
 - iii) Computer Laboratory III - 120 machines
 - b. Biotechnology Lab
 - i) Biotechnology Laboratory I with washing area
 - ii) Biotechnology Laboratory II
 - iii) Animal Tissue Culture Laboratory
 - iv) Plant Tissue Culture Laboratory
 - v) Instrumentation Laboratory

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, N.S.S., N.C.C., cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

- **Outdoor Games**
 - a. Multipurpose Synthetic Turf under U.G.C. suitable for playing volleyball, handball , basketball, etc
 - b. Spacious ground for practicing football, handball, baseball, etc
- **Indoor Games**
 - a. Carrom, Table Tennis, Chess
 - b. Shooting Range
- **Gymnasium with full equipment**
- **Auditorium**
 - a. Auditorium 1 – Fully air-conditioned
 - b. Open Auditorium – Artificial Lawn
 - c. Conclave
 - d. Assembly hall
- **N.S.S. – Two units**
- **Cultural Activities – Students are given various forms to display their talents**

Year	Event	No. of Prizes
2011 - 12	44 th Inter-collegiate Cultural fest	10
	Participated in Inter-Collegiate Competition at Shree Narayan Guru College	4
	Participated in Inter-Collegiate Competition at NM College	2

2012 – 13	Participated in Inter-Collegiate Competition at Lokmanya Tilak College, Terna College & A.C. Patil College	-
	45 th Inter- Collegiate Youth Festival	6
	Students selected for National theatres	4
	Participated in Inter-Collegiate fest 'Malhar 2012" at Xavier's College	2
	Participated in Inter-Collegiate Fest at NIEM College	1
	Participated in inter-collegiate fest conducted at Tilak College	3
	Participated in inter-collegiate fest conducted at Oriental College	3
	Participated in Inter-Collegiate Fest conducted at Ruhia College	1
	Participated in Inter-Collegiate Fest conducted at Mulund Commerce College	1
	Participated in Inter-Collegiate Fest Seatown conducted at Lala Lajpatrai College	4
	Participated in Inter-Collegiate Fest conducted at Swayam Siddhi College	1
	Participated in Inter-Collegiate Fest Conducted at Chetana College	-
2013 – 14	Participated in 46 th Inter-Collegiate Youth festival	8
	Participated in Inter-Collegiate competition in 'UMANG' in NM College	1
	Participated in Inter-Collegiate competition in 'MALHAR' in Xavier's College	-
	Participated in Youth festival at Inter-Collegiate level Overall Best Actress Prize	2

	Best Actor consolation prize in Marathi one act and Hindi one act	-
	Participated in Inter-Collegiate competition in St. Andrews College	-
2014-15	Participated in Inter-Collegiate competition at Swayam Siddhi College Kalyan and SIES College, Nerul	1
	Participated in 47 th Inter-Collegiate Mumbai University Festival	6
	Participated in Inter-Collegiate Fest “Kshitij 2014” at Mithibai College	1
	Participated in Inter-Collegiate Fest at Joshi Bedekar College, Thane	3
	Participated in Inter-Collegiate Festival Sydneham College	3
	Participated in Inter-Collegiate Fest at D.Y.Patil College, Nerul	1

- **Public Speaking and language skill**

Conducted public speaking and language skill classes in the Language laboratory which was in addition to class activity such as debates, discussions in classrooms

- **YOGA – N.S.S.** and a number of our Associations conduct Yoga Session for staff and students.

- **Hygiene** – Maintenance Department takes care of the hygiene of the entire campus. Daily washing of the campus and, cleaning of classrooms and verandas is done by the housekeeping staffs who are permanently employed. Cleaning activity is done even on Sundays. Painting of classrooms is done by the permanent staff, exclusively appointed for the said purpose.

Health – Health check up is conducted.

- **N.S.S. Unit and Laxmi Eye Care** Institute organized 'Seminar on Eye Care' , 'Awareness on Eye Donation' and 'Free Eye Check up Camp' on 30.07.2013 for teaching and non-teaching staff.
- **Diet & Nutrition Programme** was conducted at our college on 11.09.2012 with National Integrated Medical Association organization.
- **Health Check-up Camp** was organized for teaching and non-teaching staff members in association Unicare Health Centre & Lions Club of Navi Mumbai.

- **Lipid Profile Test** conducted in college campus in association with Sai blood bank New Panvel for teaching and Non-Teaching staff

We offer health care facilities for students and staff. We have a Doctor on call to promptly address the health needs.

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

- We do our infrastructure planning three months before the onset of the academic session. Since we know the number of divisions and programmes allocated to us, we make provision for the infrastructure required which includes computers, software, etc.
For eg; - For instance, in the year 2013 - 14 we were permitted to start a new branch, Bachelor of Mass Media. Requirement of software for running the programme as per syllabus was calculated and communicated to the Hardware Department to introduce the required system progressively. Other infrastructure facilities such as classrooms, benches and other requirements were taken care of well in time. We are in the third year now and we have introduced all requirements.
- To overcome communication problems of vernacular medium students we have planned an additional laboratory computer lab of 60 computers for which requisition has already been submitted.
- Existing infrastructure is utilized to the optimum possible level. Computer laboratories work from 7.45 a.m. to 5.00 p.m. on a regular timetable. When the Classrooms, are empty they are used for various purposes such as Professional Courses, Bridge Courses, Tutorials, University exams and Cultural activities. Auditorium is available for multipurpose events for instance on 4th August, 2015 Government of India M.H.R.D. Ministry, organized a Seminar of Principals at the said venue.

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

- The type of infrastructure needed for students with physical disabilities depends upon the type of disability they have. As per the demand of the situation we provide the required facility. Standard requirement for disabled students such as ramp, wheelchair, lift facilities have already been provided.

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

- **Hostel**
 - a. Boys Hostel – 1 no. 500 capacity
 - b. Girls Hostel - 1 no 500 capacity – UGC sponsored funding

Each hostel has Male/Female warden on 24*7 hours.

The hostel has recreational facilities, common room with audio-visual equipments, computer facility including access to internet in hostel, constant supply of safe drinking water and security.

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

Health Centre on the Campus

- We have an in house Health Centre with Dr. Harry Mascarenhas on call to attend to the health related needs of students and staff.
- A vehicle is available in the campus with a driver in attendance in case of an emergency
- First aid boxes and wheel chairs are also available.

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

Details of common facilities available on the campus:-

- | | |
|----------------------------------|---|
| ● IQAC | Prof. Incharge Dr. Aarti Sukheja, Special room is provided |
| ● Grievance Redressal | Prof. Incharge Dr. Seema Somani, (H.O.D. Commerce)
Special room is provided |
| ● Women Cell | Prof. Monali Ray (H.O.D. Accounts) |
| ● Counseling and Career Guidance | Prof. Jennie Prajith (Co-ordinator of BFM) |
| ● Placement Unit | Prof. Padmaja A. Special room is provided |
| ● Health Centre | Dr. Harry Mascarenhas. Special room available |
| ● Canteen | 'Epic Cafe' Ground floor |
| ● Auditorium | 1 fully air-conditioned for 390 students
1 mini auditorium for 100 students
1 Assembly hall |
| ● Recreation space | Indoor assembly hall, outdoor ground common room for both staff and students. |

4.2 LIBRARY AS A LEARNING RESOURCE

Introduction:

Libraries and Information Centers are the powerhouse of academic research and industrial setups. The Learning Resource Center continues to be an essential component of the institute which has an outstanding vision and mission. The interest exhibited by Library Committee, commitment of talented staff and the support of our management makes the Library the liveliest place on the campus providing a safe, comfortable and friendly environment that enables learning and advancement of knowledge and scholarship.

The Library has a collection of more than 25000 books, bound volumes of periodicals, In this collection, there are good number of reference sources and noteworthy among them are a vast number of Dictionaries, Encyclopedia Britannicas and books on almost all academics subjects. Apart from the above mentioned collection, the library has a good collection of books on competitive exams, which forms a base for the students aspiring for examination such as Civil Services(U.P.S.C.),G.M.A.T.,C.A.T., etc. Apart from regular print collection we have management CDs and Project Report CDs. The collection is heavily used not only by our own students and faculty but by management students and others who walk in to use our library in large numbers.

Mission:

To achieve student success by developing informed and creative students capable of contributing to a knowledge and service-based global society

Vision:

To serve as a catalyst for the development of an institution and its related activities and to actively participate in the fructification of the institution's plan of action

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

The Learning Resource Centre has formed Library Committee to formulate policies and guidelines for the smooth functioning of Library activities. Senior teachers and students are members of the committee.

The function of the Library Advisory Committee is to support the functioning of the library so that it can facilitate the library development plans by informing the library development activities to the management. The purpose of the Library Advisory Committee is to act as a channel of communication and dialogue between the College Library and its users. The Committee's main objective is to be a link between the Library and the academic fraternity and the institute management. The Library Advisory Committee (LAC) is to be appointed by the Principal of the Institution.

The Significant Initiatives Implemented By Library Advisory Committee:

- Establishment of Departmental Library.
- Extended power back up system.
- Installation of Web-OPAC Terminal
- Patron Driven Acquisition.
- Extension of Temporary Membership to outsiders.
- Enhanced Library Security System.
- Weeding out of old syllabus books to keep a live collection.
- Implementation of D-Space Institutional Digital Archive.

- Implemented Compact Rack System to maximize collection within a minimum space.
- Establishment of linkages with other resource rich libraries namely British Council Library, American Information Resource Centre, Tata Institute of Social Sciences and all Mahatma Education Society institutions to meet the requirements of library patrons.

4.2.2 Provide details of the following:

- ❖ Total area of the library (in Sq. Mts.) : 5000 Sq.ft
- ❖ Total seating capacity : 100 In Central Library.
150 In Reading Hall.
- ❖ Working hours (on working days, on holidays, ,before examination days, during examination days, during vacation)

The Learning Resource Centre is kept open almost throughout the year except on public holidays.

DAYS	TIMINGS	Total Working Hours
MONDAY-SATURDAY VACATION PERIOD SUNDAY & EXAM PERIOD	7:45 a.m-5:00 p. m	09 Hours
	9:00 a.m-5:00 p.m.	08 Hours
	Extended on demand upto 12 Hours	

- ❖ **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

The Learning Resource Centre is divided into various different sections namely Property Counter, Text Book Section, Reference Section, Periodical Section, General Readings, Reading space for the staff and students.

E-Resource Centre: Consists of 2 personal computers for public usage to access e-resources subscribed by the Learning Resource Centre. The Scanner and Printer are available to prepare their academic assignments.

Web-OPAC Terminal: To browse the collection Subject wise, Branch wise, Author, Title, Keywords, Collection Code wise.

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

Our institutional library measures its collection in terms of quality rather than quantity to keep its collection updated and interesting. Procurement of learning resources constitutes the

primary responsibility of the library. Library makes a systematic effort in building up the collection development by identifying, evaluating, selecting, processing and making it available to the users. Whether it is a book, journal or an online database, any learning resource that gets added goes through a rigorous selection process. And since this collection building requires huge sums of money and has long-lasting repercussions, it is very much essential that libraries have a well thought out collection development policy.

To meet the diversified information requirements of its patrons Learning Resource Centre has an institutional membership of British Council My Library, American Information Resource Centre, Tata Institute of Social Sciences and has also established linkages with all sister Mahatma Education Society's Institutions.

Procurement of Books/Journals/E-Resources:

- Faculty can recommend the books to be procured for their courses and research.
- Students/Research Scholars can also recommend the books for procurement provided their recommendation is endorsed by a faculty member.
- All faculty indents will be routed through Head of The Department /Co-ordinators for the approval of Principal for making financial disbursement.
- The ordering can be done by print, online, e-mail, etc., depending upon the convenience of the library with standard terms and conditions.
- Purchase Orders will be issued by the Librarian and each voucher will be supported by an accession number.

The amount spent on purchase of books, journals and e-resources during the last four years

Library holdings	Year-1 2010-2011		Year-2 2011-2012		Year-3 2012-2013		Year-4 2013-2014		Year-4 2014-2015	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	2495	510 842	1957	365198	1587	327183	1726	28 307 4	1910	296285
Reference Books	284	310 670	172	131632	88	144482	43	15 534 9	40	140607
Journals/ Periodicals			51	113139	51	113139	51	11 313 9	51	1 13139
E-resources *	N-LIST	5000	N-LIST	5000	N-LIST	5000	N-LIST	5000	N-LIST	5000
Any other (Specify)										
A. Institutional Membership of										
1.BCL My library	1	10000	1	10000	1	10000	1	100 00	1	10 000
2.AIRC	1	3000	1	Nil	1	Nil	Nil	Nil	1	Nil
3.TISS	1	5000	1	Nil	1	Nil	Nil	Nil	1	Nil

B News Papers	8	5000	8	5000	8	5000	8	5000	8	5000
C MRP	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	1	Nil
D Bound Vol.	91	Nil	91	Nil	91	Nil	91	Nil	91	Nil
E CD/DVD	808	3536	808	3536	8	3536	809	3536	829	3536
F Staff Paper	3 Vol.	Nil	3 Vol.	Nil	3 Vol.	Nil	3 Vol.	Nil	4 Vol.	Nil
G Ph.D Thesis	4	Nil	4	Nil	4	Nil	4	Nil	4	Nil

*N-LIST (National Library and Information Services Infrastructure for Scholarly Content) is an Initiative of Ministry of Human Resource Development (MHRD) Under the NME-ICT now funded by UGC, as college component under UGCINFONET Digital Library Consortium. As an authorised user our college students and faculty can have access for the e-resources (6000+ ejournals and 97000+ ebooks)

E-Resources@N-LISTThe Consortium subscribes to the following resources for the colleges .All electronic resources subscribed under N-LIST Programme are available from the publisher's Web site.

E-Journals (Fulltext)	
American Institute of Physics (18 titles)	http://journals.aip.org/
American Physical Society (10 titles)	http://publish.aps.org/browse.html
Annual Reviews (33 titles)	http://arjournals.annualreviews.org/
Cambridge University Press (224 titles)	http://journals.cambridge.org/
Economic and Political Weekly (EPW) (1 titles)	http://www.epw.in/
Indian Journals (180+ titles)	http://www.indianjournals.com/
Institute of Physics (46 titles)	http://iopscience.iop.org/
JSTOR (2500+ titles)	http://www.jstor.org/
Oxford University Press (206 titles)	http://www.oxfordjournals.org
Royal Society of Chemistry (29 titles)	http://www.rsc.org/Publishing/Journals/
H. W. Wilson (3000+ titles)	http://search.ebscohost.com

E-Books	
Cambridge Books Online (1800 titles)	http://ebooks.cambridge.org
E-brary (83000+ titles)	http://site.ebrary.com/lib/inflibnet
EBSCoHost-Net Library (936 titles)	http://search.ebscohost.com
Hindustan Book Agency (65+ titles)	http://portal.igpublish.com/iglibrary
Institute of South East Asian Studies(ISEAS) Books (382+ titles)	http://portal.igpublish.com/iglibrary
Oxford Scholarship (1402+ titles)	http://www.oxfordscholarship.com/
Springer eBooks (2300 titles)	http://link.springer.com .
Sage Publication eBooks (1000 titles)	http://knowledge.sagepub.com .
Taylor Francis eBooks (1800 titles)	http://www.tandfebooks.com .
Myilibrary-McGraw Hill (1124 titles)	http://lib.myilibrary.com/

Source: <http://nlist.inflibnet.ac.in/>

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

Details of ICT Facilities/Services Available

S.No	ICT Facilities/Services	Details of ICT Facilities/Services
1	OPAC	<p>Yes, Learning Resource Centre is providing Web-OPAC facility through Koha Open Source Integrated Library Management Software (ILMS). Dedicated Web-OPAC terminal is installed to browse the collection by Title, Author, Subject, Collection Code wise; Advanced Search feature with ISBN, Keyword, and Period of Publication is also available.</p> <p>OPAC Manual is displayed to aid in the searching of collection.</p> <p>Apart from this our patrons can browse through the collection of British Council Library, American Information Resource Centre, Tata Institute of Social Science Library.</p>

2	Electronic Resource Management package for e-journals	Yes, N-LIST (National Library and Information Services Infrastructure for Scholarly Content) is a an Initiative of the Ministry of Human Resource Development (MHRD) Under the NME-ICT now funded by UGC, as college component under UGC INFONET Digital Library Consortium. As an authorized user our college students and faculty may have access to the e-resources (6000+ e-journals and 97000+ e-books)
3	Federated searching tools to search articles in multiple database	Yes, Federated Search Facility is available in UGC N-LIST through Intute provided by JISC. Apart from this J-Gate facility is also provided by Informatics. Web-OPAC is also having federated search facility.
4	Library Website	Yes, Library information is uploaded on Institution website with links to subject gateways and updated. Apart from this library is having a dedicated website. The URL of the site is http:// www.library.pcacs.ac.in/
5	In-house/remote access to e-publications	Yes, Our students and faculty members can access 24*7 more than 6000 e-journals and 97000 e-books subscribed under UGC N-LIST programme with the User name and Password provided to them.
6	Library automation	Yes, Learning Resource Centre has automated its day to day functions through globally recognized Koha Open Source Integrated Library Management Software with Web-OPAC facility. All major Learning Resources bar-coded to ease the process of circulation.

7	Total number of computers for public access	Yes , 2 computers to access e-resources and 01 dedicated for Web-OPAC facility. However all resource based services made available 24*7.
8	Total numbers of printers for public access	01 In Central Library, Apart from this students and faculty can utilize printers available in the computer lab at nominal charges.
9	Internet band width/speed	120 mbps
10	Institutional Repository	Yes , Dspace Open Source digital archive facility is available to archive in-house publications like question papers, staff publications, project reports, Syllabus, Annual Magazine, News Letters.
11	Content management system for e-learning	Yes , At present e-PG Pathshala e-content facility is made available for PG students. It's An MHRD, under its National Mission on Education through ICT (NME-ICT) sponsored programme. For the development of e-content in 71 subjects at postgraduate level. Institution CMS is under process.
12	Participation in resource sharing networks/consortia (like Inflibnet)	Yes , The Project entitled "National Library and Information Services Infrastructure for Scholarly Content (N-LIST)", being jointly executed by the UGC-INFONET Digital Library Consortium, INFLIBNET Centre and the INDEST-AICTE Consortium. Through which our students and faculty members can access more than 6000 e-journals and 97000 e-books 24*7 by using username and password provided to them.

4.2.5 Provide details on the following items:

Sl.No	Item	Details (2010-2015)
1	Average number of walk-ins	154
2	Average number of books issued/returned	91
3	Ratio of library books to students enrolled	1:8

4	Average number of books added during last three years	2011
5	Average number of login to (OPAC)	6-10 Per Day
6	Average number of login to e-resources	18 Per Day
7	Average number of e-resources downloaded/printed	20 Pages Per Day
8	Number of information literacy trainings organized	5
9	Details of "weeding out" of books and other materials	Total No of Books Weeded:6750 Project Reports: 1686

4.2.6 Give details of the specialized services provided by the library

*Manuscripts

Yes, Minor research projects, Lecture Notes, Doctoral theses and selected project reports made available for reference

*Lecture notes and handouts available

Yes, Dspace digital archive facility is available to store and access anytime and anywhere online.

*Reference

Yes, we have more than 2000 print reference sources and 97000+ e-books from INFLIBNET N-LIST database. This includes a good number of dictionaries, encyclopedias and other online reference resources which students can access anytime. We also provide Referral and Bibliographic Service on demand.

*Reprography

Yes, Centralized reprography facility is made available to students and staff at nominal rate.

*ILL (Inter Library Loan Service)

Yes, Library has the institutional membership of TISS (Tata Institute of Social Sciences), AIRC (American Information Resource Centre), BCL (British Council My Library online) and All Mahatma Education Society Institutions to meet the diversified requirements of its users.

*Information development and notification (Information Deployment and Notification)

- ✓ Library has a good signage system for easy access of all knowledge resources.
- ✓ Library has created online groups supported by Google groups to communicate latest information about latest additions and other social issues related to education, health, technology and career oriented information.

- ✓ Library has dedicated Notice Board to display various types of information related to scholarship, competitive exams, career oriented information.
- ✓ Library is compiling list of new arrivals and statistics of visitors to the library- branch wise and displays the same on the notice board periodically.
- ✓ Library prepares annual reports, manuals, brochures

***Download**

Students can access and download E-resource from N-LIST database 24*7 through internet connection.

*** Printing**

Centralized printing facility is provided through dedicated printers for students and staff in the Computer Lab at nominal charges.

*** Reading list / Bibliography compilation**

Bibliographic Service is provided on demand basis related to their project work and research work.

***In-house / remote access to e-resources**

Remote access facility is available to students and staff. They can access Web-OPAC and N-LIST E-resources from anywhere subject to internet connection 24*7

***User Orientation and awareness**

- ✓ User Orientation Programme is conducted for fresher's at the beginning of the academic year through PPT and printed instruction manuals. Apart from this, hands on practice to access Web-OPAC, e-books, e-journals and Digital Library are also available.
- ✓ Library has prepared Frequently Asked Questions (FAQ) to ease the understanding of library rules, functions, services, facilities available for students and staff.

***Assistance in searching Databases**

- ✓ Manuals and handouts are made available on how to access Web-OPAC and E-Resources from N-LIST database.
- ✓ Library staff also assists students and faculty to access services provided by the library.

***INFLIBNET / IUC facilities**

INFLIBNET N-LIST facilities provided to access more than 6,000 E-Journals and 97,000+ E-Books. Besides these resources can be accessed from DOAB (Directory of Open Access), DOAJ (Directory of Open Access Journals), E-PG Pathshala and DLD.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- ✓ Library committee which includes staff and students representatives.

- ✓ Library is automated for all routine activities by Koha Open Source Integrated Library Management Software (ILMS) to save the time of staff and students.
- ✓ All learning resources are classified according to globally recognized Dewey Decimal System and arranged branch wise and subject wise.
- ✓ Barcode system is available to ease the transaction of learning resources and to save the time of the users.
- ✓ Help Desk established to make easy access to book requisition forms, suggestion forms, feedback forms, and Inter Loan Library forms. Library information brochure is prepared to provide them with the details.
- ✓ Institutional membership of TISS (Tata Institute of Social Sciences), AIRC (American Information Resource Centre), British Council My Library has been taken to meet the diversified needs of users.
- ✓ Initiated D-Space Digital Library to archive institutional publications, questions papers and syllabus.
- ✓ Latest publisher's catalogue made available to them to know the latest publications in their respective fields.
- ✓ Online Group supported by Google Groups developed to communicate latest information to students and staff regarding latest updates from UGC, UOM and other apex bodies.
- ✓ Displaying New Arrivals.
- ✓ Display of Various Scholarships and Career Oriented Information on the Library Notice Board.
- ✓ Organising information literacy programmes to train them in accessing e-resources subscribed by the institute.
- ✓ A novel idea of Open Access System introduced in which users can browse all collections themselves.

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

- ✓ Library is situated in the ground floor.
- ✓ Wheel Chair facility made available to the physically challenged.
- ✓ Long Lending period and Extended Issue Limit for such students.
- ✓ Library staff is prompt in giving Personal Assistance to the differently abled persons to find their desired book or information.
- ✓ Communication of Scholarship related information.
- ✓ Communication of various Welfare schemes available to them.

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

- Yes, Library conducts annual feedback from its regular users.
- Random sampling is done and 10-12 students from each branch is given the prescribed feedback form.

- The suggestions regarding improvements in library collection and services is discussed in the Library Committee meeting and proposals are forwarded to higher authority to take necessary action.

BEST PRACTICES FOLLOWED BY PCACS LEARNING RESOURCE CENTRE (LRC):

1. **Library Committee:** The Learning Resource Centre has formed a Library Committee to formulate policies and guidelines for the smooth functioning of library activities. The committee includes student representatives from each branch. It helps students to participate in library related activities and to promote the usage of learning resources.
2. **Library Help Desk:** The Learning Resource Centre has developed Library Help Desk where all library related documents like library information brochures, library membership forms, demand slips, opinion book, feedback forms, book requisition forms, inter library loan forms, suggestion forms are made available to save the time of staff and library users.
3. **Library Automation:** The Learning Resource Centre has automated all its activities through Koha-Open ILMS (Integrated Library Management Software) and have bar coded all knowledge resources.
4. **Promotion of Open Source Software (OSS):** The Learning Resource Centre has adopted OSS like Kingsoft, Open Office for its routine works. It has automated its library activities through Koha-Open Integrated Library Management System and Dspace for archiving institution publications.
5. **Digital Library:** The library has developed Dspace-Digital Library to archive its in house publications like question papers, lecture notes, project reports, staff publications, selected project reports and theses of staff members, new bulletins and syllabi.
6. **Library Security:** The library has installed CCTVs (Closed Circuit Televisions) to monitor student activities and fire extinguishers to prevent natural hazards.
7. **Library Inter-Connectivity:** The Library inter-connectivity with all Mahatma Education Society's institutions to share knowledge resources and information to meet the requirement of users in time.
8. **Best Library User Awards:** To promote and cultivate good reading habits among students and staff, library has instituted 'best library user' award. The awards were distributed at the college annual function.
9. **Department Library:** The library is also assisting in the development and smooth functioning of departmental libraries by guiding the in-charge staff.

10. **Information Literacy Program:** The library is offering information literacy instruction programs for freshers through print and non-print materials. The practical sessions regarding how to access N-LIST database, Web-OPAC, Digital Library are conducted in Computer Laboratories.
11. **Social Responsibility:** We believe that it is our extended responsibility to give access to the interested public use of our library facilities at a normal fee. The members can access our reference books, journals and magazines etc. and they can borrow library books, Photocopying services are also provided to them.
12. **Arrangement of Resources:** The Learning Resource Centre has classified its knowledge resources according to globally recognized Dewey Decimal Classification System and arranged branch wise textbooks and reference books with barcode labels .Electronic resources are arranged separately.
13. **New Arrivals Display:** Newly procured books are displayed on New Arrival Display Rack. The cover pages of the new arrivals are scanned and posted through library email group message to the staff. Every month list of new books purchased are displayed branch wise on library notice board which creates awareness amongst the students on the latest books available in their subjects and it also helps them in selection of books for their projects and assignments.
14. **Book Exhibition:** Annual book exhibition is organized in which students and staff can recommend their desired books for library collection. The exhibition is open to all Mahatma Education Society's institution students and staff. Wide publicity is given to this event through pamphlets and banners.
15. **News Paper Clippings & Career Oriented Information:** Important articles related to education, science, national and international persons, society, concerned subjects and various scholarships and career oriented information, is displayed on the notice board and the soft copies of the same are circulated through online e-mail group messages. It helps students to know about various competitive opportunities and scholarships available in their selected field.
16. **Library Membership:** The library has a membership of TATA Institute of Social Sciences, British Council My Library, DEL NET to meet the research requirements of our users.
17. **Thought for the Day:** Displaying on daily basis for students in front of library display board to provoke intellectual discussion.
18. **Special Care for Differently abled persons:** Library is situated on the ground floor with good natural ventilation and it is easily accessible through wheel chair. Personal assistance

from library staff is also provided.

19. **Open Access System:** To save the time of users and staff and to get access to their desired knowledge resource, we follow an open access system.
20. **Library Publicity:** The library has separate websites to display information about its collection, staff, arrangement, rules and services available for students. It has provided links to important websites, Web-OPAC and N-LIST and other databases subscribed by the institution. Apart from this, library information is also made available through library information update brochures, college prospectus, college magazine, news bulletin, also publishing annual report.
21. **Stock Verification & Weed out of Books:** The Learning Resource Centre is annually conducting stock verification to measure its strengths and weaknesses and to take necessary actions. It also periodically weeds out old syllabus books, magazines and newspapers to save space and time of users.
22. **Special Provision for Economically and Socially Backward Students:** Such category students are given extra and more than normal lending time for books
23. **Library Use Statistics:** Data is captured through registers maintained at all service points and circulation statistics are captured from Koha and made available monthly on the notice board to create healthy competition among students branch wise and also to make optimum utilization of resources.
24. **Students Participation:** Students who have enrolled for University of Mumbai , Department of Lifelong Learning & Extension activity are allowed to work in the library .This imparts knowledge about the library, and helps in development of a positive outlook and attitude in students and awareness about the value of the library and its services. In addition, the maintenance staff is benefited by the assistance of students. Apart from this library enrolls interns from other institutions to learn library management and development techniques.
25. **Patron Driven Acquisition:** Specialty of Patron Driven Acquisition (PDA) is that it enables the users in selecting and acquiring reading materials. Such reading material is highly used and appreciated. The current trend in acquisition of reading material indicates that libraries are trying to acquire reading materials with patron's initiatives
26. **Provision of E-books and E-journals:** The library has a membership of UGC N-LIST through which our users can access more than 2,500 e-journals and 1,10,607 e-books. Apart from this British Council Library, DOAJ, DOAB facilities are also provided.

4.3 IT INFRASTRUCTURE

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system)

Computer Lab	Configuration
Computer Lab. 1	100 systems
	50 system with 2GB ram , 160 GB hardisk, Dual core processor
	50 system with 1GB ram , 80 GB hardisk, Dual core processor
	2 Printer
	Internet facility
Computer Lab. 2	140 systems
	I3 processor
	2GB ram
	2 printer
	Internet facility
Computer Lab. 3	120 systems
	I5 processor
	4GB ram
	2 printer
	Internet facility

- 360 systems are available.
- Computer - Student ratio 1:1
- Standalone Facility YES
- LAN Facility YES
- Wifi facility YES
- Licensed Software YES
- Number of nodes/computers with Internet facility YES

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

- All the computers in the computer laboratories are available with Internet and are accessible to students and teachers when the computer labs are not utilized for practical.
- We have entered into an agreement with Google India Ltd. for financial and technical support for technology enhancement in the ICT infrastructure of the entire campus.
- Staff institutional email ids were upgraded from M.E.S. server to Google server without change in I.D.
- All enrolled students are issued institutional student email ids, and automatic groups were created based on their class, enabling teachers to send notes, notices, study material on their group email id.

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

- Institute has always been keen to provide I.T. services to the administration, teachers and student community as well as all the stakeholders. Accordingly, our campus network as well as the internet services has been extended to every corner of the Campus.
- If there is any necessity of upgrading and deploying the I.T. infrastructure it is discussed with the Hardware Manager and accordingly action is taken.

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

- Up gradation, deployment and maintenance of the computers is attended by full time employees of the hardware department which is headed by Mr. Rajesh Menon. As far as procurement of new computers is concerned, requisition is put up in advance and finance is provided by the central budget.

**Refer to question no. 4.4.1*

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

- Most of the departments have internet enabled, classrooms with L.C.D. projectors, laser pointers, white board, computer and other accessories.
- These facilities help the student to get clarity in the various courses they undergo by way of 3-D projections of pictures, etc. which is otherwise difficult to see on the normal blackboard.

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

- The teachers are prompted to use ICT resources in classrooms for transforming the classroom-teaching to being learner-centric. Teachers are trained to use equipments like computers, internet and projectors.
- In addition, the Departments organize lectures through virtual classrooms for all the subjects of U.G. and P.G. This college is one of the colleges in which virtual classroom is installed by the Department. The students and teachers benefit from attending such lectures. A subject-wise module is published by the Department every week.
- Through I.C.T.-enabled teaching, the participation of students in the learning process becomes much more than it is in the traditional system of lecture method.
- Students can give presentations through PowerPoint presentation etc. which is very

motivating and exciting for the other learners also.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly? or through the affiliating university? If so, what are the services availed of? INFLIBNET Facility is directly availed by the college.

- Digital Library framework has been established and teachers were trained on the structure and implementation of the digital library
- Library has carried out sessions for students for awareness about the functioning of the library and online resources available to them.
- INFLIBNET N-list facility through which our students and faculty members can access more than 6000 e-journals and 97000+ e-books.

4.4 MAINTENANCE OF CAMPUS FACILITIES

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

Following departments of our institution carry out maintenance and upkeep;

Department	Name	Function
Hardware	Mr. Rajesh Menon Manager, Hardware	Buying and maintaining computer and accessories
Building	Mr. Jaykumar Manager, Construction	Plumbing, Construction, maintenance, electrical
Equipments, office equipments, vehicle , etc	Mr. Rajesh Pillai Manager, Maintenance	Maintenance, cleaning and link between the institution and the Management

For eg:- Tiles of Biotechnology laboratories had become loose and some had fallen which was informed to the Maintenance Department who carried out repairs in three days.

BUDGET ALLOCATION FOR LAST 4YEARS

BUDGET ALLOCATION	2011-12	2012-13	2013-14	2014-15
Contribution to building	15,50,000	16,75,000	15,50,000	21,75,000
Library	8,94,244	9,59,820	9,76,203	10,52,234
Utilities- New added				
• Furniture & Fixture	68,789	73,828	77,890	77,890
• Computers /software's	3,22,540	3,46,169	3,89,484	4,20,226
• Lab Equipments	8,10,356	8,69,723	9,76,765	10,53,278
• Sports Equipments	56,780	60,940	45,675	49,280
MAINTENANCE				
Water	20,165	21,642	26,764	20,165
Gas expense with maintenance	20,301	27,995	58,511	20,301
Wiring (Electricity)	5,86,392	6,29,351	6,86,464	5,86,392
Washrooms	65,966	70,808	43,269	65,966
Repairs to building	1,34,077	1,43,899	23,279	25,116
Computer maintenance	12,17,827	13,07,045	12,76,048	12,82,069

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

- The Maintenance Department, which has salaried staff, takes care of maintenance and upkeep of infrastructure work. For maintaining of equipments like Xerox Machines, Microscopes etc. we have maintenance contracts with suppliers.

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

- Biotechnology Department, who handle scientific equipments, enter into annual service contract with suppliers.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

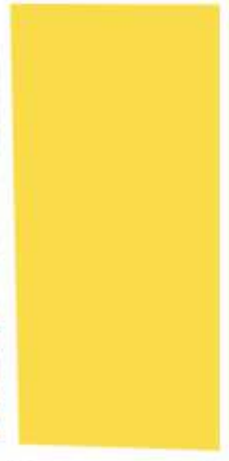
- Up-keeping and maintenance is taken care through annual maintenance contracts. To avoid electrical fluctuation we have installed generators.
- Biotechnology Department, which conducts scientific experiments relating to minor and major projects, gets continuous water supply for cooling.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- Solar energy is generated in the campus through solar panels installed on the terrace of the campus buildings. The energy requirement of the campus is first met by the solar energy generated at the campus which when discharged, relies on energy from Maharashtra State Electricity Board.
- Capacitor banks are used in power houses to improve the power factor. Power factor has been maintained in between 0.94 to 1.00
- Eco-friendly Kirloskar green generators are used for power backup.
- The college also has taken initiatives towards E-waste, Solid Waste Management and also Rain Water Harvesting.



Student support and Progression



CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 STUDENT MENTORING AND SUPPORT

Our teachers endeavor to be guides, counselors and facilitators to the students in order to sharpen their leadership and organizational skills, which are absolutely essential, when children face competition in the real world.

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

Yes, we publish updated prospectus. Prospectus is displayed in our website www.pcacs.ac.in. At the time of admission, help desks are provided to help incoming students. Our prospectus contains the following information;

- Mission / Vision
- Information about the college
- Student activity
- Support system
- Courses conducted and syllabus
- Eligibility of each course
- Credit points for each subject / course
- Examination system / A.T.K.T. rules
- Duration of course
- Facilities available
- Attendance

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

INSTITUTIONAL SCHOLARSHIP

In addition to various government scholarships, the college on its own awards free ship for economically backward students, sports students and economically backward children of our staff. We have a committee headed by a senior teacher and freeship /fee concession is sanctioned on the basis of income certificate. In certain cases, entire fees have been waived off for the benefit of the disadvantaged students.

Eg:- In the year 2012 - 13 a student from biotechnology course was unable to pay fees due to financial problems and her fees was waived off to enable her to continue her studies

SCHOLARSHIPS GIVEN BY THE COLLEGE

	Economically Backward	Staff Welfare	Sports	TOTAL
2011 - 2012	78000/-	-	31205/-	109205/-
2012 - 2013	74005/-	-	16000/-	90005/-
2013 - 2014	75000/-	-	70000/-	145000/-
2014 - 2015	60945/-	18000/-	109490/-	188435/-
2015 - 2016	100080/-	50000/-	96340/-	246420/-

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

The following type of Government scholarship is available Scholarship/Freeship awarded to the student in the last four years:

	Name of the Scholarship	Number of Beneficiaries	Amount
2011 - 12	Backward Class Freeship	67	1519635/-
	Backward Class Scholarship	92	2103385/-
2012 - 13	Backward Class Freeship	73	1548840/-
	Backward Class Scholarships	79	1724610/-
2013 - 14	Backward Class Freeship	57	1286505/-
	Backward Class Scholarship	68	1626325/-
2014 - 15	Backward Class Freeship	51	905525/-
	Backward Class Scholarships	60	965040/-

5.1.4 What are the specific support services/facilities available for

A. Students from SC/ST, OBC and economically weaker sections

- Help for filling up application forms.
- Follow up with government.
- Collection of nominal fees.
- Academic help by teachers.
- If necessary, installment system.
- Book Bank.

B. Students with physical disabilities

- Ramp facility.
- Lift facility.
- Wheel chair availability.
- Attendant, if necessary.
- Writer at examination.
- Encouragement for participation in college extra-curricular activities.

C. Students to participate in various competitions/National and International

- Daily allowance.
- Transport facility.
- Entry fees is borne by college.
- Insurance cover.
- For cultural competitions, charges for hiring dresses, instruments, services of coaches and the like are borne by the institution.
- For intercollegiate competitions we appoint professional Director and Choreographer and the charges of the same are on the institution.
- For sports, we appoint coaches of repute.
- Teacher in charges accompany students during different intercollegiate events.
- Bus facility is provided.

- Felicitation during College Day
- Additional Lectures
- Free Medical facility
- Additional Examination.
- Gracing as per University rules
- We have one overseas student at present in M.Sc.I.T.

D. Overseas Students

- Overseas students are helped by our office and travel department in Visa procedure.
- If there is a language barrier, we try to improve their understanding of the language and our teachers take special efforts in helping them.

For eg:- In the academic year 2012-13 Mr. Titnum Deuidomsirikug, student of M.Sc. I.T., was provided special coaching in English language to enable him to speak and write English correctly so that he could study better and get better grades.

E. Medical assistance to students: health centre, health insurance etc.

- We have a group insurance policy with Oriental Insurance to cover injury / accident
Eg:- One student Thakur Rahul Bidichand suffered injury to the teeth and backbone while participating in the intercollegiate football tournament. He has been treated completed by us and now he is a player of our intercollegiate team as a P.G. student. Medical expenses were claimed from insurance.
- Our Health Centre is managed by a senior doctor Dr. Harry Mascarenhas, M.B.B.S.
- We have a vehicle and driver in attendance for any emergency. Stretcher is also available.
- First aid boxes are available in office.

F. Organizing coaching classes for competitive exams

- Coaching for M.P.S.C. / U.P.S.C. / Banks is in progress.
- Guidance to students appearing for C.A. / I.C.W.A. / C.S. / Law are given by our teachers who are Professionals in the field. Some of our Alumni Association members, who are practicing Chartered Accountancy, also help our students.

G. Skill development (spoken English, computer literacy, etc.,)

- Improvement of communication skills amongst students, especially language medium students, is taken very seriously by us as it affects them in examination and at campus interviews. Therefore discussion, debates, presentations are some of the techniques adopted by our various departments to overcome these problems.
- In addition we have been using language laboratory and students are being trained batch wise. After having success with this, we are planning to introduce more computers exclusively for language laboratory and a teacher in charge to train students in communication skills.
- Most of our students are computer literate as we provide them with fully equipped computer laboratories and experienced faculty. We arrange certificate courses for students in different areas to equip them in specific skills.
- Pillai's Centre for Entrepreneurship is an attempt by our Management to include all students of our campus and start a movement towards development of Entrepreneurship.
- Our various associations conduct a number of programmes relating to skill development of students.

H. Support for “slow learners”

Slow learners are identified by the class teacher / subject teacher and are referred to the co-ordinators for remedial action. Steps taken are:

- Mentoring
- Bridge Courses
- Class teacher system for identification
- Counseling and encouragement

I. Exposure of students to other institution of higher learning/ corporate/business house etc.

- Student Exchange Programme (I.T. and Biotechnology)
- U.S. students Exchange programme (St. Mary's College of Business and Economics, California)
- Understanding with Bhartiya Vidyapeeth for M.C.A. coaching.
- Industrial Visits

J. Publication of student magazines

- We have a Magazine Committee headed by a senior teacher and student editors. Magazine is published every year.
- The Magazine “SPECTRUM” is well received by the inter-collegiate committee which decides the annual prize for the best college magazine of Mumbai University.
- Spectrum always comes out with current social issues on the cover page.
- ‘Pillai Times’, a student presentation each semester contains all campus events during the semester.
- B.M.M. students have prepared a table calendar for the use of college staff.
- B.M.M. students are bringing out a news publication on their own with the support of teachers.

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

- ‘Pillai Centre for Entrepreneurship’ is an attempt from the management to develop entrepreneurial skills amongst students. We have conducted two workshops, one on “Idea Generation Workshop” and yet another one on “Mindset of an Entrepreneur”. About 120 students of Pillai College of Arts, Commerce and Science are members of this Club and two of our students are Co-ordinators of it.
- Our various Associations, Management Association (CORPROVA), Computer Association (BITFEST), Biotech Association, Accounting Finance Association (Emphezer) conduct number of events throughout the year to train their members in various skills.
- Annual campus celebration is a Mega event called “Alegria” which is planned and organized by the student community. The basic purpose being training of students in planning, organizing, controlling, coordinating and motivating in various areas.
- Communication skills are also developed through interaction with various sets of students during these festivals
- Mock stock exchange organized by us in collaboration with BSE is a great success and many of our students now do online trading of shares.

- Industrial Visits provide opportunity for the students to visit factories and interact with entrepreneurs of the real world.

The college has setup Entrepreneur development cell under which different activities are held to develop the entrepreneurial skills among the students

Year	Activity	Impact of the activity
2011-12	Seminar for T.Y.B.M.S. students on 'The Scope of Entrepreneurship in Today's Changed Scenario' by Mr. Neeraj Tiwari. Seminar for I.T. & C.S. students on 'The Scope of Entrepreneurship in INDIA' by Mr. Wilson Pinto (Placement Cell). Seminar for T.Y.Biotechnology students on 'The Scope of Entrepreneurship in Biotechnology' by Mr. Pankaj Mundada	Inculcated entrepreneurial spirit and culture Motivated budding entrepreneurs To enhance marketing & entrepreneurial skills
2012-13	Organized Food Festival	
2013-14	Food Festival named Fun Fair cum Food Fest was conducted on 31/07/2013 Personality Development Program was initiated Digital Photography Course was conducted from 10th September to 17th September by Mr. Shashikumar P.V. and Krishna Chandran Pillai Seminar was conducted on 6th February, 2014 on 'Campus to Corporate' by Mr. Tanveer Devji, C.E.O. and Founder, RFZ Consultants.	Helped to gain confidence Helped to make students independent Created culture of entrepreneurship
2014-15	Organized Food Fest Organized Workshop on Team Building.	

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- **additional academic support, flexibility in examinations**
- **special dietary requirements, sports uniform and materials**
- **any other**
- We have developed 18 Associations with the idea if each association can conduct at least 3 / 4 events in a year, it will cover a wide spectrum of students.
- Each Department / Association takes care of their members (student) needs in relation to development of skills to which they are best suited.
- In-addition, our Students' Council takes care of all competitions and students are encouraged to participate in as many inter collegiate competitions as possible.
- Gymkhana Council, under the leadership of a Director (sports) takes care of selection, training and participation of students in all Inter University Competitions.
- We have a number of national players to our credit in addition to Inter - University

players, selected by University of Mumbai. One of our students was the captain of the University of Mumbai Football Team in the year 2014 – 15.

- Sports quota is available for the sports students at the time of admission
- Attendance concessions, allowances, additional exam facility, special coaching, grace marks, felicitation of our sports achievers and their coaches are some of the policies we have been following over the years which has made us to be recognized as one of the leading colleges in sports and cultural activities under University of Mumbai.

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

- Students are given training through mock entrance tests, group discussions and interview techniques.
- Many students of Biotechnology appeared for GRE/ TOFEL for admission to foreign Universities. Our teachers guide them in their efforts. We also help them in preparing transcripts and drafting recommendations.
- We have a study centre for civil service examination.
- Students who are appearing for C.A.T./C.E.T. are supported by our teachers.
- We have U.P.S.C./M.P.S.C./Bank Coaching Centre at our campus. Entrance is restricted to our students only and we charge concession fees for it.
- About 20% of our B.Com. students are preparing for C.A./I.C.W.A./C.S. examinations

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc..)

- We have a full time professional counselor with a special room. Any student can approach her directly.
- Students are referred to her by class teacher/co-ordinator or at times by the guardians themselves.
- Career counseling is done by our teachers who are professionals in their field. We have a separate career counseling department.
For example: - Students aspiring to be C.A./I.C.W.A./C.S. are counseled by Prof. Gajanan Wader who is a practicing Chartered Accountant.
- Class teachers take the role of guardians within the campus and students are able to discuss and get guidance regarding personal problems.

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

PLACEMENT CELL

- We have a separate placement cell to co-ordinate the campus recruitment with leading companies. Mrs. Padmaja Ganti, a senior faculty of I.T. is in charge

- Following companies are regular visitors to our campus. Students selected in campus interview during last 4 years is as under;

Year	Name of the Company	No. of students got placed
2011 – 2012	L & T Infotech	09
	Wipro Technologies (Wase and Wista program)	11
	I-Gate Patni	05
	Wipro Technology	19
	Wipro Infotech	16
2012 – 2013	L & T Infotech	06
	WIPRO Technology	10
	E-Clerk	09
	E2-XBRL	08
	India Infoline	17
	Decimal Point	10
2013 – 2014	L & T Infotech	13
	Wipro Tech.	49
	Maxewell Tech.	20
	Jet Airways	15
	Times of India	10
	SBI	20
2014 – 2015	Tech Mahindra	12
	L & T Infotech	20
	Infosys	21
	ICICI Bank	25
	WIPRO	37
	NOKIA (Here Solution)	82

- We have a separate employment notice board and all information relating to full time employment, part time employments are displayed in the notice board.

CAREER COUNSELLING

- Our career counseling department

Year	Date of the Seminars	Name of the Organization	Description of the seminars Conducted
2013 – 14	12 th Feb., 2014	NIIT	“National IT Aptitude Test”
2014 - 15	23 rd Aug., 2014	L&T Infotech	“Preparation of aptitude and Interview”
	22 nd Jan., 2015	Deputy Collector R.N.Dutt (Prof. at Dronacharya IAS Academy), SBI Manager K.P. Verma and Mr. Vikas Deshmukh	Introduction about Civil Services/ UPSC- MPSC exam. How they are beneficial for a student with Various Background. About the preparation strategies along with College studies.
	4 th March, 2015	Mr. Aditya Joshi, Pillai College	Career counseling on CS and LLB for B.Com students
2015 – 16	13 th Aug., 2015	Sales Academy	Seminar on “How to Face Interviews” was conducted by Prasad Sakharkar
	27 th Aug., 2015	Alchymista Trading Decoded	“Role of Technical Analysis in Financial Markets” and its career opportunities in the various field.
	1 st Sep, 2015	Kraft Educational Service	Mr. Kohli counsllled students on Overseas Educational opportunities available after graduation.
	3 rd Sept., 2015	Tata Consultancy Services	Mr. Abishek conducted Tata Ingnite program an training session for students.

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

- We have a Grievance Redressel Cell headed by the Head of Department of Commerce, Dr. (Mrs.)Seema Somani
- The Cell handles grievances of students, teaching staff and non-teaching staff
- In addition there is a Suggestion Box for students and they can even directly approach the Vice Principal for grievance redressal.
- Given below is the grievances received and solved by the committee:

Year	Grievance Received	Solution adopted
2011 – 12	S.Y.B.Com. A/F students complained about parking facility	Sufficient place was made available outside the college campus
	T.Y.B.Com. (A) students complained about permanent markers writing on the Board	The Board was cleaned properly
	S.Y.B.Com. A/f students wanted lectures to be conducted in morning instead of afternoon	With the availability of room the lectures were shifted in morning.
2012 – 13	S.Y.B.Com. A/F students complained about non cleaning of water purifies in IIIrd floor	The eater purifies was cleaned on immediate basis.
	Staff - Teaching staff members wanted water purifies to be installed	As there was no water connectivity the purifier could not be installed.
	S.Y.B.Com. students complained garbage lying on second floor corridor	The matter was referred to housekeeping dept. and the maid was instructed to clean it properly
	T.Y.B.M.S. students complained about a special studies in Finance lecturers teaching	The teacher was replaced with new faculty.
	T.Y.B.Com. students complained about teaching of taxation lecturer	Replacement with other faculty was done from the next semester.
	Complaint regarding computer lab. usage addressed by T.Y.B.Com. students	The students were allowed to use computer lab. after lectures with permission of Vice Principal.
	Students represented about the canteen's quality of food was inferior	The matter was referred to canteen committee which ensured better quality with reasonable pricing.
2013 – 14	Non teaching staff - Nuisance created by the entry of dogs in college premises	Special instructions were given to the security and other dept. concerned so that dogs don't enter the college premises
	Non teaching staff - Non functioning of lift	The electrical dept. was instructed to maintain the lift for increasing convenience of non-teaching staff
	Teaching staff - faculty of commerce complained about less air circulation in the staff room	Two fans were fitted in staff room to have proper circulation of air.
	S.Y.B.Com. 'B' students complained about visibility of white board	The board was properly cleaned with solution
	T.Y.B.M.S. students wanted a gap in their internal class test	The BMS Co-ordinator and the students worked out a solution and the problem was sorted out.

	Non- teaching staff – Locks of classrooms L 302 & G 202 are not getting locked	The locks of these class rooms were changed
	Water leakage problem in classroom created problem in cleaning classroom	Infrastructure dept. were asked to plaster the wall and plastic sheet were used to restrict water from entering classroom.
2014 – 15	Teaching staff – Bigger dustbin required	A big dustbin was placed in commerce staff room.
	Teaching staff – Both the staff room should be cleaned twice	It was instructed to clean both the staff rooms twice
	Non teaching staff – students were leaving the food on desk after having food	Students were asked to keep the desks clean.
	Non teaching staff – Request for additional non teaching staff	The concerned department was asked to depute additional non teaching staff
	Non teaching staff – To provide space for lunch	Co-ordinators room centre table was provided to have lunch.
	Non teaching staff – Non functioning of lift in R wing	The department concerned was instructed to do needful.
	F.Y.B.Com. A/F complained about power failure in their class	The hardware department was instructed to have generator backup whenever power failure was there.
	T.Y.B.Com. 'A' students complained about a tube light not functioning in their class L 204	The electrical department was informed and tube light was replaced.
	T.Y.B.Com. B' students complained about dustbin is not here in their class O 202	Order for new dustbin was placed immediately

- Oral representation is immediately attended by the Vice Principal and redressed on the spot.

Eg:-Biotechnology Department complained that the fans in the lecture hall were not working. Maintenance Department was pulled up and necessary action was taken immediately.

- We have an Organizational Manual with standard procedures. All the four counters which handle various issues of students, displays the name of the In charge clerk and the work they are allotted.

For example:- When the clerk receives an application for duplicate marksheet, she has to put the date on which (normally 24 hours) the students can collect it from counter. In case there is delay, the student can directly approach the Vice Principal.

- Timings of different counters are displayed and Vice Principal ensures its adherence.
- Most of the services are made online. Therefore waiting period of students at the counter is negligible.

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

- We have a Women's Cell headed by the Head of the Department of Accountancy, Mrs. Monali Ray.
- Contact numbers of the Women's Cell / Ragging Committee members are displayed in the website.
- CCTV cameras have been installed at strategic locations.

- We have 24 hours security.
- Our Vice Principal and Co-ordinators take rounds continuously.
- Through various seminars we make girl students aware of their rights.
- When the freshers join, our women faculty take rounds and report if they observe anything that do not adhere to the code of conduct presented for students by the institution.
- Until this year we have neither noticed nor received any complaint regarding sexual harassment.
- Seminars conducted exclusively for girls.

Year	Topic	Conducted by
2011 - 12	Appropriate Career Selection Planning For Women, held on 17 th January, 2012	Prof. S.S. Lele, Head, Food Engineering & Technology Dept., Institute of Chemical Technology, Mumbai
2012 - 13	Lecture on 'Violence Against Women', held on 15 th January, 2013	Prof. Vaishali from Stree Mukti NGO, Vashi
2013 - 14	Human Trafficking, held on 21 st January, 2014	Mr. Mervyn D'Mello & Mr. Micheal Yangad from International Justice Mission
2014 - 15	Lecture on Gender Equality, held on 24 th February, 2015	Ms. Jahagirdar Sangeeta Santosh and Ms. Anita Vijay Kumar, Stree Mukti Sanghatana, Chembur
	Self Motivation, held on 14 th November, 2014	Prof. Vani Achari, Pillai College of Education, Chembur
	Women Rights, held on 20 th September, 2014	Ms. Sidd Vidhya, Bombay High Court

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

- Yes, there is Anti Ragging Committee in operation. Members of the Anti Ragging Committee take rounds regularly, especially at the time of new admissions.
- We have not received any complaints about ragging either in the class rooms or in the premises so far.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

- Book Bank.
- Fees Concession.

- C. Fee Waiver.
- D. Earn while you learn.
- E. Internship.
- F. Fee concession to economically backward student.
- G. Fee concession to sports students.
- H. Fee concession to children of economically backward staff.
- I. Free medical service when students are in campus.
- J. Free medical service when students are in industrial visit.
- K. Installment payment of fees.
- L. Extra hours of library during examinations.
- M. Extra hours in the computer laboratories before the University exams.
- N. Free access to computer laboratories and internet.
- O. Print out at nominal rates.
- P. Subsidized Canteen.
- Q. Professional Coaches for games.
- R. Professional directors / choreographer for theatre events/performing arts and the like.
- S. Felicitations of prize winners.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

- Yes, Our Alumni Association is a registered Association.
- Few of our Alumni Association members are practicing Chartered Accountancy. They visit our institution regularly and help our students to prepare for professional courses.
- They participate in most of the college functions, including August 15th Flag hosting ceremony
- Members of Alumni Association are invited for Career Guidance.
- We conduct Alumni Reunion at least two times in a year.

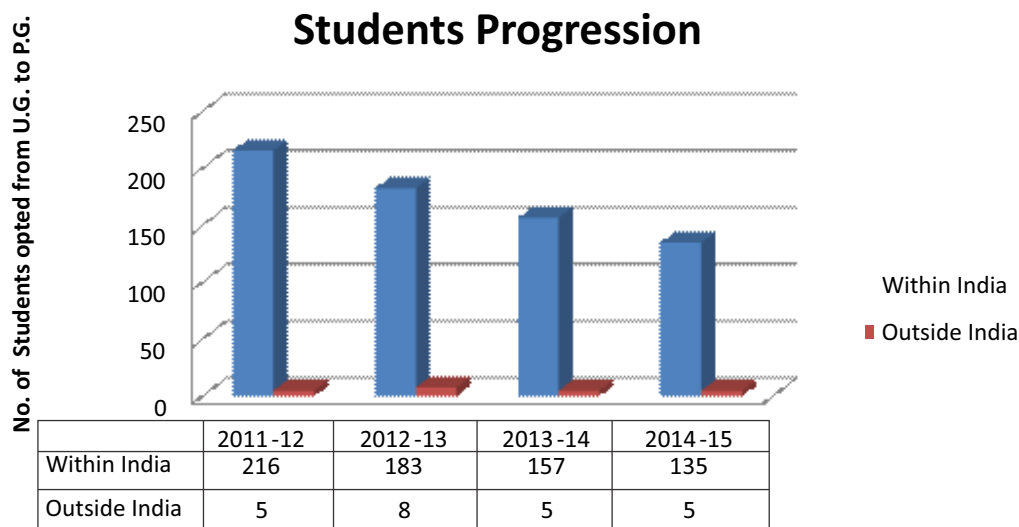
5.2 STUDENT PROGRESSION

The Institutions 'concern for students' progression to higher studies and/or to employment is dealt with under this Key Aspect. Optimal student progression is facilitated through career guidance, campus interviews, seminars/workshops/field projects, financial assistance, opportunities to pursue education abroad, and the like.

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

To keep a track of all alumni members is not possible. However we have been able to get some data from transfer certificates issued and transcripts and Alumni Association

Student progression	% of students / no. of students			
	2011-12	2012-13	2013-14	2014-15
Employed				
• Campus selection	60	73	79	192
• Other than campus recruitment			14	Nil



5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Final year Under Graduate programmes Examination conducted by University

T.Y.B.COM. ACCOUNTING & FINANCE

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015		
T.Y.B.Com. Accounting & Finance	Sem. V	Sem. VI	Sem. V	Sem. VI	Sem. V	Sem. VI	Sem. V	Sem. VI	
Number of students appeared	90	90	119	119	125	125	110	110	
Number of students passed	79	84	115	114	110	104	85	105	
O grade	**	73	**	111	17	-	06	06	
A grade					62	70	45	58	
B grade					24	26	20	26	
C grade		07		03	10	08			
D grade		11		03	**	**	04	**	
E grade					**	05	**	07	
College pass percentage	87.77%	93.33%	96.6%	95.79%	88%	83.2%	77.27%	95.45%	
University pass percentage	89.29%	93.85%	89.4%	92.41%	83.81%	-	82.62%	-	

T.Y.B.COM.

Programme / Course	2011-2012	2012-13	2013-2014		2014-2015	
T.Y.B.Com.	Annual	Annual	Sem. V	Sem. VI	Sem. V	Sem. VI
Number of students appeared	165	194	178	178	191	193
Number of students passed	140	170	111	145	146	141
O grade	111	138	10	01	09	02
A grade			42	40	33	33
B grade	29	32	36	57	35	37
C grade			18	18	37	41
D grade			05	10	25	01
E grade			**	19	07	27
College pass percentage	84.84%	87.62%	62.35%	81.46%	76.43%	73.05%
University pass percentage	81.53%	81.13%	65.26%	73.70%		67.30%

T.Y.B.M.S.

Programme/ Course	2011-2012		2012-13		2013-2014		2014-2015	
T.Y.B.M.S.	V Sem.	VI Sem.	V Sem.	VI Sem.	V Sem.	VI Sem.	Sem. V	Sem. VI
Number of students appeared	167	167	162	162	165	165	162	160
Number of students passed	125	110	102	101	110	142	105	97
O grade	**	82	**	60	**	01	**	**
A grade					40	52	33	27
B grade		28		41	53	54	38	32
C grade					17	18	23	25
D grade					**	01	11	06
E grade					**	16	30	07
College pass percentage	74.85%	65.86%	62.96%	62.13%	66.66%	86.06%	64.81%	60.62%
University pass percentage	65.21%	68.46%	66.02%	66.14%	51.20%		63.39%	

T.Y.B.COM. FINANCIAL MARKETS

Programme/ Course	2011-2012		2012-13		2013-2014		2014-2015		
T.Y.B.Com. Financial Markets	V Sem.	VI Sem.	V Sem.	VI Sem	V Sem.	VI Sem.	Sem. V	Sem. VI	
Number of students appeared	42	42	43	43	43	43	50	50	
Number of students passed	42	41	35	41	35	41	36	49	
O grade	**	41	**	33	01	**	**	**	
A grade					13	10	05	6	
B grade				01	17	13	07	10	
C grade					04	13	17	24	
D grade					**	01	05	9	
E grade					07	**	04	02	-
College pass percentage	100%	97.61	81.39	95.34	81.39%	95.34%	72%	98%	
University pass percentage	95.05	97.63	92.17	96.71	88.02		83.73%		

T.Y.B.SC. COMPUTER SCIENCE

Programme/ Course	2011-2012	2012-2013	2013-2014		2014-2015	
T.Y.B. Sc. Computer Science	Annual	Annual	Sem. V	Sem. VI	Sem. V	Sem. VI
Number of students appeared	50	53	58	58	92	92
Number of students passed	29	36	28	33	52	47
O grade	4	8	01	**	01	**
A grade			19	13	17	09
B grade	22	28	08	04	21	16
C grade			**	09	12	13
D grade			**	06	01	09
E grade	03	**	**	01	**	**
College pass percentage	58.00%	67.90%	48.27%	56.89%	56.52%	51.08%
University pass percentage	49.40%	43.00%	42.88%	47.61%	53.59%	56.76%

T.Y.B.SC. INFORMATION TECHNOLOGY

Programme/ Course	2011-2012		2012-2013		2013-2014		2014-2015	
T.Y.B.Sc. Information Technology	Sem. V	Sem. VI	Sem. V	Sem. VI	Sem. V	Sem. VI	Sem. V	Sem. VI
Number of students appeared	150	149	188	188	233	227	177	188
Number of students passed	80	101	46	77	127	178	95	119
O grade	**	**	**	**	4	**	03	**
A grade					62	75	38	56
B grade					53	44	38	44
C grade					8	05	16	08
D grade					**	**	**	01
E grade					**	54	**	10
College pass percentage	53 %	67.8%	24%	38%	54.5	78.41 %	53.67%	63.29%
University pass percentage	42 %	51.2%	38%	47.7%	45.09%	56.6%	50.3%	54.75%

T.Y.B.SC. BIOTECHNOLOGY

Programme/ Course	2011-2012	2012-2013	2013-2014		2014-2015	
T.Y .Biotechnology	Annual	Annual	Sem. V	Sem. VI	Sem. V	Sem. VI
Number of students appeared	55	51	62	62	53	53
Number of students passed	47	44	53	56	39	48
O grade	11	21	13	07	04	07
A grade			24	24	14	20
B grade	36	23	12	14	16	15
C grade			01	09	04	03
D grade			**	02	01	03
E grade	**	**	03	**	**	**
College pass percentage	85.45	86.27	85.48%	90.32%	73.58%	90.56%
University pass percentage	61.34	50.25	57.72%	47.61%	53.59%	56.79%

Post Graduate Programmes

M.SC. INFORMATION TECHNOLOGY

Programme/ Course	2011-2012		2012-2013		2013-2014		2014-2015	
M.Sc. Information Technology	Part I	Part II	II Sem.	Part II	II Sem.	IV Sem.	II Sem.	IV Sem.
Number of students appeared	19	17	32	19	32	31	40	31
Number of students passed	18	17	24	17	21	24	24	28
O grade	**	8	21	02	**	**	02	**
A grade					10	03	04	10
B grade		9	3	15	06	14	08	14
C grade					04	06	10	03
D grade					01	01	**	01
E grade					**	**	**	**
College pass percentage	94.73 %	100%	75%	89.47 %	65.62 %	77.41 %	60.00 %	90.30 %
University pass percentage	35.59%	84.67%	64.86%	67.89%	59.97%	80.11 %	57.80%	71.60 %

M. COM.

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015	
M.Com.	Part I	Part II	II Sem.	Part II	II Sem.	IV Sem.	II Sem.	IV Sem.
Number of students appeared	94	21	116	31	98	106	82	79
Number of students passed	53	20	85	29	67	63	50	77
O grade	**	04	01	08		01	01	09
A grade			29		24	27	12	30
B grade		10	30	14	26	21	21	26
C grade			21		15	12	13	11
D grade			04		02	**	03	01
E grade		06	**	07	**	54	**	**
College pass percentage	56.38%	95.23%	73.27 %	93.54%	68.36%	59.43 %	61.00%	97.00%
University pass percentage	52.69%	84.63%	66.28 %	86.38%	58.11%	81.64 %	**	**

M.SC. BIOTECHNOLOGY

Programme / Course	2011-2012		2012-13		2013-2014		2014-2015	
M.Sc.Biotech.	Part I	Part II	II Sem.	Part II	II Sem.	IV Sem.	II Sem.	IV Sem.
Number of students appeared	29	26	30	30	32	30	31	32
Number of students passed	26	26	29	28	29	29	26	32
O grade	**	17	07	15	05	02	01	04
A grade			22		13	18	11	20
B grade		09	**	13	11	09	11	08
C grade			**		**	**	03	**
D grade			**		**	**	**	**
E grade		**	**	**	**	**	**	**
College pass percentage	89.65%	100%	96.66%	93.33%	90.62%	96.66%	83.87%	100%
University pass percentage	69.90%	83.10%	64.86%	80.08%	59.97%	80.11%	57.83%	71.64%

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- We follow a students' centric approach relating to student progression to higher education. We conduct a number of seminars in order to create opportunities for further studies.
- For example: - many of our biotechnology students are doctorates (either in India/abroad). We help them in preparing their documentation and in finding the correct location for further studies. B.Sc.I.T. students interested in pursuing M.C.A are provided coaching for the same. Our I.T. students who are being regularly recruited in campus interviews are encouraged to complete their post graduation. We help them by conducting lectures for them on weekends (Saturdays and Sundays)
- A large number of Commerce students are interested in professional courses like C.A., I.C.W.A., C.S. We guide them to select the best course and give them benefit of attendance to attend classes for these professional courses. Academic support is also extended.
- Students who are economically backward are also encouraged to pursue P.G. and simultaneously take up jobs. Such students are allowed attendance concession and we conduct revision lectures for them.
- Many of our students are selected for employment through campus interviews. In fact before the University VI semester mark list is available, they have appointment letters in their hand from reputed companies.
- We encourage the students to pick up jobs and simultaneously go for post graduation.

Details of Campus Placement:

On Campus			Off Campus	Year
No. of Companies Visited	No. of Students Participated	No. of Students Recruited	No. of Students Recruited	
6		60	-	2011-2012
7		73	-	2012-2013
6	268	79	14	2013-2014
6	1230	192	NIL	2014-2015

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Our dropout rates are very low. On going through the problems of drop outs we have come to the conclusion that there are three reasons for drop outs;

1. Financial Reasons:

Due to weak finances, students are compelled to go for correspondence courses after they take admission. We try to solve this problem by offering them installment payment, fee concession or waivers of full fees, but are not always successful. In such cases we allow them to join correspondence courses and attend lectures in our college when they can and also allow them to use our library facilities.

2. Professional Reasons:

Some of the students are pursuing professional courses such as C.A., C.S., I.C.W.A. which require continuous study. These students find it stressful to deal with both courses and therefore, they prefer correspondence courses and drop out at the second year.

3. Academic reasons:

Certain students' because of pressure join a program which they find difficult to cope up with. Although at the time of entry we counsel such students, they insist on getting the programme they have opted. In the long run they lose interest in studies and slowly drift. We help such students through counseling and guardian teachers. We are partially successful in reducing the drop outs. We help them to prepare for A.T.K.T. (Allowed to keep Terms) examination. We conduct condensed special lectures before the A.T.K.T. examinations to help such students.

5.3 STUDENT PARTICIPATION AND ACTIVITIES

Student Participation and Activities: The institution promotes inclusive practices for community and better stakeholder relationships. The institution promotes value based education for inculcating social responsibility and good citizenship amongst its student community.

The institution has state of art infrastructure and promotes active participation of the students in social, cultural and leisure activities. Encouraging students' participation in activities facilitates developing various skills and competencies and fosters holistic development

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- All Associations conducts minimum 3 / 4 programmes in a year specially meant for their members.
- Students' Council participates in most of the cultural competitions held by the University of Mumbai and other leading colleges.
- Gymkhana participates in most of the Inter Collegiate tournaments held by University of Mumbai.
- We also organize 'Community Service Day' which includes a variety programme “UBER Rang” of our various institutes.
- We have our annual function called “ALEGRIA” which is one of the leading events amongst colleges of Mumbai.

Range of sports /Games/cultural activities available for students

Sports :- Outdoor	Badminton, Ball Badminton, Football, Basketball, Volleyball, Handball, tug of war, Box cricket
Sports :- Indoor	Table tennis, chess, boxing, taekwondo, shooting, carom
Cultural	Dancing, music, drama, folk dance, skits, essay competition, cartooning, clay modeling, collage, rangoli, group singing, classical solo, elocution, debates, fashion show, western music, mobile cover making, face painting, jewelry making, etc.

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

- The college participates annually in inter- collegiate Youth Festival organized by University of Mumbai and every year we have won Gold, Silver and Bronze medals in theatre events. Our students have continuously bagged the Best Actor and Best Actress Awards and have got selected for National Level Competitions.
- The students annually participate in the inter-collegiate events organized by other colleges in various performing arts, management events, technical events, literary arts and fine arts events
- The students participate in inter-collegiate research convention – 'Aavishkar'
- Our S.Y. B.M.M. student, Ms. Aishwarya Sridhar is very fortunate to have been awarded the Sanctuary Asia's Young Naturalist Award in 2011. She was also a part of the NDTV channel's Save Our Tiger Campaign 2010 and 2012 and had been telecast live from Mumbai with Bollywood Actress Dia Mirza to recite her poem on Tiger Poaching.
- Tejas Karle, S.Y.B.Com. student, won the First Sports Craft National Shooting Competition held at New Delhi from 10th to 14th September, 2014. Tejas who represented Senior Maharashtra State Team won the team Gold Medal and also won the Junior Individual Silver Medal. His current All India ranking is 13th.
- Riya Pillai, Final Year B.Com. student of our college won the Mumbai University Badminton Women singles title. She also bagged the bronze medal in the team championship.
- Deepak Irmani, Final Year B.Com. student, won the silver medal of Mumbai University Football Tournament followed by his selection into the University Squad and won Runners-up title at West Zone University title. Deepak also captained Mumbai University Football Team for All India Intervarsity tournament.
- Shruti Talnikar is working for Indian Railways, Her current state ranking is 4th and national ranking is 7th in the table tennis category
- Rahul Beke, our student is playing for Kerala Blaster in the ongoing I.S.L. Football League.
- Three Students have been selected to represent Inter University West Zone Volleyball team to be held in Bhopal
- Mehaboob Khan has been selected for Raigad Team for Handball.
- Our students excel not only in co-curricular events but also in sports and cultural events at

various state, national and international level competitions.

**Sports and cultural report (available on website)*

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- We have a regular feedback system from our existing students.
- In addition to this documented feedback, we take informal feedback from students orally or through their class co-ordinators.
- Some departments take feedback of third year students immediately after the final exam.
- We collect feedback from our stake holders at the time of parent teacher meetings.
- We immediately follow-up feedback from which ever source we get it and in whatever form.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.

1. Our college magazine committee is headed by our senior teacher Dr. Aarti Sukheja with language wise student editors. The committee is very active and visits all classes to motivate the students to write articles for the magazine “Spectrum” which is well known in Academic Circles.
2. ‘Pillai Times’ our institutional news bulletin, is published every semester, which contains all activities done during the semester. This activity is also done by student editors under the guidance of teachers.
3. This year our B.M.M. students are bringing out a News Paper which is handled exclusively by students under the supervision of our staff.
4. Our various associations like Economics Association, Commerce Association and the like encourage students to prepare wall paper and they are displayed at a central location or on the Notice Board.
5. Our B.M.M. students have created a desk calendar which is going to be useful for the various departments.
6. We have a separate notice board in front of the Library and our student volunteers write ‘Thought for the Day’ on daily basis.
7. We publish an annual brochure “MITZWAH” which projects the various social activities undertaken by our institutions.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

STUDENT COUNCIL

- Students' Council has been constituted as per University statute. The Council consists of student representatives selected from each class on the basis of academic performance. They are called Class Representatives. The Principal is the chair-person and the council secretary is elected on the basis of secret ballot amongst the class representatives.
- There are regular meetings of the Council in which matters related to academics/extra curricular activities and problems of students are discussed. Proper notices are issued for meeting and minutes are maintained.
- The Council encourages students to participate in inter-collegiate, university and inter

university cultural events. ·

- Students' Council organizes Freshers' Day to welcome the newcomers and they also ensure that “ragging free” atmosphere is created. ·
- Class Representatives have an important role to play. They are in-charge of class discipline, class attendance, lecture schedules and communication between staff, student, and management. ·
- To encourage inter-mixing among students from different streams and courses, the Council celebrates special occasions or occasions of importance such Teachers' Day, Traditional Day etc. ·
- In order to awaken a spirit of National Integrity among the student population, Students' Council gives special importance to celebration of Republic Day and Independence Day. Students' Council is a body which organizes College Day on behalf of the college. On this day we felicitate the students who have won laurels in academics. ·
- Students' Council in 2014 – 15 organized inter-collegiate competitions in various events which was attended by 18 colleges and sponsorships for the event was arranged by our students. ·
- Expenditure of the routine activities of Students' Council including College Day and academic prizes are financed by the Management.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Academic and Administrative Bodies:

GYMKHANA COUNCIL ·

We have started Gymkhana Council which is headed by as senior lecturer as Prof. in-charge to help sports students. The Gymkhana Council consists of principal, prof. in-charge of sports, sports director, and students representing various activities. ·

Members of Gymkhana Council

Dr. Daphne Pillai, Principal	Chairman
Prof. A.N.Kutty	Vice Chairman
Mr. Shardul Buva	Professor In-charge
Mr. Deepak Chandramohan	Asst. Prof. Incharge
Mr. Vikas Lad	Sports Director

Student Representative

Mr. Mohammed Isahq	Football
Mr. Tejas Karale	Rifle shooting
Ms. Riya Pillai	Badminton
Mr. Suraj Nair	Handball
Mr. Ishant Rawat	Volleyball

- Regular meetings are conducted to decide the various facilities necessary, competitions to be participated in and the like. ·
- Gymkhana Day is celebrated one day before College Day and the students who have won laurels in sports for the college are felicitated with track suits and cash awards.
- Students' Council:

IQAC:**Student Representative:**

Shubhanditya Dutta(T.Y.B.Com.).

Shrushti Thakkar(T.Y.B.Com).

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**A. FORMER FACULTY**

- Very few faculty have resigned and joined elsewhere.
- We use former faculty who are in Mumbai for guest lectures on hourly basis.
Eg;-Dr. Binoj Kutty, Mrs. Uttara Atawale

B. ALUMNI

- We have regular meetings with Alumni
- Members of Alumni are invited for guest lectures.
- Alumni guide our students for professional examinations.



Governance, Leadership and Management



CRITERIA VI: GOVERNANCE, LEADERSHIPS AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision - “Education for all” To fulfill our vision we welcome students from diverse backgrounds irrespective of region, religion, caste, economic strata and academic background. The objectives of the higher education policies of the nation is clearly reflected in our vision of providing education to all by ensuring equity and increasing access to education.

Mission

- Achieving excellence in education by maintaining high standards of teaching, shaping talents of students, moulding their character and imbibing in them a sense of civic responsibility
- Empowering students to become able, responsible citizens by imparting quality education and inculcating sound values
- Providing best of infrastructure comparable to international standards

Mission and its connection with needs of the Society's

- As can be seen from our vision document our basic philosophy was to provide world class education to the students of the educationally deprived Raigad region.
- Most of the student community that we cater to have studied in the vernacular medium.
- We have been continually striving to educate and empower since 1998 and our growth since inception is a testimony of our success.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

Role of Top Management

- The top management plays an important role in designing the policies of the institution which enables us to achieve the set objectives.
- They prepare long term plans for the institute; formulate policies to achieve the end result, plans for development/ maintenance of infrastructure, maintenance of clean and green environment.
- Most of the policies are designed and communicated by the Management to the Principal and through Principal to the staff for implementation. The Principal is a part of the Management and therefore communication of policies to the lower level is faster and unambiguous.

Role of Principal

- Enforcement of policies and procedure chalked out by the top management is the responsibility of the Principal. Such policies are communicated to the co-ordinators and faculty through various communication channels. Daily interactions, daily reporting are some of the methods to ensure that policies are strictly enforced to achieve the objectives.

Role of Co-ordinators/ Teachers

Co-ordinators are the medium through which the Principal ensures enforcement of policies. We are able to implement policies and plans effectively because:

1. There is very good communication between the Co-ordinator and the Principal.
2. Decentralization of authority which helps the co-ordinator to take decisions and implement decisions without delay.
3. Excellent communication at all levels throughout the day at all times.

Thus, the co-ordinated efforts of the Management, Principal and faculty have given excellent results in implementing the policies and achieving end results.

6.1.3 What is the involvement of the leadership in ensuring;

Role of Policy Statement:

- Policy statements and action plans are goal oriented.
- We advocate participative management and involve teaching and non-teaching staff in the process of decision making and implementation.
- Our Academic Plans, Teaching Plans and Departmental Plans are based on the policies formulated by leadership.

For example :- The policy of Management is that at least in each semester, at least one parent teacher meeting with feedback from stake holders has to be conducted. This policy is built up in the Departmental plans. The Academic Calendar Compliance is reported to the Principal along with feedback.

- Action plans for all operations, whether it is academic or non-academic are prepared at various levels and such plans are part of the institutional plans

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- Monitoring Evaluation of policies and review
- At the end of each semester and beginning of the incoming semester, we have a staff meeting in which all the faculty participates.
- Before the staff meeting all co-ordinators interact with the teaching staff and come prepared for the meeting.
- In the staff meeting each member can discuss problems, if any, encountered during the semester.
- The evaluation of policies, followed until then, are undertaken and if necessary such policies are readjusted to suit the requirements of the institution.
- For Example: - The Accounting Department brought to the notice of the Principal that dictating problems in the class rooms involve wastage of time. Therefore the policy of supplying problem sheets at the time of admission was decided and necessary financial sanction was granted.
- The Accounting Department brought to the notice of members that the Financial Accounting paper I of T.Y.B.Com., being a difficult subject, needs 5 lectures per week instead of 4 lectures as per University norms. The policy was accepted and the Time Table Committee was directed to include the additional workload.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- Dr. Daphne Pillai, Principal, is a member of the Governing Board and she is a party to the entire decision making done at the board level.

- Dr. Daphne Pillai has dual authority and commitment as a Management representative and as an academic leader to enforce the policies taken by the management.
- Once the policies are communicated and vision document declared, the enforcement of such policies are left to the Principal and her team. The Principal and her team have full authority to take decisions within the frame work of overall policies.

6.1.6 How does the college groom leadership at various levels?

Grooming Leadership

- For any organization to grow there should be leaders at all level so that they can take over as and when needed. We believe that such leadership comes only through delegation and decentralization.
- The organizational chart given in **6.2.3** shows how we groom leadership and these leaders are capable of taking over any responsibility at any time.
- All coordinators have been given authority to take decisions within the policy frame work and standard procedure. They have even financial authority to a limited extent.
- Therefore, each co-ordinator is a leader and grooming of leadership is inbuilt in our institution.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

Delegation of Authority/responsibility

- Our institution functions on the basis of decentralized authority and responsibility.
- The work of each programme right from admission of a student until he/she graduates has been delegated to the co-ordinator.
- We have Mrs. Deepika Sharma as co-ordinator of I.T./C.S., Mrs. Jennie Parjith as Co-ordinator of Financial Markets, Mrs. Prerna Sharma as Co-ordinator of B.M.S, Mrs. Abida Khan as co-ordinator of Accounting & Finance ,Ms. Nithya Nair as co-ordinator for B.M.M., Mrs. Bindu Rajguru as co-ordinator for Biotechnology .In addition, for post graduate programs, we have separate Co-ordinators.
- We believe that the process of delegation helps managerial development.
- Each co-ordinator is responsible for all activities concerning the programme and she has been given full authority to take decisions. She is accountable for performance and results.
- Every semester, results are analyzed subject wise and each subject teacher is involved in the process for introspection.
- The Vice Principal has been given full authority including financial authority. Therefore, all Co-ordinators report to Vice Principal, who in turn reports to Principal on day to day basis.
- We also have a Committee form of Management relating to non academic work and professor inchare have been given authority to fulfill the objective of each activity.
- Any decision to be taken beyond the parameters of general policy is referred to the Vice Principal for directive.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

- To develop the Participative Management culture, we have introduced committee form of Management for most of the important functions, both academic and non academic.

- Committees such as Gymkhana Committee, Students' Council, Examination Committee, Canteen Committee, Anti Ragging Committee, Admission Committee includes number of teachers and students. These committees always meet, discuss, take decisions and enforce those decisions through proper communication channels with intimation to the Principal and Vice Principal.
- In fact all decisions at the institutional level are taken through participative management, and members of each committee are aware of the statutory provisions and college policy.

6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

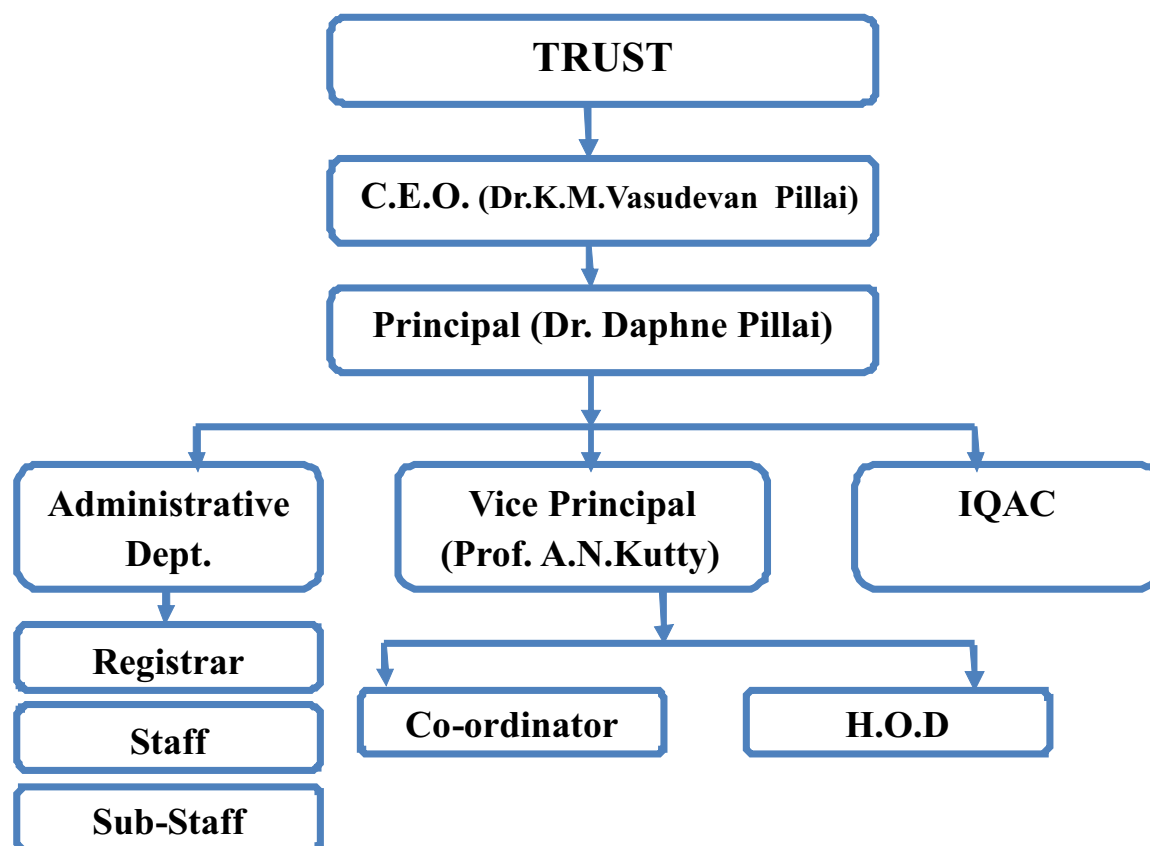
- Our Mission statement itself is policy relating to quality in education.
- 'Achieving excellence in education by maintaining high standards of teaching, sharpening talents of students and moulding their character.
- We take immense care in ensuring that each student gets quality education.
- Our qualified teachers, with proper training, excellent infrastructure and student services, help us to sustain and continue our quality initiatives.
- Constant interaction with students and other stake holders give us an idea as to whether reviewing of our quality initiatives is necessary or not.
- Regular feedback, formal and informal, makes us alert about shortcomings, if any, and review the system and take corrective action. We constantly review our quality initiatives at various levels.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college has a plan for development in line with our Vision / Mission

- Excellence in education and extracurricular activities.
- Environment protection and clean campus.
- Concentration on community service.
- Adoption of public spaces for creating awareness about cleanliness (we have already done some work in Panvel Railway Station).
- Development of Entrepreneur Cell and Skill Development.
- Introduction of latest technology.
- More industry/institution partnership.

6.2.3 Describe the internal organizational structure and decision making processes.
Organizational Chart



DECISION MAKING PROCESS

- Communication received from the University is handled by the Principal/Vice Principal. Vice Principal has the required financial authority. Therefore mails relating to payment to University, eligibility, sports contribution, conducting University examinations, etc are decided and executed without delay. They are all normal decision making. Anything beyond normal decision making is referred to Principal and decision is taken on the same day.
- Communication received from University regarding academic matters such as Syllabus change, Seminars, Workshops, Centralized Assessment, Cultural activities, Sports activities, N.S.S. , etc are sent to the concerned co-ordinators or Prof. In charges who in turn take decisions. In case consultation is necessary, the matter is discussed with the Vice Principal and decisions are taken. If such decision needs discussion with the Principal it is sorted out in daily meetings.
- No decision is kept pending whether it is academic or non academic as Vice Principal is available from 7.45 a.m. to 2.00 p.m. in his office and the Principal is available up to 5.00 p.m.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

Following strategies are adopted for quality improvement in the specific areas:

- Strategy for improving Teaching

1. Selection of teachers
 - a. Qualified teachers are recruited after proper interview and feedback from students on the demonstration lecture conducted.
 - b. Constant evaluation of teachers' performance and counseling.
 - c. Training relating to the subject through workshops
 - d. Seminars and presentation of papers.
 - e. Encouragement for Research.
 - f. Creating healthy climate for teaching.
 - g. Freedom to adopt innovative teaching methods.
- Strategy for Learning
 1. Continuous evaluation
 2. Guardian teacher
 3. Interaction with Guardians
 4. Support to advanced learners
 5. Support to slow learners
 6. Counselling
 7. Support to students with disability.
 8. Economic support to economically backward students.
- Research & Development:
 1. Increase in the number of submissions of Minor and Major Research proposal to U.G.C./University.
 2. Strengthening of research culture for staff and students.
 3. More participation in M.E.S. Research Forum
- Community engagement:
 1. Each Association's role in Community Service to be increased.
 2. Continue with Annual Community Day and contribute as much as possible to old age homes and other NGO's through contribution of students / teachers/management.
 3. Active participation in M.E.S., Community Service Day.
 4. Adopt more public places like Panvel station.
 5. N.S.S. to do more work on adopted village.
- Human resource management appreciated
 1. Our H.R. policy has been approved by our staff and therefore the attrition percentage is low.
 2. Staffroom facility is to be improved through air-conditioning.
 3. Staff Tea Club to be modernized and more items to be stocked.
- Industry interaction:
 1. Our I.T. stream is in constant interaction with I.T. industry for Workshops, Campus Recruitment, and Staff Training etc. More of such interactions to be developed.
 2. To provide our infrastructure to the industry for their needs so that we can improve our relationship with them.
 3. We have continuous interaction with Bombay Stock Exchange. They conduct certificate courses and mock sessions. This kind of relationship to be strengthened.
 4. Our Biotechnology Department to improve their industry linkage. We already have a linkage with Surjan Biochemical's.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

- Upward and downward movement of communication within the institute is continuous and fast for decision making.
- Daily interaction by the Principal with Co-ordinators and the Vice Principal keep the Principal abreast of current development as well as of any problems.
- The Principal is also a member of the Governing Body and communication between the Principal and Top level Management is continuous and effective.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

- Our ethos of Participatory Management is reflected in decentralized administration. We involve members of the teaching and supporting staff in the activities of the college and by giving them more responsibility we bring in more efficiency. Identifying the right people for the right job and empowering them to excel ensures the effectiveness and efficiency of the institutional processes.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

- The Managing Committee resolved to upgrade the computers in the college in view of the changing requirements and this was promptly done.
- The need for conserving water was unanimously felt and rain water is harvested and ground water is recharged.
- Digging of compost pit
- Installations of solar panels to conserve electricity

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

- Yes, University of Mumbai has provision for autonomy. As we are still in the infancy stage, we are observing the concept of implementation part of autonomy by older institutions and in the long run we will opt for autonomy or Deemed University.

6.2.9 How does the Institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- We have in operation the following mechanism to understand and solve grievances. Whether the grievance is from students, other stake holders, teachers or staff, we have been successfully solving grievances.
 1. Grievance Committee is headed by the Head of Department of Commerce, Dr. Seema Somani.
 2. Suggestion Box.
 3. Four tier system especially for students.
 - a. Class teachers
 - b. Co-ordinator
 - c. Vice Principal

d. Principal

4. Whether grievance is in writing or in oral form, it is attended and solved without delay.
5. Any guardians can approach Principal/ Vice Principal relating to any grievance and due importance will be given to such representation.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort

- We have regular guardian teacher meetings and it is compulsory for all guardians to meet the faculty. The Vice Principal is always present in the interaction room, away from faculty
- We insist on each guardian to give their feedback on our institution so that we can work on it for future improvement.
- Students also give us their self analysis which gives us the input on faculties, teaching, etc. Such continuous interaction helps us to be alert and to take immediate action if necessary.
- We have a computerized subject wise, teacher wise feedback system.
- Feedback received are analysed by the Department and if any corrective action is necessary it is undertaken after intimation to Principal.

6.3 FACULTY EMPOWERMENT STRATEGIES

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

- Teachers are deputed to attend Workshops on subjects they handle. Duty leave is sanctioned and entrance fees are paid by the college.
- We conduct workshops through the Board of Studies of University of Mumbai or by IT industries, where all members of the concerned department participate.
- We encourage faculty to participate in seminars and present papers.
- We encourage faculty to register and complete PhD.
- Teachers are encouraged to submit minor/major projects to University of Mumbai/U.G.C.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

ORIENTATION OF NEW RECRUITS

- Our Human Resource Department interacts with new appointees and he/she is familiarised with the organizational structure, decision making authority and policies of the Institution.
- We depute faculty to subject related workshops and seminars.
- We encourage faculty to prepare minor/major projects proposal for U.G.C. / University.
- Presentations of papers in National/International Seminars are encouraged.
- We delegate authority and responsibility to faculty to enable them to contribute to organizational goals.

- Faculty are made members of important committee to motivate them.
- Faculty is given annual increment.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- At the end of every academic year, every teacher fills up a self evaluation form relating to their contribution towards non academic activities, number of days leave enjoyed, etc. The Co-ordinator, under whom the faculty is working go through the appraisal forms and interact with the faculty to back check the details.
- Multiple activities are recorded in the self appraisal forms and the co-ordinator after verification; make her remarks in the appraisal form.
- Appraisal for Co-ordinator /Heads of Department is submitted directly to Principal who in turn gives her remarks in their forms.
- Therefore, every staff has a chance of being appraised and rewarded very year in an unbiased manner.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- Review of appraisal forms is done at the end of academic term and the concerned individual is counseled by the co-ordinator/Principal for improvement.
- Those with good appraisals are rewarded through additional increments. They are also given more responsibility and authority.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

- Loan facility through in-house credit society.
- Fee concession for economically backward children of staff.
- Regular health check ups
- Yoga sessions.
- Recreation activities.
- Part of industrial visit to various places.
- Free uniform for Class IV employees.
- Staff participation in various competitions held for staff.
- Wards of retiring / deceased members are given preference in job.
- Free computer training
- Admission to the wards of staff within the norms
- Eg:- a. Mrs. Rajani Suresh (Senior Clerk) completed her B.A. in the year 2014 – 15,
b. Mr. Ranjit Patil (Senior Clerk) completed his Bachelor in Physical education in the year 2013 – 14 and is planning to go for M.P.Ed

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty? The measures taken by the institution for attracting and retaining eminent faculty are as follows:

ATTRACTING EMINENT FACULTY

1. In view of the good H.R. policy the institute follows, we have no difficulty in attracting eminent faculty.
2. We offer reasonably good salary compared to other institutions.
3. The faculty is given regular increment and Principal recommends higher increment looking at the annual appraisal report
4. Staff is entitled to leave facility (Casual leave, Sick leave, Maternity Leave, Annual leave, duty leave)
5. In special cases, to attract better talent, we allow adjustment of working hours.
6. Certain higher qualified and talented faculty may not be available as full timers but we engage them to teach our students on Saturdays/Sundays either on consolidated amount or high hourly rates.

RETAINING EMINENT STAFF

1. Attrition rates are low because of our HR policy.
2. Therefore, we do not find any difficulty in retaining our staff.
3. Marriage, Transfer of spouses, Maternity, etc are some of the reasons for our teachers to leave the organization.
4. No male members have so far resigned.

6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- We have an Annual Budget. All activities relating to the college, including extracurricular activities are conducted through Budgetary systems: Sports, NSS, Students' Council, and various other associations have to submit the budget and events are conducted only after approval of the budget..
- All payment is made through bank account opened by the individuals. In very rare case we pay through cheques.
- All collection from students are deposited in the Cash Counter against receipt.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- The Annual audit is conducted by the statutory auditor appointed by Management.
- We have regular internal audits done at the financial year end.
- The last External Audit was on 20th July, 2015.

** Academic Audit Report is available on website.*

** Refer to annexure of financial reports.*

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

- Major source of institutional finance is fees collected from students.
- We have one division of B.Com. which is under grant in aid. If there is any short fall, it is managed by the Trust.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

No extra funding is available to the college except fees collected from students. We receive development grants from U.G.C.

6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

A. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Institutional I.Q.A.C. is vibrant and is constituted as per the norms of NAAC. It has representation from most of the departments and has an amalgam of senior and junior faculty. The meetings are held four times in a year. These meetings help in reviewing our bench strength and ensuring institutionalization of the quality assurance process.

B. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

With a highly responsive management all the decisions of the IQAC have been implemented.

C. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes, three external members have been inducted on the I.Q.A.C. committee. All of them have made significant contributions:

- Mrs. Rani Shridhar, Mother of our student Ms. Aishwarya Shridhar , S.Y.B.M.M.
- Mr. Gangadharan Thottumkar, Father of our student Ms. Aswathy Gangadharan, M.Sc. B.T
- Ms. Anjana, Director, Wipro Mumbai

D. How do students and alumni contribute to the effective functioning of the IQAC?

Student and alumni are representatives in the IQAC.They give suggestions during the meetings of the IQAC.

E. How does the IQAC communicate and engage staff from different constituents of the institution?

The constitution of the IQAC is dynamic and the departments are represented in the IQAC which communicates the decisions taken to their colleagues. In addition there is excellent communication at all levels. There are frequent meetings with the staff members at various forums and these meetings ensure that all staff are engaged in the quality policy making and implementation of the same in the Institution.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization?

- The institution has an integration frame work for quality assurance of the academic/administrative activities.
- Most of the academic activities and administrative activities have standardized procedures and rules. To ensure quality teaching and quality service to students and other stakeholders these rules and procedures are operational through various communication channels. Academic calendar, teaching plan, examination and result schedules, guardian teachers meeting, internal test series, attendance schedules are some of the areas.
- Eg:- Attendance procedure
 1. The dates of winding up of students' monthly attendance and posting the data into the computer by the class teacher is announced at the beginning of the semester and communicated to class teachers.
 2. There is a standard policy that attendance data of all students should be displayed in notice board and website by seventh of every month.
 3. Yet another standing instruction to Administrative staff is that letter to the guardians of students having less than 50% attendance should be posted latest by the tenth of every month.
 4. Guardian of the students having less than 50% attendance should meet the concerned class teacher within one week after 10th of the month.

All these operations are integrated with target dates and communicated to students in either oral or written form and through the website so that the required quality parameters can be attained.

6.5.3 Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If 'Yes', give details enumerating its impact.

- Most of our teachers are a part and parcel of our institution for very long and they are aware of all our quality initiatives as they have been practicing such initiatives since inception
- All the initiatives and actions are overviewed by the Principal and IQAC Chairperson and any deviation from standard procedure is viewed seriously and asked explanation.
- In-case of new teachers/administrative staff they are given the role of an assistant to senior teachers or senior administrative staff before we delegate important work to them. Thus, effective implementation of all our procedures relating to quality service to students and other stakeholders are taken care of.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Our institution undertakes Academic and Administrative audit by inviting external experts.

- Dr. S.T. Gadade, Former Dean and Principal of C.K.T. College audited our records for the year 2011 – 2012, 2012 – 2013.

- Prin. A.P.Pradhan, Vice Chancellor of Y.C.M.O.U. along with Prin. S.B. Patil, Former Principal, B.N. Bandodkar College, Thane conducted an academic audit for the years 2010 to 2014 and the suggestions made and its implementations are as follows:
- There is no adverse comment made by the academic peer team

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?

- Our policies relating to quality assurance is aligned with the requirement of the relevant external quality assurance agencies.
- Auditing is conducted by external agencies like Auditors, NAACPeer Team, Peer team appointed by University of Mumbai for Academic Audit, Local Inquiry Committee of University of Mumbai and the like. They give us guidelines and recommendations. These guidelines and recommendations are taken seriously and our policies are reviewed in relation to such recommendation.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- The IQAC Chairperson continuously interacts with co-ordinators and she has weekly meetings with the co-ordinators. During these meetings teaching learning process is reviewed.
- Regular parent teacher meeting gives us an opportunity to review our teaching/learning process. All suggestions from students and guardians are appreciated and policies are reviewed in the light of such suggestions.
- Class co-ordinatorship is another mechanism. Class teacher/Class co-ordinator interaction makes it possible for us to review teaching/learning process on daily basis.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Communication of quality assurance policy to internal stakeholders

- IQAC Chairperson has regular informal meetings with Co-ordinators .Each co-ordinator is in charge of one criteria and she/he recommends to IQAC from time to time the quality enhancement required. Once the suggestion is given, it is discussed at the co-ordinators meeting or at the staff meeting.
- Any changes in policies are recommended to the students by the class teachers or through notices or through website.



Innovations and Best Practices



CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1. ENVIRONMENT CONSCIOUSNESS

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The Institution has always been interested in making its campus environment friendly and takes necessary measures to promote consciousness towards its preservation and protection. We have a dedicated Environment Protection Cell and Nature Club. Further, an Environment Analysis and Conservation Team (EnACT) also has been developed by the Biotechnology Department to strengthen this objective.

The Campus has a beautiful green landscape. There have been special efforts and contributions by the residents, faculty members and students to maintain the aesthetic beauty of the campus.

The College has adopted the 3R policy – Reduce, Reuse and Recycle. Focus has been laid on reducing the waste stream like using papers for printing only when it's very required. Reuse of wastes like plastics for preparation of decorative items and use of one side printed papers for printing also is carried out. Broken glasswares of the Biotechnology Laboratory are repaired and reused. Additionally, adequate numbers of trash and dust bins are placed all over the campus for maintaining a healthy environment. These are collected from different places such as laboratories, workshops, hostels and are segregated into biodegradable and non-biodegradable waste. Biodegradable wastes like vegetable wastes from canteen and garden wastes are taken for composting process and the compost developed is used for gardening. Dried leaves and twigs are also used for composting and cultivation of mushrooms in the Biotechnology Laboratory. Store rooms have been developed for managing E-wastes.

Further effective measures are taken towards maintaining a pollution free environment and conservation of energy, water and biodiversity within the campus.

7.1.2. What are the initiatives taken by the College to make the campus eco-friendly?

- **Energy conservation**

Energy Audit of the campus is carried out. Energy generated through solar panels is used primarily which when discharged is met by the incoming electricity from Maharashtra State Electricity Board (M.S.E.B.) Capacitor banks are used in power houses to improve the power factor. Power factor has always been maintained in between 0.94 to 1.0 from 2010 till now. Eco-friendly Kirloskar Green Generators are used for power backup. All CRT monitors in the campus has been replaced with LCD monitors and use of slim tubes, CFL bulbs, etc. are practiced. Electrical appliances with higher power savings (4star or 5star) are only purchased. Classrooms are made with sufficient cross ventilation and light so that the use of electricity can be minimized. Energy saving is additionally ensured by students and staff by switching off the lights and fans when not in use. Awareness campaigns are also conducted regarding energy conservation.

Academic Year	2010-11	2011-12	2012-13	2013-14	2014-15
Energy savings (Rs.)	4,90,807	11,82,144	12,72,555	12,81,132	9,06,295

- **Use of renewable energy**

Solar energy is generated in the campus through solar panels installed on the terrace of the Campus buildings. The energy requirement of the campus is first met by the solar energy generated at the campus which when discharged, relies on energy from MSEB. The solar energy generated in the Campus during 2012-2015 in Kwh.

Academic Year	2011-12	2012-13	2013-14	2014-15
Solar Energy Generated in Kwh	75,873	77,463	66,409	45,105

- **Water harvesting**

Rain water harvesting is carried out in the campus. A huge underground tank of 2 lakh litres capacity is installed near the lawn area. The water collected in these tanks is used for gardening through sprinkler irrigation and for water supply in washrooms. Conservation is additionally ensured by maintenance of tap wares and proper use of water. Awareness campaigns are conducted regarding water conservation.

- **Check dam construction**

The rain water is carried to the water harvest facility through large capacity pipes. The rain water harvest facility has the capacity to hold 2,00,000 litres of water which is more than sufficient for the total incoming annual rain water flow. Thus the requisite for a check dam may not be necessary. Well channeled drains are constructed within and outside the campus.

- **Efforts for Carbon neutrality**

All the equipments are based on latest technology causing very minimal or no environmental hazard. Refrigerators are environment compliant. The institution has made arrangements for the parking of vehicles of students and staff at a separate space demarcated for the same. This helps to keep the campus clean and pollution free. All the faculty members have been instructed to subject their vehicles for periodic emission check. No wastes are burnt in the campus, but are collected by the municipality for disposal. Cigarettes and tobacco products are strictly banned in the campus making it a Smoke free Campus. The College makes the student aware of the Carbon Credits, Carbon Neutrality; its advantages etc. Projects/assignments are also given to students based on topics like India's Carbon Credit policy, Earnings from Carbon Credit, Industrial waste, e-waste etc.

- **Plantation**

The campus is surrounded by lush green vegetation. Many different varieties of plants and trees are being cultivated in the campus. This floral biodiversity also attracts butterflies and birds. Full time gardeners have been appointed for maintenance of greenery. All the trees of the campus have been numbered and taxonomic studies of the same is under process. Tree plantation programs are conducted in the campus.

- **Hazardous waste management**

The source of hazardous waste if any, is in the Biotechnology unit. The wastes are

disposed adhering to the biohazard guidelines. High level biological contaminants if any, and hazardous material are subjected to moist heat sterilization using autoclaves in the laboratories and then disposed

- **E-waste management**

Electronic goods are put to optimum use; the minor repairs are set right by the staff and the Laboratory assistants; and the major repairs, by the professional technicians, and are reused. A separate room is arranged to store E-wastes which are exchanged with the companies when new electronic appliances are purchased. If some parts are useful in other systems they are kept aside for future use.

Any other

- **Environmental Research**

Various research projects are carried out in the Department of Biotechnology in the field of Environmental Biotechnology.

Academic year	2010-11	2011-12	2012-13	2013-14	2014-15
Number of projects	3	3	3	3	5

- Awareness is created among students and staffs to avoid the use of polythene material and the students are sensitized on the rational use of power and other measures to reduce global warming and to improve carbon credit.
- The entire campus building is cleaned on a daily basis to maintain environment cleanliness and health of the students and staff. Awareness programmes were also conducted by Nature Club.
- Nature Club has adopted Panvel Railway station to carry forward the Prime Minister's initiative of Swachh Bharat Abhiyan from 19th July, 2015 to 30th April, 2016. The Club has conducted Cleanliness Drive and plans for a survey and awareness program related to environment cleanliness in the given period.
- As a responsibility towards river water conservation, the Environment Analysis and Conservation team (EnACT) has initiated the annual water quality assessment program of Kalundre River.
- The department of Biotechnology organized a field visit for T.Y. Biotechnology students to Industrial sewage treatment plant in Taloja to expose the students to the latest technologies used for sewage treatment.
- Nature Club conducted a photography competition on the theme of 'Nature to encourage students' towards environmental activities.
- Nature Club in association with the Municipal Corporation of Panvel organized the program 'Best out of Waste' for students. Every year Nature Club organizes this activity.
- 'Swachh Bharat Abhiyan' organized by Biotechnology Association and Environment Analysis and Conservation Team (EnACT), Department of Biotechnology.
- Department of Biotechnology & Biotechnology Association organized lecture on "Environmental Audit".
- Environment Analysis and Conservation Team (EnACT) of the Department of

Biotechnology organised a field visit to Mangrove forest, Mini sea shore and SagarVihar in Vashi.

- Tree plantation programs are conducted by Nature Club every year.
- Preparation of sparrow feeders by Nature Club as a step towards Sparrow Conservation.
- Poster Competitions/Seminars were conducted by Nature Club for last five years.

7.2. INNOVATIONS

Year 2011-12

- Question papers were set through the method of Centralized Question Paper Setting (CQPS) under the guidance of the Head of the Department. Question papers were submitted to the Head of the Department who checks for the portion completion, university pattern and format of the question papers.
- Life Long Learning and Extension Committee in keeping with University of Mumbai norms were introduced where different research projects as per the criteria of university of Mumbai were given to students to inculcate research attitude among them.
- The system of external academic audit was introduced as a check point at regular intervals.

Year 2012-13

- Inter-collegiate Department Fests were organized to encourage students to participate in extracurricular activities. Students put in their best efforts to make this event a grantsuccess. Various literary, art and sports events like painting, cricket, badminton, and cultural events like dancing, singing were organized.
- Our Institute was one of the important organizers of the unique intercollegiate fest 'ALEGRIA'. More than hundred colleges participated in a number of events that spanned over five days.
- The Department of Biotechnology has formed an industry linkage with Srujan Biotech Company to provide industrial training to U.G. students through a Certificate Course in Plant Tissue Culture and Bioinformatics.

Year 2013-2014

- Email Ids were created for Staff and Students which are managed by Google. This has helped creation of groups, based on individual courses which have helped teachers to contact students and send information easily to them. It would further enable the library Staff to send relevant information through Google Groups to staff and students.
- Environment Analysis and Conservation Team (EnACT) was developed at the Department of Biotechnology to actively take up the responsibility of environment management.
- Post graduates students of Bio-technology Department were involved in compost making by making use of canteen waste.
- Trees in the campus were numbered.

Year 2014-2015

- Memorandum of Understanding with NYU STERN urbanization project for setting up 'Urban Expansion Observatory' at campus.
- As a responsibility towards river conservation, the Environment Analysis and Conservation team (EnACT) has initiated the Kalundre River water quality assessment

program on a quarterly basis every year. This will help analyse the pollution levels much better and thereby will help in deciding suitable measures towards the river conservation.

- Learning resource centre has conducted Information literacy programme for freshers from 21-23 June, 2014 by giving them hands on experience to use the learning resources.
- The Department of Biotechnology and Information Technology initiated the student exchange program between our institution and other institutions in Navi Mumbai so that the students get a better idea of the infrastructure, teaching methods and overall facilities their college provides in comparison to the other college. Eventually the students will get motivated and can also understand the best practices followed by other colleges which can be implemented by the parent college for a better outcome.

BEST PRACTICE OF THE INSTITUTION

1.EXAMINATION SYSTEM

TITLE OF THE PRACTICE

'Examination Cell': Creating enabling conditions for improved examinations and assessment.

GOAL

- Standardizing examination procedures.
- Preserving the integrity of the system by having zero defect assessment.
- Continuous improvement in examination infrastructure.
- Reduction in the number of unfair means.
- Speedy redressal of exam related stress.
- Support for the differently abled.

THE CONTEXT

Examination reform has been a prominent theme in discourse on public education for decades. The manner in which student assessment has taken shape in educational programmes at all levels has long been an area of deep concern. Recommendations for the improvement of examinations have been formulated and reiterated fervently over the past half-century but have apparently had little effect. Serious effort is called for to reform examinations.

THE PRACTICE

The functioning of Examination Cell is being continually improved. Within the parameters of Mumbai University regulations, we have been carrying out a student friendly, leak proof examination system. The Examination Committee take care of the smooth functioning of the various examinations throughout the year. It maintains updated news and records of the university rules and norms. Measures to avoid leakage of question papers, cheating in examinations, errors and malpractices in scoring, and tabulation of mark sheets is at the priority for the examination department.

Operating procedure for conduct of examinations:

Examination Committee :

- a. Works for achieving institutional goal.
- b. Consists of Co-ordinators and H.O.D.'s.
- c. Conducts regular meetings.

- d. University rules and norms relating to examination are properly preserved and followed
- e. Work of Examination is decentralized i.e. separate incharges for Semester Examination, University Examinations, Preliminary Examinations, and Internal Examination.
- f. Internal examination for all branches are centralized and simultaneously done.

Pre- Examination procedure:

1. Intimation to students and teachers well in advance relating to Semester Examination, A.T.K.T. examination and internal examination.	<ol style="list-style-type: none"> a. Students can plan their studies. b. Students can plan their holiday. c. Teachers can plan their teaching.
2. Notification relating to examination is circulated in class rooms, put up on Notice Board of each Branch and displayed in website.	<ol style="list-style-type: none"> a. Fast/Reliable Communication to students – Student friendly.
3. A.T.K.T. form is to be filled on line and hall ticket is attached to the form available on-line.	<ol style="list-style-type: none"> a. Students need not stand in que - saving of time
4. Semester examination hall tickets are distributed in class rooms.	<ol style="list-style-type: none"> a. Students waiting period for hall ticket is “NIL”
5. Each hall ticket has photo of students, his/her roll number and name.	<ol style="list-style-type: none"> a. Avoid impersonation
6. Hall ticket contains examination time table	<ol style="list-style-type: none"> a. No possibility of error from students’ point of view.
7. Students who are absent in classroom can collect hall tickets subsequently from counter	<ol style="list-style-type: none"> a. Student friendly system
8. Student not having hall ticket are not allowed to enter the examination hall, unless they obtain duplicate from Examination Committee	<ol style="list-style-type: none"> a. Avoids unfair means.
9. Seating arrangement for examination is announced / put up in Notice Board 15 days before.	<ol style="list-style-type: none"> a. No confusion on the day of examination and running around.
10. One student in one bench of the programme is only allowed.	<ol style="list-style-type: none"> a. Relaxed seating arrangement. b. Less possibility of Unfair means. c. Better Supervision. a. Better Services
11. Seat numbers are written on benches. Rooms are opened 15 minutes before the examination. Seating arrangement is written on black boards with vacant number	<ol style="list-style-type: none"> b. Reduces unfair means. c. Help invigilators. d. Prepare proper supervision reports.
Students are not allowed to stand on floor in front of examination hall.	<ol style="list-style-type: none"> a. Noise free examination hall. b. Control of unfair means.
Each examination floor has one attendant for supplying stationery	<ol style="list-style-type: none"> a. No delay in supplying stationary
One supervisor for 40 students. All supervisors are teachers	<ol style="list-style-type: none"> a. Better and strict supervision and control. b. Reduced unfair means.
Examination Committee / Vigilance squad take continuous rounds.	<ol style="list-style-type: none"> a. Supervisors / students are alert – pre-empt any attempt for unfair means

Question Paper Preparation

1. Centralized paper setting	a. Saves time / Better control and Co-ordinator
2. Three sets of question papers are set for each subject out of which one is picked at the time of xeroxing.	a. Free of Unfair means examination.
3. Three sets of question paper may be prepared by three different teachers taking same subject.	a. Check on completion of portion and handling of subject by the teachers.
4. Teachers have to submit model answers.	a. Standardized and uniform evaluation
5. All the question papers are put in a cover, and handed over to the Vice Principal on the date announced.	a. Leak proof system. Secrecy to be maintained.
6. Sealed covers containing question papers are kept in an almera, locked and sealed	a. Tamper proof system
7. Xeroxing is done by each co-ordinator on allotted dates	a. Relaxed work culture
8. Selection of one question paper out of three is done by lottery.	a. Secrecy of the question paper.
9. Out of 3 sets of question paper only one set is Xeroxed and other two sets are used for A.T.K.T./additional exam.	a. Saving of time and money
10. Xeroxing is done on a holidays, in the closed room and covered by CCTV	a. Leak Proof
11. Shredding machine is used for destroying spoiled paper	a. Secrecy of question paper is maintained.
12. After Xeroxing, question papers are bundled block wise, room wise, date wise and subject wise. Each bundle is sealed in the presence of Co-ordinator	a. Efficiency delivery system of question papers in the examination hall
13. Each sealed bundle is marked on top the date of examination timing , class and subject	a. Mistake free question paper delivery in exam hall.
14. On the day of examination , 30 minutes before the timing bundle of question paper relating to that day's examination is opened in front of two witnesses (Students) .	a. Leak free
15. Balance bundles are kept under lock and key, sealed.	a. Safety of question papers
16. No mobile is allowed in the examination hall	a. Step against possible malpractice.

Evaluation

1. All supervisors, after collecting the answer paper from the examination hall submit the paper along with supervisor's report to senior supervisor.	a. Tracking the answer papers
2. Understudy rechecks the bundles arranges the paper, bundles them as per subject and hand over the same to CAP incharge	a. Safety of answer scripts is taken care of.
3. CAP will start from first day of examination. Timing of CAP and location of CAP is announced in advance.	a. An important measure to ensure declaration of result in scheduled time.
4. CAP incharge issues papers to teachers on the basis of allocation received from H.O.D. / Co-ordinator after entry in CAP register.	a. Control of issue of paper and return of issued paper and a check on progress of correction work by each teacher.
5. Students are not allowed to enter CAP room. Sub staff is in attendance in CAP room.	a. A step to control student interference
6. Refreshment is provided for staff.	a. Relaxed evaluation.
7. Schedule date for last date of submission of marklist, posting of marks in the computer is announced well in advance.	a. Planning of evaluation work by teacher and control of evaluation work by Cap in charge / Co-ordinator
8. Target dates is fixed on the basis of 40 / 50 paper a day of 6 hours	a. Control on over speeding / under performance
9. No teacher can correct more than the maximum or less than the minimum answer paper per day	a. Fair evaluation
10. Certain papers for evaluation are inter changed whenever different teachers take the subject	a. A measure of checks and balance relating to teaching
11. At the last day of correction CAP register is tallied and given to Accounts Dept. for payment to teachers	a. Reduction in clerical work/timely payment to faculty.

Result Preparation / Announcement

1. Each evaluator, after evaluation of the answer scripts of a particular division, should post the marks in the dedicated computer and hard copy of Marksheet is to be submitted to examination committee	a. Faster work and less possibility of corrupt practices.
2. Each evaluator, after evaluation of the answer scripts of a particular division, should post the marks in the dedicated computer and hard copy of Marksheet is to be submitted to examination committee	a. Helps declaration of result as per schedule
3. The marks posted in the result sheet are verified with the original marklist by a separate committee.	a. Mistake free result.
4. Examination Committee decides the gracing policy.	a. Collective participation in decision making.
5. After results are verified, gracing is completed and fresh result sheets are taken out and put up in website	a. Students / guardian can access the result form house b. Student need not come to college for knowing result.

Marksheet Printing / Distribution / Admission

As soon as the result is announced, computer department starts printing marksheet.	
1. Colour printer is used. Each marksheet will bear the photo of the student.	a. Possibility of tampering of marksheet is reduced.
2. Marksheet after printing is verified with result sheet.	a. Mistake free.
3. Marksheet are issued to student in a particular room, on announced date and timing by class teacher.	a. Student friendly
4. Admission for next academic year is given at the time of distribution of marksheet.	a. Student friendly admission process and better services.
5. Guardian can collect their marksheet/admission with authority letter	a. Time lag between examination and admission to next academic year is hardly 15 days b. Students who want to leave for outstation can leave after examination
6. This entire procedure including admission is completed within 15 days.	a. 1 st April to 30 th April students being free for lectures will utilize the time for lectures for incoming third year students

Re – valuation of Answer paper

- Student can apply for revaluation of the answer sheets as per schedule declared through online.
- Date, place, timing, of revaluation and the teacher who will be doing revaluation is announced in advance

Set Procedures for investigation in case of Malpractices

- The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to exercise his/her power and issue final order. The Broad Categories of Unfair means Resorted to by Students at the College/University Examinations and the Quantum of Punishment for each category is thereof is specified. The said reviews the cases of the unfair means used by the student during examinations and takes necessary action. Grievance Redressal Procedure
- The facility for dealing with difficulties/ grievances relating to examinations is accessible to students at all times. Our professional counselor addresses examination-related issues of students. (especially stress and anxiety)

Support for the Challenged

- Apart from our mandatory obligations we support students in a number of ways.
- We provide separate seating arrangement for students who are physically disadvantaged.
- Additional exams are arranged for students suffering from contagious diseases.
- Continuous water supply in the room is done.

EVIDENCE OF SUCCESS

Over the years there has been tremendous improvement in the conduct of examinations. The following points vindicate the success of the said endeavor:

- Examination processes have been standardized.
- Examination results improved.
- Improvement in examination infrastructure.
- Leak proof examinations.

- Reduction in the number of unfair means.
- Speedy redressal of exam related stress through counselling
- Support for the differently abled.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Analysing student problems takes real mental effort as they are mostly complex in nature. Problems often call for multi-pronged solutions.
- Provisioning of resources required for purchasing new equipment's for the Examination cell.

BEST PRACTICE OF THE INSTITUTION

2. SOCIAL AWARENESS CELL

TITLE OF THE PRACTICE

'Social Awareness Cell':Community based activities for instilling social sensitivity in students and bringing about societal transformation.

GOAL

To assist students to master social skills and our institutional role as a part of society.

THE CONTEXT

Students need guidance about which social behaviors to emulate. Students are young and fresh and their ideas could help contribute to the society's development. These ideas need to be cultured and captured. Developing social awareness is a must for the development of society. A socially aware individual accepts the responsibility to contribute towards the betterment of the society.

THE PRACTICE

To instil social sensitivity in students we conduct activities to raise the level of social consciousness of students that leads to social activism and societal transformation. Social Activities are carried out by students under the guidance of teachers.

Strategy

In order to contribute more to social activity, we have involved a five tier system, as a matter of long term policy.

- I. Social Activity conducted by Associations.
- II. Social Activity through N.S.S.
- III. Social Activity through Community Service Day.
- IV. Social Activity by Mahatma Education Society.
- V. Social Activity by NGOs associated with Principal.

I. CONTRIBUTION BY ASSOCIATIONS

We have a number of **Associations** such as Economics Association, Biotechnology Association, Commerce Association, Marathi Association, etc.

These Associations have a large number of students as members. There is a standing instruction to Prof. In-charge of these Associations that students should involve in Community Service every academic year.

SOCAIL ACTIVITY CONDUCTED BY ASSOCIATIONS

(2014-2015)

Sr. No.	Name of Association	Date of Activity	Activity Conducted
1.	Financial Markets	12.04.2015	Gifted items to Deaf and Dumb School
2.	Accounting and Finance	03.03.2015	Contributed 7300/- for buying printer in Vanavasi Kalyan Ashram
3.	B.M.S.	15.09.2015	Gifted stationary, food items to orphans
4.	Mathematics & Statistics	06.02.2015	Provided groceries to slum families
5.	Nature Club	26.07.2014	Tree plantation activity near Panvel market yard area
			Feed the stray dogs and animals
6.	Economics	30.09.2014	Donated amount collected from selling old newspaper to Seal Ashram
7.	Computer	21.01.2015	Surprise donation drive for poor people
		24.12.2014	Cleanliness drive
8.	Biotechnology	07.08.2014	Lecture to students on Thalassamia manifestation & its management
		09.12.2014	Cleanliness drive and dengue awareness programme at panvel railway station and panvel ST depot.

(2013-2014)

Sr. No.	Name of Association	Date of Activity	Activity Conducted
1.	Financial Markets	06.02.2014	Gifted biscuits & Chocolates to Rotary School for Deaf & Dumb
2.	Accounting and Finance	10.01.2014	50 saplings were planted around premises and warehouse of Gati Ltd.
3.	B.M.S.	16.09.2013	Provided grocery to Vatsalya old age home
		19.01.2014	Self defence programme for female students
4.	Mathematics & Statistics	31.07.2013	Donated school bags & chocolates to Jeevan Jyothy Orphanage
5.	Nature Club	01.08.2013	Tree plantation and protect the environment in Association with Nature Friend and NGO
6.	Economics	17.09.2013 to 20.09.2013	Waste Disposal Drive
		22.09.2013	Clean up drive at vashi mini sea shore
7.	Computer	21.09.2013	Visited Rotary charitable school and distributed stationary items and sweet
8.	Biotechnology	24.01.2014	Organized street play DASTAK at new panvel railway station women's right and safety

(2012-2013)

Sr. No.	Name of Association	Date of Activity	Activity Conducted
1.	Financial Markets	06.02.2013	Gifted biscuits & chocolates to Rotary school for deaf & dumb
2.	Accounting and Finance	16.07.2012	Stationary and books of primary section of Zilla Parishad School, Nandgaon
3.	B.M.S.	25.09.2012	Stationary and cash to good Samaritan Mission Gyan Ashram
		20.12.2012	Grocery to Shantivan Ashram
5.	Nature Club	01.08.2013	Rally was organized for tree plantation with Natural friend an NGO
6.	Economics		Initiated 'SMILE' to bring happiness in the life of children who are deprived of it.
		30.09.2012	Donated books, toys, and stationary, to JeevanJyoti charitable trust.
7.	Computer	26.12.2012	Organized Christmas party to cancer patient of TATA, Kharghar
		26.12.2012	Tree plantation in Kharghar
		24.01.2013	Road safety awareness drive in panvel
8.	Biotechnology	25.02.2013	Contributed towards fees of S.Y. Biotech student Ms. Fauziya Rs. 5700/-

(2011-2012)

Sr. No.	Name of Association	Date of Activity	Activity Conducted
1.	Financial Markets	08.02.2012	Donated school bags, tiffin boxes, and notes books to JeevanJyothi
		17.02.2012	Donated pens, pencils , eraser to 115 students at Panvel Nagar Parishad School
		17.01.2012	Contributed handmade books, pens , pencils to deaf students of Rotary School
2.	Accounting and Finance	16.02.2012	Donated School Bags and weight machine to Zillaparthad school , Nandgaon
3.	B.M.S.	14.11.2011	Donated cash and food to an Orphanage in Kalamboli
		27.12.2011	Provided food, clothes & walking stick to old age home
		26.10.2011	'Avoid Cracker Movement' on the day of diwali by burning candles
5.	Nature Club	07.07.2011	Members have prepared Bird Feeder.
			Members rescued a small snake from the college
6.	Mathematics	07.01.2012	Taught to find perimeter of square and rectangle in Barns School
7.	Computer	20.10.2011	Practical knowledge about computer at Barns School
		14.02.2012	Practical knowledge about Microsoft office word document in Pratham NGO
8.	Biotechnology	10.02.2012	One day visit to Pratham shelter home for under privileged Girls.

(2010-2011)

Sr. No.	Name of Association	Date of Activity	Activity Conducted
1.	Accounting Finance	03.02.2010	Donated clothes, food, book to orphanage of SEAL and arranged cultural programme
2.	Biotechnology	29.11.2010	Aids Awareness rally
3.	Economics	22.09.2010	Donated clothes , books , toys & stationary to Pratham – NGO
4.	Computer	19.07.2012	Supported a girl child for education from Nanhi Kali
			Developed software 'Registration Database' for a NGO – People for Animals Navi Mumbai

IV. SOCIALACTIVITYTHROUGH N.S.S.

We have a N.S.S. unit which is very active. In addition to statutory obligations, the Prof. In charge of N.S.S. has been given directive that he should concentrate more on social activities. The list of areas into which N.S.S. is active include:

1. Disaster Management
2. Training for Swachha Bharat Abhiyan
3. Training on renewal energy sources
4. Anti Tobacco Awareness Programme
5. Creating sensitivity towards HIV and AIDS affected
6. Tree Plantation Programme
7. Eye Donation rally
8. Sex Education
9. Pulse Polio Drive
10. Blood Donation Drive
11. Eye care Awareness
12. Seminar on Leprosy
13. Door to door awareness to save electricity once in every month
14. Discussion on Side effects of smoking
15. Interactive session on Energy Conservation
16. Adopting villages

II. SOCIALACTIVITYTHROUGH COMMUNITY SERVICE DAY :-

Apart from these units actively participating and fulfilling social obligation, the college itself take active initiatives in the field. We organize box collection from students and teachers. The amount collected is used for community service day. On community service day we invite inmates of old age homes either directly or through NGOs. One full day we care these inmates who need love and affection. We arrange stage programmes and games for their entertainment. Our teachers and students serve food and sweets.

COLLECTION FOR FIVE YEARS FOR COMMUNITY SERVICE DAY BY P.C.A.C.S.

Amount Contributed by teachers and students over last 4 yrs	2011-12	2012-13	2013-14	2014-15
	Rs.32,221	Rs. 32,000	Rs. 39,000	Rs. 35,000

ACTIVITY THROUGH NGOs

Year	Inmates attended from NGO	No. of Inmates attended	Date
2014 – 15	RamkrishnaNiketan Rajeev RajanAdhargrahShantivan	41 nos.	24 th January, 2015
2013 – 14	RamkrishnaNiketan Rajeev RajanAdhargrahShantivan Shantivan	30 nos.	25 th January, 2014
2012 – 13	RamkrishnaNiketan Rajeev RajanAdhargrahShantivan Shantivan	28 nos.	2 nd February, 2013
2011 – 12	RamkrishnaNiketan Rajeev RajanAdhargrahShantivan Shantivan JeevanJyothi Charitable Trust	36 nos.	1 st February, 2012
2010 - 11	Shantivan RamkrishnaNiketan Association with RON Pratam Orphanage	35 nos.	18 th December, 2010

IV. SOCIAL INITIATIVES BY M.E.S. (PARENT BODY):

Mahatma Education Society, our parent organization, has pioneered not only in the field of education but also made an impact on reaching out to and meeting needs of the marginalized sections of the society.

M.E.S. organize every year an event called 'UBER RANG' (entertainment and inter collegiate competition) to entertain elderly people. Money collected through donation is used for various social activity.

Amount Collected through sale of ticket	2011-12	2012-13	2013-14	2014-15
	Rs. 3,25,525	Rs. 4,70,911	Rs. 4,85,111	Rs. 5,01,133

On the day of UBER RANG we organize entertainment for inmates of various old age homes and children of orphanage about.

1500 inmates every year participate in this mega event supported by 100 / 150 NGOs.

● PERSONAL CONTRIBUTION OF OUR PRINCIPAL

Our Principal is in the forefront in supporting old and needy not only through college but also through two important NGOs namely:

1. Soroptimist International Bombay
2. Erudite Education Mission

Soroptimist International Bombay Chembur was formed in 1995 to inspire, motivate and

guide women to lead their lives with dignity and pride through affirmative action and networking. Our Principal Dr. Daphne Pillai is the Founder President of Soroptimist International Bombay Chembur. Some of its very recent activities are: Celebration of International Womens' Day, Project - Joy of Giving @ Panvel on 19th December, 2014, World Aids Day, 2014, International Day of the Girl Child 2014, International Literacy Day 2014, International Conference - Women Lead to Change on 28th September, 2014, Adventure Camp for the underprivileged children on 22nd April, 2014, Visit to 'Chaitanya' a home for the aged at Khopoli in April, 2014.

Erudite Education Mission is the social service wing of Mahatma Education Society's Pillai Group of Institutions. Some of its very recent activity is a Skill Development Program. With the vision of providing dropouts and the marginalised youth with a chance to live a productive life and contribute to the nation's growth this Program was carried out for rural youth and school/college drop outs in Raigad on the 1st of December, 2014 at Pillai H.O.C. Educational Campus, H.O.C. Colony, Rasayani. Around 116 students attended this inauguration function. Keeping in mind the importance of the English language and communication in today's job market, a mandatory 15 day course has also been started as a part of the program. Erudite Education Mission donated a hearing-aid worth Rs. 10,000/- to a student at Sadhana Vidyalaya for the Deaf, Dadar on 20th June, 2014.

EVIDENCE OF SUCCESS

Over the years there has been a tremendous increase in the number of social initiatives taken by the institution. The following points vindicate the success of the said endeavour:

- All Departments of the institution contributed to the society's betterment by their social endeavours.
- Social Awareness Cell of our institution is highly active and has bagged awards and rewards at various platforms for its undying commitment for societal transformation.
- Umpteen number of projects have been executed for societal transformation and these projects have been planned as per the projected needs of the society.
- Management/Faculty/students have received appreciation for their social endeavours.
- Number of villages has been adopted.
- There have been link ups with number of NGOs for supporting various causes.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Community problems exist precisely because they often resist clear analysis and solution. They become real challenges when solutions are sought.
- Assessment of resources required and provisioning for the same is a difficult task.



Department of B.Com.



DEPARTMENT OF COMMERCE

1.	Name of the department	Department of Commerce
2.	Year of Establishment	1998
3.	Names of Programmes /Courses offered (UG, PG, M.Phil Ph.D.Integrated Masters; Integrated Ph.D., etc.)	B.Com (Undergraduate Programme) M.Com (Postgraduate Programme)
4.	Names of Interdisciplinary courses and the departments/units involved	NA
5.	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS)
6.	Participation of the department in the courses offered by other departments	YES, Our students participated in the Tally ERP course organized by B.Com. Accounting & Finance department
7.	Courses in collaboration with other universities, industries, foreign institutions, etc.	Nil
8.	Details of courses/programmes discontinued (if any) with reasons	Nil

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	08	08
Asst. Professors	-	-

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil.etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Dr. Daphne Pillai	M.A., Ph.D.	Principal	Business Communication	
Dr. Smitha Jayaram	M.Sc., M.Phil., Ph.D.	B.Com. Co-ordinator	Mathematics & Statistics	13 years
Dr. Seema Somani	M.Com.(Gold medalist), S.E.T., M.B.A.(HR), Ph.D.	H.O.D., Commerce	Commerce	14 years
Mrs. Monali Ray	M.Com., M.Phil., N.E.T, M.B.A	H.O.D., Accountancy	Accountancy	14 years
Dr. Rinkoo Shantnu	M.A., B. Ed., N.E.T., Ph.D.	H.O.D., Economics	Economics	14 years
Dr. Aarti Sukheja	M.A., S.E.T., N.E.T., M.B.A., Ph.D.	Assistant Professor	Economics	16 years
Dr. Gajanan Wader	M.Com., S.E.T., D.C.M., M.B.A., G.D.C.&A., F.C.A., A.C.S., I.S.A. Ph.D.	Assistant Professor	Accountancy	15 years
Mrs. Kiran Deshmukh	M.Com., N.E.T.	Assistant Professor	Accountancy	9 years
Mrs. Ramya Kumar	M.Sc., M.Phil.	Assistant Professor	Information Technology	7 years

11. List of Specialized visiting faculty

Sr no	Name of Faculty	Qualification
1.	Mr. Gopal Krishnan	M.A. (Sociology), M.A. (Geography)
2.	Mrs. Juliet Esther	M.A., M.Phil.
3.	Mr. Shabab Rizvi	M.A., M.Phil., M.B.A.
4.	Adv. Aditya Joshi	B.Com., L.L.B., D.A.T., D.C.L.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

S.Y.B.Com. computer practical is handled by temporary faculty. 3 out of 20 lectures are taken by him.

Percentage – 15%

13	Student -Teacher Ratio (programme wise)	60:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	Centralized Support Staff
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D : 06
		MPhil : 03
		N.E.T./S.E.T. : 06
		PG : 09

16. Number of faculty with ongoing projects from :

A) National

✓ **Two of the members has completed minor research project of University of Mumbai in the topic “Gold & Silver as an instrument of investment for working women in Mumbai region” for a sum of Rs 20,000 in the academic year 2013 -2014**

B) International funding agencies and grants received: - NA

17. Departmental projects funded by DST - FIST;

UGC, DBT, ICSSR, etc. and total grants received NA

18. Research Centre /facility recognized by the University

NA

19. Publications

Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Dr. Seema Somani	11	03	01
Dr. Rinkoo Shantnu	10	06	--
Dr. Gajanan Wader	06	06	---
Mrs. Monali Ray	07	04	---
Dr. Aarti Sukheja	07	04	---
Mrs. Kiran Deshmukh	07	06	---

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	NA
Monographs	NA
Chapter in Books	NA
Books Edited	NA
Books with ISBN/ISSN numbers with details of publishers	NA
Citation Index	NA
SNIP	NA
SJR	NA
h-index	NA

20. Areas of consultancy and income generated: NONE

21. Faculty as members National Committees b) International Committees c) Editorial Boards:

Editorial Board: Dr.Seema Somani MERC Global's publications, U.P.

Our faculty members are the members of the following associations:

S.N.	Name of the Faculty	Annual/Life member	Time period
1.	Mrs. Kiran Deshmukh	Higher Education Forum	Life Time
2.	Dr. Seema Somani	All India Commerce Association	Life time
3.	Dr. Seema Somani	Maharashtra State Commerce Association	Life time
4.	Dr. Seema Somani	All India Social Science	Life time
5.	Mrs. Monali Ray	International Accounting Association Research Foundation	Life time
6.	Dr. (CA) Gajanan Wader	Institute of Company Secretaries of India	Life time
7.	Dr. (CA) Gajanan Wader	Institute of Chartered Accountants of India	Life time

22. Student projects

- Percentage of students who have done in-house projects including inter departmental/programme : NONE
- Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ : NONE

Industry/ other agencies

23. Awards / Recognitions received by faculty and students:

A. Awards / Recognitions received by student :

Name of the student	Award
Ms. Anagha Datar	Secured 10th rank in T.Y.B.Com. University Examination, March 2012

B. Awards / Recognitions received by Faculty:

Name	Recognition
Dr. Rinkoo Shantnu	<ul style="list-style-type: none"> ✓ Appointed as question paper setter in the subject of Business Economics III by University of Mumbai for: T.Y.B.Com. Examination (Semester -6, CBSGS -60 marks), March'2014, T.Y.B.Com. Examination (Semester -5, CBSGS -60 marks), October '2013 & April'2014, T.Y.B.Com. Examination (100 marks), October '2012 & March'2013, March'2014 ✓ Appointed as Chairperson for question paper setting & question paper setter in the subject of Business Economics- VI by University of Mumbai for: B.Com. Examination (Semester -VI & V, CBSGS -75 & 60 marks), November'2014, April' 2015 respectively ✓ Appointed as Chairperson for question paper setting in the subject of Economics of Global Trade & Finance by University of Mumbai for: M.Com. Examination (Semester -I, CBSGS - 60 marks), November'2014 ✓ Moderator in the subjects of Business Economics, Environmental Studies and Foundation Course for F.Y.B.Com. and S.Y.B.Com. and Managerial Economics for SYBMS by S.I.E.S. College, Nerul ✓ Moderator in the subjects of Business Economics for F.Y.B.Com. and S.Y.B.Com. by C.K.T. College, New Panvel ✓ Invited as a resource person for a Guidance Session in the subject of 'Indian Economy' for T.Y.B.Com. Accounting & Finance Semester- V students in S.I.E.S. College of Arts, Science & Commerce, Nerul on 13th October' 2014 ✓ Invited as a resource person for a Guidance Session in the subject of 'Indian Economy' for T.Y.B.Com. Accounting & Finance Semester- V students in Joshi Bedekar College of Arts & Commerce, Thane on 17th October' 2014 ✓ Invited as a resource person for a Guidance Session in the subject of 'Indian Economy' for T.Y.B.Com. Accounting & Finance Semester- V students in Western College of Commerce & Management, Sanpada on 18th October' 2014 ✓ Invited to Chair a session as moderator in One Day International Conference on 'Redefining Management Practices in Digital Age' organised by Pillai Institute of Management and Research, New Panvel on 6th December, 2014 ✓ Member, Advisory Committee of the book 'Innovations a New Paradise: for Business & Finance' Vol.1, August' 2014, ISBN no. 978-81-926311-0-3 published by Pillai College of Arts, Commerce & Science, New Panvel

Dr. Seema Somani	<ul style="list-style-type: none"> ✓ Moderator in the subject of Introduction to Business (Commerce I) for F.Y.B.Com. (Semester I) by I.C.L. M.Jhunjhunwala College, Vashi ○ Appointed as Moderator in the subject of Commerce I & II of F.Y.B.Com. and S.Y.B.Com. and EXIM- S.Y.B.M.S. at SIES (Nerul) College of Arts, Science & Commerce, Nerul ○ Appointed as Examiner for Mock Viva for T.Y.B.M.S. students at Pillai College of Arts, Commerce and Science, New Panvel ○ Appointed as Moderator in the subject of Commerce –I & III of F.Y.B.Com. and S.Y.B.Com. at CKT College of Arts, Commerce & Science, New Panvel ○ Appointed as Moderator in the subject of Commerce -I F.Y.B.Com. on 26th Oct, 2014 at Somaiya College of Arts, Science & Commerce, Vidhyavihar ○ Appointed as Moderator in the subject of Commerce I & II for F.Y.B.Com. at Somaiya College of Arts, Science & Commerce, Vidhyavihar ○ Appointed as External examiner for Viva Voce exam in the subject of Research Methodology at M.Com SEM IV. on 4th April 2015 at Somaiya College of Arts, Science & Commerce, Vidhyavihar ○ Appointed as a Judge for poster competition by the Department of Life- Long Learning and Extension at Pillai College of Arts, Commerce and Science, New Panvel at 30th January, 2015
Mrs. Monali Ray	<ul style="list-style-type: none"> ✓ Appointed as paper setter by University of Mumbai for T.Y.B.Com. Accounting & Finance Semester V in the subject of Financial Accounting Paper VI for regular and A.T.K.T Examination for 2013-14 and 2014-15 ○ Awarded Best Research Paper award for the research paper on 'A Study of the Trends and Developments in Bancassurance in India' in the two days UGC sponsored National Conference on Recent Developments in Trade and Commerce organized by C. K. Thakur College New Panvel on 7th and 8th January, 2011
Dr. Aarti Sukheja	<ul style="list-style-type: none"> ✓ Subject Expert in Selection Committee at S.I.E.S. College, Nerul on August 17, 2013 ○ External Guide for the M.Com. Sem. – I Course of Rizvi College of Arts, Commerce & Science, Mumbai on 10th October, 2013 ○ Moderator in the subjects of Business Economics and Foundation Course for F.Y.B.Com. and S.Y.B.Com. by C.K.T.College, Panvel ○ Moderator F.Y.B.Com. Business Economics., F.Y.B.M.S.- Managerial Economics S.I.E.S. College, Nerul

	<ul style="list-style-type: none"> ✓ Delivered Expert lecture on the paper Business Economics III, T.Y.B.Com. at Karmaveer Bhaurao Patil College, Vashi on 7th March, 2013 ✓ On the Advisory Board of Research Journal titled 'Innovations a New paradise: for Business and Finance, August 2014, Vol. 1 by Pillai College of Arts, Commerce & Science, New Panvel, ISBN 978-81-926311-0-3
Dr. Gajanan Wader	<ul style="list-style-type: none"> ○ Awarded Best Research Paper award for the research paper on 'Development of Telecommunication Infrastructure' in the Two days UGC sponsored National Conference on Recent Developments in Trade and Commerce organized by C. K. Thakur College New Panvel on 7th and 8th January, 2011 ○ Invited as a resource person for a Guidance Session in the subject of 'Cost Accountancy and Direct & Indirect Taxation' for T.Y.B.Com. Semester- V students in BARNs College of Arts, Science & Commerce, Panvel in the year 2011-12 and 2013-14 ○ Appointed as Project Guide for MBA by Indira Gandhi Open University ○ Appointed as Project Guide for MBA by Yashwantrao Chavan Maharashtra Open University
Mrs. Kiran Deshmukh	<ul style="list-style-type: none"> ○ Presented a research paper at Zonal Round of Avishkar research Convention 2014-15 held on 26th November 2014, held on 26th November 2014, at Anandibai Pradhan College, Nagothane ○ Appointed as Examiner in the subject of special studies in finance Semester VI at T.Y.B.M.S. University exam April 2015

24. List of eminent academicians and scientists / visitors to the department:

Name	Designation & Purpose	Purpose
Dr. Principal Madhu Nair	Principal, Dean, Faculty of Commerce, University of Mumbai	Guidance lecture
C.A. Yogesh Patel	Head of the department, Accountancy, S.K. Somaiya College, Vidyavihar, Mumbai	Guidance lecture
Dr. C.A. Minaxi Rachchh	Head of the Department, Accountancy and Member, Board of Studies in Banking & Finance, University of Mumbai	Guidance lecture
Dr. Radhika Lobo	Head, Department of Economics, Birla College, Kalyan	Guidance lecture
Dr. G. Rajalakshmy	Head, Department of Economics, Raheja College, Santacruz	Guidance lecture
Dr. G.K. Kalkoti	Head, Department of Economics, Nagindas Khandwala College, Santacruz	Guidance lecture

Mr. Arup Mukherjee	Vice President, National Stock Exchange	Mock stock exchange session
Mr. Purv Shah	Freelance for Bombay Stock Exchange	Mock stock exchange session
Mr. Vinay Degoankar	Retd. Major of Indian Army	Guest lecture on Kargil War

25. Seminars / Conferences/Workshops organized & the source of funding a) National
b) International

S. N.	Theme	Seminar/ Workshop/ Conference	Date	Source of funding	International/ National/ State level
1.	Revision of F.Y.B.Com. – Business Economics Syllabus	One day Workshop	20 th Sept, 2011	Management sponsored	University Level
2.	Revision of M.Com. - Economics and F.Y.B.Com. & S.Y.B.Com. Business Economics Syllabus	One day Workshop	11 th July, 2012	Management sponsored	University Level
3.	S.Y.B.Com. Syllabus Revision & F.Y.B.Com Paper Pattern	One day Workshop	5 th July, 2013	Management sponsored	University Level
4.	T.Y.B.Com. Business Economics Syllabus Revision & Question Paper Pattern	One day Workshop	28 th June, 2014	Management sponsored	University Level
5.	Emerging Trends in Commerce, Management & Service Sector	One Day Inter-Collegiate Paper Presentation Competition	15 th Jan, 2015	Management sponsored	Inter-Collegiate Level

26. Student profile programme /course wise:

Name of the Course/programme (refer question no4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
- NA -					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
NA -			

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **NONE**

29. Student progression

Student progression	Against % Enrolled
UG to PG (no. of students)	136
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Students Selected through Campus Recruitment	47
Other than Campus Recruitment	NA

30. Details of Infrastructural facilities:

- a) Library : Well equipped centralized library
- b) Internet facilities for Staff & Students : Wi-Fi enabled campus
- c) Class rooms with ICT facility : 02 classrooms
- d) Laboratories : One

31. Number of students receiving financial assistance from college, university, government or other agencies:

Financial Assistance	College	University / Government		Other agencies
		Freeships	Scholarships	
2011-12	04	03	09	
2012-13	04	07	12	
2013-14	17	05	05	
2014-15	20	05	07	
Total	45	20	33	

32. Details on student enrichment programmes (special lectures/workshops/Seminar) with external experts

Programmes	Details
Guidance Session	✓ For T.Y.B.Com. Students we organize guidance programme on Financial Accounting, which is a challenging subject for the students, Business Economics, Commerce & Export Marketing. The resource persons are senior faculty from the field of Accountancy and also having the experience as a paper setter/moderator/member of Board of Studies. He guides the students on how to prepare and write the paper well in the university examination

Career Guidance Session	<ul style="list-style-type: none"> ○ For T.Y.B.Com. Students' career guidance session is conducted in association with Institute of Banking & Finance. The resource person gave guidance on various opportunities available in the field of banking & finance. They also discussed in details the skills required to take up jobs in this area and also discussed what type of training programme they should attend to sharpen their skills. ○ Careers in Capital markets by Mr. Purv Shah and Mr. Arup Mukherjee for B.Com students in order to equip them with the knowledge of working of stock exchange and trading of shares. ○ Career Guidance for the BCOM students in CS and LLB by Mr. Aditya Joshi- LLB ○ Career in Defence for all students in order to fulfill our duty towards National development was conducted by RtD.Major. Mr. Vinay Dego ankar.
Special lectures during vacation	For T.Y.B.Com. students we organize extra lectures during vacation
Special lectures before commencement of session	For T.Y.B.Com. Students we organize lectures before official commencement of session as per university rules. This helps the subject teacher to complete the portion comfortably and give more practice to the students.
Guest lecture	For B.Com. Students' guest lecture was conducted in Economics on 'A rupee spent is rupee earned' and 'Role of Banks in times of recession'.

33. Teaching methods adopted to improve student learning

a. Use of handouts

Accountancy being a practical subject requires logical understanding of the concepts. In order to help the students to cope with the subject, the subject teacher has made handout for all the topics included in their syllabus. This handout covers the entire syllabus with limited number of problems. This handout is distributed to the students at the beginning of the semester. All the problems in the handouts are solved and explained in the class. This helps the students to understand the topics well. After solving the handouts the students are encouraged to solve problems from text books and university examination problems.

b. Use of power point presentation

Topics which have more theoretical aspects with legal implications are explained through power point presentations like Company final accounts, Introduction to

International Financial Reporting Standards (IFRS) etc.

c. Use of case studies

Case studies in the subject of Economics and Environmental Studies is given to students and discussions are done in the class. It enhances students' practical approach towards the subject.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Our students are encouraged to participate in social activities through N.S.S. unit and participation in the Community Service Day hosted by our parent organization, Mahatma Education Society.
- Economics Association conducts a number of social activities like collecting old newspapers and the amount donated to SEAL Ashram by our students, collected stationary and donated to orphanage, awareness drive for environmental protection.

35. SWOC analysis of the department and Future plans

Strength

- I. Six faculty of the department are PhD.
- II. Experienced faculty, their publications in varied areas and most of them have completed their orientation, refresher courses.
- III. Accountancy subjects are practical subjects which needs clear understanding of the concepts and logical base. In order to help the students to cope with subject handouts are prepared and distributed to the students at the beginning of the semester. These handouts are prepared in such a way that the students get the maximum coverage of their syllabus with minimum problems.
- IV. Our institution supports the department in conducting seminars and workshops. We have conducted four workshops from 2011-12 to 2014-15.
- V. A practice to bifurcate lectures of a subject division wise (B.Com - A & B Divisions) brings in more transparency and greater coverage of syllabus by subject teachers.

Weakness

- I. Our B.Com. Students are not aware of the career options available for them. They fail to select their career as per their intellect.
- II. Since economics is an allied subject in B.Com. Course and is a comparatively difficult subject for students, the interest of the students in the subject is comparatively less.
- III. More use of ICT.

Opportunities

- I. In order to guide our B.Com students in the right direction, we organize number of guidance lectures and career guidance programmes. Through these programmes student get an opportunity to know about career option in the field of banking and finance. They

are also made aware of the skills they need to develop to meet their career goals.

- II. To overcome this weakness and to enhance interest of the students in the subject through practical application we have Economics Association through which we conduct elocutions, debates, quiz competitions, poster making competitions, essay writing competition, industrial visits, guest lectures and like related to economics topics.
- III. In order to expose students to use of ICT some part of teaching is done with help of PowerPoint presentations and also for some subjects students are getting involved in it so that their skills in this area gets polished.

Challenges

- I. Our B.Com. department under University of Mumbai has a strength of more than 120 students per division as a result students are more attracted to self financing courses which has limited number of students per division and gets more personal attention of the subject teacher.

Future Plans

- Faculty should do more minor research projects.
- To conduct UGC sponsored conferences.
- To begin Research Centre in Commerce for M. Phil and Ph. D Students.



Department of Accounting & Finance



B.COM. ACCOUNTING & FINANCE

1.	Name of the department	Department of Commerce
2.	Year of Establishment	2004-05
3.	Names of Programmes /Courses offered (UG, PG, M.Phil. Ph.D. Integrated Masters; Integrated Ph.D., etc.)	B.Com Accounting & Finance (Undergraduate Programme)
4.	Names of Interdisciplinary courses and the departments/units involved	NA
5.	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS)
6.	Participation of the department in the courses offered by other departments	YES, Inter connected stock exchange conducted by Financial Markets and Soft Skills Courses conducted by Bachelor of Management Studies (BMS)
7.	Courses in collaboration with other universities, industries, foreign institutions, etc.	NIL
8.	Details of courses/programmes discontinued (if any) with reasons	NIL

9. Number of teaching posts

	Sanctioned	Filled
Professors	NA	NA
Associate Professors	NA	NA
Asst. Professors	06	06

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil.etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Mrs. Abida Khan	Coordinator	M.Com, M.Phil., SET,	Commerce (Accountancy)	9 years
Mr. Aditya. Joshi	Assistant Professor	B.Com, L.L.B., DAT ,DCL	Law	2 years 9 months
Mrs. Sunita Saini	Assistant Professor	M.Com	Commerce (Accountancy)	4 years
Mr. Shardul Buva	Assistant Professor	M.Com, SET.	Commerce (Accountancy)	2 ½ years
Mrs. Juliet Esther	Assistant Professor	M.A., M.Phil.	Arts (Literature)	7 ½ years
Mrs. Kavita Baddi	Assistant Professor	M.Com., SET	Commerce (Accountancy)	8 years

11. List of senior visiting faculty:

Name of Faculty	Qualification	Experience
Mrs. Monali Ray	M.Com., M.Phil., NET, M.B.A	13 years
Dr. Rinkoo Shantnoo	M.A.(Eco), B.Ed., NET, Ph.D.	13 years
Mrs. Sabitha Praveen	M. Sc Statistics	06 years
Mr. Shabab Rizvi	M.A.(Eco), M.Phil., M.B.A.(HR)	08 years
Dr. Aarti Sukheja	M.A.(Eco), M.B.A., NET, SET, Ph.D	17 years
Mrs. Farhat Shaikh	M.Com., B.Ed., M.Phil., M.B.A., NET	09 years
Mrs. Ramay Kumar	M.Sc.(IT)	07 years
Mrs. Kiran Deshmukh	M.Com., NET, Persuing Ph.D.	09 years

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	10%
13	Student -Teacher Ratio (programme wise)	35:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	Centralized Support Staff
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D. : 02
		M. Phil : 05
		NET/SET : 08
		PG : 14

16. Number of faculty with ongoing projects from : NA

a) National

b) International funding agencies and grants received

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : NA

18. Research Centre /facility recognized by the University : NA

19. Publications:

- Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Mrs. Sunita Saini	02	02	-
Mrs. Abida Khan	05	02	01
Mrs. Kavita Baddi	01	-	-

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)			NA
Monographs			NA
Chapter in Books			NA
Books Edited			NA
Books with ISBN/ISSN numbers with details of publishers			
Title	Faculty	ISBN / ISSN number	Publication
Financial Accounting Paper V	Mrs. Kavita Baddi	ISBN 978-93-5149-272-6	Seth Publication
Citation Index			NA
SNIP			NA
SJR			NA
h-index			NA

20. Areas of consultancy and income generated: NONE

21. Faculty as members National Committees b) International Committees c) Editorial Boards:

Details of faculty as members in following association

Name of the Faculty	Annual/Life member	Time period
Mrs. Abida Khan	Higher Education Forum	Life Time

22. Student projects

- Percentage of students who have done in-house projects including inter departmental/programme : 0.789%
- Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies : NONE

23. Awards / Recognitions received by faculty and students:

Details of awards and recognitions received by faculty

Name of the Faculty	Achievements
Mrs. Abida Khan	<ul style="list-style-type: none"> ○ Appointed as question paper setter in the subject of Financial Accounting Paper VIII by University of Mumbai for: T.Y.B.Com. Accounting and Finance Regular and ATKT Examination (Semester -6, CBSGS -60 marks and 75 marks), March'2013, 2014 and 2015 ○ Appointed as question paper setter in the subject of Management Accounting Paper II by University of Mumbai for T.Y.B.Com. Accounting and Finance Regular and ATKT Examination (Semester – 5, CBSGS – 60 and 75 Marks), October 2014 ○ Received 2nd Award as Best Paper in Two Day International Conference on Multidisciplinary Research " A Tool for Socio-Economic Development" at University of Mumbai, on 19th & 20th April 2015 ○ Presented a research paper at Zonal Round of Avishkar Inter-University Research Convention held on 26th November 2014 at Anandibai Pradhan College, Nagothane. ○ Appointed as Moderator in the subject of Financial Accounting Paper VIII and Management Accounting Paper II for T.Y.B.Com. Accounting and finance Examination, 2013, 2014 ○ Cleared SET Exam in the academic year 2014-15
Mr. Shardul Buva	<ul style="list-style-type: none"> ○ Appointed as Moderator in the subject of Cost Accounting Paper III and Taxation Paper IV for T.Y.B.Com. Accounting and Finance Examination, 2014, 2015 ○ Appointed as question paper setter in the subject of Financial
Mrs. Kavita Baddi	<ul style="list-style-type: none"> Accounting Paper VII by University of Mumbai for: T.Y.B.Com. Accounting and Finance Regular and ATKT Examination (Semester -6, CBSGS - 60 marks and 75 marks), March'2014 and 2015 ○ Appointed as a resource person for the guidance session in the subject of Taxation of T.Y.A/F VI semester in Western College, Sanapada, October 2014 ○ Won Best Paper Award in National Conference on "A Tribute to Dr. A.P.J.abdul Kalam" on 24th September 2015 by Pillai College of Arts, Commerce & Science

Details of awards and recognitions received by students:

Pooja Gopal Gowda	<ul style="list-style-type: none"> ✓ Represented the University of Mumbai at the All India Inter-University Ball Badminton Tournament held at Dravidian University, Kunnampalayam in 2013-14
--------------------------	--

24. List of eminent academicians and scientists / visitors to the department:

Name	Designation	Purpose of visit
Dr. S.T.Gadade	Principal C.K.Thakur College, Panvel and Ex dean, Faculty of Commerce, University of Mumbai.	Workshop, Chief Guest
C.A. Dr. Jayant Apte	Vice Principal Ghanshaymdas Saraf College, Malad	Workshop
Dr. Elizabeth Mathew	Vice Principal C.K.Thakur College, Panvel	Moderation
C.A. Chandrashekhar A. Sawant	S.I.E.S College of Commerce and Economics, Sion	Guidance session
Dr. Nishikant Jha	Coordinator, B.Com.Accounting & Finance, Thakur College	Workshop, Resource Person
Mrs. Indumati B.	Coordinator, B.Com.Accounting & Finance, S.I.E.S College, Navi Mumbai.	Workshop, Resource Person

25. Seminars / Conferences/Workshops organized & the source of funding a) National b) International

S. N.	Theme	Seminar/ Workshop/ Conference	Date	Source of funding	International/ National/ State level
1.	Revised Syllabus of S.Y.B.Com. Accounting & Finance III & IV Semester in association with University of Mumbai	One day Workshop	13 th August 2014	Management sponsored	University Level

26. Student profile programme/ course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
	NA				

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
F.Y.B.Com.Acc. & Fin.	99.281%	0.719%	-
S.Y.B.Com.Acc. & Fin	97.794%	2.206%	-
T.y.B.Com.Acc. & Fin.	99.2%	0.8%	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : NONE

29. Student progression

Student progression	Against % Enrolled
UG to PG (no. of students)	96
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA

Students Selected through Campus Recruitment:

- ✓ Following students are selected for the employment through campus placement of Nokia, E-Clark and IIFL investment

Year	2011-12	2012-13	2013-14	2014-15	2015-16
No. of students	-	06	-	10	-

- ✓ Other than campus recruitment, B.Com.Accounting & Finance students successfully employed in various reputed organizations such as Nokia, Axis Bank, Forties, Tata Consultancy Services, ICICI Bank, State Bank of India, HDFC Bank, Royal bank of Scotland, Car wala.Com etc.

- ✓ Apart from employment in various institutions, our two students are entrepreneurs and engaged in self-employment as well as source of employment to others. Name of students are:

- Akshay Parmar
- Harshad Patel

30. Details of Infrastructural facilities:

- a) Library : Well - equipped library
- b) Internet facilities for Staff & Students : Wi-Fi enabled campus
- c) Class rooms with ICT facility : 03 classrooms
- d) Laboratories : One

31. Number of students receiving financial assistance from college, university, government or other agencies:

Financial assistance	Name of student	Concession in fees	Year
Economically backward	Vijila Vijayan	10,000	2015-16
	Reshmi Devi	3,000	2014-15
	Gayatri Gaikwad	5,000	2013-14
	Neha Sunder	3,000	
	Gayatri Gaikwad	7,000	2012-13

	Neha Sunder	5,000	
	Neha Sunder	3,500	2011-12
	Nayana Pillai	7,000	
	Namrutha Sunder	3,500	
Staff Welfare Scheme	Satyam Raje	10,000	2015-16
Sports Scholarship	Sheeraz Khan	7,000	2015-16
	Pooja Gowada	7,000	
	Pooja Gowada	6,000	2014-15
	Bhagyashree Patankar	5,000	2011-12

Our students avail benefits of Government Free ships, Scholarships as per the provisions of financial assistance of government in education. Details are as follows:

Year	2011-12	2012-13	2013-14	2014-15
No. of students benefited	13	20	17	10
Amount	2,25,150	3,49,480	3,04,870	1,68,800

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

- ✓ We organize special vacation lectures for T.Y.B.Com. Accounting & Finance students in the month of April every year to complete the syllabus and give more practice to the students.
- ✓ For Faculty and student development we organize workshop on syllabus revision.

Following are the details of guidance sessions, guest lectures in various subjects for T.Y.B.Com., S.Y.B.Com., and F.Y.B.Com. Accounting & Finance students

Student enrichment programmes	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Guidance session	01	03	02	04	02	03
Guest lecture	01	02	03	-	-	-
Workshop	-	--	-	-	-	01

33. Teaching methods adopted to improve student learning:

- **Lecture method alone**
- **Lecture with use of chalk and board** along with brainstorming, group discussing, question answers, problem solving, case studies etc.
- T.Y.B.Com. Accounting & Finance students are encouraged to solve **Preliminary examination question papers of all subjects of B.Com. Accounting & Finance V & VI of other commerce colleges from Navi Mumbai and University examination question papers of all subjects.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- ✓ Our students enthusiastically participate every year in the Community Service Day by our parent organization, Mahatma Education Society.
- ✓ Our department fulfills social obligations by organizing various social activities every year. Following are the details of some of the social activities:
 - Distributed School bags and Weight Machine to Zilla Parishad School Katkarwadi.
 - Contributed towards the buying of printer at Jivan Kalyan Ashram, NGO at Chinchavali.

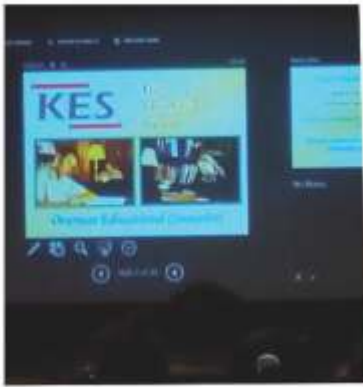
35. SWOC analysis of the department and Future plans

SWOC analysis:

Strength	○ Number of students enrolling for B.Com.Accounting & Finance course is increasing year by year which motivates us to cater the academic and extracurricular needs of students
Weakness	○ Difficult to inculcate research values, attitude among students since there is no scope of research based project in accounting and finance course
Opportunity	○ Practical oriented more number of Add-on-courses
Challenges	○ Motivate students for paper presentation in seminars and conferences.

Future Plans:

- ✓ To conduct sessions for guiding students to appear for various competitive exams
- ✓ To give more practical exposure to students along with theoretical knowledge
- ✓ To motivate departmental members to update their knowledge through research activity which is an ongoing process



Department of Financial Market



B.COM. FINANCIAL MARKETS

1.	Name of the department	Department of Commerce
2.	Year of Establishment	2009
3	Names of Programmes /Courses offered (UG, PG, M.Phil. Ph.D. Integrated Masters; Integrated Ph.D., etc.)	B.Com Financial Markets (Undergraduate Programme)
4	Names of Interdisciplinary courses and the departments/units involved	NA
5	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS)
6	Participation of the department in the courses offered by other departments	YES, Tally ERP Courses conducted by B.Com Accounting & Finance (BAF) and Soft Skills Courses conducted by Bachelor of Management Studies (BMS)
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	Course in Basics in Capital markets in collaboration with Inter-connected Stock Exchange –Vashi
8	Details of courses/programmes discontinued (if any) with reasons	Course in Basics in Capital markets in collaboration with Inter-connected Stock Exchange –Vashi was discontinued as the institution was dissolved by SEBI

9. Number of teaching posts

	Sanctioned	Filled
Professors	NA	NA
Associate Professors	NA	NA
Asst. Professors	03	03

10. Faculty profile with name, qualification, designation, specialization, D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Prof. Jennie Prajith	M.Com, M.Phil, NET	Co-ordinator	Commerce	12
Prof. Bhavana Parab	M.Com, MBA(Finance)	Assistant Professor	Commerce	08
Prof. Prajakta Bapat	M.Com	Assistant Professor	Commerce	01

11. List of Specialized visiting faculty

Name of the faculty	Qualification	Experience
Dr. Smitha Jayaram	M.Sc., M.Phil., PhD	13
Asst Prof. Juliet Esther	M.A., M.Phil	08
Asst Prof. Mamta Nair	M.Sc. I.T.	08
Asst Prof. Shabab Rizvi	M.A.(Eco), M.Phil	08
Asst Prof. Ramya Kumar	M.Sc., M.Phil.	06
Asst Prof. Shardul Buva	M.Com. SET	03
Asst Prof. Aditya Joshi	B.Com, L.L.B., DAT ,DCL	01

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	8%
13	Student -Teacher Ratio (programme wise)	60:1
14	Number of academic support staff(technical)and administrative staff; sanctioned and filled	Centralised Support Staff
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D : 01
		MPhil : 03
		PG : 10

16. Number of faculty with ongoing projects from : NA

a) National

b) International funding agencies and grants received

17. Departmental projects funded by DST - FIST;
UGC, DBT, ICSSR, etc. and total grants received : NA

18. Research Centre /facility recognized by the
University : NA

19. Publications

- Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Prof. Bhavana Parab	06	05	-

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)				NA
Monographs				NA
Chapter in Books				NA
Books Edited				NA
Books with ISBN/ISSN numbers with details of publishers				
Name of the Author	Book Name	Class	ISSN/ISBN no.	Publisher
Prof. Jennie Prajith	Introduction of Financial System	FYFM Sem - 1	ISBN : 978-93-84537-41-8	Vipul Prakashan
Prof. Bhavana Parab	Accounting for Managerial decisions	SYBMS Sem -3	ISBN: 978-93-5149-256-6	Sheth Prakashan
Citation Index				NA
SNIP				NA
SJR				NA
h-index				NA

20. Areas of consultancy and income generated : NONE

21. Faculty as members in
a) National committees b) International Committees c) Editorial Boards.... : NONE

22. Student projects
a) Percentage of students who have done in-house projects including inter departmental/programme : 100%
b) Percentage of students placed for projects in organizations : NONE
outside the institution i.e. in Research laboratories/ Industry/ other agencies

23. Awards / Recognitions received by faculty and students:

Awards / Recognitions received by Faculty:

Asst Prof. Jennie Prajith				
Year	Appointed	No. of times	Subject	Institution/College
2011-12	University Paper Setter	1	Indian Management Thoughts & Practices BMS	University of Mumbai
	Examiner/Moderator	1	TAX, Environment of financial Services	SIES College, Nerul
2012-13	Guest Lecture	1	Foreign Exchange Market	SIES College, Nerul
	University Paper Setter & Chairperson	1	Global Capital Markets	University of Mumbai
	Examiner/Moderator	4	Global Capital Markets, Customer Relationship Management, Mutual Fund Foreign Exchange Market	
	External Project Examiner	1	University Project	Chinai College, Andheri
2013-14	Guest Lecture	1	Foreign Exchange Market	SIES College, Nerul
	University Paper Setter & Chairperson	1	Global Capital Markets	University of Mumbai
	Examiner/Moderator	4	Global Capital Markets, Customer Relationship Management, Mutual Fund Foreign Exchange Market	
	External Project Examiner	1	University Project	CHM College, Ulhasnagar
2014-15	Examiner/Moderator	4	Global Capital Markets, Customer Relationship Management, Mutual Fund Foreign Exchange Market	University of Mumbai
	External Project Examiner	3	University Project	Joshi Bedekar College –Thane, SIES College –Nerul Vivekananda College
2015-16	Guest Lecture	1	Global Capital Markets	SIES College, Nerul

Asst Prof. Bhavana Parab				
Year	Appointed	No. of times	Subject	Institution/College
2011-12	University Paper Setter	1	Corporate Governance	University of Mumbai
	Examiner/Moderator	1	Corporate Governance	
2012-13	Examiner/Moderator	1	Corporate Governance	University of Mumbai
	University Paper Setter	2	Corporate Governance Portfolio Management	
	External Project Examiner	1	University Project	Vivek College, Goregoan
2013-14	Guest Lecture	1	Corporate Governance	SIES College, Nerul
	University Paper Setter	1	Corporate Governance	University of Mumbai
	Examiner/Moderator	4	Corporate Governance, Regulation of Securities Market, Derivatives Market, Risk Management	University of Mumbai SIES College, Nerul CKT college, Panvel
	External Project Examiner	2	University Project	Swami Vivekananda College, Chembur SIES College, Nerul
2014-15	University Paper Setter	3	Derivatives Markets Corporate Governance	University of Mumbai
	Examiner/Moderator	4	Corporate Governance, Regulation of Securities Market, Derivatives Market, Risk Management	University of Mumbai, Joshi Bedekar College, Thane Mulund College, Mulund
	External Project Examiner	1	University Project	SIES College –Nerul
2015-16	University Paper Setter	1	Derivatives Markets	University of Mumbai

Awarded MBA (Finance) from Yaswantrao Chavan Maharashtra Open University on 17th June, 2012

Awards / Recognitions received by Students

A) CULTURAL ACTIVITIES:

Inter-Collegiate Fest					
Participants Name	Venue	Conducted By	Event Name	Prize won	Date
Abhishek & Group	Kalyan	Swayam Siddhi College Kalyan	Box Cricket	1 st Prize	20th & 21st Jan 2013
45th Inter-Collegiate Youth Festival - Zonal Round					
Saurav Gautum & Group	Karjat College of Arts & Science, Ladivali, Karjat	Department of Students' Welfare, University of Mumbai	Folk Dance	2nd Prize	4th Aug, 2012

47th Inter-Collegiate Youth Festival - Zonal Round 2014-15

Participants Name	Venue	Conducted By	Event Name	Prize won
Kaustbuh	PNP college Alibaug	Department of Students' Welfare, University of Mumbai	Marathi One Act	1 st Prize
Kunal Shinde			Hindi Skit	1 st Prize
	Inter-Collegiate Fest -10 th & 11 th Dec 2014-15			
Kaifi Azami & Group	Thane	Joshi Bedekar College	Kabbadi	1 st Prize & Trophy
	Inter-Collegiate Fest 27 th August& 9 th Sept 2015-16			
Immanuel & group	Airoli	JVM Mehta College	Group Dance	1 st Prize & Trophy
Immanuel & group	Chembur	Mahatma College	Group Dance	1 st Prize & Trophy

A) Research activities undertaken by students

Students Name	Class	Year	Achievement	Event
Mr. Akbar Khan	TYFM	2011-12	Presented paper on Islamic Banking and got selected in Raigad Zonal round	Inter- University “Aavishkar” Research Competition
Mr. Vinesh Sahadevan			Presented paper on Currency derivatives	
Mr. Ahsutosh			Presented paper on Savings and Investment Pattern among middleclass salaried employees	
Mangesh Jha	TYFM	2012-13	Plastic Money	Inter- University “Aavishkar” Research Competition
Yashasvi Jahir			Behavior pattern of Individuals in rural areas with regards to bank deposits	
Rahul Mohan			Fidelity Guarantee Policy & Jewellers Block Policy	
Shruti Mani & Preeti Pathak			Perception about Money policy	
All Students	SYFM	2012-13	Presented paper on varied subjects	
Ms. Smitha Prabhu Ms.Preeti Bhat	TYFM	2014-15	Presented paper on Portfolio services in India	One-day Inter-collegiate Paper Presentation Competition at Pillai College of Arts, Commerce & Science National Conference
Nikita Fulwani	TYFM	2015-16	E-CRM Trends in India and its Future Prospects	National Conference on “A Tribute to Dr. A.P.J. Abdul Kalam : India Vision 2020”
Tripjeet Matharu			Customer Relationship Management in Banking Industry in India & Its Future Prospects	
Diksha Choubey				
Priya Ghaloth				
Alka J Shikha Pandhi			Portfolio Management Services in India & its Future Prospects	

24. List of eminent academicians and scientists / visitors to the department: NONE

25. Seminars/ Conferences/Workshops organized & the source of funding:

Theme	Seminar/Workshop/Conference	Date	No. of Days	International/National/State level
Seminar by NSE on Trading in Stock Exchange	Seminar	6/2/13	1	Inter-collegiate Level
TIME Institute seminar on “How to Succeed Group discussions and Interview”	Seminar	17/8/13	1	Inter-collegiate Level

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
NA					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com. Financial Markets-2015-16	97%	3%	None

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : **NONE**

29. Student progression

Student progression	Against % Enrolled
UG to PG (no. of students)	14
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA

Students Selected through Campus Recruitment:

Sr. No	Year	Employer Visited	No.of Students Selected
	2011-12	Tata Consultancy Services	6
1	2012-13	E-Clerx	4
		Decimal Point	6
		India Infoline	9
2	2013-14	SBI Cap Securities	4
		Maxwell	6
3	2014-15	Nokia	1
		ICICI Bank	1

Entrepreneurship / Self Employed

Sr.No	Name of the Students	Name of the Enterprise
1	Tirth Kumar Soni	Kuber Jewellers
2.	Rahim Mulji	Footwear Business
2	Akshay Kumbar .	Moneta Financial Services

List of Students employed other than campus recruitment

Sr.No	Name of the student	Year	Company/Firm
1	Reeyanka Kadam	2011-2012	India Infoline-Vashi
2	Kirti	2011-2012	ShareKhan
3	Vinesh Sahadevan	2011-2012	J.P Morgan
4	Bhavesk Kumar	2012-2013	Maxwell
5	Sarthi Sahu	2012-2013	Maxwell
6	Neeraj Choudhary	2012-2013	Maxwell
7	Tejas	2012-2013	Maxwell
8	Vaibhav	2012-2013	Maxwell
9	Kiran	2012-2013	Maxwell
10	Dhanashri	2012-2013	E-Clerks
11	Abhisekh Upadhyay	2012-2013	Revillas Marketing
12	Ishan Shaikh	2013-2014	Sharekhan
13	Tarakeshwar Nayak	2013-2014	R.K.Enterprises
14	Joycee Joy	2013-2014	TCS
15	Annu Singh	2013-2014	Time
16	Mitali Thaker	2013-2014	SBI Cap Securities
17	Askhay Kumbhar	2013-2014	Religare Franchise

30. Details of Infrastructural facilities:

- | | |
|---|-------------------------|
| a) Library | : Well equipped library |
| b) Internet facilities for Staff & Students | : Wi-Fi enabled campus |
| c) Class rooms with ICT facility | : 02 classrooms |
| d) Laboratories | : One |

31. Number of students receiving financial assistance from college, university, government or other agencies:

Financial Assistance	College	University / Government		Other agencies
		Freeshins	Scholarshins	
2011-12	-	1	-	-
2012-13	-	1	2	-
2013-14	-	1	2	-
2014-15	1	1	2	1
Total	1	4	6	1

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:

Year	No of Guest Lectures	Subject related/ Guest Lecturer	Organisation/ College	Class
2011-12	2	Equity Markets by Mayur Keswani	CHM College Ulhasnagar	SYFM & FYFM
		Derivatives Markets Mayur Keswani	CHM College Ulhasnagar	TYFM
2012-13	3	Derivatives Markets by Sandeep Prajapati	Multi Commodity Exchange MCX	TYFM
		Equity Markets by Mayur Keswani	CHM College Ulhasnagar	SYFM & FYFM
		Investor Awareness Programme by Suvarna Joshi	Let us know wealth	FYFM, SYFM, & TYFM
2013-14	2	Trading in Stock Exchange	Seminar by NSE	FYFM, SYFM, & TYFM
		Seminar on "How to Succeed Group discussions and Interview	TIME Institute	FYFM, SYFM, & TYFM
2014-15	5	Marketing of Financial Services by Archana Nair	Joshi bedekar College Thane	TYFM
		Derivatives markets by Sanjay Rode	S.K. Somaiya	TYFM
		Global Capital Markets by H. Oberoi	S.K. Somaiya	TYFM
		Insurance Fund Management by H. Oberoi	S.K. Somaiya	TYFM
		Investor Awareness Programme by Suvarna Joshi	Lotusknowlwealth	FYFM, SYFM, & TYFM
2015-16	5	Derivatives markets by Sanjay Rode	S.K. Somaiya	TYFM
		Global Capital Markets by Archana Nair	Joshi bedekar College Thane	TYFM
		Foreign Exchange Markets by Archana Nair	Joshi bedekar College Thane	TYFM
		Technical Analysis by Ashmita Patel	Alchemysta Trading	FYFM, SYFM, & TYFM
		Futures & Options trading by Akshay Kumbhar	Moneta Financial Services	TYFM

33. Teaching methods adopted to improve student learning :

- Lecture method with the support of LCD/ OHP/ Video/ interactive boards/ any other innovative methods
- lecture with use of chalk and board meeting along with audio visual technology, brainstorming group discussing, question answers, problem solving etc

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Department	Date	Conducted At	Activity Conducted
First year students of Financial Markets	8 th Feb, 2012	Jeevan Jyothi Charitable Trust, Panvel(Takes care of street children and their education.)	Donated School bags, Tiffin boxes and Note books. Distributed snacks and conducted cultural programmes games for them
Second year students of Financial Markets	17 th Feb, 2012	Panvel Nagar Parishad School No -6 and No- 7 Dhakata Khanda, Panvel.	Donated a set of school stationary consisting of pens, pencils, eraser, sharpener and scales to 115 students. Educational Charts from old calendar as teaching aids for 5th, 6th and 7th standards class
Final year students of Financial Markets	17 th Jan, 2012	The Rotary school for Deaf students New Panvel	Contributed handmade 121 long note books and drawings books made from left out pages from used books ,distributed pens, pencils and chocolates to students
Department of Financial Markets	6 th Feb , 2013	The Rotary school for Deaf and Dumb students - New Panvel	Contributed handmade 121 long note books and drawings books made from left out pages from used books, distributed pens, pencils and chocolates to students.
Department of Financial Markets	12 th Apr, 2014	The Rotary school for Deaf and Dumb students - New Panvel	The Rotary school for Deaf and Dumb students - New Panvel was invited as Guest of Honour. The Students gifted them

35. SWOC analysis of the department and Future Plans:

STRENGTH	WEAKNESS
<ul style="list-style-type: none"> Interactive Mode of Teaching Updating Knowledge of students through Add-on-courses on securities markets, Annual visit to stock exchanges, financial institutes etc. Students Support Programmes such as conducting guest lectures, seminars, mentoring, remedial coaching etc.. 	<ul style="list-style-type: none"> It's a relative new area of study Limited awareness of scope of employment among students Difficulty in creating an awareness among students about the significance of the course
OPPORTUNITIES	CHALLENGES
<ul style="list-style-type: none"> Tie up with Industry & Market Need Scope of Self Employment Practical Approaches / Research opportunities 	<ul style="list-style-type: none"> Creating awareness among students about the significance of the course. Enhancement of teaching quality Need more specialized knowledge

FUTURE PLANS

- To strive to make Students more Employable and to have tie with Financial Institutes
- To create more opportunities for Student through skill development
- To conduct Faculty development through research and training programmes



Department of B.M.S.



BACHELOR OF MANAGEMENT STUDIES

1.	Name of the department	Bachelor of Management Studies
2.	Year of Establishment	2001-2002
3	Names of Programmes /Courses offered (UG, PG, M.Phil. Ph.D.IntegratedMasters; Integrated Ph.D., etc.)	Bachelor of Management Studies (Undergraduate Programme)
4	Names of Interdisciplinary courses and the departments/units involved	NA
5	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS)
6	Participation of the department in the courses offered by other departments	YES, Tally ERP Courses conducted by B.Com Accounting & Finance (BAF) and SEBI Courses conducted by B.Com Financial Market
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NA
8	Details of courses/programmes discontinued (if any) with reasons	NA

9. Number of teaching posts

	Sanctioned	Filled
Professors	NA	NA
Associate Professors	NA	NA
Asst. Professors	09	09

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Mrs. Perna Sharma	B.Ed,M.Com (N.E.T), M. Phil., M.B.A (HRM & Marketing)	Co-ordinator	HRM & Marketing	10
Mrs. Nithya Varghese	M.Com, NET	Asst. Professor	Management	8
Ms. Ruchika Bassi	M.Com, MBA(Finance), SET	Asst. Professor	Finance	3
Mr. Shabab Rizvi	M.A.(Eco), M.Phil	Asst. Professor	Economics	8
Mrs. Farhat Shaikh	M.Com(N.E.T),M.Phil, M.B.A	Asst. Professor	Finance	9
Mrs. Sabitha Praveen	M.Sc (Maths)	Asst. Professor	Mathematics	6
Mrs. Archana Deepak	M.Com, PGDBM	Asst. Professor	Management	1
Mrs. Sharawathi	M.Com	Asst. Professor	Accountancy	24
Dr. Betty Sibil	B.E, MBA(Finance), PhD from Mumbai University	Asst. Professor	Management	9

11. List of Specialized visiting faculty

Sr no	Name of Faculty	Qualification	Specialisation	Experience
1	Mr. Shardul Buwa	M.Com. SET.	Accountancy	3
2	Mr. Aditya Joshi	B.COM, L.L.B., DAT ,DCL	Law	2
3	Ms. Soly Zachariah	M. Sc (Maths)	Statistics	7
4	Ms. Juliet Esther	MA, M.Phil	English	8
5	Ms. Bhavana Parab	M.Com, MBA(Finance)	Commerce	7
6	Mr. Kushal Kumar	M.Com, MBA (Finance), NET, SET	Management	3

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	27%
13	Student -Teacher Ratio (programme wise)	40:1
14	Number of academic support staff(technical)and administrative staff; sanctioned and filled	Centralized Support Staff
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D : 01
		M. Phil : 04
		PG : 14

16. Number of faculty with ongoing projects from

a) National

b) International funding agencies and grants received : NONE

17. Departmental projects funded by DST - FIST;

UGC, DBT, ICSSR, etc. and total grants received : NA

18. Research Centre /facility recognized by the University : NA

19. Publications

- Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Prof. Purna Sharma	11	01	01
Prof. Ruchika Bassi	02		--
Prof. Farhat Shaikh	03	03	---
Prof. Nithya Varghese	01		---
Prof. Shabab Rizvi	02		---

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	27%
13	Student -Teacher Ratio (programme wise)	40:1
14	Number of academic support staff(technical)and administrative staff; sanctioned and filled	Centralized Support Staff
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D : 01
		M. Phil : 04
		PG : 14

16. Number of faculty with ongoing projects from

a) National

b) International funding agencies and grants received : NONE

17. Departmental projects funded by DST - FIST;
UGC, DBT, ICSSR, etc. and total grants received : NA
18. Research Centre /facility recognized by the University : NA
19. Publications
- Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Prof. Prerna Sharma	11	01	01
Prof. Ruchika Bassi	02		--
Prof. Farhat Shaikh	03	03	---
Prof. Nithya Varghese	01		---
Prof. Shabab Rizvi	02		---

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)						NA
Monographs						NA
Chapter in Books						NA
Books Edited						
Author Name	Subject	Class	Year of publish	ISBN No.	Publisher	Edition
Prof. Prema Sharma	Business Environment	FYBMS Sem- II	2014	978-93-83887-98-9	Vipul Prakashan	First edition 2015
Books with ISBN/ISSN numbers with details of publishers						
Author Name	Subject	Class	Year of publish	ISBN No.	Publisher	
Prof. Prerna Sharma	Business Environment	FYBMS Sem- II	2014	978-93-83887-98-9	Vipul Prakashan	
	Special Studies in Marketing	T.Y.BMS Sem-V	2012	978-93-82429-46-3	Sheth	
	Indian Management Thoughts and Practices	T.Y.BMS Sem VI	2013	978-93-83130-59-7	Thakur	
	Environment Management	F.Y.BMS Sem - II	-	-	Thakur	
	Organisational Behavior and HRM	S.Y.BMS Sem- III	2015	978-93-84137-86-1	Vipul Prakashan	
	Recruitment and Selection	S.Y.BMS Sem- III	2015	978-93-84137-94-6	Vipul Prakashan	
	Motivation and Leadership	S.Y.BMS Sem- III	2015	978-93-84137-95-3	Vipul Prakashan	
	Strategic Management	S.Y.BMS Sem- III	2015	978-93-5149-261-0	Sheth	
Citation Index						NA
SNIP						NA
SJR						NA
h-index						NA

20. Areas of consultancy and income generated : None

21. Faculty as members in

A) INTERNATIONAL COMMITTEES:

- Mrs. Perna Sharma was a member of Advisory Committee at International Conference held at Amlani College, Powai in January 2015

B) EDITORIAL BOARDS:

- Mrs. Perna Sharma chief editor of Pillai College of ARTS, SCIENCE & COMMERCE – ISBN BOOK in 2014
- Mrs. Nithya Varghese editor of Pillai College of ARTS, SCIENCE & COMMERCE – ISBN BOOK in 2014

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : 100%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies : NONE

3. Awards / Recognitions received by faculty and students:

A. Awards / Recognitions received by Faculty:

Name of the Faculty	ACHIEVEMENTS
Mrs. Perna Sharma	● Approval as Assistant Professor by Mumbai University in 2009.
	● Appointed as an External Examiner for T.Y.BMS Viva – Voce at by Adhoc Board of Studies, University of Mumbai from 2011 till date.
	● Appointed as an External Examiner for T.Y.BMS Mock Viva – Voce at Western College in 2011.
	● Appointed as University Examiner and Moderator for T.Y.BMS Sem V for the subject: Special Studies in Marketing & Human Resource Management from the Academic Year 2011-2012.
	● Appointed as a Judge in Inter Collegiate Competition at Dhanukar College in the academic year 2012 -2013.
	● Attended Orientation Program at Mumbai University in the month of October 2012.
	● Appointed as University Examiner & Moderator for T.Y.BMS (SEM VI) Indian Management Thoughts & Practices, and Examiner for Retail Management in the academic year 2012 – 2013.
	● Invited as a Guest Lecturer for T.Y.BMS (SEM V) in the subject Human Resource Management at Dhanukar College and Raheja College in 2013-14.
	● Appointed as a Paper setter for T.Y.BMS (SEM V) ATKT subject Special Studies in Marketing for November 2013.
	● Resource Person at Pillai's HOC for the subjects Human Resource Management and Special Studies in Marketing in 2013.

	<ul style="list-style-type: none"> ● Invited for Guidance Lecture in the subject IMTP at Dhanukar College in April 2013.
	<ul style="list-style-type: none"> ● Appointed as a Paper Setter for T.Y.BMS (SEM VI) subject Indian Management Thoughts and Practices for April 2013.
	<ul style="list-style-type: none"> ● Invited for Guidance Lecture in the subject HRM at Dhanukar College in November 2014.
	<ul style="list-style-type: none"> ● Appointed as a Chairperson, Paper Setter, Examiner and Moderator for T.Y.BMS (SEM VI) subject Entrepreneurship Development and Small Medium Enterprises for March 2015.
	<ul style="list-style-type: none"> ● Invited for Guidance Lecture in the subject IMTP and Entrepreneurship at Dhanukar College and Shailendra College in March 2015.
	<ul style="list-style-type: none"> ● Appointed as a Member of Syllabus Revision Committee of F.Y.BMS at Mumbai University for the subjects Foundation of Human Skills and Business Environment in the academic year 2014.
	<ul style="list-style-type: none"> ● Resource Person for the Revised Syllabus of F.Y.BMS (SEM I) in the subject Foundation of Human Skills in association with University of Mumbai at Nirmala Memorial Foundation College, Joshi Bedekar College, Pillai College in the month of July 2014
	<ul style="list-style-type: none"> ● Appointed as a Member of Syllabus Revision Committee of S.Y.BMS at Mumbai University for the subjects Human Resource Management in the academic year 2015.
	<ul style="list-style-type: none"> ● Resource Person for the Revised Syllabus of S.Y.BMS (SEM III and IV) in the subjects of Human Resource Management in association with University of Mumbai at CKT College in the month of June 2015.
	<ul style="list-style-type: none"> ● Author of text books such as Environmental Management, Special Studies in Marketing, Indian Management thoughts and Practices, Recruitment and Selection, Motivation and Leadership, Strategic Management, Organization Behaviour and HRM of F.Y.BMS, S.Y.BMS and T.Y.BMS.
	<ul style="list-style-type: none"> ● Member of Advisory Committee of International Conference at Amlani College in the year 2014-15
	<ul style="list-style-type: none"> ● Subject Expert at Panel Interviews for Appointment of BMS Faculty at IES (NERUL), JM Patel College, SM Shetty College in the academic year 2015-16.
Prof. Nithya Varghese	<ul style="list-style-type: none"> ● Registered for PhD from Mumbai University under the Guidance of Dr. G.K.Kalkoti.
	<ul style="list-style-type: none"> ● Approval as Assistant Professor by Mumbai University in 2011.
	<ul style="list-style-type: none"> ● Resource Person at Pillai's HOC for the subject Business Ethics and Corporate Social Responsibility in 2013.
	<ul style="list-style-type: none"> ● Resource Person at SIES Nerul for the subject International Marketing in 2014

	<ul style="list-style-type: none"> ● Appointed as a Chairperson, Paper-Setter, and Moderator at T.Y.BMS (SEM V) for the subject Business Ethics and Corporate Social Responsibility in 2013. ● Appointed as Chair Person Paper-Setter, Moderator at T.Y.BMS (SEM VI) for the subject International Marketing in 2013.TY ● Appointed as External Examiner for project Viva- Voice of TY BMS at VIVA College Virar in 2011. ● Appointed as External Examiner for project Viv- Voice of TY BMS at Tilak College Vashi in 2012. ● Appointed as External Examiner for Project Viva-Voce of T.Y.BMS at CKT College in 2013.
Prof. Farhat Shaikh	<ul style="list-style-type: none"> ● Resource Person at Shailendra College and ML Dahanukar College for the subject Special Studies in Finance in the academic year 2014-15. ● Appointed as Paper-Setter, Moderator at T.Y.BMS (SEM V) by University of Mumbai for the subject Special Studies in Finance in the month of November 2013. ● Appointed as Chairperson, Paper-Setter, and Moderator at T.Y.BMS (SEM V) by University of Mumbai for the subject Special Studies in Finance in the month of November 2014. ● Appointed as Paper-Setter, Moderator at T.Y.BMS (SEM VI) by University of Mumbai for the subject Investment Analysis and Portfolio Management in the month of November 2014. ● Registered for PhD from Mumbai University.
Prof.Ruchika Bassi	<ul style="list-style-type: none"> ● Appointed as a Examiner at T.Y.BMS(SEM VI) for the subject Retail Management for academic year 2013-14, 2014-15. ● Cleared SET Exam
Prof.Shabab Rizvi	<ul style="list-style-type: none"> ● Appointed as Moderator, Examiner for T.Y.BAF Economics and M.COM Research Methodology. ● Appointed as an External Examiner for T.Y.BMS Project Viva- Voce by University of Mumbai at CKT College in 2011-12. ● Appointed as Internal Examination In-charge.
Prof. Sabitha Praveen	<ul style="list-style-type: none"> ● Appointed as a Paper-Setter, Moderator at T.Y.BMS (SEM VI) ATKT Examination by the University of Mumbai in the subject of Operations Research in 2014.

Awards / Recognitions received by Students

45th Inter-Collegiate Youth Festival - Zonal Round					
Name of the participants	Venue	Conducted By	Event Name	Prize won	Date
Karishma Kulkarni	Karjat College of Arts & Science, Ladivali, Karjat	Department of Students' Welfare, University of Mumbai	Marathi One Act	1 st Prize	4 th Aug, 2012
Deepali Deokar			Hindi One Act		
Paras Bijarnia					
Pooja Bijarnia					
Raj Chawla					
Jigar Nagar			Hindi Skit		
Roshan Prabhakar					
Afaan Kali					
Ashish					
Krishna Varshney					
Nikhil Sonawane			Folk Dance	2 nd Prize	
Alifya Patel					
Tejaswini					
Mrunali					
Participated in Inter-collegiate Fest at NIEM College , Vile Parle, Mumbai					
Thiyam Dayanand	Vile Parle	NIEM College	Fashion Show	5 th Position	12 th September,2012
Himanshu Terde					
Umesh Mandve					
Shreelekha					
Preeti Singh					
Juhi					
Participated in inter-collegiate fest conducted at Tilak College					
Aby Thampi	Vashi	Tilak College	Music	1 st Prize	3,4,5 & 7th Dec 2012
Parth Sheth			Group Dance	2 nd Prize	
Shravan Kumar					
Rakesh					
Vinay Jaiswal					
Mrunal Shirsut					
Pankaj Gandhi					
Ramesh Patel					
Participated in inter-collegiate fest “SEATOWN” conducted at Lala Lajpatrai College					
Parth Sheth and Group	Haji Ali	Lala Lajpatrai College	Group Dance	3 rd Prize	15 th & 16 th Jan13
Nikhil Sonawane got selected for National Theatres for representing University of Mumbai for academic year 2013-14					
Inter-Collegiate Fest Genesis Fest 2013)					
Sachin Dodhi and Group	Sanpada	Western College		Best College Aaward	15 th & 17 th Aug, 2013

24. List of eminent academicians and scientists / visitors to the department:

Name of the Academician	Details	Purpose
Dr.T.P.Madhu Nair	Chief Guest at One Day Workshop of Revised Syllabus of FYBMS(I and II) in July 2014 and at National Conference on “A Tribute to Dr. APJ Abdul Kalam : India Vision 2020”	Dean, Faculty of Commerce, University of Mumbai and Principal of Nirmala Memorial Foundation College.
Dr. MA Khan	Chief Guest at National Conference on “A Tribute to Dr. APJ Abdul Kalam : India Vision 2020”	Registrar, University of Mumbai
Dr. Satish Nair	Key Speaker at National conference on Innovations New Paradise : for Business and Finance in 2014 and at National Conference on “A Tribute to Dr. APJ Abdul Kalam : India Vision 2020”	Professor at Nirma University and at IIM, Ahmedabad
Dr. Ram Sable	Moderator at National Conference on “A Tribute to Dr. APJ Abdul Kalam : India Vision 2020”	Ex-Dean of SNDT University, Mumbai
Dr. Elizabeth Mathew		Vice-Principal of CKT College and BOS Member of B.Com, University of Mumbai
Prof. Hiren Dand		BOS Member of CS, University of Mumbai
Prof. Srivarmangai R		BOS Member of IT, University of Mumbai
Dr. Richa Jain	Guest Lecture for T.Y.BMS (sem v) Financial Management	Syllabus Convener of BMS and Chairperson of Financial Management, University of Mumbai
Dr. Poonam Kakkad	Guest Lecture for T.Y.BMS (sem v) Special Studies in Marketing	Member of Syllabus Framing Committee for BMS
Mrs. Parveen Nagpal	Guest Lecture for T.Y.BMS (sem v) Human Resource Management	Member of Syllabus Framing Committee and Chairperson of HRM
Mr. GH Rao	Guest Lecture for T.Y.BMS (sem v) Special Studies in Finance	Member of Syllabus Framing Committee and Chairperson of SSF
Mrs. Deepa Makkas	Guest Lecture on Retail Management and Moderation of Marketing Management, Public Relation Management	Member of Syllabus Framing Committee

25. Seminars/ Conferences/Workshops organized & the source of funding:

a) National Conference

Conference Topic	Date	Source of Funding
Innovations a new paradise: for Business and Finance.	14th August, 2015	College
A Tribute to Dr. APJ Abdul Kalam : India Vision 2020	24th September, 2015	College

b) International Conference: NONE

WORKSHOPS ORGANISED:

Nature of Workshop	Date	Source of Funding
One Day Workshop on Revised Syllabus in association with University of Mumbai of F.Y.BMS (SEM I and II), Revised Pattern of Question Paper and Introduction of elective paper of T.Y.BMS (SEM VI) Subject Financial Market Operations.	12th July, 2015	College
One day workshop on Self Defense by Krav Maga for Female Students	19th Jan, 2013	College
One Day Workshop on Team Building by Brand Engage	19th July, 2014	College

25. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
NA					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	Total Students	% of students from the same state	% of students from other States	% of students from abroad
BMS – F.Y.BMS 2013-14	185	78.91	21.08	0
BMS – F.Y.BMS 2014-15	176	89.21	10.79	0
BMS – F.Y.BMS 2015-16	208	95.98	3.72	0.46

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : NONE

29. Student progression

Student progression	Against % Enrolled
UG to PG	116
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA

Students Selected through Campus Recruitment

Year	Employer Visited	No. of Students Selected
2011-12	L & T Infotech	3
2012-13	E-Clerx	1
	Decimal Point	6
	Reliance Securities	1
2013-14	SBI Cap Securities	13
	ICICI Bank	6

Entrepreneurship / Self Employed

Name of the Student	Company Name
Abhishek Upadhyay	Active Wings
Jithin Raj	Rhythm of Nation
Amardeep Prasad	Shankar Vastralaya Retails Pvt Ltd
Jeffin Johns	Freelance Consultancy
Yogesh Kumar	B.P. Stone Industries, Kota
Rohit Gupta	Manohar Mishtan

List of Students Employed other than campus recruitment:

Name of the student	Company/Firm	Profile
Sunny Gupta	Axis Bank	Branch Manager
Vibhita	Incedo Inc	Talent Acquisition- Senior Executive
Mohammed Anwar	States street Syntel Services Pvt Ltd	
Ridhiman Banerjee	Callan Research	Business Development
Bijo Benny	Posco Electrical Steel India Ltd	Finance Executive
Paras Bijarnia	Mantrana Maritime Advisory Pvt Ltd	Project Manager
Navin Bindra	IRIS Business Services Ltd	Research Analyst
Sunanda Chavan	Axis Bank	Officer
Ashish Duggal	Logicserve Digital	Sr. Manager Business Alliance
Ashish Gupta	Change Networks LLC & Pvt Ltd	Assistant Account Manager and Sales Expert
Priyanka Jachak	Dramaway.Inc	Social Media Marketing Coordinator
Jaya Jain	ICICI Prudential Life Insurance Co Ltd	Senior Financial Service Manager
Jinal JK	New Zealand Consulate	Immigration Officer
Anthony Johnson	Society Tea	Manager Key Accounts
Jerry Joseph	Tata Communications	Market Researcher and Developer
Sneha Kadam	Zenith System Solutions	Deputy HR Manager
Mona Mathew	Capegemini	Resource Manager
Vicky Mathur	Alok Ingols Pvt Ltd	International Marketing Manager
Glanda Nazareth	V2Solutions	Analyst
Maniram Rajendran	Cargo Partner Logistics Pvt Ltd	Management Trainee
Sushil Rathore	Vision Redefine	HR Manager
Archit Kumar	Lodestar UM	Media Planner

30. Details of Infrastructural facilities:

- a) Library : Well equipped library
- b) Internet facilities for Staff & Students : Wi-Fi enabled campus
- c) Class rooms with ICT facility : 03 classrooms
- d) Laboratories : One

31. Number of students receiving financial assistance from college, university, government or other agencies:

Academic Year	Number of students receiving financial assistance			
	College Freeship	University	Government Scholarship	Other Agencies
2011-12	-	-	02	-
2012-13	-	-	02	-
2013-14	01	-	-	-
2014-15	01	-	03	-
2015-16	01	-	-	-

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:

ACADEMIC YEAR	NO OF GUEST LECTURES CONDUCTED
2011-12	04
2012-13	04
2013-14	07
2014-15	07
2015-16	04

33. Teaching methods adopted to improve student learning :

- Lecture method with the support of LCD/ OHP/ Video/ interactive boards/ any other innovative methods
- lecture with use of chalk and board meeting along with audio visual technology, brainstorming group discussing, question answers, problem solving etc

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- We celebrate Community Service Day every year in the month of February. We invite people from old age homes and children from orphanage to spend their day with us. Various games, Cultural programmes are organized followed by lunch and refreshments.
- Our students also participate in Research and Extension Programme.

Year	Benefitted	Contribution	Venue and Date
2011-12	School Children	Money, School Bags and Weight Machine	Zilla Parishad primary school at Nandgaon, Khatkarwadi on 18th March, 12
2012-13	School Children Old Age	Stationary Grocery	Good Samaritan Mission , 25 th Sept, 2012 Shantivan
2013-14	Old Age	Grocery	Vatsalya Old Age Home, Sanpada, 16 th September, 2013
	Female Students	Self Defense Programme by KRAV MAGA	Pillai Campus, 19 th January 2014
2014-15	Orphans		Girija ghar at Kharghar, 15 th September, 2014

35. SWOC analysis of the department and Future plans:

STRENGTH

- All faculty are qualified and have willingness to upgrade their knowledge
- Team work.
- Students are more interested in participating in various activities organized by the department.

WEAKNESS

- Need to strengthen the weak students by regular guidance and counseling
- To strengthen the placement cell for the students
- Need to strengthen the internships for students

OPPORTUNITIES

- Tie up with Industry
- Motivate students and teachers to take up research activities

CHALLENGES

- To get 100% result at University level
- Enhancement of quality education



Department of B.Sc. I.T. & C.S.



DEPARTMENT OF I.T. & C.S.

1	Name of the department	Department of Information Technology & Computer Science
2	Year of Establishment	2001
3	Names of Programmes /Courses offered (UG, PG, M.Phil. Ph.D.Integrated Masters; Integrated Ph.D., etc.)	B.Sc.I.T. (Undergraduate Programme) B.Sc.C.S. (Undergraduate Programme) M.Sc.I.T. (Postgraduate Programme)
4	Names of Interdisciplinary courses and the departments/units involved	NA
5	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS)
6	Participation of the department in the courses offered by other departments	NIL
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NIL
8	Details of courses/programmes discontinued (if any) with reasons	NIL

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	17	17

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil.etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Mrs. Deepika Sharma	M.C.A., M.Phil.	H.O.D.	Computer Science	14
Mrs. Shivani Gupta	M.C.A.	Asst. Professor	Computer Science	12
Mrs. Sujata Shahababe	M.Sc., M.Phil.	Asst. Professor	Computer Science	12
Mrs. Anju Somani	M.C.A.	Asst. Professor	Computer Science	11
Mrs. Padmaja Ganti	M.C.A.	Asst. Professor	Computer Science	10
Mrs. Sreevidya T.V	M.Sc.	Asst. Professor	Computer Science	9
Dr. Kumudini Das	M.Sc., M.Phil. (Mathematics), Ph.D.(Statistics) P.G.D.A.S.C.A	Asst. Professor	Statistics	8
Mrs. Dhanya Vinish	M.Sc., M.Phil.	Asst. Professor	Computer Science	8
Mrs. Shubhangi Pawar	B.E., M.C.A.	Asst. Professor	Computer Science	8
Ms. Kanchan Bangani	M.Sc.	Asst. Professor	Information Technology	7
Mrs. Soly Zachariah	M.Sc.(Mathematics), B.Ed	Asst. Professor	Mathematics	7
Ms. Shradha Kulkarni	M.C.A.	Asst. Professor	Computer Science	4
Ms. Pooja Pandey	B.E., M.E.	Asst. Professor	Computer Science	3
Mr. Kuldeep Prabhu	M.Sc.	Asst. Professor	Information Technology	3
Mrs. Savita Binge	M.Sc.	Asst. Professor	Mathematics	3
Mrs. Asha P.V.	B.E.	Asst. Professor	Electronics	1
Mrs. Varsha Chatuphale	M.Sc.	Asst. Professor	Computer Science	1

11. List of Specialized visiting faculty

Name of Faculty	Qualification	Designation	Experience
Mrs. Kiran Gurbani	B.E., MCA, M.Phil., M.E.	H.O.D. of Computer Science at R.K.T. College of Arts, Science & Commerce, Ulhasnagar (Assistant Professor)	16
Mr. Ravi Biradar	M.E.	Assistant Professor at Pillai Institute of Information Technology	15
Mr. Prasad Deshmukh	MCA	Corporate Trainer	10

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	B.Sc.IT – 1.81% B.Sc.CS – 4.2%
13	Student -Teacher Ratio (programme wise)	B.Sc.IT – 49:1 B.Sc.CS – 55:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	Centralized Support Staff
15	Qualifications of teaching faculty with DSc/D.Lit/ Ph.D/ MPhil / PG.	Ph.D : 01
		MPhil : 04
		PG : 17

16. Number of faculty with ongoing projects from : NONE

A) National

B) International funding agencies and grants received: -

17. Departmental projects funded by DST - FIST;

UGC, DBT, ICSSR, etc. and total grants received : NA

18. Research Centre /facility recognized by the

University : NA

19. Publications:

Name	Publication with ISBN/ISSN No.	Peer reviewed / Refereed journal	With Impact factor
Dr. Kumudini Das	8	8	
Ms. Deepika Sharma	1	-	-
Ms. Sujata Shabade	1	-	-
Ms. Pooja Pandey	2	-	-

20. Areas of consultancy and income generated : NONE

21. Faculty as members in a) National committees

b) International Committees c) Editorial Boards.... : NONE

22. Student projects

a) Percentage of students who have done in-house : 100 %

Projects including inter departmental / programme

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry : NONE

23(a). Awards / Recognitions received by faculty

Name of the Faculty	Award/ Recognition
Mrs. Deepika Sharma	<p>Appointed as question paper setter in the subject of Software Testing and Project Management by University of Mumbai for: T.Y.B.Sc(I.T.) Examination (Semester V & VI) October 2015, April 2015, October 2014, April 2014, October 2013, April 2013, October 2012, April 2012</p> <p>Appointed as Moderator in the subject of Software Testing of T.Y.B.Sc(I.T.) - Semester V and Project Management T.Y.B.Sc(I.T.) – Semester VI by University of Mumbai</p> <p>Invited, as an external examiner for T.Y.B.Sc.(I.T.) Practical Examination , in S.I.E.S. College of Arts, Science & Commerce, Nerul and Ram Sheth Thakur College, Kharghar in October 2013</p> <p>Appointed as member of the Interview Panel at S.I.E.S. College of Arts, Science & Commerce, Nerul in October 2012</p> <p>Invited as a Judge for an event in Zonal Interschool Competition by Ryan International School, Sanpada</p>
Mrs. Sreevidya T.V.	<p>Appointed as Moderator in the subject of Network Security of T.Y.B.Sc(I.T.) - Semester V and Cyber Law T.Y.B.Sc(I.T.) – Semester VI by University of Mumbai</p> <p>Invited, as an external examiner for T.Y.B.Sc.(I.T.) Practical Examination , in Pillai H.O.C. College of Arts, Commerce & Science, Rasayni and C.K.T. College, New Panvel</p>
Mrs. Anju Somani	<p>Appointed as Moderator in the subject of Asp.net with C# of T.Y.B.Sc(I.T.) - Semester V by University of Mumbai</p>
Mrs. Shraddha Kulkarni	<p>Appointed as an external examiner for T.Y.B.Sc.(C.S.) Practical Examination by University of Mumbai at K.B.P. College, Vashi in March 2015</p>
Mrs. Padmaja Ganti	<p>Appointed as Moderator in the subject of Software Testing of T.Y.B.Sc(I.T.) - Semester V by University of Mumbai</p>
Mr. Kuldeep Prabhu	<p>Appointed as Moderator in the subject of Advance Java of T.Y.B.Sc(I.T.) - Semester V and Internet Technology of T.Y.B.Sc(I.T.) – Semester VI by University of Mumbai</p> <p>Invited, as an external examiner for T.Y.B.Sc.(I.T.) Practical Examination , in J.V.M. College of Arts, Science & Commerce, Airoli and C.K.T. College, New Panvel</p> <p>Appointed as an Examiner for M.Sc.(I.T.) by University of Mumbai</p>
Ms. Pooja Pandey	<p>Appointed as an Examiner for M.Sc.(I.T.) by University of Mumbai</p>
Ms. Rashmi Vagadurgi	<p>Appointed as an Examiner for M.Sc.(I.T.) by University of Mumbai</p>

23 (b). Awards / Recognitions received by students

Name of the student	Award/ Recognition
Mr. Varun Nair	<ul style="list-style-type: none"> Participated at National Conference on International Youth Day on August 12th, 2015. The conference was organized by International Relations Club, Sophia College, Mumbai in association with Maharashtra United Nations Association He is a part of the world's largest youth run organization – AIESEC Attended the June National Conference 2015 from June 20, 2015 to June 27, 2015. Agenda of this conference was Self-development and being a leader required by the world.
Mr. Shashank Pathare	<ul style="list-style-type: none"> Participated at National Conference on International Youth Day on August 12th, 2015. The conference was organized by International Relations Club, Sophia College, Mumbai in association with Maharashtra United Nations Association He is a part of the world's largest youth run organization – AIESEC Attended the June National Conference 2015 from June 20, 2015 to June 27, 2015. Agenda of this conference was Self-development and being a leader required by the world
Mr. Nitish Patil	<ul style="list-style-type: none"> Participated at National Conference on International Youth Day on August 12th, 2015. The conference was organized by International Relations Club, Sophia College, Mumbai in association with Maharashtra United Nations Association He is a part of the world's largest youth run organization – AIESEC Attended the June National Conference 2015 from June 20, 2015 to June 27, 2015. Agenda of this conference was Self-development and being a leader required by the world
Mr. Mahindra Chandrakant Malpute	<ul style="list-style-type: none"> Completed Summer Internship Programme on the project titled “Server Handling and Networking on Online Examination” in Merit Trac Services Pvt. Ltd.” Internship tenure was from October 26th, 2014 to November 16th, 2014
Ms. Anjali S.	<ul style="list-style-type: none"> Completed two months' vacation course on Office Automation conducted by Centre for Development of Imaging Technology (C-DIT), Govt. of Kerala during summer vacation (April – May 2012)
Ms. Samruddhi Atul Devrukhkar	<ul style="list-style-type: none"> Secured 98% marks in the Certificate Course in C++ programming of Yashwantrao Chavan Maharashtra Open University. Co-organizer of the course was World Class Academy for Vocational Excellence (WAVE) of Maharashtra Knowledge Corporation Limited (MKCL)
Ms. Samruddhi Atul Devrukhkar	<ul style="list-style-type: none"> Completed the “Spoken English Proficiency Program Advance Level” on May 15, 2015 at Let's Talk Academy
Ms. Snehal Patil	<ul style="list-style-type: none"> Attended “Ethical Hacking Seminar” jointly conducted by Computer Society of India and Thadomal Sahani Engineering College.
Mr. Paresh Chandiwade	<ul style="list-style-type: none"> Secured GOLD medal in Taekwondo Senior U54KG category on August 05, 2014

24. List of eminent academicians and scientists / visitors to the department:

Name	Designation	Purpose
Mrs. R. Srivaramangai	Member of B.O.S.(I.T.) (ad-hoc); Head of University Department of I.T., University of Mumbai; Chairman – M.Sc.(I.T.) examination at University of Mumbai.	Chief Guest for revised syllabus workshop & Guidance lecture for M.Sc.(I.T.) students
Mr. Hiren Dand	Head of the Department of I.T. at Mulund College of Commerce; Chairman, B.Sc.(I.T.) examination at University of Mumbai.	Resource person for revised syllabus workshop Guidance lecture for M.Sc.(I.T.) and B.Sc.(I.T.) students
Mr. Sachin Dedhia	Cyber Crime Investigator; Certified Ethical Hacker (EC-Council, USA); assists the Cyber Cell Departments of Mumbai Police	Resource person for a workshop on “Ethical Hacking”

25. Seminars/Conferences/Workshops organized & the source of funding a) National b) International

Theme	Seminar/Workshop/Conference	Date	Source of Funding	International/National/State level
Cyber Security and Ethical hacking	Two days Workshop in association with SEC-IT, Delhi	16 th Dec, 17 th Dec, 2011	Management Sponsored	National Level
Latest Trends in I.T. Sector and Future Prospects from career point of view	One day Seminar in association with NIIT	22 nd Feb , 2012	NIIT Sponsored	College Level
Present scenario of IT industry	One day Seminar by Wilson Pinto, head of placement cell, Dr.K.M. Vasudevan Pillai Campus, New Panvel	5 th Jul, 2012	Management Sponsored	College Level
Software Testing	Seminar by Ms.Seema Goswami (Module Leader, Persistent Systems Ltd. Pune	31 st Aug, 2013	Sponsored by Computer Association of the college	University Level
Latest Technologies and Windows 8 usage in Mobiles	One day Seminar by Mr. Mayank Birla, Bertelsmann Marketing Services India Pvt. Ltd.	26 th Nov, 2012	Management Sponsored	University Level
Revised syllabus of the subject of LINUX Administration Practical at T.Y. Level of B.Sc.(Information Technology)	One day workshop, in association with Board of studies in Information Technology, University of Mumbai	3 rd Sep, 2013	Management Sponsored	University Level
Android workshop	One day workshop in association with EDUONIX	15 th Jan, 2014	Sponsored by EDUONIX	College Level
Software project development	Workshop by NIIT	17 th Jan, 2014	Sponsored by NIIT	College Level
Java and Android	One day Seminar in association with SEED Infotech Ltd., Vashi, Navi Mumbai	18 th Nov, 2014	Sponsored by SEED Infotech Ltd.	University Level
Android Apps Development	One day Workshop	9 th Mar, 2015	Management Sponsored	University Level
Mobile Computing	Seminar	7 th Mar, 2015	Management Sponsored	University Level
Ethical Hacking	Workshop	23 rd Feb, 2015	Sponsored by SEED Infotech Ltd.	University Level
Java applications	Seminar	24 th Feb, 2015	Management Sponsored	University Level

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
NA					

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. (I.T.)	98.2 %	1.8%	-
B.Sc.(C.S.)	98.3%	1.7%	-
M.Sc.(I.T.)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET,GATE, Civil services, Defense services, etc.? : **NONE**

29. Student progression

Student progression	Against % enrolled
UG to PG (no. of students)	191
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed • Campus selection • Other than campus recruitment	183
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities:

- | | |
|---|-------------------------|
| a) Library | : Well equipped library |
| b) Internet facilities for Staff & Students | : Wi-Fi enabled campus |
| c) Class rooms with ICT facility | : 05 classrooms |
| d) Laboratories | : 03 |

31. Number of students receiving financial assistance from college, university, government or other agencies

Financial Assistance	College	University / Government		Other agencies
		Freeships	Scholarships	
2011-12	04	43	67	
2012-13	03	38	47	
2013-14	07	37	36	
2014-15	09	27	-	
Total	23	145	150	

32. Details on student enrichment programmes(special lectures/workshops/seminar) with external experts

Programme	Details
Training and Development Programmes	The Department organizes training programmes for the students with the help of external experts. The department in association with Bharti Vidyapeeth, Belapur, organizes training sessions for our students, to crack Maharashtra State C.E.T. For M.C.A. course The department is centre for ESD (Employability Skills Development) programme initiated by Zensar Technologies. Through this programme our students get training for soft skills as well as technical skills.
Guest lecture	Experts are invited from the software industry to give insight, to our students, in the subjects related to their course as well as latest technologies.
Certification Course	The department organized the certification course for “Dot Net” in association with Microsoft I.T. Academy.
Special lectures during vacation	Extra lectures are organized for T.Y.B.Sc.(I.T.) and T.Y.B.Sc.(C.S.) students during Christmas vacation
Special lectures before commencement of session	Every year, in the month of April itself we start the next academic year for third year students of Information Technology and Computer Science. For T.Y.B.Sc.(I.T.) students we start the project work in this month and for T.Y.B.Sc.(C.S.) students lectures are started. This gives a kick start to students for third year. Students get well aware of the syllabus and can utilize summer vacation in revising the topics covered and exploring further.

33. Teaching methods adopted to improve student learning

Programme	Details
Group Study Method	At T.Y. level we make various groups of students with a group leader. Some assignments are given to them to be done in group. The leader of the group also helps other group members in preparing the topics for test. This practice was started to leverage the level of understanding among peer.
Group Discussion Method	This method helps students to give a deeper thought into the topic. They discuss the concept in the class with each other and gain better understanding.
Lecture by Students	We use this method at T.Y. level. Few students are selected to deliver a lecture on a topic. This practice makes the students more confident. It also gives an opportunity to them to explore widely a topic given to them.
Use of case studies	Students are told to go through the real life case studies related to the topics in the syllabus. This establishes coordination between the syllabus and the industry ways of doing the things.
Use of power point presentation	It is very effective way to organize ideas and information. This is the way to create and present visual aid for making the concepts interesting and catchy. We use this method for the following reasons:- Increasing visual impact Improving audience focus Providing annotations and highlights Analyzing and synthesizing complexities Increasing spontaneity and interactivity

33. Participation in Institutional Social Responsibility (ISR) and Extension activities

The Department has set the following social goals:-

- Creating Exhilarating Joy – offering fun and enjoyment to underprivileged
- Doing our bit to keep our “Environment” healthy
- Disseminating Awareness in the Society

To achieve these goals, every year we organize various social events. The following table shows some of the social activities conducted by the department:-

Social Goal	Activities
Creating Exhilarating Joy – offering fun and enjoyment to underprivileged	<p>The Department, in association with a NGO “Rhiday Sparsh”, organized a Christmas Party on December 26, 2012 at “St. Jude India Childcare Center, TATA Hospital, Kharghar.</p> <p>Our students spent full day with children there. Those cute, innocent kids really had a nice time playing & colouring with our students. We had arranged cake & snacks for the party which those kids relished.</p> <p>Faculty members & students of the Department, on September 21, 2013, visited “ROTARY CLUB OF INDUSTRIAL TOWN CHARITABLE TRUST RESIDENTIAL SCHOOL FOR HEARING IMPAIRED” located at Panvel.</p> <p>Stationery items, Sweets & Chocolates were distributed to the kids in the school. A few members of the faculty as well as some of the students spent quality time with them and made them “FEEL SPECIAL”.</p> <p>A rare event of giving donations to the needy who do not give up and try doing something was also conducted. In this some needy people were given cash to support them.</p>
Doing our bit to keep our “Environment” healthy	<p>Our students took initiative to plant Vegetable plants and Fruit trees near those areas in Kharghar where under privileged people reside. By this plantation drive it would be easier for the people to get vegetables & fruits, which otherwise are beyond their reach.</p> <p>Also plantation would preserve the environment.</p> <p>Cleanliness drive was conducted in a society in New Panvel. Students participated whole-heartedly in this event.</p>
Disseminating Awareness in the Society	<p>The Department conducted a “Road Safety Awareness Drive” in Panvel on January 24, 2013.</p>

35. SWOC analysis of the department and Future plans

Strength

- The department has a very active placement cell. Numerous renowned companies visit our college every year for campus placement
- The department follows student-centric approach. Everything for students benefit is done by the enthusiastic members of the department
- Very well experienced faculty members

- The department has very good co-ordination with Board of Studies in Information Technology (ad-hoc)
- Prompt in conducting student support activities

Weakness

- Research related activities are less in the department.
- As the students get placed in good software companies, in their final year of graduation, they don't get inclined towards research area.

Opportunity

- Latest trend in the Information Technology Industry is to recruit B.Sc.I.T. & B.Sc.C.S. Students. This is the great opportunity for our department and we are availing it to its utmost.
- Students of the department have the opportunity to organize and participate in various technical events (like: paper presentation, digital poster making competition, power point presentation competition, Quiz, etc.) under the banner of “Computer Association”. Challenges
- Biggest challenge is to attract students towards B.Sc.I.T. & B.Sc.C.S. Course, as first choice of students of this stream is “Engineering”.
- We get those students who could not get into Engineering. Teaching such students, technical subjects is a real challenge in front of our team.

Future Plans

- To improve linkages with the industry & institutes
- To organize State/National level events
- To motivate students for internship in the industry



Department of B.Sc. Biotechnology



DEPARTMENT OF BIOTECHNOLOGY

1	Name of the department	Department of Biotechnology
2	Year of Establishment	1998
3	Names of Programmes /Courses offered (UG, PG, M.Phil. Ph.D.Integrated Masters; Integrated Ph.D., etc.)	B.Sc. Biotechnology (U.G) M.Sc. Biotechnology (P.G) M.Sc. Biotechnology by research (P.G)
4	Names of Interdisciplinary courses and the departments/units involved	NA
5	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS)
6	Participation of the department in the courses offered by other departments	NA
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	Nil
8	Details of courses/programmes discontinued (if any) with reasons	Nil

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Asst. Professors	14	14

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil.etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Dr. K.M. Srinandhini Devi	M.Sc., M.phil, Ph.D.	M.Sc. Co-ordinator	Biotechnology	14
Meenakshi Johri	M.Sc., Mphil, NET	Asst. Professor	Microbiology	11
Jyoti Kadam	M.Sc., M.Phil	Asst. Professor	Microbiology	9
Bindu Rajaguru	M.Sc., M.Phil	B.Sc. Co-ordinator	Biotechnology	8
Uma Sadashivam	M.Sc.	Asst. Professor	Biochemistry	7
Gopakumar Pillai	M.Sc.	Asst. Professor	Biotechnology	4
Regitha Renji	M.Sc.	Asst. Professor	Biotechnology	3
Bhakti Hirani	M.Sc.	Asst. Professor	Biotechnology	2.5
Deepak Chandramohan	M.Tech.	Asst. Professor	Biotechnology & Bioinformatics	2.5
Dr. Remya Varadarajan	M.Sc. Mphil, Ph.D	Asst. Professor	Biochemistry	1
D'souza Marishka	M.Sc.	Asst. Professor	Biotechnology	1
Asma Chikte	M.Sc.	Asst. Professor	Microbiology	1
Dr. Palashpriya Das	M.Sc., M.Tech, Ph.D.	Asst. Professor	Biotechnology	-
Dr. Ketan Thatte	M.Sc., Ph.D.		Biotechnology	4

11. List of Specialized visiting faculty

Name of Faculty
Dr.P.S. Goyal
Dr. Binoj C. Kutty
Dr. Sukhendu Ghosh
Dr. Rajalakshmi Amudhan
Dr. Nikhil Sangeet

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :PG – 25%

13	Student -Teacher Ratio (programme wise)	12:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	Technical :02 Administrative Centralized
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D : 04
		MPhil : 03
		PG : 07

16. Number of faculty with ongoing projects from :
A) National

Name of Faculty	Project	Funding agency	Grants received
Dr. K.M. Srinandini Devi	Use of ozone as a stimulant for Enhancing Secondary Metabolites (Flavonoids and Coumarins) in cultured plant cells.	U.G.C	Rs. 2,00,000
Ms. Jyoti Kadam	Isolation and characterization of Phosphate solubilizing bacteria from the soil for the production of Biofertilizers.	U.G.C	Rs. 2,50,000

B) International funding agencies and grants received: - NA

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Sr No.	Funding agency	Grants received	Year
1	U.G.C	Rs. 2,00,000	2013
2	U.G.C	Rs. 1,80,000	2014

18. Research Centre /facility recognized by the University

- Recognized department for M.Sc. by Research, University of Mumbai

19. Publications

- Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students

Name	Publication with ISBN/ISSN No.	Peer reviewed /Refereed journal	With Impact factor
Prof. Meenakshi Johri	01	--	---
Dr. K.M.Srinandhini devi	01	--	--
Dr. Remya Varadharajan	02	--	---
Dr. Binoj C.Kutty	04	--	--
Mr. Vijay Vichare	04	--	--
Ms. Ahileswari Senthilnathan	01	--	--

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	NA
Monographs	NA
Chapter in Books	NA
Books Edited	NA
Books with ISBN/ISSN numbers with details of publishers	NA
Citation Index	NA
SNIP	NA
SJR	NA
h-index	NA

20. Areas of consultancy and income generated : NONE

21. Faculty as members a) National Committees b) International Committees c) Editorial Boards:

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental / programme

2010-11	2011-12	2012-13	2013-14	2014-15
36%	23%	10.34%	26.66%	37.5%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories / Industry/ other agencies

2010-11	2011-12	2012-13	2013-14	2014-15
64%	77%	89.66%	73.44%	62.5%

23. Awards / Recognitions received by faculty and students:

Name of Faculty	Details
Dr.K.M.Srinandhini Devi	Paper Setter for T.Y. B.Sc & M.Sc Part II, Examiner and moderator for T.Y. B.Sc, M.Sc Part I and M.Sc Part II, Member of Syllabus framing committee.
Meenakshi Johri	Examiner for M. Sc Part I
Bindu Rajaguru	Examiner for T.Y. B.Sc Biotechnology
Jyoti Kadam	Examiner for T.Y. B.Sc Biotechnology
Gopakumar Pillai	Examiner for M. Sc Part I and M.Sc Part II

24. List of eminent academicians and scientists / visitors to the department

- Dr. Sangeeta Joshi
- Dr. Sneha Panvalkar

23. Seminars/ Conferences/Workshops organized & the source of funding: NONE

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
NA					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. Biotechnology	97.54%	2.46%	None

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Year	Name	Examination
2012	Karishma Mohan	CSIR NET
2013	Sandeep Panicker	JNU
	Ambika Shinde	JNU
2014	Namrata kamble	JNU
2015	Priya Yadav	JNU
	Anoop Raj	Defense
	Vikas Andhale	JNU
	Shardool Nair	DBT JRF

29. Student progression

Student progression	Against % enrolled
UG to PG (no. of students)	56
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed	
• Campus selection	38
• Other than campus recruitment	NA
Entrepreneurship/Self-employment	-

30. Details of Infrastructural facilities:

- | | |
|---|-------------------------|
| a) Library | : Well equipped library |
| b) Internet facilities for Staff & Students | : Wi-Fi enabled campus |
| c) Class rooms with ICT facility | : 05 classrooms |
| d) Laboratories | : 03 |

31. Number of students receiving financial assistance from college, university, Government or other agencies.

Year	Financial Assistance			
	College	University	Government	Other Agencies
2011-12	-	-	04	-
2012-13	-	-	-	-
2013-14	02	-	-	-
2014-15	01	-	-	-
2015-16	02	-	-	-

32.Details on student enrichment programmes (special lectures/workshops/seminar) with external experts

- Guidance lecture is given for the students of T.Y. B.Sc Biotechnology for orienting them towards approaching University examinations

33. Teaching methods adopted to improve student learning

- ICT
- Debate
- Quiz
- Group Discussions
- Class test
- Project work

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Our students are active volunteers in EnACT
- Our B.Sc students get enrolled every year in the Lifelong extension activity under University of Mumbai

35. SWOC analysis of the department and Future plans

SWOC ANALYSIS

- Well-equipped lab with modern instruments
- Qualified and motivated staff
- Support from management

FUTURE PLANS

- To make our Department a recognized Centre for Ph D in Biotechnology.
- To conduct sponsored seminars.



Department of B.M.M.



DEPARTMENT OF ARTS

1	Name of the department	Department of Arts
2	Year of Establishment	2013-14
3	Names of Programmes /Courses offered (UG, PG, M.Phil. Ph.D.Integrated Masters; Integrated Ph.D., etc.)	B.M.M. (Under Graduate)
4	Names of Interdisciplinary courses and the departments/units involved	NA
5	Annual/ semester/choice based credit system(programme wise)	Credit Based Semester & Grading System(CBSGS) Final Year students can choose between two specializations: Advertising or Journalism
6	Participation of the department in the courses offered by other departments	NA
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	Nil
8	Details of courses/programmes discontinued (if any) with reasons	Nil

9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Asst. Professors	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil.etc.,)

Name of the faculty	Qualification	Designation	Specialization	No. of yrs Experience
Prof. Nithya Krishnan	MBA, PGD- Screen Production, BA Media Studies	Co-ordinator	Media	05
Prof. Surekha Sudhan Raja	M.A, M.Phil English Literature	Asst. Professor	Business Communication	03
Mr. GopalKrishnan Pillai	M.A.	Asst. Professor		26
Mr. Anthony Joseph	MBA	Asst. Professor		

11. List of Specialized visiting faculty

- Ms. Yvette Lee - MSW
- Mrs. Ramya S Kumar – M.Phil
- Mrs. Juliet Esther – M.Phil
- Ms. Alpana Sharma – MA

12. Percentage of lectures delivered and practical classes handled

(programme wise) by temporary faculty : PG – 25%

13	Student -Teacher Ratio (programme wise)	20:1
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	Centralized support staff
15	Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/ MPhil / PG.	Ph.D : 00
		MPhil : 01
		PG : 02

16. Number of faculty with ongoing projects from A) National
B) International funding agencies and grants received :- NONE
17. Departmental projects funded by DST - FIST; UGC, DBT
ICSSR, etc. and total grants received :- NA
18. Research Centre /facility recognized by the University :- NA
19. Publications
- Publication per faculty & Number of papers published in peer reviewed journals (national /international) by faculty and students : NONE

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	NA
Monographs	NA
Chapter in Books	NA
Books Edited	NA
Books with ISBN/ISSN numbers with details of publishers	NA
Citation Index	NA
SNIP	NA
SJR	NA
h-index	NA

20. Areas of consultancy and income generated : NONE
21. Faculty as members a) National Committees
b) International Committees c) Editorial Boards : NONE
22. Student projects
- a) Percentage of students who have done in-house projects
including inter departmental / programme : NONE
- b) Percentage of students placed for projects in organizations outside
the institution i.e. in Research laboratories / Industry/ other agencies : NONE
23. Awards / Recognitions received by faculty and students:
- A. Awards / Recognitions received by student :

Name of the student	Award
Ms. Aishwarya Sridhar	Student of SYBMM is an environmental and wildlife photographer who has won numerous awards for her work at national level.
Ridhhi Mhatre	student of FYBMM has been awarded Gold medal for best supporting actress at Indian National Theatres in 2014
Miss Preeti Girkar	Student of TYBMM – Advertising has been crowned ‘Shravan Queen 2015’ on 11 th September 2015 – a beauty pageant organized by ‘Maharashtra Times’.

24. List of eminent academicians and scientists / visitors to the department : NONE
25. Seminars / Conferences/Workshops organized & the source of funding
a) National b) International : NONE
26. Student profile programme /course wise:

Name of the Course /programme (refer question no4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
NA -					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
FYBMM	69%	31%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : NONE

29. Student progression

Student progression	Against % Enrolled
UG to PG	NA
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Students Selected through Campus Recruitment	NA

30. Details of Infrastructural facilities:

- a) Library : Well equipped centralized library
- b) Internet facilities for Staff & Students : Wi-Fi enabled campus
- c) Class rooms with ICT facility : 04 classrooms
- d) Laboratories : One

31. Number of students receiving financial assistance from college, university, government or other agencies : NONE

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts : NONE

33. Teaching methods adopted to improve student learning :

- We have inculcated class activities that form a simulated industry environment for our students.
- All our classrooms are equipped with lcd projector systems for audio-visual and interactive learning.
- We encourage our students to take up internships related to their course that helps them in gaining a better understanding of the subjects they learn in class.
- We also provide internship assistance for the students who need them.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Our students actively participate in the community service programming held by PCACS every year as a part of its ISR.
- Our students have also been a part of 'Cleanliness Drive' organized by 'Times of India' titled 'I lead India' in the year 2014

35. SWOC analysis of the department and Future plans:

STRENGTH:

- Excellent and well- qualified team of regular and visiting faculty.
- All technical facilities required by the course are updated and provided to the students.

WEAKNESS:

- The industry looks to hire candidates having a mix of both: theoretical knowledge as well as creative & technical excellence. The theoretical approach of this course is thus a major weakness.

OPPORTUNITY:

- PCACS conducts lot of activities every semester that work as a platform for our students to utilize and showcase their creative talent.

CHALLENGE:

- The 75:25 grading system by the university leaves little scope for practical assignments.

FUTURE PLANS:

- The department is planning to come up with their own newspaper titled 'Crescent Times'.
- The department is planning to conduct various workshops and seminars to enhance student learning under the banner of their departmental association named 'Arts & Media Association (AMA)' that was set up in the academic year 2013-2014.

POST ACCREDITATION INITIATIVES

QUALITY SUSTENANCE AND ENHANCEMENT MEASURES IN THE LAST FOUR YEARS

1. State of the art infrastructure:

The institution has state-of-the-art audio-visual classrooms with LCD projectors, mikes and air-conditioners, wi-fi, internet/LAN connectivity, computer laboratories, state of the art library, hygienic cafeteria, conference room, language laboratory, students' common room, boys /girls room, auditorium, biotechnology laboratories, gymkhana, synthetic turf, spacious ground, rifle shooting range, health club, separate rooms for all departments, research centre, separate room for grievance cell, N.S.S., womens' cell, IQAC, students' council, counseling centre and sufficient open space within the campus for conducting events. The infrastructure and I.C.T. facilities are regularly upgraded and maintained efficiently through a pool of permanently appointed hardware, electrical and maintenance staff.

2. Innovative processes to aid teaching and learning:

The institution believes in increasing the use of ICT in teaching – learning. Over the years there has been increased the number of Audio Visual rooms to promote the use of presentations (both teacher and learner) for teaching. In certain subjects, movies, advertisements, documentaries related to topics are shown to give a better understanding of real life situations. Case Studies and discussions on them is a regular practice for different subjects. Field Visits have been a common activity for many subjects. Remedial lectures are conducted for academically weak students. Regular monitoring and assistance of weak students through guardian teachers is done. Under advanced learner programme academically strong students are encouraged to solve University Papers. Bridge Course is conducted in subjects who are not familiar to students. Language Laboratory caters to the needs of the students who are weak in English language. Mentoring by management, corporate guests, teachers and students is done to acquaint students to the practicalities of the actual world scenario.

3. Faculty Improvement Programme:

Teachers are encouraged to register for Ph.D. and motivated to complete the programme. While we had 1 Ph.D. in the first cycle of Accreditation, number went upto 3 in second cycle and 9 in the current third cycle. Teachers are encouraged to write Research papers and present them in National / International Seminars. Our teachers have presented papers in International forums.

4. Examination System

The functioning of Examination Cell is being continually improved. Within the parameters of Mumbai University regulations, we have been carrying out a student friendly, leak proof examination system. Some of the best practices relating to exams are given below:

- Standardized examination procedures.
- Systems for achieving zero defect assessment.
- Continuous improvement in examination infrastructure. We have dedicated rooms, computers, photocopying machines, and other equipment's for Examination Department.
- New Computer System and an additional photocopier have been installed to cater to university examinations since the college is a center for number of University examinations and receives Question Papers online through the Digital Examination

Paper Delivery System. Closed Circuit Security Cameras are fixed in the examination control room where question papers are printed. Shredding Machine has been purchased to be able to destroy confidential information pertaining to examinations.

- Reduction in the number of unfair means.
- Speedy redressal of exam related stress.
- Support for the differently abled.

5. Linkages

- We are also working towards more industrial collaborations. Our Biotechnology Department has linked up with Srujan Biotech Ltd. to provide plant tissue culture training to students. To strengthen national /international linkages our management has tied up with Google India Ltd., Zensar Technologies and MOU with New York University-Urbanisation Project of the United Nations. We have an International Exchange Programme with St. Mary's University, California, U.S.A. for imparting cross cultural business studies training to students.
- Our institution interacts with industry, research bodies and the university in effective operationalisation of the curriculum.
- We have regular interaction with industry. (For example: Our I.T. Co-ordinator was invited by WIPRO for an interaction and they recognized our contribution to industry academic partnership.) I.T. Department organizes a series of seminars in collaboration with SEED InfoTech, EDUONIX and NIIT companies to learn practical application of various subjects.
- MOU with Reliance to organize training programmes for faculty and students and conduct placement drive in the Campus.

6. Library

- Library Information and Library Network (INFLIBNET) listed our library among Top 10 Colleges for accessing E-resource from N-list database.
- Library has implemented D-space digital library software to archive its institutional informational sources like question papers, syllabus etc. It has created a Google group to communicate academic and related information or news with staff and students. The Library has implemented the KOHA Open Source Integrated Library Management Software with dedicated OPAC terminal, Web-OPAC facility to browse the collection of library 24*7 concepts. CCTV'S are installed for library resource security and to monitor user activity. Library has linkages with British Council Library, American Information Centre, Tata Institute of Social Science and all sister Institutes of M.E.S. Library has a separate section of books meant for preparation of competitive examinations.

7. Research Culture:

- We have a centralized Research Centre under the banner of 'M.E.S.' which conducts seminars , workshops and helps teachers in their research endeavors. Research papers published by our faculty in journals is computed and published in our annual staff publication. The Biotechnology Department has an Animal Tissue Culture Laboratory, Plant Tissue Culture Laboratory, Instrumentation Laboratory, and Biotechnology Laboratory. All our laboratories attached to the Biotechnology Department are approved for M.Sc. by Research and we are in the process of applying for recognition of the laboratory for higher research numbers of minor and major research projects which is being carried out under U.G.C.

- We have a research committee to monitor and address the issues of research. The Committee encourages and helps all the approved teachers to write and submit the research proposals and seminar proposals to various funding agencies like U.G.C., University of Mumbai, I.N.S.A., DST, DBT, and the like. Also the committee critically reviews the proposals and gives approval for further submission. Many proposals have been submitted to U.G.C. and University of Mumbai and have been approved for research.

8. New Courses

The institution provides a number of additional certificate/ skill oriented programmes, relevant to regional and global employment markets. These are introduced to develop in students additional skills in students which is beyond the curriculum and to provide them with practical approach to learning.

- Tally ERP Accounting Course”
- Basic Capital Markets
- Soft skill Courses
- Dot Net
- Plant Tissue Culture
- Competitive Exam Courses (MPSC, UPSC, Bank Exam)
- International Exchange Programme with St. Mary's College of Business and Economics, California, U.S.A.

These courses give a cutting edge to our students in the employment market through improved skills, communication ability and increased field knowledge.

9. Career Guidance Cell has been strengthened. We are working on collaborating with corporate big wigs and organizing workshops/seminars to equip students with the skills to improve their employability quotient. The Cell has been training students over the years to acquire skills in tune with industry requirements, arranges for on/off campus interviews, trains for entrepreneurship, maintains continuous interface with prospective employers.

10. Competitive Exam Centre has been established. The Competitive Examination Centre of the college has the objective of providing academic facilities to the students aspiring for administrative career by successfully appearing for the Civil Services Examinations. The long-term goal of this Centre is to create awareness and interest among students about Civil Services, and ensure that an increasing percentage of students gets represented in the services. It conducts coaching/training programs for the Civil Services Examinations for all students. Currently the Centre is conducting pre-examinations training program for U.P.S.C.& M.P.S.C. Civil Services Examinations

The Library Committee has created a separate section for books on competitive exams to help students competing for the same.

11. The E.D.P.Cell

- The Entrepreneur Development Cell of the institution and the Entrepreneur Club of our parent institution promotes entrepreneur culture among students.
- The Entrepreneurship cell serves as a focal point in the education of students by organizing guest lectures and arranging visits to new ventures. Sponsors like banks, national entrepreneurship training agencies and suppliers are willing to aid budding entrepreneurs, thus creating a platform for exchange of fruitful ideas and thoughts, some

of which have the potential of turning into full-fledged ventures

12. Voluntary Associations

We have 18 Voluntary Associations/Cells for the benefit of students (Economics Association, Management Association, Biotechnology Association, Computer Association, Mathematics & Statistics Association, Literary Association, Marathi Vangamaya Mandal, Arts & Media Association, Counselling Cell, Career Counselling Cell, Placement Cell, Entrepreneur Development Cell, Environment Protection Cell, Competitive Exam Cell, Social Awareness Cell, Staff Welfare Cell, Health Club, Wall Paper/ Thought for the day Committee) which organizes events for holistic development of students. Apart from these associations the Students' Council, Cultural and Gymkhana Committee contribute to shape the personality of students and leadership qualities amongst the students.

13. Additional unit of N.S.S.: We have started an additional unit of N.S.S. under University of Mumbai. We are planning to adopt more villages, link with more N.G.O and carry out social activities on a larger scale.

14. Social Endeavours:

Over the years there has been a tremendous increase in the number of social initiatives taken by the institution. The following points vindicate the success of the said endeavour:

All Departments of the institution contributed to the society's betterment by their social endeavours. Social Awareness Cell of our institution is highly active and has bagged awards and rewards at various platforms for its undying commitment for societal transformation. Umpteen number of projects have been executed for societal transformation and these projects have been planned as per the projected needs of the society. Management/Faculty/students have received appreciation for their social endeavours.

Number of villages has been adopted. There have been link ups with number of NGOs for supporting various causes.

14. Welfare schemes for the students:

In addition to various government scholarships, the college on its awards free ship for economically backward students, sports students and economically backward children of our staff. We have a number of welfare schemes made available to students by the institution. Book Bank, Fees Concession, Fee Waiver, Earn while you learn, Internship, Fee concession to economically backward student, Fee concession to sports students, Fee concession to children of economically backward staff, Free medical service when students are in campus, Free medical service when students are in industrial visit, Installment payment of fees, Extra hours of library during examinations, Extra hours in the computer laboratories before the University exams, Free access to computer laboratories and internet, Print out at nominal rates, Subsidized Canteen, Professional Coaches for games, Professional directors / choreographer for theatre events/performing arts and the like, Felicitation of prize winners.

ANNEXURE 1 : AFFILIATION CERTIFICATE

University of Mumbai

AFFILIATION SECTION
NO. Aff.II/ICD/2015-16/ 851
10th August, 2015



TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mahatma Education Society's Pillai College of Arts, Commerce & Science, Dr. K. M. Vasudevan Pillai Campus, Sector 16, New Panvel- 410 206 is affiliated to the University of Mumbai since 1998 and the following courses are conducted in the said college.

Sr. No	Courses	Affiliation (Permanent/ Temporary)	Validity Period
1	B. Com	Permanent	From 2008-09
2	B. Com (A&F)	Temporary	From 2003-04 to 2015-16
3	B. M. S.	Temporary	From 2002-03 to 2015-16
4	B. Sc. (Bio-Technology)	Temporary	From 2004-05 to 2015-16
5	B. Com (FM)	Temporary	From 2008-09 to 2015-16
6	B. M. M.	Temporary	From 2005-06 to 2015-16
7	B. Sc. (Computer-Science)	Temporary	From 2004-05 to 2015-16
8	B. Sc. (IT)	Temporary	From 2001-02 to 2015-16
9	M. Com	Temporary	From 2006-07 to 2015-16
10	M. Sc. (IT)	Temporary	From 2004-05 to 2015-16
11	M. Sc. (Bio-Technology)	Temporary	From 2007-08 to 2015-16

This Certificate is issued on the request of the Principal of the said College for submitting the same to the NAAC, Bangalore, accordingly.


(Dr. ASHOK H. FARDE)
DEPUTY REGISTRAR

University of Mumbai



No. Aff./Recog./, of 1998.

Mumbai-400 032.

17th October, 1998.

The Secretary,
Mahatma Gandhi Education Society,
Chembur English High School,
Chembur Naka, Chembur,
Mumbai-400 071.

Sir,

With reference to your letter No. Nil dated 14th August, 1998 requesting therein to start the new Arts and Commerce College at New Panvel, Dist. Raigad from the academic year 1998-99, I am directed to inform you that permission has been granted to you to admit students for the First Year B.A./B.Com. class in your proposed college at New Panvel from the academic year 1998-99 subject to fulfilment of the following conditions of the University.

1. To fulfill the condition of admitting number of students and other conditions prescribed by the Government.
2. To fulfill the conditions laid down by the University from time to time.
3. Admissions should not be linked with donations.
4. Minimum attendance of all the students must not be less than 75% during the academic year and college will have to complete syllabus of all the subjects during the year.
5. That they will strictly follow the Ordinance 2802 preventing the colleges and the managements of colleges from accepting donation or capitation fee for admission of students in the colleges, quoted in the University Circular No. Aff./Recog./49 of 1987 dated 4th February, 1987, a copy of which is enclosed herewith.

Yours faithfully,

for REGISTRAR

Encl: As above.

O:ncela\let.

PRINCIPAL

Pillais' College of Arts, Commerce & Science
Dr. K. M. Vasudevan Pillais' Campus
10, Sector 16, New Panvel - 410 206

University of Mumbai

MES
PCC
Inward No. : 01204/0809
Date : 23/3/09



URGENT/SPEED POST
No.Aff./Recog.II/2211 of 2009.
Mumbai- 400 032.
20th March, 2009.

Date :
Inward No. :
MES
PCC

The Principal,
Mahatma Education Society's Pillai's College of Arts,
Commerce & Science Dr. K.M.Vasudevan Pilla's Campus,
Plot No. 10, Sector 16, Podi No. 2,
New Panvel, Navi Mumbai: 410206.

Sub:- Permanent affiliation of the college under Section 88
of the Maharashtra Universities Act, 1994 for teaching
of the course of study leading to the B.Com. degree
examination.

Sir,

With reference to your application received for Permanent affiliation to Mahatma Education Society's Pillai's College of Arts, Commerce & Science Dr. K.M.Vasudevan Pilla's Campus, Plot No. 10, Sector 16, Podi No. 2, New Panvel, Navi Mumbai- 410 206, under Section 88 of the Maharashtra Universities Act, 1994, for teaching of the course of study leading to the B.Com degree examination, I am to inform you that the Academic Council at its meeting held on 13th February, 2009 vide item No.3.18 considered the recommendation of the Board of College and University Development at its meeting held on 16th December, 2008 (vide item No.5) and resolved as under :

"It was resolved that the recommendation made by the Board of College and University Development at its meeting held on 16th December, 2008 (vide item No.5) be accepted and that, in accordance therewith, the Mahatma Education Society's Pillai's College of Arts, Commerce and Science, New Panvel, Navi Mumbai be granted permanent affiliation for the teaching of the course of study leading to the B.Com degree examination, from the academic year 2008-2009."

In pursuance of the above resolution of the Academic Council, I am to inform you that the Mahatma Education Society's Pillai's College of Arts, Commerce & Science Dr. K.M.Vasudevan Pilla's Campus, Plot No. 10, Sector 16, Podi No. 2, New Panvel, Navi Mumbai- 410 206, has been granted Permanent affiliation from the academic year 2008-2009, under Section 88 of the Maharashtra Universities Act, 1994, for the teaching of the course of study for the B.Com degree examination as incorporated in the text of resolution of the council.

A copy of the report of the Local Inquiry Committee is enclosed for your information.

Yours faithfully,

(Prin. K. Venkatramani)
Registrar

PRINCIPAL
Pillai's College of Arts, Commerce
Dr. K. M. Vasudevan Pilla's
10, Sector 16, New Panvel

ANNEXURE 2: MINORITY CERTIFICATE

04/10/08	04:14PM	MAHATHA EDUCATION SOC	25229587	p.01
----------	---------	-----------------------	----------	------

महाराष्ट्र शासन

MINORITY

क्रमांक: अशैस-२००८/प्र.क्र.१६४/०८/का.१
अल्पसंख्याक विकास विभाग,
मंत्रालय, मुंबई - ४०० ०३२.
दिनांक :- २५.०७.२००८.

प्रति,
अध्यक्ष / सचिव,
महात्मा एज्युकेशन सोसायटी,
चेबूर नाका, मुंबई

विषय :- शैक्षणिक संस्थेस भाषिक अल्पसंख्याक दर्जा मिळणेबाबत.

महोदय,

अल्पसंख्याक विकास विभाग, शासन निर्णय, क्रमांक:अशैस-२००८/प्र.क्र.१३३/२००८/का.१,
दिनांक ४ जुलै, २००८ अन्वये आपण शैक्षणिक संस्थेस भाषिक अल्पसंख्याक दर्जाच्या मान्यते
प्रमाणपत्र मिळण्याकरिता सादर केलेल्या अर्जास अनुसरून आपल्या संस्थेचे भाषिक अल्पसंख्याक दर्जा
मान्यतेचे प्रमाणपत्र सोबत पाठविण्यात येत आहे.

आपला,
(तु. पि. पवार)
कक्ष अधिकारी, महाराष्ट्र शासन.

सोबत : बरीलगामाणे.

Min/Minority/Letter-359

महाराष्ट्र शासन
सक्षम प्राधिकारी तथा प्रधान सचिव
अल्पसंख्याक विकास विभाग,
मंत्रालय, मुंबई - ४०० ०३२.

क्रमांक: अशोस-२००८/२५०/प्र.क्र.१६/२००८/३५/का.१,

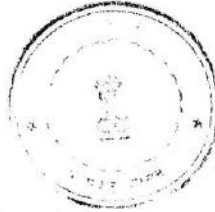
दिनांक :- ७ जुलै, २००८.

अल्पसंख्याक दर्जाच्या मान्यतेचे प्रमाणपत्र

महात्मा एज्युकेशन सोसायटी, चेंबूर नाका, मुंबई या शैक्षणिक संस्थेने त्यांच्या संस्थेस भाषिक अल्पसंख्याक शैक्षणिक संस्था म्हणून दर्जाच्या मान्यतेचे प्रमाणपत्र मिळण्यासाठी दि.१४.०९.२००७ रोजी अर्ज सादर केला होता. दि.३१.०१.२००८ रोजी माझ्या समक्ष संबंधित संस्थेसंबत झालेल्या सुनावणी दरम्यान संस्थेच्या पदाधिकाऱ्यांनी केलेल्या सादरीकरणाच्या आधारे सदर संस्था ही अल्पसंख्याक विकास विभाग, शासन निर्णय, क्र.अशोस-२००८/प्र.क्र.१३३/२००८/का.१, दि.४ जुलै, २००८ अन्वये विहित करण्यात आलेल्या निकषांतर्गत राज्य शासनाने घोषित केलेल्या भाषिक (मल्याळम) अल्पसंख्याकामधील व्यक्तीकडून अथवा व्यक्तीच्या समुदायाकडून स्थापित व संचालित करण्यात येत असल्याबाबत माझे समाधान झाले आहे. परिणामतः सदर संस्था ही भाषिक (मल्याळम) अल्पसंख्याक शैक्षणिक संस्था असल्याचे याद्वारे घोषित करण्यात येत आहे.

हे प्रमाणपत्र केवळ महाराष्ट्र राज्यापुरते लागू असेल. सदर संस्थेस प्रदान करण्यात आलेला भाषिक अल्पसंख्याक दर्जा हा संस्था संचालित करत असलेल्या सर्व शैक्षणिक शाखांना लागू राहील.

उपरोल्लेखित शैक्षणिक संस्थेस याद्वारे प्रदान करण्यात आलेला भाषिक अल्पसंख्याक दर्जा हा शैक्षणिक वर्ष २००८-०९ पासून विधिग्राह्य असेल. संबंधित संस्थेने अल्पसंख्याक विकास विभाग, शासन निर्णय, क्र.अशोस-२००८/प्र.क्र.१३३/२००८/का.१, दि.४ जुलै, २००८ अन्वये विहित करण्यात आलेल्या निकष व अटीची सातत्याने व विनिर्देशपूर्वक पूर्तता करणे बंधनकारक राहील.



टी. एफ. धेंकेकरा

(टी. एफ. धेंकेकरा)

सक्षम प्राधिकारी तथा प्रधान सचिव
अल्पसंख्याक विकास विभाग, महाराष्ट्र शासन
मंत्रालय, मुंबई - ४०० ०३२.

महाराष्ट्र शासन

क्र. अससं २००१/(३६७/०१)/मशि-३
उच्च व तंत्र शिक्षण विभाग,
मंत्रालय विस्तार भवन, मुंबई ४०० ०३२,
दिनांक : २२ जुलै, २००५.

प्रति,
संचालक, उच्च शिक्षण,
महाराष्ट्र राज्य,
पुणे.

विषय : महात्मा एज्युकेशन सोसायटी, नवीन पनवेल.
अल्पसंख्यांक दर्जा (भाषिक) देण्याबाबत..

महात्मा एज्युकेशन सोसायटी, नवीन पनवेल या संस्थेने अल्पसंख्यांक दर्जा (भाषिक) प्रदान करण्याबाबत शासनास सादर केलेल्या निवेदनाच्या अनुषंगाने महात्मा एज्युकेशन सोसायटी, नवीन पनवेल या संस्थेमार्फत चालविण्यात येणा-या सर्व कला, वाणिज्य, विज्ञान वरिष्ठ महाविद्यालयांना व शिक्षणशास्त्र अध्यापक (बी.एड.) महाविद्यालयांना सन २००३-२००४ या शैक्षणिक वर्षापुरता अल्पसंख्यांक दर्जा (भाषिक) प्रदान करण्यात आला होता. सदर दर्जा ज्या अटी व शर्तीवर देण्यात आला होता, त्याच अटी व शर्तीवर शैक्षणिक वर्ष २००५-०६ या शैक्षणिक वर्षापुरता अल्पसंख्यांक दर्जाचे नुतनीकरण करण्यास मान्यता देण्यात येत आहे.

वि. वा. सुतार
(बि. वा. सुतार)

अवर सचिव, महाराष्ट्र शासन.

प्रत -

- १) कुलसचिव, मुंबई विद्यापीठ, मुंबई.
- २) सहसंचालक, उच्च शिक्षण, मुंबई विभाग, मुंबई.
- ३) अध्यक्ष, महात्मा एज्युकेशन सोसायटी, व्ही. पिल्लई कॉलेज कॅम्पस, प्लॉट नं. १०, सेक्टर १६, पोडी नं. २, नवीन पनवेल-४१०२०६.
- ४) निवडनरती/मशि-३

ANNEXURE 3: ESTABLISHMENT CERTIFICATE

महाराष्ट्र शासन

क्र. एनजीसी ३५९८/तमवि/०१/९८/मशि ३,
उच्च व तंत्र शिक्षण विभाग,
 मंत्रालय विस्तार भवन, मुंबई ४०० ०३२
 दिनांक : १३ ऑगस्ट, १९९८.

प्रति,
 कुलसचिव,
 मुंबई विद्यापीठ,
 मुंबई.

विषय : सन १९९८-९९ या शैक्षणिक वर्षापासून कला व वाणिज्य
या विद्याशाखांचे नवीन महाविद्यालय सुरु करण्यास परवानगी
देणेबाबत.....

संदर्भ : कुलसचिव, मुंबई विद्यापीठ, मुंबई यांचेकड. Aff/Recog./
 2690 of 1998, दि. १०.६.९८ व क्र. Aff/Recog./
 2874 of 1998, दि. १९.६.९८ ची पत्रे.

महोदय,

सन १९९८-९९ या शैक्षणिक वर्षापासून नवीन महाविद्यालये सुरु करण्यासंदर्भात आपल्या विद्यापीठाकडून शासनास प्राप्त झालेल्या शिफारशीचा विचार करून, महाराष्ट्र विद्यापीठ अधिनियम, १९९४ च्या कलम ८२ (५) नुसार खाली नमूद केलेल्या संस्थेला त्यासमोर दर्शविलेल्या ठिकाणी व दर्शविलेल्या विद्याशाखेचे नवीन महाविद्यालय सुरु करण्यास सन १९९८-९९ या शैक्षणिक वर्षापासून पुढील अटीच्या अधिन राहून शासनाची परवानगी देण्यात येत आहे.

संस्थेचे नाव	ठिकाण	विद्याशाखा
महात्मा एज्युकेशन सोसायटी, चेंबूर नाका, मुंबई ४१.	नवीन पनवेल, जि. रायगड	कला व वाणिज्य

१) सदर महाविद्यालयास देण्यात आलेली परवानगी सध्या विना अनुदान तत्वावर असून, शासन निर्णय क्रमांक एनजीसी २०९१/(३५६७)/विशि-२अ, दिनांक ८.८.१९९१ अन्वये लागू करण्यात आलेल्या अनुदान सूत्रानुसार व वेळेवेळी निर्गमित करण्यात येणा-या अनुदान संदर्भातील यासन निर्णयाच्या अटीच्या अधिन राहून या महाविद्यालयांना अनुदान तत्वावर आगष्टाचा बटावकाश विचार करण्यात येईल.

(कुलगुरु सन्मते पद)
PRINCIPAL
 Pimpri College of Arts, Commerce & Science
 Dr. K. M. Vasudevan Pimpri
 Pimpri, Dist. Navi Mumbai

२) सदर महाविद्यालयास ज्या विद्याशाखा सुरु करण्याची परवानगी देण्यात आलेली आहे, त्या प्रत्येक विद्याशाखेच्या विद्यार्थी पदवी परीक्षेच्या पहिल्या वर्षाच्या वर्गात खाली नमूद दिल्याप्रमाणे विद्यार्थ्यांनी प्रवेश घेतला तरच वी.स.नं. १३६८०१६ पासून सुरु करावी.

अ) शास्त्री विभाग	६०
ब) आदिवासी विभाग	४०
क) ग्रामीण विभाग	५०
ड) महिला महाविद्यालय	५०

तसेच सन १९९८-९९ या शैक्षणिक वर्षाच्या सोमटी सेणा या प्रथम वर्षाच्या विद्यापीठ परीक्षेत कमीत कमी ७० टक्के प्रमाणात विद्यार्थी बसणे आवश्यक आहे.:-

अ) शास्त्री विभाग	५०
ब) आदिवासी विभाग	३०
क) ग्रामीण विभाग	४०
ड) महिला विभाग	४०

३. महाराष्ट्र विद्यापीठ अधिनियम, १९६४ च्या कलम ३३ मधील तरतुदीनुसार सैलमनिकद्वारे बाबत योग्य ती कार्यवाही घेण्याची जबाबदारी केंद्राची नसते. अशाप्रकारे सैलमनिक (उचित) महाराष्ट्र राज्य पुणे यांना अग्रपत्रित करावे.

आपला विद्वांसू

(सैलमनिकद्वारे)

उपसचिव, महाराष्ट्र शासना

प्रति -


१. शिक्षण संचालक (उच्च शिक्षण), महाराष्ट्र राज्य, पुणे.
२. विभागीय सह-संचालक (उ.श.), मुंबई विभाग, मुंबई.
३. अध्यक्ष/सचिव, सहाय्यक पत्रपुस्तक संचालक, चेंबर नाका, मुंबई ७१.
४. खाजगी सचिव, मा. मुख्यमंत्री, महाराष्ट्र राज्य, मुंबई.
५. खाजगी सचिव, मा. उप मुख्यमंत्री, महाराष्ट्र राज्य, मुंबई.
६. खाजगी सचिव (मंत्रि, उच्च व तंत्र शिक्षण).
७. खाजगी सचिव (सहाय्यक, उच्च व तंत्र शिक्षण).
८. स्वीय सहाय्यक (अपर मुख्य सचिव, उच्च व तंत्र शिक्षण).
९. निवड नस्ती मशि-३.

PRINCIPAL
Pillais' College of Arts, Commerce & Science
Dr. K. M. Vasudevan Pillais' Campus
10, Sector 16, New Panvel-411 001

ANNEXURE 4: XII PLAN UGC GRANT CERTIFICATE

Grant Certificate

विश्वविद्यालय अनुदान आयोग
पश्चिम विभागीय कार्यालय
गणेशखिंड, पुणे - ४११००७
University Grants Commission
Western Regional Office
Ganeshkhind, Pune - 411007.


ज्ञान-विज्ञान विमुक्तये

दूरभाष Phone: कार्यालय OFF:- 020 - 25696897
020 - 25691178
फॅक्स Tele Fax.: 020 - 25691477
Website - www.ugc.ac.in

F No 5-141/13(WRO) Date: 27.03.2014

*Ugc/37/2013-14
22/4/14*

**The Principal,
Mahatma Education Society'S Pillai'S College Of Arts,
Commerce & Science,
Sector-16,
New Panvel,
Mumbai - 410206.**

Subject: XII Plan allocation under General Development Assistance to Colleges.

Sir/Madam,

I am directed to convey the approval of the UGC to **Mahatma Education Society'S Pillai'S College Of Arts, Commerce & Science, New Panvel, Mumbai - 410206** the XII plan allocation of Rs.2707790/- under the "General Development Assistance" for the development of undergraduate and postgraduate education. The UGC in the XII Plan has decided to provide grants under General Development Assistance as 'Block Grant'. The college will have the flexibility to incur expenditure under the following heads as per the needs of the college. Accordingly, grant allocated under GDA to the college is under two object heads viz. Grant-in-aid General (31) and Capital Assets (35).

Capital Assets (35) 80% of total allocation	Grant-in-aid General (31) 20% of total allocation	Total
Rs.2166232/-	Rs.541558/-	Rs.2707790/-

- The above mentioned allocation is meant for the development of undergraduate and postgraduate education.
- The college has to constitute a Planning Board with Principal as Chairman and Heads of departments, IQAC Coordinator, Librarian & Bursor/Senior person from the Accounts department as members
- The Planning Board will finalize allocation to Undergraduate and Postgraduate departments after identifying the heads and deciding on priorities of departments.
- The eligibility criteria for Undergraduate and Postgraduate departments to get assistance under the scheme is given in the XII plan guidelines for Development grant to colleges.
- The Planning Board may refer to the guidelines before finalizing allocation to Undergraduate and Postgraduate departments
- After finalizing the budget allocation for Undergraduate and Postgraduate education, the Planning Board should submit the details as per Annexure - I and Annexure - II in the XII plan guidelines to the UGC (WRO), Pune latest by 30th June 2014.
- Expenditure on construction, extension, and renovation of building should not exceed 50% of the total grant under GDA. The college must inform the requirement of funds or otherwise for construction, extension, and renovation of building before 30th June, 2014 to enable further release of grant under the scheme.
- UGC has already released adhoc on account grant to the college against this XII Plan allocation.

- The concept of Merged Schemes introduced during the XI Plan has been done away with and no separate grant under the Merged Schemes will be provided during the XII Plan.
- It is also mentioned here that the following schemes which were earlier part of Merged Scheme now will be implemented independently by a dedicated cell of UGC at Head Quarter, New Delhi and separate grant will be provided by UGC under these schemes.
 - (i) Equal Opportunity Cell.
 - (ii) Remedial Coaching for SC/ST/OBC (non-creamy layer) and minority community students.
 - (iii) Coaching for NET for SC/ST/OBC (non-creamy layer) and minority community students.
 - (iv) Coaching Classes for Entry into services for SC/ST/OBC (non-creamy layer) and minority community students.
 - (v) Scheme for persons with disabilities.

Yours sincerely

P. Batra

[Dr. (Mrs.) Renu Batra]
Joint Secretary.


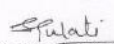
Copy to:

1. The Director BCUD/CDC University of Mumbai
2. The Director, Higher Education, Govt of Maharashtra, Central Building Pune-1.
3. Account General, Govt of Maharashtra state, 101, Maharshi Karve Marg, Mumbai -20.
4. Guard file.

P. Batra

[Dr. (Mrs.) Renu Batra]
Joint Secretary.

ANNEXURE 5: 2F & 12B UGC GRANT CERTIFICATE

<p>Ph. 23236351, 23232701, 23237721 23234116, 23235733, 23232317 23236735, 23239437, 23239627</p> <p>Extension No. 413 (CPP-I Colleges) UGC Website: www.ugc.ac.in</p> <p>F. No. 8-286/2009 (CPP-I) Colleges</p> <p>The Registrar, University of Mumbai, Mumbai, <u>Maharashtra.</u></p>	 <p>SPEED POST</p>	<p style="text-align: right;">विश्वविद्यालय अनुदान आयोग बहादुरशाह जफर मार्ग नई दिल्ली-110 002 UNIVERSITY GRANTS COMMISSION BAHADURSHAH ZAFAR MARG NEW DELHI-110 002</p> <p style="text-align: right;">December, 2009</p> <p style="text-align: right; font-size: 1.2em;">21 DEC 2009</p> <p>Sub: - Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.</p> <p>Sir,</p> <p>I am directed to refer to the letter dated 31-10-2009 received from the Principal, Mahatma Education Society's Pillai's College of Arts, Commerce & Science, Dr. K.M. Vasudevan Pillai's Campus, 10, Sector 16, New Panvel - 410 206, Navi Mumbai, Maharashtra on the subject cited above and to say that the name of the following College has been included in the list of Colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non Government Colleges teaching upto Master's Degree:-</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Name of the College</th> <th style="text-align: left;">Year of Establishment</th> <th style="text-align: left;">Remarks</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">Mahatma Education Society's Pillai's College of Arts, Commerce & Science, Dr. K.M. Vasudevan Pillai's Campus, 10, Sector 16, New Panvel - 410 206, Navi Mumbai, Maharashtra. (On Permanent affiliation)</td> <td style="vertical-align: top;">1998-99</td> <td style="vertical-align: top;">The College is eligible to receive Central assistance under Section 12 (B) of the UGC Act, 1956</td> </tr> </tbody> </table> <p>The Indemnity Bond and other supporting documents submitted in respect of the above College have been accepted by the Commission.</p> <p style="text-align: right;">Yours faithfully</p> <p style="text-align: right;">(S.C. Chadha) Deputy Secretary</p> <p>Copy Forwarded to:-</p> <ol style="list-style-type: none"> ✓ 1. The Principal, Mahatma Education Society's Pillai's College of Arts, Commerce & Science, Dr. K.M. Vasudevan Pillai's Campus, 10, Sector 16, New Panvel - 410 206, Navi Mumbai, Maharashtra. 2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, Shastri Bhawan, New Delhi-110 001. 3. The Secretary to the Government of Maharashtra, Department of Higher Education, Mumbai, Maharashtra. 4. The Deputy Secretary, UGC, Western Regional Office, Ganeshkhind, Poona. 5. Publication Officer, UGC-Website, New Delhi. 6. Section Officer, FD-III Section, UGC, New Delhi. 7. All Sections, UGC, New Delhi. 8. Guard file. <p style="text-align: right;">  (Sunita Gulati) Section Officer </p>	Name of the College	Year of Establishment	Remarks	Mahatma Education Society's Pillai's College of Arts, Commerce & Science, Dr. K.M. Vasudevan Pillai's Campus, 10, Sector 16, New Panvel - 410 206, Navi Mumbai, Maharashtra. (On Permanent affiliation)	1998-99	The College is eligible to receive Central assistance under Section 12 (B) of the UGC Act, 1956
Name of the College	Year of Establishment	Remarks						
Mahatma Education Society's Pillai's College of Arts, Commerce & Science, Dr. K.M. Vasudevan Pillai's Campus, 10, Sector 16, New Panvel - 410 206, Navi Mumbai, Maharashtra. (On Permanent affiliation)	1998-99	The College is eligible to receive Central assistance under Section 12 (B) of the UGC Act, 1956						

ANNEXURE 6: NAAC ACCREDITATION CERTIFICATE





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Mahatma Education Society's
Pillai's College of Arts, Commerce and Science
Place : Sector 16, New Panvel, Maharashtra

Criteria	Weightage (W_i)	Criterion-Wise Grade Point Averages (Cr_i GPA)	$W_i \times Cr_i$ GPA
I. Curricular Aspects	050	3.30	165
II. Teaching-Learning and Evaluation	450	3.60	1620
III. Research, Consultancy and Extension	100	2.35	235
IV. Infrastructure and Learning Resources	100	3.45	345
V. Student Support and Progression	100	2.90	290
VI. Governance and Leadership	150	2.80	420
VII. Innovative Practices	050	3.00	150
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA}) = 3225$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{3225}{1000} = 3.23$$

Grade = **A**

Descriptor = **VERY GOOD**

Date : January 08, 2011



HARAJANI
Director

- This certification is valid for a period of Five years with effect from January 08th 2011
- An institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the*

Mahatma Education Society's

Pillais' College of Arts & Commerce

Sector 16, New Panvel, affiliated to University of Mumbai, Maharashtra as

Accredited

at the A level.

Date : May 03, 2004



M. V. Rao
Director

- This certification is valid for a period of Five years with effect from May 03, 2004
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65 - C⁺ grade, 65-70 - C⁺⁺ grade, 70-75 - B grade, 75-80 - B⁺ grade, 80-85 - B⁺⁺ grade, 85-90 - A grade, 90-95 - A⁺ grade, 95-100 - A⁺⁺ grade (upper limits exclusive).

Quality Profile

Name of the Institution : Mahatma Education Society's
Pillais' College of Arts & Commerce
Place : Sector 16, New Panvel, Maharashtra

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	82	10	820
II. Teaching-learning and Evaluation	81	40	3240
III. Research, Consultancy and Extension	75	05	375
IV. Infrastructure and Learning Resources	92	15	1380
V. Student Support and Progression	90	10	900
VI. Organisation and Management	90	10	900
VII. Healthy Practices	95	10	950
		100	$\Sigma C_i W_i = 8565$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{8565}{100} = 85.65$$

Harad
Director

EC/32/346

ANNEXURE 7: PEER TEAM REPORT

NAAC for Quality and Excellence in Higher Education

SECTION III : OVERALL ANALYSIS	
3.1 Institutional Strength :	<ul style="list-style-type: none"> Well maintained state of art infrastructure. Good faculty profile. Pro active management. Strong ICT culture.
3.2 Institutional Weaknesses :	<ul style="list-style-type: none"> Over stretched utilization of limited space. Limited of full time faculty for PG programmes. Shift system of running different courses.
3.3 Institutional Opportunities :	<ul style="list-style-type: none"> Scope for more linkages with industries and institutions. In view of recognition under Sec 12B of the UGC Act the college has ample opportunities for mobilizing funds from agencies like the UGC for research. In view of good faculty profile, there is a scope for more research culture.
3.4 Institutional Challenges :	<ul style="list-style-type: none"> Retaining the faculty under self-financing programmes. Motivating the faculty to acquire Ph.D. qualification within a time frame. Need for greater effort in career guidance.

Section IV : Recommendations for Quality Enhancement of the Institution

(Please limit to ten major ones and use telegraphic language)

(it is not necessary to indicate all the ten bullet)

- Career guidance cell may be strengthened.
- "Competitive Examination Center" may be established.
- "Entrepreneurship Development Cell" may be strengthened.
- Need for more hostel accommodation may be explored.
- Desirability of having NCC unit and one more NSS unit may be considered.

8


NAAC for Quality and Excellence in Higher Education

- Efforts may be taken to avoid shift system of running classes.
- It is desirable to have full time faculty for PG programmes with a director in charge.
- More linkages with industries and other institutions are desirable.
- Teachers may be motivated to acquire Ph.D. qualification.
- Faculty may be encouraged to apply for major and minor research projects.
- More financial assistance to the needy students may be considered.
- Associating one or two leading academicians at some level in the institution is desirable.

Signature and date:

1. Prof. V Ramakistayya (Chairman)

[Signature]
6/10/10

2. Prof. Muthukalingan Krishnan (Member Coordinator)

[Signature]
6/10/10

3. Prof. S. M. Shah (Member)

[Signature]
6/10/2010

Dr. Sujata P. Shanbhag. (NAAC Coordinator)

I have read the observations and recommendations of the peer team and I agree with them.

Signature

[Signature]
(Principal)
Seal



PRINCIPAL

Pillais' College of Arts, Commerce & Science
Datta (M/V) Pillais' Campus
10, Sector 16, New Panvel - 410 206

ANNEXURE 8: FINANCIAL STATEMENTS

MAHATMA EDUCATION SOCIETY'S PILLAI'S COLLEGE OF ARTS, COMMERCE & SCIENCE DR. K. M. VASUDEVAN PILLAI'S CAMPUS, PLOT NO. 10, SECTOR 16, PDI NO. 2, NEW PANVEL, DIST. RAIGAD. BALANCE SHEET AS ON 31st MARCH, 2015					
LIABILITIES	AMOUNT Rs.	AMOUNT Rs.	ASSETS	AMOUNT Rs.	AMOUNT Rs.
LIBRARY DEPOSIT:		9,31,686.00	CASH IN HAND		0.00
BALANCE AS PER LAST B/S	10,36,386.00		BALANCE WITH BANK IN S.B.A/CS:		7,14,493.00
RECD: DURING THE YEAR	30,000.00		S.B.A/C NO. 30249	5,694.00	
	10,66,386.00		S.B.A/C NO. 30260	20,428.00	
LESS: PAID DURING THE YEAR	1,34,700.00		S.B.A/C NO. 30251	7,489.00	
			S.B.A/C NO. 30252	3,837.00	
CAUTION DEPOSIT		4,61,144.00	S.B.A/C NO. 46428	2,62,857.00	
BALANCE AS PER LAST B/S	5,50,894.00		S.B.A/C NO. 50537 (P.F)	40,928.00	
RECD: DURING THE YEAR	18,000.00		C.A. - 20121604177	3,73,260.00	
	5,68,894.00		RESERVE FUND FIXED DEPOSIT		1,03,191.00
LESS: PAID DURING THE YEAR	1,07,750.00		DEPOSIT WITH M.T.N.L.LTD.		3,000.00
			LIBRARY BOOKS:		78,94,748.95
LABORATORY DEPOSIT		21,79,629.00	BALANCE AS PER LAST B/S	82,35,705.95	
BALANCE AS PER LAST B/S	25,47,129.00		PURCHASED DURING THE YEAR	10,52,234.00	
RECD: DURING THE YEAR	0.00			92,87,939.95	
	25,47,129.00		LESS: DEPRECIATION RESERVE	13,93,191.00	
LESS: PAID DURING THE YEAR	3,67,500.00		FURNITURE & FIXTURES:		11,42,273.00
			BALANCE AS PER LAST B/S	11,84,290.00	
STATUTORY RESERVE FUND		1,03,191.00	PURCHASED DURING THE YEAR	77,890.00	
DEPRECIATION RESERVE FUND		1,23,17,116.50		12,62,180.00	
INCOME & EXPENDITURE A/C		4,05,57,949.45	LESS: DEPRECIATION RESERVE	1,19,907.00	
BALANCE AS PER LAST B/S	3,79,03,510.46		COMPUTERS & PHERIPHERALS:		37,05,912.00
ADD : SURPLUS DURING THE YEAR	26,54,439.00		BALANCE AS PER LAST B/S	40,02,631.00	
			PURCHASED DURING THE YEAR	4,20,226.00	
				44,22,857.00	
			LESS: DEPRECIATION RESERVE	7,16,945.00	
			LABORATORY EQUIPMENTS:		68,55,597.00
			BALANCE AS PER LAST B/S	61,44,199.00	
			PURCHASED DURING THE YEAR	10,53,278.00	
				71,97,477.00	
			LESS: DEPRECIATION RESERVE	3,41,880.00	
			SPORTS EQUIPMENT:		7,73,984.00
			BALANCE AS PER LAST B/S	7,63,302.00	
			PURCHASED DURING THE YEAR	49,280.00	
				8,12,582.00	
			LESS: DEPRECIATION RESERVE	38,598.00	
BALANCE C/F		5,65,50,715.95	BALANCE C/F		2,11,93,198.95



Place NEW PANVEL
Date : 15TH, JULY 2015,

EXAMINED AND FOUND CORRECT
FOR S.B. BHAVI & CO.,

S. B. BHAVI
PROPRIETOR

(CHARTERED ACCOUNTANTS F.NO. 115387



MAHATMA EDUCATION SOCIETY'S
PILLAI'S COLLEGE OF ARTS, COMMERCE & SCIENCE
DR. K. M. VASUDEVAN PILLAI'S CAMPUS, PLOT NO. 10,
SECTOR 16, PODI NO. 2, NEW PANVEL, DIST. RAIGAD.
BALANCE SHEET AS ON 31st MARCH, 2014

LIABILITIES	AMOUNT Rs.	AMOUNT Rs.	ASSETS	AMOUNT Rs.	AMOUNT Rs.
LIBRARY DEPOSIT:		1,036,386.00	CASH IN HAND		0.00
BALANCE AS PER LAST B/S	781,438.00		BALANCE WITH BANK IN S.B.A/CS:		2,101,391.00
RECD: DURING THE YEAR	389,650.00		S.B.A/C NO. 30249	5,473.00	
			S.B.A/C NO. 30250	31,124.00	
	1,171,086.00		S.B.A/C NO. 30251	6,940.00	
LESS: PAID DURING THE YEAR	134,700.00		S.B.A/C NO. 30252	3,555.00	
			S.B.A/C NO. 46428	183,203.00	
CAUTION DEPOSIT		550,894.00	S.B.A/C NO. 50537 (P.F)	37,925.00	
			C.A. - 20121804177	1,833,171.00	
BALANCE AS PER LAST B/S	441,974.00		RESERVE FUND FIXED DEPOSIT		103,191.00
RECD: DURING THE YEAR	198,670.00		DEPOSIT WITH M.T.N.L.LTD.		3,000.00
	640,644.00		LIBRARY BOOKS:		7,000,349.95
LESS: PAID DURING THE YEAR	89,750.00		BALANCE AS PER LAST B/S	7,259,503.46	
			PURCHASED DURING THE YEAR	976,202.50	
LABORATORY DEPOSIT		2,547,129.00		8,235,705.95	
BALANCE AS PER LAST B/S	2,193,229.00		LESS: DEPRECIATION RESERVE	1,235,356.00	
RECD: DURING THE YEAR	789,550.00		FURNITURE & FIXTURES:		1,071,782.00
	2,982,779.00		BALANCE AS PER LAST B/S	1,106,400.00	
LESS: PAID DURING THE YEAR	435,650.00		PURCHASED DURING THE YEAR	77,890.00	
				1,184,290.00	
STATUTORY RESERVE FUND		103,191.00	LESS: DEPRECIATION RESERVE	112,508.00	
DEPRECIATION RESERVE FUND		9,992,320.50	COMPUTERS & PHERIPHERALS:		3,353,805.00
			BALANCE AS PER LAST B/S	3,613,147.00	
INCOME & EXPENDITURE A/C		37,903,510.45	PURCHASED DURING THE YEAR	389,484.00	
BALANCE AS PER LAST B/S	35,608,239.95			4,002,631.00	
ADD: SURPLUS DURING THE YEAR	2,295,270.50		LESS: DEPRECIATION RESERVE	648,825.00	
			LABORATORY EQUIPMENTS:		5,852,350.00
			BALANCE AS PER LAST B/S	5,167,434.00	
			PURCHASED DURING THE YEAR	976,765.00	
				6,144,199.00	
			LESS: DEPRECIATION RESERVE	291,849.00	
			SPORTS EQUIPMENT:		727,045.00
			BALANCE AS PER LAST B/S	717,627.00	
			PURCHASED DURING THE YEAR	45,675.00	
				763,302.00	
			LESS: DEPRECIATION RESERVE	36,257.00	
BALANCE C/F		52,133,430.95	BALANCE C/F		20,212,913.95



Place NEW PANVEL
Date : 9TH, JULY 2014.

EXAMINED AND FOUND CORRECT
FOR S.B. BHAVI & CO.,

S. B. BHAVI
PROPRIETOR

(CHARTERED ACCOUNTANTS F.NO. 115387



NEW PANVEL MAHATMA EDUCATION SOCIETY'S
PILLAI'S COLLEGE OF ARTS, COMMERCE & SCIENCE
DR. K.M. VASUDEVAN PILLAI'S CAMPUS, PLOT NO. 10,
SECTOR 16, PODI NO. 2, NEW PANVEL, DIST. RAIGAD.
BALANCE SHEET AS ON 31st MARCH, 2013

LIABILITIES	AMOUNT Rs.	AMOUNT Rs.	ASSETS	AMOUNT Rs.	AMOUNT Rs.
LIBRARY DEPOSIT:		781,436.00	CASH IN HAND		0.00
BALANCE AS PER LAST B/S	599,633.00		BALANCE WITH BANK IN S.B.A/C'S:		1,543,385.00
RECD: DURING THE YEAR	307,890.00		S.B.A/C NO. 30249	5,261.00	
	907,523.00		S.B.A/C NO. 30250	54,978.00	
LESS: PAID DURING THE YEAR	126,087.00		S.B.A/C NO. 30251	6,671.00	
			S.B.A/C NO. 30252	3,417.00	
			S.B.A/C NO. 46428	135,605.00	
CAUTION DEPOSIT		441,974.00	S.B.A/C NO. 50537 (P.F.)	36,483.00	
			C.A. - 20121604177	1,301,000.00	
BALANCE AS PER LAST B/S	338,620.00		RESERVE FUND FIXED DEPOSIT		103,191.00
RECD: DURING THE YEAR	188,940.00		DEPOSIT WITH M.T.N.L.LTD.		3,000.00
	527,560.00		LIBRARY BOOKS:		6,170,577.45
LESS: PAID DURING THE YEAR	85,586.00		BALANCE AS PER LAST B/S	6,299,682.70	
			PURCHASED DURING THE YEAR	959,820.75	
				7,259,503.45	
LABORATORY DEPOSIT		2,278,909.00	LESS: DEPRECIATION RESERVE	1,088,926.00	
BALANCE AS PER LAST B/S	1,905,399.00		FURNITURE & FIXTURES:		1,001,292.00
RECD: DURING THE YEAR	827,960.00		BALANCE AS PER LAST B/S	1,032,572.00	
	2,733,359.00		PURCHASED DURING THE YEAR	73,828.00	
LESS: PAID DURING THE YEAR	454,450.00			1,106,400.00	
			LESS: DEPRECIATION RESERVE	105,108.00	
STATUTORY RESERVE FUND		103,191.00	COMPUTERS & PHERIPHERALS:		3,027,456.00
DEPRECIATION RESERVE FUND		7,933,055.50	BALANCE AS PER LAST B/S	3,266,978.00	
			PURCHASED DURING THE YEAR	346,169.00	
INCOME & EXPENDITURE A/C		35,608,239.95		3,613,147.00	
BALANCE AS PER LAST B/S	40,512,231.20		LESS: DEPRECIATION RESERVE	585,691.00	
LESS: DEFICIT DURING THE YEAR	4,903,991.25		LABORATORY EQUIPMENTS:		4,921,981.00
			BALANCE AS PER LAST B/S	4,297,711.00	
GRANT FROM UNIVERSITY GRANT COMMISSION		26,165,617.00	PURCHASED DURING THE YEAR	869,723.00	
				5,167,434.00	
			LESS: DEPRECIATION RESERVE	245,453.00	
			SPORTS EQUIPMENT:		683,540.00
			BALANCE AS PER LAST B/S	656,687.00	
			PURCHASED DURING THE YEAR	60,940.00	
				717,627.00	
			LESS: DEPRECIATION RESERVE	34,087.00	
BALANCE C/F		73,312,422.45	BALANCE C/F		17,454,422.45



Place NEW PANVEL
Date : 13TH, JULY 2012.

EXAMINED AND FOUND CORRECT
FOR S.B. BHAVI & CO.,

S. B. BHAVI
PROPRIETOR

(CHARTERED ACCOUNTANTS F.NO. 115387)



NEW PANVEL MAHATMA EDUCATION SOCIETY'S
PILLAI'S COLLEGE OF ARTS, COMMERCE & SCIENCE
DR K.M.VASUDEVAN PILLAI'S CAMPUS, PLOT NO. 10,
SECTOR 16, PODI NO. 2, NEW PANVEL, DIST. RAIGAD,
BALANCE SHEET AS ON 31st MARCH, 2012


LIABILITIES	AMOUNT Rs.	AMOUNT Rs.	ASSETS	AMOUNT Rs.	AMOUNT Rs.
LIBRARY DEPOSIT:		599,633.00	CASH IN HAND		0.00
BALANCE AS PER LAST B/S	378,663.00		BALANCE WITH BANK IN S.B.A/Cs:		1,260,626.00
RECD: DURING THE YEAR	338,480.00		S.B.A/C NO. 30249	5,067.00	
	717,113.00		S.B.A/C NO. 30250	92,238.00	
LESS: PAID DURING THE YEAR	117,480.00		S.B.A/C NO. 30251	6,412.00	
			S.B.A/C NO. 30252	3,285.00	
CAUTION DEPOSIT		366,300.00	S.B.A/C NO. 46428	105,596.00	
			S.B.A/C NO. 50537 (P.F)	35,038.00	
BALANCE AS PER LAST B/S	218,144.00		C.A. - 20121604177	1,013,000.00	
RECD: DURING THE YEAR	227,900.00		RESERVE FUND FIXED DEPOSIT		103,191.00
	446,044.00		DEPOSIT WITH M.T.N.L.LTD.		3,000.00
LESS: PAID DURING THE YEAR	79,744.00		LIBRARY BOOKS:		5,354,730.70
			BALANCE AS PER LAST B/S	5,405,438.25	
LABORATORY DEPOSIT		1,905,399.00	PURCHASED DURING THE YEAR	894,244.45	
BALANCE AS PER LAST B/S	1,500,760.00			6,299,682.70	
RECD: DURING THE YEAR	827,960.00		LESS: DEPRECIATION RESERVE	944,952.00	
	2,328,720.00		FURNITURE & FIXTURES:		934,478.00
LESS: PAID DURING THE YEAR	423,321.00		BALANCE AS PER LAST B/S	963,783.00	
			PURCHASED DURING THE YEAR	68,789.00	
STATUTORY RESERVE FUND		103,191.00		1,032,572.00	
DEPRECIATION RESERVE FUND		6,125,098.50	LESS: DEPRECIATION RESERVE	98,094.00	
INCOME & EXPENDITURE A/C		40,512,231.20	COMPUTERS & PHERIPHERALS:		2,737,401.00
BALANCE AS PER LAST B/S	28,580,268.20		BALANCE AS PER LAST B/S	2,944,438.00	
RECD: DURING THE YEAR	11,931,963.00		PURCHASED DURING THE YEAR	322,540.00	
PILLAI POLYTECHNIC		13,004,370.00		3,266,978.00	
P.I.M.S.R.		5,829,005.00	LESS: DEPRECIATION RESERVE	529,577.00	
P.I.C.A.		7,108,942.00	LABORATORY EQUIPMENTS:		4,093,570.00
P.I.I.T.		51,026,651.00	BALANCE AS PER LAST B/S	3,487,355.00	
GRANT FROM UNIVERSITY GRANT COMMISSION		19,449,350.00	PURCHASED DURING THE YEAR	810,356.00	
				4,297,711.00	
			LESS: DEPRECIATION RESERVE	204,141.00	
			SPORTS EQUIPMENT:		625,494.00
			BALANCE AS PER LAST B/S	599,907.00	
			PURCHASED DURING THE YEAR	56,780.00	
				656,687.00	
			LESS: DEPRECIATION RESERVE	31,193.00	
BALANCE C/F		146,030,170.70	BALANCE C/F		15,112,490.70




BALANCE SHEET AS ON 31st MARCH, 2012

LIABILITIES		AMOUNT Rs.	AMOUNT Rs.	ASSETS		AMOUNT Rs.	AMOUNT Rs.
BALANCE B/F			146,030,170.70	BALANCE B/F			15,112,490
				NEW PANVEL MAHATMA EDUCATION SOCIETY:			130,917,680
				:BALANCE AS PER LAST B/S		103,970,510.45	
				ADD: PAID DURING THE YEAR		<u>26,947,169.55</u>	
TOTAL			<u>146,030,170.70</u>				<u>146,030,170.70</u>

Place : NEW PANVEL
Date : 13TH, JULY 2012.


 AIRMAN


 SECRETARY

JT. SECRETARY

PRINCIPAL

EXAMINED AND FOUND CORRECT
FOR S.B. BHAVI & CO.

S.B. Bhavi

S. B. BHAVI
PROPRIETOR
(CHARTERED ACCOUNTANTS F.NO. 115387)



ANNEXURE 9: CAMPUS PLAN

