

## Academic Year 2015- 2016

### The Annual Quality Assurance Report (AQAR) of the IQAC

#### Part – A

#### 1. Details of the Institution

- 1.1 Name of the Institution:** Manghanmal Udham College of Commerce
- 1.2 Address Line 1:** Jaihind High School Campus
- Address Line 2:** Jhamtani Corner
- City/Town:** Pimpri, Pune
- State:** Maharashtra
- Pin Code:** 411017
- Institution e-mail address:** [principal.mucc@gmail.com](mailto:principal.mucc@gmail.com) / [mucc17@rediffmail.com](mailto:mucc17@rediffmail.com)
- Contact Nos.:** 020-65107016
- Name of the Head of the Institution:** Dr. (Mrs.) Vijayalakshmi Nambiar
- Tel. No. with STD Code:** 020-65107016
- Mobile:** 09422010261
- Name of the IQAC Co-ordinator:** Dr. Dnyaneshwar Shirode
- Mobile:** 9881152573
- IQAC e-mail address:** [dbshirode@gmail.com](mailto:dbshirode@gmail.com)
- 1.3 NAAC Track ID** 07312
- 1.4 NAAC Executive Committee No. & Date:** EC/52/RAR/70 dated 28/03/2010
- 1.5 Website address:** [www.mucollege.org](http://www.mucollege.org)
- Web-link of the AQAR:** [www.mucollege.org/IQAC](http://www.mucollege.org/IQAC)

#### 1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	70-75%	March 2003	March 2008
2	2 <sup>nd</sup> Cycle	B	2.21	March 2010	March 2015

- 1.7 Date of Establishment of IQAC:** 12/02/2001

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

Sr. No.	Academic Year	AQAR Submission Date
1	2010-2011	24/02/2011
2	2011-2012	27/09/2012
3	2012-2013	04/10/2013
4	2013-2014	12/01/2015
5	2014-2015	05/08/2015

## 1.9 Institutional Status

University	State
Affiliated College	Yes
Constituent College	No
Autonomous college of UGC	No
Regulatory Agency approved Institution	No
Type of Institution	Co-education and Urban
Financial Status	Grant-in-aid, UGC 2(f), UGC 12B Grant-in-aid: B. Com. Self-Financing: M. Com., BBA and BCA
1.10 Type of Faculty/Programme:	Commerce
1.11 Name of the Affiliating University:	Savitribai Phule Pune University
1.12 Special status conferred by Central/ State Government:	Not Applicable

## 2. IQAC Composition and Activities

2.1 No. of Teachers:	09
2.2 No. of Administrative/Technical staff:	01
2.3 No. of students:	02
2.4 No. of Management representatives:	01
2.5 No. of Alumni:	01
2.6 No. of any other stakeholder and community representatives:	01
2.7 No. of Employers/ Industrialists:	01
2.8 No. of other External Experts:	01
<b>2.9 Total No. of members:</b>	<b>17</b>
<b>2.10 No. of IQAC meetings held:</b>	<b>05</b>

**2.11 No. of meetings with various stakeholders:**

Total No. of Meetings:	<b>58</b>
LMC:	02
CMC:	10
Faculty (B. Com and BBA, BCA & M.Com.):	22
Non-Teaching Staff:	12
IQAC:	05
Alumni:	04
Parents:	02
Others (Literary Association):	01

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

**If yes, mention the amount: (As per XII Plan) Rs. 3 Lakhs**

**2.13 Seminars and Conferences (only quality related)**

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

Total Nos.:	06
International:	-
National:	01
State:	02
Institution Level:	03

**(ii) Themes:****National:**

1. Culture and Communication: Reflecting Paradigm Shifts

**State:**

1. Financial Inclusions through Banking and Insurance
2. Entrepreneurship in 21<sup>st</sup> Century

**Institute:**

1. Research Perspectives and Cyber Security
2. Business Administration
3. Information and Technology

## 2.14 Significant Activities and contributions made by IQAC

IQAC is a guiding force and contributes in overall functioning of the various college activities.

The significant contribution includes

1. Applying for various grants for organizing seminars and workshops
2. Contributing in the preparation of SSR.
3. Collaborating with outside experts from academics and industry
4. Organizing educational tours, industrial visits, Indian musical concert, special guidance lectures as well as intercollegiate quiz and competitions
5. Collecting feedback from students through suggestion box, students evaluation of teachers form and exit form
6. Providing additional guidance to students through human library
7. Guiding teachers to make their teaching interactive and effective through activity based learning like use of ICT, role plays, debates and group discussions.

## 2.15 Plan of Action by IQAC/Outcome

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

No.	Plan of Action	Achievements
1	Revision of students evaluation of teachers form	<b>The revised form has been approved and would be introduced from the next academic year.</b>
2	Organization of Seminars	<b>The college organized six seminars in the academic year.</b>
3	Inculcating Indian Culture among students	<b>The college has been organizing Indian classical music concert for last two year and has decided to continue the same.</b>
4	Photography Club	<b>The college has established a photography club to enhance creativity of students.</b>

*\* Attach the Academic Calendar of the year as Annexure.*

**2.15 Whether the AQAR was placed in statutory body: Yes. It was placed before Management.**

### **Provide the details of the action taken**

AQAR was presented to the Jai Hind Sindhu Education Trust, which is the statutory body governing the college. The Management commented that the report is good and authentic. The management of the college works hand in hand with the college Principal and the staff to provide quality education to the learners, which is the prime goal of the institute. The college has set targets and has definite objectives to reach till the defined goals.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG (M. Com.)	1	-	1	-
UG: B. Com, BBA, BCA	3	-	2	-
PG Diploma	-	-	-	-
Advanced Diploma (Soft Skills)	1	-	-	1
Diploma (Soft Skills)	1	-	-	1
Certificate (Short Term and Soft Skills)	10	-	9	10
Others (Sindhi Language)	1	-	-	1
<b>Total</b>	<b>17</b>	<b>-</b>	<b>12</b>	<b>13</b>
Interdisciplinary	-	-	-	-
Innovative	1	-	1	1
<b>Grand Total</b>	<b>18</b>	<b>-</b>	<b>13</b>	<b>14</b>

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

Class	Languages	Optional
<b>F.Y.B.Com.</b>	Additional English / Hindi / Sindhi	Banking / Organizational Skill Development
<b>S.Y/ T.Y.B.Com.</b>	-	Costing/ Banking / Marketing / Business Entrepreneurship
<b>M.Com.</b>	-	Costing / Business Administration
<b>BBA</b>	-	Finance / Marketing

##### (ii) Pattern of programmes:

Pattern	Number of Programmes
<b>Semester</b>	03 (M.Com., BBA, BCA)
<b>Trimester</b>	-
<b>Annual</b>	01 (B.Com.)

### 1.3 Feedback from stakeholders:

*(On all aspects)*

Feedback is collected from following stakeholders:

1. Alumni
2. Parents
3. Students

Mode of feedback:

Manual

***\*Please provide an analysis of the feedback in the Annexure***

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

- Revision of syllabi is carried out by the university.

1.5 Any new Department/Centre introduced during the year. If yes, give details. **No**

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Description	Total	Principal	Asst. Professors	Associate Professors	Others
Grant in Aid (B.Com.)	15	01	09	04	01 (Part Time)

#### 2.2 No. of permanent faculty with Ph.D.: 07

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	01	-	-	-	-	-	-	-	01

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty	Visiting Faculty	Temporary Faculty
105 (Invited Guest Lectures)	03 (Hindi, Sindhi and Law for BBA)	08 (M.Com., BBA, BCA)

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars / Workshops	4	1	3
Presented papers	3	10	3
Resource Persons	-	-	-

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

Teaching Learning process is made interactive and innovative by organizing various events and activities. Students participate in the following events and activities:

- Study Tours and Industrial Visits
- Group Discussions and Role play
- Inspirational Videos and Short Films
- Mock Interviews and Extempore Activities
- Seminars and Workshops
- PPT Presentations, Exhibition of Models, Projects as well Posters on Green Environment
- Quizzes and Communication Skills courses
- Reading Club to inculcate the reading habit.

**2.7 Total No. of actual teaching days during this academic year: 200**

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

- University has introduced Bar Code System and the college has implemented it effectively.
- As per university guidelines students are provided with photocopy of answer sheets, if demanded by the students.
- The college conducts special exams for the students who could not appear for some valid reasons like on medical grounds and sports students who have represented college in any of the events.
- As per university guidelines, revaluation & rechecking of answer sheets are done for those students who have applied for the same.

**2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: 01**

**2.10 Average percentage of attendance of students: 75%**

**2.11 Course/Programme wise distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	Higher Second	Second	Pass
B. Com.	262	9.92	25.95	14.50	14.50	5.73
M. Com.	51	33.33	31.37	13.73	1.96	-
BBA	31	3.23	41.94	32.26	-	-
BCA	35	17.14	11.43	20	17.14	2.86

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

**The monitoring of the teaching and learning process, IQAC contributes in the following way:**

- Time table is prepared by the committee and IQAC monitors its implementation.
- Teaching plan is prepared by every teacher.
- Teachers take attendance every day in each class and maintain records.
- Students' feedback of teachers is collected and analysed.
- Teachers fill and submit API forms to the IQAC coordinator.

- Suggestion box is placed in Library for students.
- Teachers are motivated to use innovative methods specially ICT in the class.
- Remedial coaching is provided to slow learners.
- IQAC monitors the Teaching-Learning Process and makes suggestions.

### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	03
Others	02 (Staff Academy Lectures)

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff (Grant in Aid)	11	02	-	-
Administrative Staff (Non-Grant)	-	-	-	10
Technical Staff	-	-	-	1

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- The college has active Research Cell and all the faculty members are engaged in active research.
- The college publishes peer reviewed research journal with ISSN 2348-2362.
- The college students undertake research and publish their articles in Vision Think Tank, a research magazine for students.
- Out of 15 permanent faculty members, 7 are Ph.D. holders. One faculty member has submitted her dissertation to the university. 4 members have registered for their Ph.D. with the Savitribai Phule Pune University. 2 members from temporary faculty have also registered for their Ph.D.
- Faculty members are encouraged to participate in seminars, conferences and workshops. They also publish their research papers in various journals regularly.
- Faculty members are encouraged to undertake Minor and Major Research Projects. Three faculty members have applied for the same.

##### 3.2 Details regarding major projects:

No

##### 3.3 Details regarding minor projects

	Completed	On going	Sanctioned	Submitted
Number	-	2	Sanctioned	-
Outlay in Rs. Lakhs	-	2.05 lakhs	Sanctioned	-

##### 3.4 Details on research publications

	International	National	Others	Total
Peer Review Journals	1	1	-	2
Non-Peer Review Journals	1	1	-	2
e-Journals	1	-	-	1
Conference proceedings	5	4	2	11
Edited Books	-	2	-	2
<b>Total</b>	<b>8</b>	<b>8</b>	<b>2</b>	<b>18</b>

##### 3.5 Details on Impact factor of publications:

Average

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Minor Projects	2014-2016	BCUD, SPPU, Pune	205000	102500
<b>Total</b>	-	-	205000	102500

**3.7 No. of books published: 02**

- i) With ISBN No.: 01 (Conference Proceedings of Culture and Communication: Reflecting Paradigm Shifts)
- ii) Without ISBN No.: 01 (Vision Think Tank)

**3.8 No. of University Departments receiving funds from UGC-SAP / CAS / DST-FIST / DPE / DBT Scheme/funds: No.**

**3.9 For colleges: Autonomy / CPE / DBT Star Scheme / INSPIRE / CE / Any Other (specify): No.**

**3.10 Revenue generated through consultancy: No.**

**3.11 No. of conferences organized by the Institution**

Level	International	National	State	University	College
Number	-	1	2	-	-
Sponsoring Agencies	-	BCUD, SPPU, Pune	BCUD, SPPU, Pune	-	-

**3.12 No. of faculty served as experts, chairpersons or resource persons: 03**

**3.13 No. of collaborations:**

- International: No
- National: 01 (National Council for Promotion of Sindhi Language)
- Any other: 03 (MoU with Kalyani Lemmerz Ltd, Stella Engineers, Sun Automation)

**3.14 No. of linkages created during this year: No.**

**3.15 Total budget for research for current year in lakhs:**

- From funding agency: No.
- From Management of University/College: 205000/- (from BCUD, SPPU, Pune)
- Total: 205000/-**

**3.16 No. of patents received this year: No.**

**3.17 No. of research awards / recognitions received by faculty and research fellows of the institute in the year: No.**

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

Ph.D. Guides: 03 No. of Students: 14

**3.19 No. of Ph.D. awarded by faculty from the Institution: Not Applicable**

**3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones): 02 from BCUD, S. P. Pune University for Minor Research Project**

**3.21 No. of students Participated in NSS events:**

University level:	06
State level:	03
National level:	--
International level:	--

**3.22 No. of students participated in NCC events:**

University level:	04
State level:	01
National level:	01
International level:	--

**3.23 No. of Awards won in NSS:**

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

**3.24 No. of Awards won in NCC:**

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

**3.25 No. of Extension activities organized**

University forum:	--
College forum:	02
NCC	--
NSS	02
Any other	--

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

The college conducted following extension and institutional social responsibility activities:

1. Job Fair and Career Guidance
2. Swachh Bharat Abhiyan
3. Haemoglobin Check-up for girls
4. Personal Counselling under Vidyarthini Manch
5. Blood Donation Camp under NSS

6. Celebration of National Sports Day on August 29
7. Organization of Special Winter Camp of NSS at Jhamvade village in Maval Taluka

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
<b>Campus area</b>	5 acres	-	-	<b>5 acres</b>
<b>Principal's Cabin</b>	01	-	-	<b>01</b>
<b>Office</b>	01	-	-	<b>02</b>
<b>Staff Room (B.Com, BBA/BCA)</b>	02	-	-	<b>02</b>
<b>Class rooms</b> <b>Big Classroom No.: 1, 2, 7, 8, 11/12, 13, 14, 15</b> <b>Small Classroom No.: 5, 8, 9</b>	08 Big 03 small	-	-	<b>11</b>
<b>Laboratories (Computer Lab)</b>	01	-	-	<b>01</b>
<b>Seminar Halls</b> <b>(Seminar Hall, Computer Hall &amp; Reading Hall)</b>	03	-	-	<b>03</b>
<b>Other Rooms (Boys Common Room, Ladies Common Room, Examination Room, NSS Room, BBA/BCA Coordinator's Room, Placement Cell, Sports Room, Library Stack Room, First Aid Room)</b>	09	-	-	<b>09</b>
<b>Canteen</b>	01	-	-	<b>01</b>
<b>No. of important equipments purchased (≥ 1-0 lakh) during the current year.</b>	-	-	-	<b>-</b>
<b>Value of the equipment purchased during the year (Rs. in Lakhs)</b>	-	633689/-	<b>UGC + Self Finance</b>	<b>633689/-</b>
<b>Others</b>	-	-	-	<b>-</b>

#### 4.2 Computerization of administration and library

- The Administration and Library is partially computerized and is heading towards complete Computerization.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
<b>Text Books</b>	1057	272444	176	34560	1233	307004
<b>Reference Books</b>	13414	2772893	330	232312	13744	3005205
<b>Journals</b>	62	34400	34	29236	96	63636
<b>e-Journals</b>	N-List	5000	N-List	5000	N-List	10000
<b>CD &amp; Video</b>	75	5000	I Prof. Test Series		75	5000

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
<b>Existing</b>	95	57	Tata Broadband 1 mbps	1	1	8	27	1
<b>Added</b>	-	-	-	-	-	-	-	-
<b>Total</b>	95	57	-	1	1	8	27	1

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

- Information and Technology Seminar for BCA students and Faculty
- Tally Course for F.Y.B.Com students.
- Internet access to teachers.
- Free Internet access to students, two computers are in the library

#### 4.6 Amount spent on maintenance in lakhs :

Sr. No.	Description	Amount
<b>1</b>	ICT	66525
<b>2</b>	Campus Infrastructure and facilities	16065
<b>3</b>	Equipments	1693571
<b>4</b>	Others	-
	<b>Total</b>	<b>1776161</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- A Student Welfare Officer is appointed by the College as per the University Norms.
- The enrolment for the courses is 100% and drop out is 0.1 %
- Students are provided the facility to pay their fees in Instalments.
- Students are employed (part-time) under Earn and Learn Scheme.
- Psychological Counselling is provided to students on 1:1 basis by an expert Counsellor.
- Scholarships are provided to needy & meritorious students.
- Students Health Check-up is conducted at entry level.
- Soft Skill & Personality Development Courses/Workshops are conducted free of charge.
- Special guidance lectures are conducted.
- Various guest lectures are organized on burning issues.
- Gender sensitization programmes are conducted.
- Class-wise Mentors are appointed.
- Various essay-writing, elocution, debate, Power Point Presentation Competitions, Poster making, Quizzes are organized for the personality development of the students.
- Music Class and Music appreciation programme are organized.
- A Suggestion Box is kept in the Library to invite suggestions of the students for the betterment of the services provided.
- A College Magazine is published to provide a platform to the students to encourage them to write on various issues & to boost their creative skills.
- An Anti-Ragging Orientation is conducted in the beginning of the session.
- Students are trained to co-ordinate and comperre the programmes.
- The College provides Canteen Services to students.
- Industrial visits are organized for the students to provide first-hand knowledge of industrial environment.
- The college has established E-club which functions in collaboration with Entrepreneurs' International Pimpri Chinchwad (ECPC)
- Alumni provide support to conduct guest-lectures & placement.
- One day Job Fair and Career Guidance is organized every year.
- Placement Cell organizes various campus placement opportunities.

- Students are provided guidance by the faculty members to write research articles which are published in our in-house Journal ‘Think-Tank’.
- The feedback of outgoing Students is obtained every year at the end of the course.
- The college has active human library, which guides students regularly.

### 5.2 Efforts made by the institution for tracking the progression

- Extra efforts are taken by the teachers by conducting remedial teaching for the slow learners.
- For the students having excellent academic record, additional inputs are provided by teachers.
- Placement Cell organizes lectures on career opportunities and conducts campus interviews.

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

UG	PG	Ph. D.	Others
1200	110	-	1310

(b) No. of students outside the state: Nil

(c) No. of international students: Nil

Gender	No.	Percentage
Men	458	34.96
Women	852	65.04
<b>Total</b>	<b>1310</b>	<b>100</b>

Last Year (2014 – 2015)						This Year (2015 – 2016)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1126	121	06	127	-	1380	1062	107	04	137	-	1310

Demand ratio: 1: 1.55%

Dropout: 0.1%

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

Competitive examination centre exists in the college. Lectures are conducted on various subjects such as logical reasoning, arithmetic aptitude every day on the college campus. Examination is conducted for checking the grasping capacity of the students. Students are guided for various Bank Examinations as well as MPSC examination.

No. of students beneficiaries: **30**

**5.5 No. of students qualified in these examinations (NET/ SET/SLET / GATE/ CAT / IAS/IPS / State PSC / UPSC / Others): Nil**

**5.6 Details of student counselling and career guidance**

- A Counsellor is appointed who addresses students’ problems on one to one basis.
- Counselling through Guest Lectures
- Counselling in classrooms by faculty members
- Career Guidance sessions are conducted with the help of outside agencies & the faculty members.
- One day Job Fair and Career Guidance was organized last year.

No. of students benefitted: **118**

**5.7 Details of campus placement**

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	210	17	-

**5.8 Details of gender sensitization programmes**

- The college has anti-sexual harassment cell as well as Vidyarthini Manch.
- Guest lectures are organized on Women’s Health, Domestic Violence and many more.
- Counselling is done on personal basis
- Different competitions like Essay Writing and Presentations are organized for the students.
- Mentors are appointed for every class to take care of the students.

**5.9 Students Activities**

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

State/ University level: 03  
 National level: 01  
 International level: --

**No. of students participated in cultural events**

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

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

#### Sports:

State/ University level:	01 (Gold Medal in Boxing)
National level:	--
International level:	--

#### Cultural:

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

### 5.10 Scholarships and Financial Support

	Number of Students	Amount
<b>Financial support from institution</b>	-	-
<b>Financial support from government (Freeships and Scholarships)</b>	54	469900
<b>Krantijyoti Savitrimata Phule Financial Support Scheme</b>	10	50000
<b>Economically Backward Student Support Scheme</b>	02	6000
<b>Savitribai Phule Pune University Merit Scholarship</b>	21	252000
<b>Financial support from other sources: Cybage Scholarship</b>	24	621625
<b>Number of students who received International/ National recognitions</b>	-	-

5.11 Student organised / initiatives (Fairs / Exhibition): Nil

5.12 No. of social initiatives undertaken by the students: 02

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **Vision:**

To become an education centre of excellence in Commerce with emphasis on entrepreneurship aimed at generating knowledge for the well-being of the society.

##### **Mission:**

To provide quality and excellent commerce education for all-round development to create responsible citizens and to provide this knowledge to students of all strata of the society inculcating in them values of hard work, sincerity and commitment.

#### 6.2 Does the Institution has a management Information System: **Yes**

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

##### 6.3.1 Curriculum Development

- Teaching Plans are prepared by Teachers
- Every individual faculty is involved in Developing Curriculum for various short term autonomous and Certificate Courses.
- Subjects are allocated as per the specialization of teachers.
- Staff attend program sponsored by University for Curriculum Development and implement as per guidelines

##### 6.3.2 Teaching and Learning

- LCD projectors have been installed in all class rooms.
- Smart board is being used by faculty members.
- Guest speakers from other educational institutes and industry are invited to share their expertise.
- Research findings are shared in the classrooms and students express their views in Vision Think Tank under the able guidance of faculty members.
- Various Certificate and autonomous courses help students to acquire additional knowledge from different fields.
- Video lectures, Documentaries, Educational Movies, Group Discussion, Debates, Quizzes help to have Interactive Teaching Learning sessions.
- Elocutions, Poetry Recitation, Reading sessions help students to develop language skills of learners.

- Visits to Banks / Industries and various related sectors are organized to provide firsthand knowledge to students.
- Well stocked Library help members to gain knowledge.
- Faculty members and students attend seminars, workshops and conferences organized by various institutions.

### **6.3.3 Examination and Evaluation**

- Examinations are conducted as per University Norms
- Special exams are conducted for sports students and medically unwell students.
- Internal assignments are given to BBA, BCA and M.com
- Staff members participate in Central Assessment Program of the University.
- Teachers are appointed as Senior Supervisors or as an Observer in outside colleges.
- Teachers are appointed on the Vigilance Squad of the University Examinations.
- First Year B.COM/BBA/BCA examinations are conducted as per University directives.

### **6.3.4 Research and Development**

- The college publishes Sameeksha: Shodh, a National Level Research Journal every year with ISBN 2348-2362.
- The college publishes Vision Think Tank, in-house research journal for students. The students are guided by faculty members.
- Teachers are involved in continuous research. Most of the teachers present Research Papers in National / International Seminars & Conferences. They also publish their research findings in Research Journals.
- 7 faculty members are Ph.D. holders.

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

- Library has good number of books and every year new books are added.
- Library has introduced the concept of human library, where students are guided by the subject teachers after teaching hours.
- Library and Office are partially computerized.
- Library conducts various activities like writing quotations, biblio- know -how and guest lectures.
- ICT is regularly and effectively used by the faculty members in teaching-learning process. Students also give presentation with the help of ICT tools.
- Separate computers are allotted in the library for students.

- LCDs are installed in all classrooms. Smart board is also installed in one of the classrooms and in computer lab.
- Separate Ladies Room as well as Boys Room are available. Medical room and first aid kit are available in the college. Canteen facility is also available.
- The college is under CCTV surveillance.
- Optimum use of Infrastructure is made.

### **6.3.6 Human Resource Management**

- Staff members attend training courses like orientation, refresher and faculty development program.
- Performance appraisal of staff members is done regularly. Faculty members fill API form every year.
- Bio-metric attendance system is used by the college for keeping the attendance.
- Various leaves are granted to the staff.
- Study leave is granted to the faculty members for pursuing research.

### **6.3.7 Faculty and Staff recruitment**

Recruitment is as per the norms set by Government of Maharashtra & Savitribai Phule Pune University

### **6.3.8 Industry Interaction / Collaboration**

- Industrial Visits are organized for students to get practical exposure.
- Industry Experts are invited to share their views and expertise with the students.
- The college has signed an MOU with Kalyani Hayez Lemmerz Ltd.

### **6.3.9 Admission of Students**

- Direct admission is given to the students of Junior College run by the Jai Hind Sindhu Education Trust which manages the college.
- For remaining seats, admission is on merit for B.Com.
- For BBA, BCA & M.Com, admissions are granted on merit.
- Admission Committee is formed for admission process.

## **6.4 Welfare schemes for**

<b>Teaching and Non-Teaching</b>	<ol style="list-style-type: none"> <li><b>1. Staff members contribute to Provident Fund.</b></li> <li><b>2. All Staff members avail the Medical Reimbursement facility as per Government Rules.</b></li> <li><b>3. Class IV employees are provided Uniforms and Washing Allowance.</b></li> <li><b>4. Tea Club is formed.</b></li> </ol>
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<b>Students</b>	<ol style="list-style-type: none"> <li>1. Subsidised Fees for Scheduled Castes and Backward Castes.</li> <li>2. Students are provided with the facility of paying their fees in instalments.</li> <li>3. Implemented Freeships &amp; Scholarship Schemes as per Government Norms.</li> <li>4. Medical Check-up for students at entry level.</li> <li>5. Students avail Railway &amp; Bus Concession.</li> <li>6. Student Welfare Department organizes various welfare activities like earn and learn scheme and personality development workshop for girl.</li> </ol>
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**6.5 Total corpus fund generated:** NIL

**6.6 Whether annual financial audit has been done:** Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	√
Administrative	No	-	Yes	√

**6.8 Does the University/ Autonomous College declare results within 30 days?** No

For UG Programmes: No

For PG Programmes: No

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

- Choice based Credit System is introduced for M.Com.
- College has appointed an Examination Officer as per the University norms.
- Bar Coding System and Masking have been introduced by the university.

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

Not Applicable. The university permits colleges with potential of excellence to apply for academic autonomy.

**6.11 Activities and support from the Alumni Association**

- Alumni conduct meetings regularly and provide suggestions.
- Alumni guide students through guest lectures.
- Alumni provide placement assistance to present students.

**6.12 Activities and support from the Parent – Teacher Association**

- There is no formal association but meetings are held with the parents.
- SMS are sent to parents regarding their wards' absence.

**6.13 Development programmes for support staff**

- Non-teaching staff members attend various training programs organized by the university.

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

- No-vehicle day is observed once in a year.
- Awareness is created about ill effects of crackers during Diwali and chemical colours during Holy.
- Tree plantation is done every year by college students.
- The college is also developing nursery of plants.

## Criterion – VII

### 7. Innovations and Best Practices

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

- Entrepreneurship Club has been organizing various activities for developing entrepreneurship skills of the students.
- Ever Green Nature Club has been conducting eco-friendly activities like tree plantation, seminars and awareness lectures by outside experts.
- Music Appreciation Club has been organizing various guest lectures by experts from music field. Hindustani Classical Music program is being organized for last three years.
- The college extends the facility of Human Library to its students. Teachers are available for counselling in college library. The library organizes various competitions, which has created positive impact on the minds of students.

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

Plan of Action	Achievements
Preparation of Academic Calendar	Prepared and Implemented
Implementation of ICT in Teaching-Learning	All classrooms have LCDs and teachers make use of different ICT tools in their teaching-learning process.
Generation of Parents Data	Class-wise database of Parents is generated and the wards progress is communicated to them.
Organization of class debates, discussions, quizzes etc.	Activities organized.
Promotion of Research	Many faculty members have presented and published their research papers at National and International Level.
Organization of Seminars	One National and Two State Level Seminars have been organized.
Preparation for NAAC	The first draft of SSR is ready.

**7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)**

- Entrepreneurs' Club: Renaissance
- Spoken English course for F.Y.B.Com students.

**\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)**

**7.4 Contribution to environmental awareness / protection**

- A Compulsory Course in Environmental Studies for S.Y.B.Com is undertaken.

- Various Guest Lectures, Exhibitions and visits are organized under Nature Club.
- A nursery is being developed.

**7.5 Whether environmental audit was conducted? No**

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

**Strengths:**

- Qualified Staff
- Focus on Research
- Team-work
- Optimum utilization of infrastructure.
- Highly educated, young, foresighted Management comprising of all women.

**Weakness:**

- Teacher Students Ratio
- Single Faculty College
- Limited Infrastructure Academic development to be done within university constraints.
- Large no. of students per division, leading to declining student-teacher ratio.

**Opportunities:**

- E-learning / correspondence courses
- Skill Development Courses.

**Threats:**

- Entry of Private Institutes & Courses
- Insufficient financial support from the government.

**8. Plans of institution for next year**

- To complete the third cycle of Reaccreditation of the college
- To provide Industrial Training to students
- To promote Entrepreneurship skills of students
- To encourage teachers to use ICT in day today teaching-learning process
- To promote placement, Career Guidance and counselling
- To sign MOU's with more industries

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