

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

Rayat Shikshan Sanstha's  
KARMAVEER BHAURAO PATIL COLLEGE, VASHI

1.2 Address Line 1

Sector -15 A

Address Line 2

Jhunagar

City/Town

Vashi, Navi Mumbai

State

Maharashtra

Pin Code

400 703

Institution e-mail address

principal@kbpcollegevashi.net

Contact Nos.

022-27661210

Name of the Head of the Institution:

Dr. V.S.Shivankar

Tel. No. with STD Code:

022-27663723

Mobile:

9004933323

Name of the IQAC Co-ordinator: Dr. Shubhada Nayak

Mobile: 9869845255

IQAC e-mail address: iqac@kbpcollegevashi.net

1.3 NAAC Track ID: **EC/54/RAR/096**

1.4 Website address: www.kbpcollegevashi.net

Web-link of the AQAR: <http://www.kbpcollegevashi.net/AQAR2013-14.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	<b>B<sup>++</sup></b>		<b>2004</b>	<b>05</b>
2	2 <sup>nd</sup> Cycle	A	3.28	<b>2011</b>	<b>05</b>
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC: 20/12/2005

1.7 AQAR for the year: 2013-14

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2011-12 submitted to NAAC on 02/07/2012
- ii. AQAR 2012-13 submitted to NAAC on 24/12/2013

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

- Center for Yashwantrao Chavan Open University
- Community College

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

University of Mumbai

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text" value="√"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text" value="√"/>		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="09"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="08"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="10"/>	Faculty	<input type="text" value="04"/>
	Non-Teaching Staff	<input type="text" value="02"/>	Students	<input type="text" value="01"/>
		Alumni	<input type="text" value="02"/>	Others
				<input type="text" value="-"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- IQAC has evolved mechanisms and procedures for ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- With the help of 48 committees IQAC strives to develop and maintain quality in every aspect of institutional functioning with ultimate goal of bringing overall development of students.
- IQAC has defined the scope of each one of the committees and annual plans are made as per the guidelines for carrying out various activities. IQAC monitors working of each committee once in every semester.
- Best Performance Awards are given to the committees who excel in their work.
- All the 16 departments of college are also given guidelines for optimization and integration of methods of improving every aspect of teaching and learning. Internal audit of departments is done once in every semester. Departments getting 100% results are felicitated.
- IQAC commenced the ISO 9001:2008 accreditation process. The certificate was awarded on 13<sup>th</sup> July 2013.
- IQAC was instrumental in preparations for the “BEST COLLEGE AWARD” which was given by University of Mumbai in urban category on 26<sup>th</sup> January 2014.

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
ISO 9001:2008 certification	ISO 9001:2008 certificate was awarded on 13 <sup>th</sup> July 2013
Assign scope of work for each committee and monitor their functioning once every semester.	Each of the 48 committees were given clear instructions about the scope of work. Monitoring of committees were done on:  1 <sup>st</sup> monitoring on 18 <sup>th</sup> -22 <sup>nd</sup> October 2013  2 <sup>nd</sup> monitoring on 15 <sup>th</sup> -20 <sup>th</sup> April 2014
Internal Academic Monitoring of departments should be done once every semester	1 <sup>st</sup> monitoring on 28 <sup>th</sup> - 30 <sup>nd</sup> October 2013  2 <sup>nd</sup> monitoring on 23 <sup>th</sup> -25 <sup>th</sup> April 2014
Apply for the “BEST COLLEGE” Award given by University of Mumbai for providing quality education	Monitoring by committee of 3 Vice Chancellors of different universities was done on 19 <sup>th</sup> December 2013.  “BEST COLLEGE” Award was bestowed on 26 <sup>th</sup> January 2014.

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

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

The AQAR was approved by the management.

## 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	03	-	03	-
PG	10 <sup>@</sup>	02	10	-
UG	24	-	06	09 <sup>\$</sup>
PG Diploma	-	-	-	-
Advanced Diploma	01	-	01	-
Diploma	02	-	02	-
Certificate	08	02	08	-
Others	02*	02	02	-
<b>Total</b>	<b>47</b>	<b>06</b>	<b>29</b>	<b>09</b>
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

@ Both by papers and by research

\$ Career Oriented Courses - 04, Value added Courses- 05

\* **SMART** course under **COMMUNITY COLLEGE**. Also, college runs study centre for **Yashvantrao Chavan Maharashtra Open University** through which B.A., B.Com., B.Lib., M.Lib., M.B.A. Courses are run.

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

The college being affiliated to University of Mumbai, it is governed by the University rules and regulations for offering flexibility of the curriculum. The university has Credit Based Semester & Grading System for all undergraduate and post graduate courses.

**Core options:****A. At UG level:**

<b>Sr. No.</b>	<b>Faculty</b>	<b>Subject</b>
<b>1</b>	<b>Science</b>	Physics, Chemistry, Microbiology, Mathematics, Biotechnology, Information Technology, Computer Science
<b>2</b>	<b>Commerce</b>	Commerce, Accountancy, Banking and Insurance, Accounts and Finance
<b>3</b>	<b>Arts</b>	Economics, English, Geography, Psychology
<b>4</b>	<b>Management</b>	Management Studies,

**B. At PG level:**

<b>Sr. No.</b>	<b>Faculty</b>	<b>Subject</b>
<b>1</b>	<b>Science</b>	Microbiology [By Papers & By Research] Bioanalytical Science [By Papers] Physics [By Research] Chemistry[By Papers & By Research]- Organic/Inorganic/Analytical Mathematics [By Papers] Information Technology [By Papers] Computer Science[By Papers]
<b>2</b>	<b>Commerce</b>	Commerce & Accountancy



**Elective options:**

Sr. No.	Faculty	Elective Subjects
1	Science	<b>T.Y.B.Sc.:</b> One applied course is compulsory. No freedom of choice is given as per the University Rules.
2	Commerce	<b>S.Y.B.Com.:</b> Advertisement / Computer applications are the elective options. <b>T.Y.B.Com.:</b> Direct & Indirect Tax / Computer system and applications, Export management / Marketing research, Taxation / Export marketing are the electives available.
3	Arts	<b>T.Y.B.A.:</b> Elementary Mathematics and statistics for economics / Economy of Maharashtra

**Open options:** Cannot be offered as per the university rules.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15 UG & 07 PG
Trimester	-
Annual	-

1.3 Feedback from stakeholders\* Alumni  Yes Parents  Yes Employers  Yes Students  Yes  
(On all aspects)

Mode of feedback : Online  - Manual  Yes Co-operating schools (for PEI)  -

*\*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.

Syllabi revised in the academic year 2013-14:

Course	Class for which syllabus is revised	Salient Features
BMS	F.Y.B.M.S.	Syllabus is changed according to the market requirement and is practical oriented
	T.Y.B.M.S.	The subject Retail Management is made compulsory which covers all the recent challenges in Retail Market Sector
IT	T.Y.B.Sc. & M.Sc. I	Addition of higher technologies is done. These are required in IT sector of market
Commerce	S.Y.B.Com.	New syllabus is having practical approach, it is job oriented, the topics like intellectual property rights and preference shares redemption are added which will help the students in preparing C.A. & C.S. competitive examinations
Economics	S.Y.B.Com.	The topics like commercial banking , monetary policy, trade off between liquidity and profitability are introduced which will help the students in preparation of bank exams and competitive examinations
Mathematics	T.Y.B.Sc.	Reshaping of syllabus as per the change from annual to semester exam. pattern
Physics	T.Y.B.Sc.	Reshaping of syllabus as per the change from annual to semester exam. pattern
Microbiology	T.Y.B.Sc.	Reshaping of syllabus as per the change from annual to semester exam. pattern
Chemistry	T.Y.B.Sc.	Reshaping of syllabus as per the change from annual to semester exam. pattern
Economics	T.Y.B.A. & T.Y.B.Com.	Reshaping of syllabus as per the change from annual to semester exam. Pattern
Microbiology	M.Sc. II	Environmental monitoring and environmental visits are introduced so as to create the awareness among the students about the protection of environment. Introduced some topics which will inculcate the research attitude among the students.

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

COMMUNITY COLLEGE by UNIVERSITY OF MUMBAI
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	32	07	25	-	-

2.2 No. of permanent faculty with Ph.D. 11

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others [Temporary]		Total	
	R	V	R	V	R	V	R	V	R	V
	-	-	-	-	-	-	77	-	77	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 05 08 77

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	08	37	08
Presented papers	12	16	-
Resource Persons	-	01	-

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

- Encouragement to students for enrolling in on-line courses of short durations from websites like: [www.coursera.com](http://www.coursera.com) and [www.edx.com](http://www.edx.com).
- Use of ICT:
  - i. Use of Power point presentations, animations and videos while teaching.
  - ii. Use of Google App for Education
  - iii. Formation of Google groups [class-wise] for combined and interactive learning.
  - iv. Use of E-books, YouTube, Ted -Talks etc.
  - v. Encouragement to students [both UG and PG] for undertaking research projects and participation in scientific forums.
  - vi. Preparation of models for better learning.
  - vii. Organizing advance learning and remedial coaching classes.
  - viii. Counselling to students about time management, building concentration, Stress management.
  - ix. Organization of workshop on “Ethics in Science”.
  - x. Organization of study tours and industrial visits.
  - xi. Departmental libraries apart from central library for availability of specialized books.

2.7 Total No. of actual teaching days during this academic year	191		
2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	Double Valuation, Photocopy		
2.9 No. of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	04	02	02
2.10 Average percentage of attendance of students	80		

2.11 Course/Programme wise distribution of pass percentage:

**Faculty: Science: PG**

Title of the Programme	Total no. of students appeared	Grade						
		O	A	B	C	D	E	F
M.Sc. I Bioanalytical Sciences [Sem. I]	10	-	04	06	-	-	-	-
M.Sc. I Bioanalytical Sciences [Sem. II]	10	01	06	02	-	-	-	01
M.Sc. II Bioanalytical Sciences [Sem. III]	14	-	06	08	-	-	-	-
M.Sc. II Bioanalytical Sciences [Sem. IV]	14	-	04	09	01	-	-	-
M.Sc. I Microbiology [Sem. I]	18	-	01	02	01	-	-	14
M.Sc. I Microbiology [Sem. II]	16	-	-	04	05	-	-	07
M.Sc. II Microbiology [Sem.III]	18	-	10	04	03	-	-	01
M.Sc. II Microbiology [Sem. IV]	18	01	12	05	-	-	-	-
M.Sc. I Chemistry [Sem. I]	22	-	-	03	04	-	-	15
M.Sc. I Chemistry [Sem. II]	21	-	-	04	04	-	-	13
M.Sc. II Chemistry [Sem.III]	05	-	-	02	03	-	-	-
M.Sc. II Chemistry [Sem. IV]	05	-	-	04	01	-	-	-
M.Sc. I Mathematics [Sem. I]	12	-	-	-	-	-	-	12
M.Sc. I Mathematics [Sem. II]	13	-	-	-	01	-	-	12
M.Sc. I IT [Sem. I]	15	-	-	06	02	-	-	07
M.Sc. I IT [Sem. II]	16	-	-	05	05	01	-	05
M.Sc. II IT [Sem.III]	17	01	04	07	02	01	-	02
M.Sc. II IT [Sem. IV]	17	-	01	04	-	-	-	12
M.Sc. I CS [Sem. I]	12	-	01	02	02	-	-	07
M.Sc. I CS [Sem. II]	12	-	01	-	03	04	-	04

**Faculty: Science: UG**

Title of the Programme	Total no. of students appeared	Grade						
		O	A	B	C	D	E	F
T.Y.B.Sc. Microbiology [Sem.V]	46	02	08	05	01			30
T.Y.B.Sc. Microbiology [Sem.VI]	45	01	09	09	04			22
T.Y.B.Sc. Chemistry [Sem.V]	98	03	17	15	02			61
T.Y.B.Sc. Chemistry [Sem.VI]	92	02	26	15	02	-	-	40
T.Y.B.Sc. Physics [Sem.V]	12	09	01	-	-	-	-	02
T.Y.B.Sc. Physics [Sem.VI]	12	05	03	-	-	-	04	02
T.Y.B.Sc. Mathematics [Sem.V]	32	-	04	-	-	-	-	28
T.Y.B.Sc. Mathematics [Sem.VI]	31	04	08	07	02	-	-	10
T.Y.B.Sc. Biotech [Sem.V]	30	01	09	12	01	01	-	06
T.Y.B.Sc. Biotech [Sem.VI]	30	01	08	10	01	-	-	10
T.Y.B.Sc. IT [Sem.V]	89	01	14	12	-	-	-	62
T.Y.B.Sc. IT [Sem.VI]	88	-	29	9	3	2	-	44
T.Y.B.Sc. CS [Sem.V]	32	-	09	06	-	-	-	17
T.Y.B.Sc. CS [Sem.VI]	30	-	03	03	03	01	-	21

**Faculty: Commerce: PG**

Title of the Programme	Total no. of students appeared	Grade						
		O	A	B	C	D	E	F
M.Com. I [Sem. I]	127	-	03	17	19	10	02	77
M.Com. I [Sem. II]	111	-	02	12	23	12	-	62
M.Com. II [Sem. III]	95	03	07	24	18	10	01	32
M.Com. II [Sem. IV]	88	-	18	22	20	03	-	25

Faculty: Commerce: UG

Title of the Programme	Total no. of students appeared	Grade						
		O	A	B	C	D	E	F
T.Y.B.Com. [Sem.V]	344	-	48	81	83	18	02	112
T.Y.B.Com. [Sem.VI]	351	07	82	81	55	25	11	90
T.Y.BMS [Sem.V]	101	-	13	16	12	04	-	56
T.Y.BMS [Sem.VI]	101	-	12	23	22	05	-	31
T.Y.BBI [Sem.V]	41	-	03	07	09	-	-	22
T.Y.BBI [Sem.VI]	41	-	01	14	13	-	-	08
T.Y.BAF [Sem.V]	53	01	17	14	06	01	-	14
T.Y.BAF [Sem.VI]	52	-	13	18	10	02	-	07

Faculty: Art: UG

Title of the Programme	Total no. of students appeared	Grade						
		O	A	B	C	D	E	F
T.Y.B.A.Economics [Sem.V]	26	01	01	03	07	02	-	12
T.Y.B.A. Economics [Sem.VI]	26	00	03	04	06	05	00	08

Faculty: Art: UG

Title of the Programme	Total no. of students appeared	Grade						
		O	A	B	C	D	E	F
T.Y.B.A.English [Sem.V]	18	-	-	04	01	-	-	13
T.Y.B.A. English [Sem.VI]	18	-	-	05	03	01	-	09

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

- Internal academic monitoring committee is established to monitor different aspects of teaching & learning.
- Academic diary is given to each faculty member to maintain records.
- Monitoring of departments is done twice in a year.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	20
Staff training conducted by other institutions	06
Summer / Winter schools, Workshops, etc.	21
Others	10

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	23	06	04	-
Technical Staff	29	06	06	-



## Criterion – III

### 3. Research, Consultancy and Extension

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

- Functioning of Research Promotion and Ethics committee was enhanced.
- Number of minor research projects [sponsored by UGC, University and other funding agencies] undertaken were increased.
- Research Promotion scheme to fund research activities of management appointed faculty members was launched. Grant of up to Rs. 25,000/- will be sanctioned to deserving research proposals.
- Participation of students in “Avishkar”- a science convention organized by University of Mumbai was increased.
- A collaborative research program for undergraduate students in collaboration with Homi Bhabha Center for Science Education, TIFR was conducted in departments of biotechnology and microbiology.
- National Level Certificate course on “**Ethics in Scientific Research**” was conducted on 28<sup>th</sup> February and 1<sup>st</sup> March 2014 for faculty members and students in association with **Indian Women Scientists Association**.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	-	02
Outlay in Rs. Lakhs	0.40	-	-	17.85

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	08	08	-	-
Outlay in Rs. Lakhs	2.55	7.00	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	08+01	08	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	07+02	10	-

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	02	ICSSR	90,000	90,000
Minor Projects	02	UGC	1,75,000	1,75,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	01	MU	1,10,000	1,10,000
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	04	-	02	-
Sponsoring agencies	-	UGC & Self	-	Self	-

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of College   
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
02	-	02	-	-	-	-

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level  State level  
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

1. Financial Support to various Noble Activities of Rayat Shikshan Santha:

**Rayat Krutadnyata Nidhi** for supporting “Ashram Schools” run by Rayat Shikshan Sanstha

**Durbal Shakha Nidhi** for up-gradation of weaker schools in rural areas of Maharashtra

**Karmaveer Nidhi** collected as voluntary donations equivalent to pay of one day of every member for helping the needy colleges run by Sanstha

**Lek Ladki Abhiyan:** Funds are collected to support education of needy girl students

**Donation of Rs. 1,10,000/- to Vitthal Ramji Shinde Adhyasan** – A study center run by Shivaji University Kolhapur, for studying life of Vitthal Ramji Shinde –a great freedom fighter and reformer of Maharashtra

**Donation of Rs. 18,660/-** for medical treatment of mother of Sathoba Javir –a non-teaching staff member

2. Other activities:

- AIDS awareness activities on the occasion of Independence Day 15/08/2013.
- “Police Mitra” activity: Students worked as assistants to police during hectic periods of Ganesh Festival, particularly during Ganesh Idol Immersion Day.
- Distribution of fruits to patients in Navi Mumbai Municipal Corporation Hospital on the occasion of “Karmaveer Jayanti” [Founders Day] on 23<sup>rd</sup> September 2013
- Blood Donation camp on 24<sup>th</sup> September 2013. 65 bottles of blood were donated to Navi Mumbai Municipal Corporation Hospital.

- Rallies conducted to spread the message of Drug De-addiction, anti-corruption, AIDS awareness.
- Road Safety Campaign: Road Safety Week was celebrated during 1-7, January 2014. During this street plays were performed to educate people about traffic rules and road safety.

## Criterion – IV

### 4. Infrastructure and Learning Resources

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

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20,000 Sq. Mt.	-	-	-
Class rooms	40	04	Management	44
Laboratories	21	01	Management	22
Seminar Halls	02	-	-	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	04	UGC	04
Value of the equipment purchased during the year (Rs. in Lakhs)	-	52.92	UGC	52.92
Auditorium	01	-	-	01

#### 4.2 Computerization of administration and library:

##### 1. Office & Administrative work:

For day to day office & administrative work

- i) The senior college admission process is computerised (Preparation of fee receipt, Roll Call, General Register etc.)
- ii) College Examination Work is computerised. (Preparation of result, Marks Statement, Ledger, Result Analysis.)
- iii) College accounts are maintained by using Tally ERP 9 Accounting software.
- iv) The University Examination work is done online (Online Registration, Submission of Examination forms, Internal marks, Transfer Certificates etc.)
- v) First Year Admission is through online registration with University.
- vi) Correspondence with Joint Director Office is online (Salary Budget, Salary Bill Record of Teaching & Non Teaching staff.)
- vii) All the information about the Staff working in the college is fully computerised by **Rayat Shikshan Sansha** [our parent institute]. It has established HRMS System to keep & update the information about the Human Resource working in the different colleges of Rayat Shikshan sanstha.

viii) College web site is used for providing the information to the students about the different courses conducted by the college, seminars, workshops, Scholarships, Examination Time table, Result etc.

## 2. Library:

- i) College library is fully computerized and Bar-coded for speedy and effective transactions of books.
- ii) More than One thousand books are available in digital format.
- iii) The library uses MKCL's **Libreria: Library Management System** software developed by MKCL, Pune for library automation.
- iv) OPAC is provided for searching of books and journals.
- v) The library has 7 terminals for daily routine work and five terminals for internet access.
- vi) Researchers of library and information science take the benefit of EBSCO database.
- vii) **INFLIBNET-N-LIST** has 80,409 e-books and 3828 e-journals.

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value [Rs]	No.	Value
Text Books	26594	3142179	2746	256264	29340	3398443
Reference Books	19496	4688174	870	285797	20366	4973971
e-Books	80409	2500	-	-	80409	2500
Journals	120	48500	04	10200	124	58700
e-Journals	3828	-	-	-	3828	-
Digital Database	02	-	02	-	04	-
CD & Video	889	-	80	-	969	-
Others (specify)	-	-	-	-	-	-

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	245	07	1mbps	01	07	13	22	-
Added	75	01	2mbps	-	01	05	13	-
Total	320	08	2mbps	01	08	18	35	-

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

- For effective communication with the staff & students, with the help of the Computer Science Department of the college, the college formed Google Group. Proper training is given to the staff & third year students of the senior college. The intention is better communication & to exchange their ideas, views & suggestions for the up gradation of college administration & management practices.
- Department of computer Science organised two days National Level Workshop with ACM-IIT Delhi and CISCO on 20th & 21<sup>st</sup> Feb. 2014 on “ National Network Security Championship. The Objectives of the work shop was 1) Creation awareness among students and faculty members for networking 2) Giving students practical knowledge for Cisco Routers & switches. 75 Students and 8 teachers were participated in the workshop.
- Department of Information Technology conducted Two days training program on website integration with Google drive on 27<sup>th</sup> & 28<sup>th</sup> Jan. 2014. The training programme benefitted 110 teaching staff, 87 nonteaching staff, & 500 students & successfully logged on Google drive.
- Department of Information Technology has started Microsoft I.T. Academy in collaboration with ATS Microsoft I.T. Academy Delhi. The department started 100 hrs Microsoft certification programme in various updates technologies.45 students were enrolled for the program and appeared for net certification examination.
- All the departments of the college have internet connections and library has a internet section.
- College is conducting Tally ERP 9 career oriented programme (COP) sectioned by UGC. 45 students from First Year B.Com. have been enrolled their names for the First Batch started in the month of January 2014.

4.6 Amount spent on maintenance in lakhs : [Including new purchases]

i) ICT	23.26
ii) Campus Infrastructure and facilities	63.59
iii) Equipments	53.82
iv )Others	-
<b>Total :</b>	<b>140.67</b>



## Criterion – V

### 5. Student Support and Progression

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

IQAC constructs and guides various committees that provide support services to students as well provide platform to develop various qualities in them. The committees that provide such support and facilities are: Student Welfare and Council, Grievance Redressal Cell, Women Development and Gender Issue Cell, Sexual Harassment Redressal Cell, Anti-ragging Cell, Special Cell, Counselling Cell, Health Centre, Gymkhana, NSS, NCC, Art Circle, Library, Placement Cell, Career Guidance cell, Competitive Exam Guidance Cell, Skill Development, Environment Consciousness cell. Students are notified about various activities of above mentioned committees through:

- Notices circulated in classrooms.
- Notices Displayed on the notice boards.
- Through student volunteers
- Through Student meetings & parent teacher meetings
- Posted on Google groups [some activities]

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

- Monitoring of performance of the students in the class tests, internal examinations, seminars and assignments.
- Monitoring of students performance in the class in terms of their participation in the class.
- By having a dialogue on one-to-one basis with the student.
- Parent teacher scheme is run in the departments specially for Third year students to regularly monitoring students' progression.
- Findings of the monitoring are conveyed verbally to the parents of the students during the parent teacher meetings.

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

UG	PG	Ph. D.	Others
3425	478	12	30

#### (b) No. of students outside the state

41

#### (c) No. of international students

-

No	%
----	---

1846	47.15
------	-------

Men

No	%
2069	52.85

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2424	499	39	769	02	3732	2491	554	21	847	02	3915

Demand ratio 5:1

Dropout % 2

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

The institution runs a Competitive Examinations Guidance Cell to help the students prepare for various competitive examinations. The activities of the cell include: Entrance test, Expert Lectures, Guest Lectures and Group Discussions. The Cell has a separate library, study room and office.

No. of students beneficiaries

83
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#### 5.5 No. of students qualified in these examinations

NET	<table border="1"><tr><td>03</td></tr></table>	03	SET/SLET	<table border="1"><tr><td></td></tr></table>		GATE	<table border="1"><tr><td>01</td></tr></table>	01	CAT	<table border="1"><tr><td></td></tr></table>	
03											
01											
IAS/IPS etc	<table border="1"><tr><td></td></tr></table>		State PSC	<table border="1"><tr><td></td></tr></table>		UPSC	<table border="1"><tr><td>01</td></tr></table>	01	Others	<table border="1"><tr><td></td></tr></table>	
01											

#### 5.6 Details of student counselling and career guidance:

The institution has established **Counselling and career guidance cell**. The cell provides counselling for personal problems of different kinds and also gives guidance regarding different Career option available in different streams. Special lectures are organized to train the students in acquisition of aptitude skills, interview techniques and resume writing.

No. of students benefitted

650
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#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	200	17	309

#### 5.8 Details of gender sensitization programmes

<p><b>Woman Forum and Gender Issue Cell</b> is actively functioning in the college. Empowerment of Women is the motto of the cell and it is realized through special lectures on women rights, Role of women in society, conduct of various competitions and workshops.</p>
---

## 5.9 Students Activities

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

State/ University level  National level  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  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	52	7,12,000
Financial support from government	345	23,80,939
Financial support from other sources	25	15,11,500
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No major grievances were reported.

## Criterion – VI

### 6. Governance, Leadership and Management

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

**Vision:** To work for “Better Tomorrow” through Educational advancement of society while keeping social justice and social obligations in mind.

**Mission:** “We strive to cultivate mind and build characters of the young generations by imbuing in them scientific temperament, organizational abilities and human values”

#### 6.2 Does the Institution has a management Information System

Yes, The Institution has Management information system that works for following:  
1. Admissions 2. Accounts 3. Library 4. Examination

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

##### 6.3.1 Curriculum Development

Curriculum development is done by the University of Mumbai. It has revised the syllabus for the following courses in 2013-14:

1) S.Y.B.Com: For Accountancy &Commerce, Business Law and Advertising)

2) T.Y.Bsc : For Microbiology, Physics

(T.Y.B.Sc. Syllabus changed from annual pattern to semester pattern)

3) M.Sc. Microbiology:

4) F.Y.BMS (all subject)

### 6.3.2 Teaching and Learning:

- Encouragement to students [both UG and PG] for undertaking research projects and participation in scientific forums.
- Encouragement to students for enrolling in on-line courses of short durations from websites like: [www.coursera.com](http://www.coursera.com) and [www.edex.com](http://www.edex.com).
- Use of ICT:
- Use of Power point presentations, animations and videos while teaching.
- Use of Google App for Education
- Formation of Google groups [class-wise] for combined and interactive learning.
- Use of E-books, youtube, TedTalks etc.
- Preparation of models for better learning.
- Organizing advance learning and remedial coaching classes.
- Counselling to students about time management, building concentration, stress management.
- Organization of workshop on “Ethics in Science”.
- Organization of study tours and industrial visits.
- Departmental libraries apart from central library for availability of specialized books.

### 6.3.3 Examination and Evaluation

- Use of advance software for preparation of examination result.
- A spacious hall for Central Assessment Programme (CAP) is made available.
- Functioning of unfair means committee is made more effective by including vice principals of the college.
- Cases of unfair means are settled immediately as per university ordinances.
- Rules of exams are informed to examinees well in advance.
- Assessment and declaration of results are done in time

#### 6.3.4. Research and Development

- Functioning of Research Promotion and Ethics committee was enhanced.
- Number of applications for funding for major and minor research projects [sponsored by UGC, University and other funding agencies] undertaken were increased.
- Research Promotion scheme to fund research activities of management appointed faculty members was launched.
- Participation of students in “Avishkar”- a science convention organized by University of Mumbai was increased.
- A collaborative research program for undergraduate students in collaboration with Homi Bhabha Center for Science Education, TIFR was conducted in departments of biotechnology and microbiology.
- National level certificate course on “Ethics in Scientific Research” was organized on 28<sup>th</sup> February and 1<sup>st</sup> March 2014 for faculty members and students.

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

##### **Library –**

- College library is fully computerized and Bar-coded for speedy and effective transactions of books.
- More than one thousand books are available in digital format.
- The library uses MKCL’s **Libreria: Library Management System** software developed by MKCL, Pune for library automation.
- OPAC is provided for searching of books and journals.
- The library has 7 terminals for daily routine work and five terminals for internet access.
- Researchers of library and information science take the benefit of EBSCO database.
- **INFLIBNET-N-LIST** has 80,409 e-books and 3828 e-journals.
- Facility of open access of books to PG and research students is provided.
- Certificate course in library computerization is started.
- Library exhibition programme [subject wise] was organized for 3 weeks.
- Activities like- Readers Club, awards for Best Reader [Boy & girl] are conducted for motivating the students.

## ICT

- Up-gradation of computers –hardware as well as software with changing needs of teaching and learning.
- Development of English language laboratory with specialized interactive software
- All departments , library and administrative offices are provided with sufficient number of computers with internet, printers etc.
- Use of Google App for Education
- Formation of Google groups [class-wise] for combined and interactive learning.
- Use of E-books, youtube, TedTalks etc. for education
- Students are encouraged to take up online short term courses from websites like Edex.com and coursera.com. These sites are managed by consortia of well-known European and American Universities.

## Physical infrastructure

- Arrangement of spacious hall for Central Assessment Programme (CAP)
- English Language laboratory is started.
- New ladies common room & Ladies gymnasium facility is made available.
- Renovation of chemistry laboratories.
- Development of 4 new classrooms and 4 staff rooms

### 6.3.6 Human Resource Management

- Teaching faculty members and non-teaching staff are given clear instructions about their roles and responsibilities.
- Apart from the regular academic duties, each member is given additional responsibilities of working in different committees of the college. These committees have duties to conduct various activities that help in development of institution at large and of students in particular.

### 6.3.7 Faculty and Staff recruitment

- Faculty members and non-teaching staff for aided courses are appointed by the parent institution as per the rules and regulations of UGC and Government of Maharashtra.
- Faculty members for self-financing courses are recruited by the college by following regulated process of selection.

### 6.3.8 Industry Interaction / Collaboration

- Interaction with industry is spanning various aspects, like- for placement, for training, for expert lectures and for industrial visits.

- In collaboration with Hindustan Coco Cola Beverages Private Ltd. A SMART course [Sales Management and retail training course] is conducted as a part of Community College. Ours is one of the four colleges in Mumbai University where Community College is started.
- Experts from around 45 different industries and institutes delivered talks on variety of topics.
- Institutes like Tata Consultancy Services, Hindustan Coco Cola Beverages Private Ltd., The institute of Computer Accountants, The institute of Chartered Accountants, Centre for Excellence in Telecom Technology and Management conducted special training programs for students on Employability Development.
- In a job fare conducted in collaboration with Echhapurti Samajik Vikas Mandal, 46 companies were participated.

#### 6.3.9 Admission of Students

All Admissions in the college are done by merit and by the rules laid down by University. The admission procedure was made smooth by displaying proper written instructions on the flex boards. Members of the admission ensure smooth conduct of the process.

#### 6.4 Welfare schemes for

##### **Teaching & Non-Teaching:**

- Health Centre Facility with attending doctor is available during working hours, for medical emergency.
- Health check –up camp in collaboration with Thyrocare India Ltd.
- Loan facilities available through “The Rayat Sevak Co-operative Bank Ltd.”
- Compassionate Appointments in case of death of the employee.
- Advance payments in case of financial emergency.

##### **Students:**

- Financial help to needy girl students through- “Lek Ladki Project”.
- Financial help to needy students through- “Poor Students Fund”
- Health Centre Facility with attending doctor is available during working hours, for medical emergency
- Basic facilities available for differently able students like wheel chair, text readers, large key boards, Special software to read for visually impaired.



6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	LMS for ISO 9001:2008	Yes	IQAC & Internal Academic Monitoring Committee
Administrative	Yes	LMS for ISO 9001:2008	Yes	Rayat Shikshan Sanstha

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

- Instead of tests of 10 marks for each semester of all classes, University introduced one test of 20 marks for each semester
- Examination pattern of 40:60 for internal and external assessment of students is changed to 25:75.  
Both will be implemented from 2014-15.

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

6.11 Activities and support from the Alumni Association

- Alumni Association organized “Alumni Meet” on 5/04/2014 in which 1000 students participated.
- A job fair was organized on 01/12/2013. Around 45 companies participated and offered 1000 job openings in different fields.
- The association initiated campaign to make awareness of voting right amongst students during the period of 16<sup>th</sup> Lok Sabha election.
- “Save the Birds” an environment consciousness effort conducted on 11<sup>th</sup> May 2014.

- Visit and books donation to poor and needy students of tribal schools in Javhar- Mokhada run by Rayat Shikshan Sanstha.
- Donated books to the departmental libraries.
- Organized farewell function of retiring faculties and staff.
- Organized educational visit to Mumbai for 30 students of tribal school in Javhar- Mokhada on 17<sup>th</sup> & 18<sup>th</sup> April 2014.

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

- The objective of Feedback and Parent- Teacher Committee is to establish a rapport between the students and teachers to understand their problems and difficulties and try to solve them with best possible abilities.
- Two meetings are held in a year and teachers meet the students in the capacity of supportive and empathetic teacher parent.
- The Parent teachers identify students with physical disabilities, physical and mental problems, acute financial problems.
- Specific needs of students are met by providing financial assistance and referring to counselling centre or health centre.
- Teacher Parent also identifies students with exceptional skills and talents in extra-curricular activities.
- Feedback from students and teachers are taken regarding facilities, teachers etc. and suggestions are referred to corresponding committees.

#### 6.13 Development programmes for support staff

- Organized medical health check-up camp for staff 28<sup>th</sup> September 2013.
- Lecture on “General Laboratory Safety” by Dr. Rajeev Rao on 28<sup>th</sup> August 2013 for non-teaching staff.

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

- Waste audit of the campus is done with the help of a NGO “Stree Mukti Sanghatana”
- Last Monday of every month is observed as No-Vehicle Day.

## 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.

- Institution decided to go for ISO9001:2008 certification. Clear instructions on roles and responsibilities have developed the system for smooth functioning.
- Periodic monitoring of departments and committees by IQAC has helped develop accountability and discipline in working.

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

Please see Annexure II

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

1. Internal Academic Monitoring
2. Felicitation of faculty members and staff for their achievements and contributions

***\*Details in Annexure III***

7.4 Contribution to environmental awareness / protection

- Waste audit of the college is done.
- Awareness Lectures conducted on environmental issues and protection.

7.5 Whether environmental audit was conducted?      Yes                  No

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

**STRENGTHS:**

- i. Excellent Infrastructure
- ii. Well qualified, experienced & hardworking faculty members
- iii. Well equipped laboratories & well stocked library
- iv. Most students are from socially and economically backward classes and many are the first generation learners. This is in tune with the mandate of our parent organization and dream of our founder Karmaveer Bhaurao Patil.

**WEEKNESSES:**

- i. Large student strength in classes [especially commerce & science faculty]

**OPPORTUNITIES:**

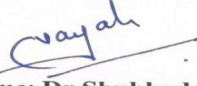
- i. To start more job-oriented, interdisciplinary courses to match the market demand and need of an hour.
- ii. Being one of the oldest higher educational institutes in Navi Mumbai with ever improving standards of education, more collaborative projects and consultancy services can be started.
- iii. Apply and avail financial assistance from government agencies and corporate houses for research.


**THREATS/CHALLENGES:**

- i. Least preference given by academically brilliant students to the conventional courses [particularly basic sciences, social sciences and languages]
- ii. Provide value based education to the younger generation who is being swayed by overexposure to media, changing priorities and social norms.

8. Plans of institution for next year

- Starting new courses: M.Sc. [Electronics], B.A. [Psychology], M.A. [Business Economics]
- Developing e-learning laboratory
- Developing centralized instrumentation laboratory
- Apply for CPE scheme of UGC
- Promote student research activities
- Develop consultancy services
- Increased efforts to make college campus eco-friendly

  
**Name: Dr. Shubhada Nayak**  
*Signature of the Coordinator, IQAC*

  
**Name: Dr. V.S. Shivankar**  
*Signature of the Chairperson, IQAC*



## Annexure I

**ACADEMIC CALENDER 2013-14**

Month	Day & Date	Planned Activity
June	Monday 10 <sup>th</sup>	Academic Year Begins
		Admissions
August	Friday 9 <sup>th</sup>	Ramzaan Id Holiday
	Thursday 15 <sup>th</sup>	Independence Day Celebration
September	Monday 9 <sup>th</sup>	Ganesha Chaturthi Holiday
	Sunday 22 <sup>nd</sup>	KARMAVEER JAYANTI [Founder's Day Celebration]
		Semester exams
October	Wednesday 2 <sup>nd</sup>	Gandhi Jayanti
	Wednesday 16 <sup>th</sup>	Bakari Id
		Semester end exams
	Thursday 31 <sup>st</sup>	Term End
November	Friday 1 <sup>st</sup>	Diwali Vacation Starts
	Sunday 24 <sup>th</sup>	Diwali Vacation Ends
	Monday 25 <sup>th</sup>	College Reopens
December	Wednesday 25 <sup>th</sup>	X-mas Holiday
	Thursday 26 <sup>th</sup>	Winter Break Starts
January	Wednesday 1 <sup>st</sup>	Winter Break Ends
	Thursday 2 <sup>nd</sup>	College Reopens
	Friday 3 <sup>rd</sup>	Savitribai Phule Jayanti Celebrations
	Tuesday 14 <sup>th</sup>	ID-E-Milad Holiday
	Sunday 26 <sup>th</sup>	Republic Day Celebration
February	Wednesday 19 <sup>th</sup>	Shivaji Maharaj Jayanti
	Thursday 27 <sup>th</sup>	Mahashivratri

March	Monday 17 <sup>th</sup>	Holi Holiday
	Monday 31 <sup>st</sup>	Gudhi Padwa Holiday
		Semester end exams
April	Tuesday 8 <sup>th</sup>	Ramnavami Holiday
	Monday 14 <sup>th</sup>	B.R.Ambedkar Jayanti Holiday
	Friday 18 <sup>th</sup>	Good Friday Holiday
	Wednesday 30 <sup>th</sup>	Academic Year Ends
May	Thursday 1 <sup>st</sup>	Maharashtra Day & Labor Day Celebration
	Friday 2 <sup>nd</sup>	Summer Vacation Begins

## Annexure II

### Action Taken Report by IQAC and Achievements

Plan of Action	Achievements
Commencement of ISO 9001:2008 audit and certification	ISO 9001:2008 audit was carried out on 12 <sup>th</sup> July 2013 and certificate was awarded
Regular audit of departments	Internal Academic Monitoring Committee was established that regularly checked various aspects of teaching, learning and other aspects of departmental functioning.
Regular audit of various committees	IQAC gives scope of work for every committee and checks working of all the committees once every semester. This developed regularity in functioning.
Promote Research activities of faculty members and students	<p>Functioning of Research Promotion and Ethics committee was enhanced.</p> <p>Number of major and minor research projects [sponsored by UGC, University and other funding agencies] undertaken were increased.</p> <p>Research Promotion scheme to fund research activities of management appointed faculty members was launched.</p> <p>Participation of students in “Avishkar”- a science convention organized by University of Mumbai was increased.</p> <p>A collaborative research program for undergraduate students in collaboration with Homi Bhabha Center for Science Education, TIFR was conducted in departments of biotechnology and microbiology.</p>
Promote Ethics in Scientific Research	National Level Certificate course on “ <b>Ethics in Scientific Research</b> ” was conducted on 28 <sup>th</sup> February and 1 <sup>st</sup> March 2014 for faculty members and students.
Starting Community College	Sales Management And Retail Training course under <b>Community College</b> is started in collaboration with Coca



	Cola. This is one of the four centres started by University of Mumbai
Improved facilities and infrastructure	CAP centre, English laboratory, Gymnasium for ladies, new girls common room, Renovation of chemistry laboratories, Competitive Exam Guidance Cell
Efforts for increased Environment consciousness	<p>Programs conducted:</p> <ul style="list-style-type: none"> <li>• Tree plantations</li> <li>• Waste audit of the college</li> <li>• Talk on environment awareness</li> <li>• Last Monday of every month is observed as “No vehicle day”</li> </ul>
Up-gradation of computer facilities	Up-gradation of computers with higher configuration.
Efforts for developing various skills in students, faculty and non-teaching staff	<p>Programs conducted:</p> <ul style="list-style-type: none"> <li>• Workshop on “Effective Study Skills for achieving meritocracy and building self confidence.</li> <li>• Orientation seminar on Creative leadership.</li> <li>• Training session on “Interview Techniques”.</li> <li>• Workshop on “General Laboratory Safety” [For Non-teaching staff].</li> <li>• Two day workshop on “Applications of Google Apps for Education” for teachers and students.</li> </ul>
Improvements in Placement and career guidance activities	Pre placement trainings for students from TCS

### Details of Best Practices

#### 1. Internal Academic Monitoring

- **Goal:** To achieve smooth functioning of academic activities of the institution, mainly teaching, learning, evaluation and research through regular monitoring.
- **The Context:** Various aspects of day to day academic activities of the institution are required to be monitored for achieving the goal of smooth functioning.
- **The Practice: Internal Academic Monitoring Committee** is established which is chaired by a senior faculty member who is supported by 6 other colleagues. The committee undertakes monitoring of all 16 departments twice in every semester. The monitoring proforma is given to the committee which is filled up during the physical visits of the departments. The aspects covered are: Remedial and advance learners coaching, research activities, counselling to the students, publications and presentations, innovative method of learning etc. Suggestions are given to the departments on improvements and implementation of previous suggestions is also checked. Academic diaries of individual faculty members are also checked.
- **Evidence of Success:** The departments have planned their activities in advance and have maintained proper documentation of all the activities undertaken. Many departments have undertaken new activities that enhance learning process.
- **Problems encountered & resources:** Time crunch is experienced by the faculty to carry out all suggested activities. The faculty members have come up with some innovative methods of teaching and are accessing newer techniques, more use of ICT etc.
- **Contact:**

**Dr. V.S.Shivankar**

**Karmaveer Bhaurao Patil College, Vashi,**

**Navi Mumbai 400 703**

**Reaccredited with A grade [CGPA 3.28]**

**Ph. No.: 022-27663723, Mobile: 9004933323**

**Email: principal@kbpcollegevashi.net**

## 2. Felicitation of faculty members and staff for their achievements and contributions

- **Goal:** To develop promotional policy for the faculty members and staff members and thus enhance the performance level in the institution.
- **The Context:** Many faculty members and staff members perform their duties with 100% dedication and work very hard towards overall development of the institution. Many put in extra working hours for the betterment of students and excel in their duties. Felicitating such members creates a positive environment in the institute and sets examples for others to follow and do better in their work.
- **The Practice:** Every year IQAC felicitates faculty members who receive academic awards, have publications in journals with high impact factor and any other achievement worth appreciation. Committees that work with extra ordinary zeal are also felicitated. Departments and faculties having 100% results also receive accolades. Every year one teacher is chosen as a “BEST TEACHER”. Similarly efforts put in by non-teaching staff are also recognized and appropriately felicitated. The award is in the form of certificate and memento of appreciation.
- **Evidence of Success:** This practice has created a positive working environment and a sense of belonging amongst the faculty and staff. The healthy competition sets new examples and levels of achievements.
- **Problems encountered & resources:** Special trophies and certificates are made to be presented.
- **Contact:**

**Dr. V.S.Shivankar**

**Karmaveer Bhaurao Patil College, Vashi,**

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