ADARSH VIDYA PRASARAK SANSTHA'S

ADARSH COLLEGE OF ARTS & COMMERCE

Kulgaon, Badlapur

The Annual Quality Assurance Report

ACADEMIC YEAR 2014-15

INDEX

The Annual Quality Assurance Report (AQAR)
For
The Academic year 2014-15
Part – A

1. Details of the Institution

1.1 Name of the Institution　　　　　　　**Adarsh College of Arts & Commerce**

1.2 Address　　　　　　　　　　　　　Near K.B.M.C. Office, At & Post Kulgaon

　　City/Town　　　　　　　　　　　Badlapur

　　State　　　　　　　　　　　　　Maharashtra

　　Pin Code　　　　　　　　　　　421 503

　　Institution e-mail address　　　　　adarshcollege@rediffmail.com

　　Contact Nos.　　　　　　　　　　0251- 2691897/2691819

　　Name of the Head of the Institution:　Dr. Vaidehi Daptardar

　　Tel. No. with STD Code:　　　　　0251/6943000

　　Mobile:　　　　　　　　　　　　09820613685

　　Name of the IQAC Co-ordinator:　　Mr. MANDAR PARANJAPE

　　Mobile:　　　　　　　　　　　　9619196767

　　IQAC e-mail address:　　　　　　aqaradarsh@gmail.com

1.3 **NAAC Track ID**　　　　　　　MHCOGN 12186

1.4 **NAAC Executive Committee No. & Date:**　EC/56/A & A/131 Dated 16.09.2011

1.5 Website address:　　　　　　　　www.adarshcollege.avpskulgaon.net

　　Web-link of the AQAR:　　　　　http://www.adarshcollege.avpskulgaon.net/aqar

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.78	2011	15-09-2016

1.7 Date of Establishment of IQAC　　　　21st November 2011

1.8 AQAR for the year   *2014-15*

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

   i.   AQAR of 2011-12 submitted to NAAC on 24-08-2012
   ii. AQAR of 2012-13 submitted to NAAC on 19-05-2014
   iii. AQAR of 2013-14 submitted to NAAC on 10-12-2014

1.10 Institutional Status

   University   State (√)   Central (   )   Deemed (   )   Private (   )

   Affiliated College   Yes (√)   No   (   )

   Constituent College   Yes (   )   No   (√)

   Autonomous college of UGC   Yes (   )   No   (√)

   Regulatory Agency approved Institution   Yes (√)   No   (   )

          (UGC)

   Type of Institution   Co-education   (√)   Men (   )   Women   (   )
                                Urban   (√)   Rural (   )   Tribal   (   )

   Financial Status   Grant-in-aid   (√)   UGC 2(f)   UGC12B
                                Grant-in-aid + Self Financing

   1.11 Type of Faculty/Programme

                                Arts   (√)   Commerce   (√)

       Others   (Specify)   Extention programs of distance Learning of Yashwantaro Chavan
                                Maharastra Open University

1.12 Name of the Affiliating University   University of Mumbai, Mumbai

1.13 Special status conferred by Central/ State Government   UGC

   Autonomy by State/Central Govt. / University   N/A

University with Potential for Excellence	---	UGC-CPE	---
DST Star Scheme	---	UGC-CE	---
UGC-Special Assistance Programme	---	DST-FIST	---
UGC-Innovative PG programmes	---	any other (*Specify*)	---
UGC-COP Programmes	---		

2. IQAC Composition and Activities/ Committee

2.1 No. of Teachers   08

2.2 No. of Administrative/Technical staff   01

2.3 No. of students   02

2.4 No. of Management representatives   02

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and   02

   Community representatives

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   02

2.9 Total No. of members   19

2.10 No. of IQAC meetings held   03

2.11 No. of meetings with various stakeholders: 02   Faculty 03

   Non-Teaching Staff   01   Alumni 01   Others ---

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

If yes, mention the amount | 60,000/-

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 05   International ---   National ---   State ---   Institution Level 05

(ii) Themes

1. Orientation session of Avishkar.

2. A work shop on Communication Skills for Marathi Language .

3. Workshop on Research Skills.

4. A talk by Shri.Girish Prabhune on Ancient Education System.

5. Business Fair (Entrepreneurial Activity).

2.14 Significant Activities and contributions made by IQAC

1. To ensure heightened level of clarity and focus in institutional functioning towards quality enhancement:-We work through various Associations, Committees and groups. Division of responsibilities among teaching staff & Non – teaching staff helps to share the workload. Teachers are sent for seminars and conferences. We organize seminars and research publications are encouraged.

2. To ensure internalization of the quality culture: - Principal conducted Review meetings regularly.

3. To provide a sound basis for decision-making to improve institutional functioning:- Regular Monthly Meetings of College Governing Council, staff meetings and meetings of the statutory bodies like Local Managing Committee are conducted. We also have Purchase Committee, Students Aids Fund and Library Advisory Committee to ensure sound decision making in the respective areas.

4. To act as a dynamic system for quality changes in HEIs: - Students are motivated through academic and cultural Programs.

5. To build an organised methodology of documentation and internal communication: - Filing system, Division of work, Reviews & Notices are in place. Computerization of the systems is undertaken as per the need of the time. EPBAX system is installed.

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
To take steps to reduce percentage of failure of the students	1. To improve the performance of failed students we conducted crash courses before the examination. 2. To improve the performance of failed students we conducted Remedial Courses before the examination.
I.C.T. Methods to be used in Teaching	1. Teachers are provided training in data processing and presentation.
Improving Students Participation in Academic & Extra Curricular Activities	1. Leadership training camp was organized to inculcate leadership qualities. 2. The students are encouraged to attend conferences and seminars held by the departments. 3. Business Fair was organized, in which 17 stalls were installed by the students. This gave them hands on experience of managing business.
Research and Development Cell	1. Contribution of Teachers & Students in Research is encouraged by organizing seminars and workshops. 2. The students are sent to other colleges to participate in seminars and workshops relating to professional educational programs. 3. Workshop on research skills was organized by the PhD centre in Economics and IQAC.
Optimum utilization of Infrastructure	New programs are introduced to ensure optimum utilization of the infrastructure.(This year Bachelor of Accounting & Finance is started.
Extension Building	Construction work is started for additional requirements of rising number of courses.
Development of Effective Communication Skills among Students	1. The course in English Grammar was conducted for the benefit of the students. 2. IQAC and Marathi Wangmaya Mandal organized a workshop on Marathi Language skill. Trainers from the television industry were invited to guide the students.

2.15 Whether the AQAR was placed in statutory body   Yes (√)   No   (   )

Management   (√)   Syndicate   ( )   any other body (   )

Provide the details of the action taken

1. The IQAC committee -Formed under the Chairman/ Director of Principal Dr.V.S. Daptardar on 14 / 06/2013.
2. Mr.Mandar Paranjape was appointed as a coordinator for 2014-15.
3. Total committee Members -19.
4. Three meetings were held under Chairmanship of the Principal.
5. The coordinator prepared the report with the help of the members of the committee under the guidance of the Chairman/ Director.
6. The plan of action for development for the next two years was determined and drafted.

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	01	Nil	01	Nil
PG	06	Nil	06	Nil
UG	04	01	03	Nil
PG Diploma	----	----	----	---
Advanced Diploma	----	----	----	----
Diploma	----	----	----	----
Certificate	-----	-----	----	----
Others		02	02	
Total	11	03	12	----
Interdisciplinary	---	-----	----	----
Innovative	----	----	------	----

1.2 (i) Flexibility of the Curriculum: Core and Elective options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11(UG and PG Programs)
Yearly	01(Ph.D)

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

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

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

In the Academic year 2014-15, the University of Mumbai changed the examination pattern from 60:40 to 75:25. The change is accordingly introduced for classes to which it was applicable.

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

- Bachelor of Accounting and Finance I and II is introduced as Self Financing Course.
- At post graduation, specialization M.com with Banking and Finance II is introduced.

Supplement for Information

Notes-

1. The college runs the PhD centre in the subject of Business Economics under the guide ship of Prin.Dr.Daptardar. Presently nine students are doing PhD at the centre.

2. Post Graduation Programs include Masters Degree in Arts and Commerce. In the Arts faculty the post graduation program is for following three independent groups of subjects of specialization

   A. Marathi

   B. Economics

   C. History

   Marathi is the language of instruction for above PG programs in the Arts faculty.

3. The commerce faculty students of post graduation classes may choose from following three independent groups of subjects of specialization.

   A. Accountancy

   B. Management

   C. Banking and Finance

   The medium of instruction for the commerce faculty is English. Thus, we provide wide choice to the students in their pursuit of obtaining higher education.

4. The under graduate section of the college consists of following programs

   1. Bachelor of Arts (Traditional) - 2 Divisions (Three-Year Degree Course)

   2. Bachelor of Commerce(Traditional) - 2 Divisions (Three-Year Degree Course)

   3. Self-financing Courses-Batch of 60 students (Three-Year Degree Course)

      ➢ Bachelor of Banking and Insurance

      ➢ Bachelor of Management Studies

      ➢ Bachelor of Accounting and Finance

   4. The college runs the centre of Yashwantrao Chavan Maharashtra Open University for the benefit of the people from working class.(B.A & B.com Courses)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	6	3	---	---

2.2 No. of permanent faculty with Ph.D.

05

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
-	02	-	-	-	-	-	-	-	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

---   16   10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	12	04
Presented papers	06	15	02
Resource Persons		02	01

2.6 Innovative processes adopted by the institution in Teaching and Learning:
- Remedial lectures, crash courses for the students.
- Organization of workshop on research skills for the faculty members.
- Presentation on contemporary subjects by the faculty is organized in knowledge sharing program.

2.7 Total No. of actual teaching days during this academic year   180 Days

2.8 Examination/ Evaluation Reforms initiated by the Institution:-
- Academic Audit was conducted in March 1015 to examine academic activities needing improvement.
- The crash courses were organized to help students in improving their performance in Semester End examination.
- Students are aided with Question Banks.
- To maintain secrecy coding of question papers is used in all examinations.
- Photocopy of answer books is provided to the students on their demand.
- Ordinance 0.5050 is followed and action is taken as specified in ordinance 0.5050 of the Universities Act for adoption of unfair means by students during the examination.

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

| 01 | --- | 05 |

2.10 Average percentage of attendance of students   (75%)

2.11 Course/Programme wise distribution of pass percentage for Academic Year 2013-14:

Title of the Programme	Total no. of students appeared	Distinction %	I %	II %	III %	Pass %
F.Y.B.Com I	210	---	1.10%(04)	48.10%(101)	5.87%(12)	55.71%(117)
F.Y.B.Com II	210	---	5.24%(11)	35.71%(75)	4.28%(09)	45.23%(95)
S.Y.B.Com III	175	---	6.85%(12)	72%(126)	13.14%(23)	92%(161)
S.Y.B.Com IV	175	---	8.57%(15)	70.86%(124)	6.28%(11)	86.28%(151)
T.Y.B.COM V	178	1.12%(02)	3.37%(06)	44.38%(79)	0.56%(01)	49.43%(88)
T.Y.B.COM VI	172	---	5.23%(09)	62.20%(107)	2.32%(04)	69.76%(120)
F.Y.B.A I	156	--	5.77%(09)	62.17%(97)	5.76%(09)	73.72%(115)
F.Y.B.A.II	150	---	4.67%(07)	46%(69)	2.67%(04)	53.33%(80)
S.Y.B.A.III	136	---	5.88%((08)	73.53%(100)	7.35%(10)	86.77%(118)
S.Y.B.A. IV	126	---	7.94%(10)	75.40%(95)	7.94%(10)	91.26%(115)
T.Y.B.A.(HIST)	52	1.92%(01)	38.46%(20)	50%(26)	----	90.38%(47)
T.Y.B.A(MAR)	37	2.70%(01)	5.40%(02)	67.56%(25)	10.81%(04)	86.48%(32)
T.Y.B.A.(ECO)	43	---	20.93%(09)	58.13%(25)	4.65%(02)	83.72%(36)
F.Y.B.B.I -I	56	---	---	57.14%(32)	12.50%(07)	69.64%(39)
F.Y.B.B.I –II	56	---	---	5.35%(03)	74.42%(40)	82.14%(46)
S.Y.B.B.I –III	44	---	4.55%(02)	53.57%(30)	15.90%(07)	88.63%(39)
S.Y.B.B.I –IV	44	2.27%(01)	29.54%(13)	56.21%(25)	---	88.63%(39)
T.Y.B.B.I.-V	52	---	9.62%(05)	61.53%(32)	---	71.15%(37)
T.Y.B.B.I.-VI	49	---	12.24%(06)	75.51%(37)		87.75%(43)
F.Y.B.M.S. -I	22	---	---	45.45%(10)	31.81%(07)	77.27%(17)
F.Y. B.M.S.–II	22	---	---	45.45%(10)	31.81%(07)	77.27%(17)
S.Y. B.M.S.–III	28	---	0.03%(01)	57.14%(16)	28.57%(08)	89.29%(25)
S.Y. B.M.S. –IV	28	---	10.71%(03)	78.57%(22)	---	89.28%(25)
T.Y. B.M.S-V	30	---	3.33%(01)	86.67%(26)	---	90%(27)
T.Y. B.M.S-VI	29	---	6.89%(02)	68.96%(20)	---	75.86%(22)
M.A.SemI (HIS)CBGS	35	---	8.57%(03)	62.85%(22)	5.71%(02)	77.14%(27)
M.A.SemII (HIS)CBGS	28	---	14.28%(04)	74.99%(21)	---	89.28%(25)
M.A.SemIII (HIS)CBGS	28	3.57%(01)	24.99%(07)	60.71%(17)	3.57%(01)	92.85%(26)
M.A.SemIV(HIS)CBGS	26	3.84%(01)	38.46%(10)	49.99%(13)	---	92.30%(24)

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

1. IQAC conducts review meetings and members provide suggestions for improving teaching & learning process.

2. We obtain feedback forms from the students for teaching and learning evaluation.

3. Peer evaluation is also done for the purpose.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	01(Dr.S.S.Kulkarni)
UGC – Faculty Improvement Programme	-
HRD programmes	---
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	01 (Mr.M.A.Thakur)
Staff training conducted by other institutions	Principal delivered lectures at Orientation Courses & Refresher Courses of Academic Staff Colleges
Summer / Winter schools, Workshops, etc.	
Staff Academy forum	All Staff members (22)

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 on Contract basis
Administrative Staff	09	02	-	05
Technical Staff	-	-	-	01

Criterion – III

3. Research, Consultancy and Extension

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

1. A workshop on Research Skills.
2. Orientation session under Research Initiative of University of Mumbai 'Avishkar' was organized.
3. Business Fair was organized for the students.

3.2 Details regarding major projects

Particulars	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	---	---
Outlay in Rs. Lakhs	---	---	---	---

3.3 Details regarding minor projects

Particulars	Completed	Ongoing	Sanctioned	Submitted
Number	---	02	50,000	---
Outlay in Rs. Lakhs	---	---	---	---

3.4 Details on research publications

Particulars	International	National	Others
Peer Review Journals	05	02	
Non-Peer Review Journals	---	02	01
e-Journals	03		
Conference proceedings	03	09	01

3.5 Details on Impact factor of publications:

Range ---   Average (2.163)   h-index ---   Nos. in SCOPUS ---

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

Not Applicable

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects (02)	1 Year 2014-15	University of Mumbai	50,000	20,000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7. No. of books published

 i) With ISBN No.   (02)

ii) Without ISBN No.   ---

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

 Autonomy ---   CPE ---   DBT Star Scheme ---   INSPIRE ---   CE ---   Any Other (specify) ---

3.10 Revenue generated through consultancy   ---

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02			01
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons   (07)

3.13 No. of collaborations

International ---   National ---   Any other   (05)

3.14 No. of linkages created during this year   (12)

3.15 Total budget for research for current year in lakhs:

   From funding agency ---   From Management of University/College ---   Total ---

 3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
			03	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides   (02)

                 Students registered under them   (09)

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   01UGC Fellow

3.21 No. of students Participated in NSS events:

University level	(150)	State level	(50)
National level	(150)	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

   Community Flag Hosting, Matrudin, Business Fair, Blood Donation Camp, Orientation Session of Avishkar 2014-15. Participation of students in pulse-polio surveys. National Integration Day.

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	15 Acres	----	Owned	15 Acres
Class rooms	13	Nil	Management	13
Laboratories	01 (IT Lab)	Nil	Management	01
Seminar Halls	01	Nil	Management	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

1. Computerization of College office and Library is partially completed.

2. Bar Code system for books for issue to the students is introduced.

3. Edu.Lib, in-house library software is installed.

4. Accounts and administrative software packages for Office like the one Talley is brought into the system.

5. Fee Receipt Generation and Updation of Admission records is done through computerized system.

6. Online submission of University Examination forms for Sem V & Sem VI examinations, online submission of forms of Govt. Scholarship

7. Library Advisory Committee monitors library activities on half-yearly basis.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6975	1145296	1043	138774	8018	1153314
Reference Books	10648	1721740	524	94473	11172	1732912
e-Books	84000	2500	13000	---	97000	2500
Journals	83	29567	2	2050	85	31,617
e-Journals	4500	2500	-------	-----	-----	---
Digital Database	1		1		2	
CD & Video	237	9773			237	9773
Others (specify)	29	2700	-----	-----	29	2700

4.4 Technology up gradation

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	55+06 Laptops	25+01 Laptop	02	25	01	22	4 Laptops	09
Added	---	---	----	---	---			3 LCD 1 VCD Sound System
Total	55+06	25+01	02	25	01	22	04	09

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

1. Well equipped IT lab for Students and Teachers which enables them to complete their assignments

2. Various National and International Journals are available for teachers through INFLIBNET

3. Provision of laptops for departments to make presentations in the classrooms.

4. Wi-Fi system is made available to the students

5. Academic, administrative instructions are available on College website such as results, upcoming events like seminar, workshops and student-oriented events.

4.6 Amount spent on maintenance in Thousands/lakhs:

   i)   ICT   30,000

   ii) Campus Infrastructure and facilities   50,000

   iii) Equipments   82,000

   iv) Others   15,000

                       Total: **1,77,000**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> To enhance student support services the Principal and IQAC members encourage the students to take the benefit of several scholarships and schemes made available to them.

5.2 Efforts made by the institution for tracking the progression

> College organised remedial lectures for the weak students who have failed in the exam and appearing for A.T.K.T exams.

5.3 (a) Total Number of students

(b) No. of students outside the state   Nil

    (c) No. of international students   Nil

UG	PG	Ph. D.	Others
1006	251	08	300-SFC

Men   No.--718   % = 46.11%   Women   No.--839   % = 53.89%

	Last Year (2013-14)						This Year (2014-15)						
General	SC	ST	OBC	DT+NT	Physically Challenged	Total	General	SC	ST	DT+NT	OBC	Physically Challenged	Total
494	291	69	551	88	01	1494	556	280	90	93	537	01	1557

Demand ratio = 119.84 %   Dropout= 12.20%

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

1. Books on competitive examinations are available in library.

2. Library reading facility and membership is available for all the students.

3. Besides this the Placement and Career Guidance Cell organizes programs for students.

 No. of students beneficiaries   (200)

5.5 No. of students qualified in these examinations

    NET ---   SET/SLET ---   GATE ---   CAT ---   IAS/IPS etc ---

    State PSC ---   UPSC ---   Others (01)

5.6 Details of student counselling and career guidance

1. Leadership training workshop was organized for undergraduate students securing merit in the class examinations.

2. Mr. Praveen Herlekar, an industrialist from local MIDC, conducted orientation of the students on the qualities required to secure job and to develop business.

3. Business Fair was organized in which the students as hands on experience of the business.

4. Regional Print media group 'Indian Express' conducted campus placement to offer jobs in the field of marketing.

No. of students benefited   (300)

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Indian Express Group	65	-------	------

5.8 Details of gender sensitization programmes

1. A program 'Taking care of your health 'was organized in which Dr.Ulka Natu (Gynaecologist) interacted with the girl students.

2. The booklet titled 'is it because I am a woman?' authored by Principal Dr.Daptardar sensitized girl students on Gender related issues.

5.9 Students Activities

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

State/ University level   86   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   01   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	26	7068
Financial support from government	748	5802025
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11   Student organised / initiatives

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

Exhibition: State/ University level   ---   National level   ---   International level   ---

5.12   No. of social initiatives undertaken by the students   06

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:- The vision of Adarsh College of Arts & Commerce is to be socially oriented eminent educational institute nurturing talent and advancing knowledge in a vibrant learning environment having quest for quality.

Mission:-

- To impart quality educational services as per changing needs of the time.
- To make education all-inclusive for students in and around Badlapur from socially underprivileged classes.
- To transmit students' potential capacity into Man-Making by encouraging them to learn in competitive atmosphere.
- To aim at making good citizens of India having deep rooted Indian Culture.

6.2 Does the Institution has a management Information System

Yes- We follow the Guidelines & submit information in time as instructed by the Joint Director of Higher Education and University Authorities as and when asked for. Routine meetings of the managing committees are organized to deal with matters relating to the college.

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

6.3.1 Curriculum Development

1) Sending staff to attend the syllabus revision workshops for the subjects they teach.

2) Organisation of Departmental Meeting with Examination Committee to confirm pattern of Question paper in the subjects included in the curriculum.

3) Deciding the Methodology of Teaching to incorporate changes in the syllabus. The students are oriented towards preparation of the projects and assignments in the internal examinations.

6.3.2 Teaching and Learning

1) Students are provided with question-banks, question –papers of previous examinations.

2) Assignments are given to the students in the subject-related topics as the part of examination pattern.

3) Projects are given the final year students of the Self Financing Courses.

4) Remedial and crash courses are organized to improve results of the students.

5) Guest or special lectures are organized to widen the awareness of the students.

6.3.3 Examination and Evaluation

1) Examinations are conducted strictly as per the norms specified by the University of Mumbai.
2) The question-papers are set as per the guidelines given by the BOS in the respective subjects.
3) Scheme of Marking is prepared before the assessment of the answer-books.
4) Assessed papers are moderated by inviting external moderators.
5) Period specified by the University of Mumbai for the declaration of results is observed.
6) Results are declared on website as well as on the notice boards in the college simultaneously.
7) Revaluation facility can be availed by the students on demand.
8) Students are counselled during examinations to prevent use of unfair means.

6.3.4 Research and Development

1. Workshop on research skills was organized and members of Department of Statistics of University of Mumbai were invited to impart training on research skills to the participating faculty members.
2. Faculty members are encouraged to register for Doctoral Research and to undertake Minor Research Programs.
3. NSS students conducted Electricity Consumption Survey in the city of Badlapur.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Work of the extension building is started to add library, seminar halls, Language Lab etc.
2. Students use ICT infrastructure for Project Preparations and the teachers use it for preparation of presentations.
3. Campus Beautification plan is implemented in coordination with parent organization.
4. Examination Audit is conducted on regular basis.

6.3.6 Human Resource Management

Human Resource requirements are discussed in College Governing Council meetings .The requirement of the work force in the teaching and non-teaching staff is calculated based on workload and the present availability of the staff. For new recruitments, approval of the College Governing Council is obtained. Following process is adopted to fill vacancies.

- Wide publicity is given to the vacancies through Newspaper Advertisement.
- Selection process involves screening of applications, personal interview by the panel consisting of representatives of the Governing Body, Principle and senior staff members.
- Additional employees are recruited in the Non-teaching staff for adequate security, Cleanliness & arrangements. The management bears the cost of the salary of these additional staff members.

6.3.7 Faculty and Staff recruitment

1. Lab Attendant: 01

2. Clerical : 05

3. Teaching Staff : 10

6.3.8 Industry Interaction / Collaboration

1. Rotary Club of Badlapur Industrial Area.

2. Rotract Club of Badlapur.

3. Forum of Free Enterprises, Mumbai.

4. Indian Express Group.

5. Omkar Speciality Chemicals Ltd.

6.3.9 Admission of Students

Admissions are given purely on Merit basis through the merit list and as per the process stipulated by the University of Mumbai from time to time.

6.4 Welfare schemes for

Teaching	1. Duty Leaves 2. Medical Leaves 3. FIP 4. Study Leaves 5. Emergency Financial Aid 6. Staff Welfare Activities 7. Pathpedhi Membership and Loans Scheme 8. Advance against salary
Non teaching	1. Duty Leaves 2. Medical Leaves 3. Emergency Financial Aid 4. Earned Leave 5. Staff Welfare Activities 6. Pathpedhi Membership and Loans Scheme 7. Advance against salary
Students	1. B.C Scholarship 2. EBC Scholarship 3. Fee Refund Scheme 4. Book Bank Scheme 5. Fees Reimbursement Scheme 6. Health Check-up

6.5 Total corpus fund generated   50000/-

6.6 Whether annual financial audit has been done   Yes √   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A Committee of Experts on NAAC Panel	Yes	Management & Principal
Administrative			Yes	Management & Principal Auditors

6.8 Does the College declare 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?

> ➢ The University of Mumbai frames the rules and regulations. We observe the same in the conduct of the examinations.
>
> ➢ The work of question-paper printing is done in-house with the help of Copier and photocopy machines.

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

Our College has functional autonomy to work in the framework of given set up and as per the provisions of Maharashtra Universities Act 1994(Amended in 2000).

6.11 Activities and support from the Alumni Association

1) Interaction with final year students is organized.

2) Ex-students are invited to participate in activities of the committees.

3) Deliver lectures and share their experiences.

4) We provide employment opportunities on fulfilment of eligibility.

6.12 Activities and support from the Parent – Teacher Association

1) Regular Meeting are held with the Parents and they are asked to give suggestions.

2) In Special case, Parents are given counselling through a committee of staff Members.

6.13 Development programmes for support staff

1) Support Staff is sent to training / workshops related to Non Teaching Staff Members.

2) Knowledge sharing programmes is organised every year for teaching & non-teaching staff.

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

1) Eco sanitation project to generate gas through urinals is established with the help of Kulgaon Badlapur Municipal Council.

2) Green Campus is maintained by planting trees and maintaining gardens.

3) Rainwater Harvesting system is proposed on the completion of the construction work.

4) Environment Audit is conducted on weekly basis and the Environment Committee supervises cleanliness practices.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during academic year 2014-15   that have created a positive impact on the Functioning of the institution.

- **Women Development Cell** organized Programmes related to Women Issues and health awareness campaigns.
- **Staff Academic Forum** of our college organised presentations on the contemporary issues the staff members are provided training to sharpen their presentation skills.
- **NSS unit** organized Investment Awareness Camp, Blood Donation Camp.
- **Environment Committee** conducted surveys relating carbon emission.
- **Business Fair** for the students was organized by IQAC.
- **Publications** of magazines and articles.
- **Organization** of seminars and workshops.

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

- Construction of Extension Building is about to be finished.
- Sports Equipments worth Rupees 35,000/- are purchased.
- Course in English Grammar is organized.
- Functional Marathi Course is conducted.

7.3 Give two Best Practices of the institution

- Our college has started Community Flag Hoisting at eight places in local area 12 years ago but has continued to coordinate the same to inculcate spirit of Nationalism.
- Blood Donation Camp.
- Thalasemia Detection Camp.
- Business Fair for students.
- For improvement in the academic performance of the students, we conducted crash courses and remedial courses.

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

7.4 Contribution to environmental awareness / protection

- Through N.S.S., environmental activities were conducted such as 'Tree plantation & save energy' campaigns.
- NSS students created O2 Garden at Sahavas Old Age Home.
- The students and teachers participated in Swacha Bharat Abhiyan Rally in surrounding area.

7.5 Whether environmental audit was conducted?   Yes √   No ☐

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

SWOC Analysis: In first few years of the development of the college, after its establishment in the year 1995, we were getting students largely from rural background. However, due to rapid urbanization of the region in which college is situated, we primarily cater to the needs of students from semi urban socio-economic background. Considering these facts, we state following points as our strengths and weaknesses.

Strengths:

1. We provide higher educational facilities to students from middle and low-income groups and socially underprivileged classes.

2. Motivation is given through good infrastructure and ambience that suits the expectations of the students.

3. We work through cultural and social programs for molding behaviour of the students.

Weaknesses:

1. Majority of students are first Generation Learners and have obtained school education in vernacular language.

2. We experience complacency among the students with respect to learning.

3. Dropout for family obligations, marriages is on higher side compared to colleges situated in urban areas.

Opportunities:

1. Rapid urbanization of the area provides opportunity to introduce new programs.

2. Vicinity of the Industrial area will help in developing industry-academia linkage.

3. Agriculture based courses/training can be provided to the students.

Challenges:

1. Urbanization may create competition due to establishment of new institutions in the region.

2. Changes in the curricula may compel introduction of new courses.

3. The students come from junior college run by parent institution. The intake depends upon student strength of the Junior College. It hardly gives scope to admit outside students.

8. Plans of institution for next year

1) To conduct Academic Audit and Examination Audit.
2) To establish Language Laboratory.
3) To improve percentage of passing at undergraduate levels through remedial sessions.
4) To establish IT laboratory consisting of at least 100 personal computers.

Signature of the Coordinator, IQAC

Name *Mandar Vasant Paranjupe*

Signature of the Chairperson, IQAC

Name *Dr (Mrs) Vaidehi Daptardar*