

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

I. Details of the Institution

1.1 Name of the Institution

SVKM's Narsee Monjee College of Commerce & Economics

1.2 Address Line 1

Swami Bhakti Vedanta Marg

Address Line 2

Vile Parle (West)

City/Town

Mumbai

State

Maharashtra

Pin Code

400056

Institution e-mail address

info@nmcollege.in

Contact Nos.

022-4233 8000

Name of the Head of the Institution:

I/C Principal Ms. Ameer Vora

Tel. No. with STD Code:

022- 4233 8000

Mobile:

9820007074

Name of the IQAC Co-ordinator:

Ms. Ameer Vora

Mobile:

9820007074

IQAC e-mail address:

iqac@nmcce.ac.in

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) _____

1.4 Website address:

<http://www.nmcollege.in>

Web-link of the AQAR:

http://nmcollege.in/NMAdmin/KnowledgeBank/AddDocument/IQAR14_15.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ++	80.95	2004	5 years
2	2 nd Cycle	--	--	--	--
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

1.6 Date of Establishment of IQAC : DD/MM/YYYY

17/07/2006

1.7 AQAR for the year (for example 2010-11)

2014-2015

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 17/09/2012
- ii. AQAR 2012-13 submitted to NAAC on 03/09/2013
- iii. AQAR 2013-14 submitted to NAAC on 16/09/2014

1.9 Institutional Status

University NA 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)

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

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

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UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and

01

community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

- Workshop on **“Soft Skills”**,
- Workshop on **“Mindfulness at Work”**.
- Workshop on **“Syllabus Revision in Business Law”**.

2.14 Significant Activities and contributions made by IQAC

- The IQAC monitored the placement / promotion of teachers under career advancement scheme. It looked into the eligibility of teachers for various stages under CAS, guided them regarding minimum API scores required and once these conditions were fulfilled the IQAC advised them to apply for placement / promotion in the next stage.

- The IQAC sought formal feedback from various stakeholders such as students, alumni, parents and employers on multiple parameters. The members analysed the feedback and submitted the findings to the Head of the institution for further action as deemed fit.
- As a measure of maintenance of standards in Higher education, IQAC helps each teacher to fill in a Performance Based Appraisal System (PBAS), which is an annual self-assessment on their teaching performance. Similarly teachers on probation have to fill D-1, D-2 forms. IQAC mentors this.
- Under the guidance of IQAC, from February 2015 onwards, the college started uploading an E-Bulletin on the college website in which each department contributed articles relating to latest developments in their respective subjects.
- Under the guidance of IQAC, the college published the first issue of a National level interdisciplinary double blind peer reviewed journal Nav Manthan, focussing on research articles in the field of Commerce, Accountancy, Management, Economics, Law, Social Sciences and Humanities.

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
<ul style="list-style-type: none"> • To conduct conferences, seminars, workshop etc. • To initiate the process for promotion of eligible staff members under CAS. • To prepare documents/ reports such as AQAR , SSR etc. • To promote research 	<ul style="list-style-type: none"> • Three Workshops were organised. • Seven faculty member benefited under CAS. • The AQAR for the year was prepared and work on the SSR continued. • Published NAV MANTHAN (ISSN 2349-7327) a National

<p>activities. \\</p> <ul style="list-style-type: none"> To organise functions and events for the Golden Jubilee celebrations. 	<p>level inter-disciplinary double blind peer reviewed journal focussing on research articles in varied fields.</p> <p>Published Envisage- A research journal for students.</p> <p>Conducted EPSILON '15, a Research Paper Presentation Competition.</p> <p>Published monthly newsletters in the form of E-bulletin.</p> <ul style="list-style-type: none"> Following functions were organised to celebrate the Golden Jubilee: <ul style="list-style-type: none"> i) Cyclothon ii) Garba Nite iii) A Reunion function for Alumni from batch of 1964 to 2013.
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** 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

AQAR – 2014 -2015

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	1. MCom (Advanced Accounting) 2. MCom (Business Management) 3. MCom (Banking & Finance)	-	1. MCom (Advanced Accounting) 2. MCom (Business Management) 3. MCom (Banking & Finance)	-
UG	1.BCom 2.BMS 3.BCom (Accounting & Finance) 4.BCom (Financial Markets) 5.BSc(IT)	-	1.BMS 2.BCom (Accounting & Finance) 3.BCom (Financial Markets) 4.BSc(IT)	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-

Diploma	-	-	-	-
Certificate		1. NSE Certified Capital Markets Professional Program	-	1. Soft skills
Others	-	-	-	-
Total	8	1	7	1

Interdisciplinary	BSc.IT -	-	BSc.IT	
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8 (BCom, BMS, BAF, BFM, BSc(IT), MCom(Advanced Accounting), MCom(Business Management), MCom(Banking & Finance))
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni Y Parents Y Employers Y students Y
(On all aspects)

Mode of feedback : Online N Manual Y Co-operating schools (for PE) N

The college follows the syllabus and paper pattern laid down by the University of Mumbai for all its courses. The college actively collects feedback from the various stakeholders on various parameters as detailed in **Annexure A**.

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

As we are affiliated to the University of Mumbai, we follow the syllabi revision done by the Board of Studies of different subjects. In the academic year 2014-15, the University has revised the syllabi of the following courses:.

B.Com – TYB.Com

BMS - FYBMS

BAF - SYBAF

BSc.IT – TYBSc.IT

Salient aspects of syllabi revision are:

- To incorporate new developments in subject areas
- To update the content of courses according to the requirements of the Credit Based Semester Grading System
- To introduce applied aspects of different subjects
- To incorporate skill-development

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

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
		42	36	6	-	

2.2 No. of permanent faculty with Ph.D. 06

2.3	No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others (Contractual)		Total	
		R	V	R	V	R	V	R	V	R	V
		06	-	-	-	-	-	-	-	06	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 14 22 06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	16	24
Presented papers	09	08	NIL
Publications (E-Journals, Conference Proceedings)	12	11	01
Resource Persons	--	02	01
Total	31	37	26

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

N.M.College as an institution is committed to the pursuit of excellence and continues to follow the conventional teaching methodology and lecture mode. However individual teachers implement new modes and methods like debates, role playing, skits, workshops, use of short films, documentaries, posters, and simulation exercises to make learning more interesting and effective without affecting the Curricular structure designed by the University

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

186

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

The Examination Committee of the college plays a major role in implementing all the norms laid down by the University of Mumbai. The students have the facility of obtaining photocopy of the assessed answer books for Verification and Revaluation as per the ordinances and regulations of University of Mumbai.

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

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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I %	II %	III %	Pass %	Failed
TY Bcom Sem V	854	526 61.59%	294 34.43%	28 3.28%	-	848 99.30%	06 0.70%
TY Bcom Sem VI	837	538 64.28%	256 30.59%	23 2.75%	-	817 97.61%	20 2.39%
TYBMS SEM V	109	59 54.13%	36 33.03%	05 4.59%	-	100 91.74%	09 8.26%
TYBMS SEM VI	104	34 32.69%	55 52.88%	07 6.73%	-	96 92.31%	08 7.69%
TYBAF SEM V	55	36 65.45%	07 12.73%	11 20%	-	54 98.18%	01 1.82%
TYBAF SEM VI	55	43 78.18%	11 20%	-	-	54 98.18%	01 1.82%
TYBFM SEM V	50	24 48%	24 48%	01 2%	-	49 98%	01 2%
TYBFM SEM VI	49	26 53.06%	23 46.94%	-	-	49 100%	-
TYBSCIT SEM V	38	07 18.42%	20 52.63%	02 5.26%	-	29 76.32%	09 23.68%
TYBSCIT SEM VI	38	08 21.05%	22 57.89%	01 2.63%	-	31 81.58%	07 18.42%
MCOM SEM III (AA)	41	04 9.75%	29 70.73%	01 2.43%	-	34 82.92%	07 17.07%
MCOM SEM IV (AA)	33	06 18.18%	19 57.57%	01 3%	-	26 78.78%	07 21.21%
MCOM SEM III (BM)	44	03 6.82%	29 65.90%	08 18.18%	-	40 90.90%	04 9%
MCOM SEM IV (BM)	42	08 19%	28 66.67%	06 14.28%	-	42 100%	NIL
MCOM SEM III (BF)	51	0	44 86.27%	06 11.76%	-	50 98.03%	01 1.07%
MCOM SEM IV (BF)	39	-	13 33.33%	25 75.75%	-	38 97.43%	01 2.56%

2.12

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

- The IQAC monitors the placement / promotions of all teachers under career advancement scheme since 2013-14. The IQAC looks into the eligibility of teachers for various stages under CAS, guides them regarding minimum API scores required and once these conditions are fulfilled the IQAC advises them to apply for placement / promotion in the next stage. 07 teachers have benefited from CAS training in the current year.
- For every semester, the IQAC arranges for a feedback on the teaching learning process through a form devised accordingly. A teacher is evaluated on different parameters such as teaching skills, subject knowledge, accessibility/ availability to students and initiatives taken by teachers.
- Subsequently the feedback is analyzed and shared with the teachers, in writing by the Principal where shortcomings if any are highlighted and suggestions are given.
- Heads of Department make sure that all the required teaching and duties in connection with the internal assessment are performed in time. Through the interactive sessions in the departmental meetings faculty members are encouraged to improve teaching strategies based upon the result analysis and students feedback.
- As a measure of maintenance of standards in Higher education, each teacher fills in a Performance Based Appraisal System (PBAS), which is an annual self-assessment on their teaching performance. Similarly teachers on probation have to fill D-1, D-2 forms. IQAC mentors this.

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	Nil
HRD programmes	11
Orientation programmes	02
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	19
Others	Nil

2.14

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	55	04	11	08
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- Publication of 'Nav Mantan' a double blind peer reviewed research journal for teaching staff.
(ISSN- 2349-7327)
- Publication of research journal ' Envisage' for students. **(ISSN.2395.7212)**
- Inter collegiate research competition for students ' Epsilon'
- **Encouraging staff to take up major / minor research & Ph.D.**

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	1.25	1.25	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	02	-
Non-Peer Review Journals	01	-	-
e-Journals	02	-	-
Conference proceedings	07	12	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2.5	UGC	115000	70,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	115000	70,000

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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

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

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

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

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	<input type="text" value="02"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="03"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="16"/>	Any other	<input type="text" value="RCNM 06"/>

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

- Every year to fulfill its larger commitment to society, SVKM conducts **Master Mind Career Guidance Education Fair** in the month of April. During this fair our college has two stalls in which we showcase our achievements in academics, curricular, and extra circular activities. Participants are made aware of the various courses conducted in the college and the admission procedures through pamphlets, flyers and standees.
- NM NSS wing collaborates with community and undertake several activities for social welfare. Few of the activities are Organ and Blood donation drive , Beach cleaning , Support to Mumbai Police during Ganesh Visarjan , Medical camp in Villages , Sales drive for NGO's, Adoption of slum children at Carter road , Bandra , Assisting Teachers in BMC Schools and school for special children Education Project Registration of Voter Id. Card (I Vote, I Change) etc.
- This year Umang hosted its first ever : UMUN- The Umang Model United Nations which featured two real life UN Committee- Disarmament and Security Committee (DISEC) and Human Rights Council. UMUN gave an opportunity to discussed , debate and deliberate with the other contemporaries on a global scale.
- Rotaract Club of College (RCNM) conducts a number of activities to reach out to the needs of the society like Blood donation drive, collection of food grains, free multi-specialty check-up spreading of environmental awareness, Beach cleaning drive.
- Advertising and Marketing Circle conducted event to highlight social issues, like Gender inequality, No smoking, domestic Violence etc.
- Wildlife and Nature Club organizes 'Tree Plantation Drive' to enhance the quality of life on mother earth.

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	5727 sq.mt.	-	-	-
Class rooms	30	-	-	30
Laboratories	03	-	-	03
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	3004	39 new created 80 computer sold	Internal fees/ UGC	2963
Value of the equipment purchased during the year (Rs. in Lakhs)	213.08	Value of 39 newly created (Rs 6.33) and Value of computer sold (Rs 34.06)	Internal fees/ UGC	185.35
Others	360.35	0.60	Internal fees	360.95

4.2 Computerization of administration and library

1. Administrative office is fully computerised, has LAN Network, Campus is Wi-Fi enabled
2. Admission, HR, SLCM, etc. are on SAP
3. Library is fully computerised.
4. Library uses LIBSYS, SOUL & OPAC softwares.
5. All books are barcoded use of Web OPAC.
6. Divison wise creation of Google group

4.3 Library services: (Purchase in Progress)

	Existing		Newly added		Total	
	No.	Value in Rs	No.	Value in Rs	No.	Value in Rs
Text Books	6474	707073.11	500	103175.00	6974	810248.11
Reference Books	23585	5511944.92	995	729941.78	24580	6241886.70
e-Books	26	--	40	--	66	--
Journals & Periodicals	93 (One journal discontinued)	0	1	99278 (Inclusive of renewals)	94	
E-Journals & Digital Database	27 Databases Accessed through NMIMS+1 NLIST Subscribed	0	0	5000 (Renewals)	28	
CD & Video	311	144680.00	0	0	311	144680.00
Maps	0	0	4	1485.00	4	1485.00
Others (specify) Newspapers	19			26975 (Renewals)	19	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	190	80	2	5	-	24	65	14
Added	-	-	-	-	-	-	-	-
Total	190	80	2	5	-	24	65	14

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

1. Internet access through Wi-Fi and UGC Network Resource Center-5 computers and 1 Printer
2. Database orientation for faculties
3. Google books, Info on databases of e-journals & e-books to staff & students.
4. 2 non-teaching staff attended one day workshop on 'Ethical hacking and IT Security'
5. Access to databases through Library on college website.
6. Information about OPAC (Online library catalogue) and databases through library brochure.
7. Access college website & through Ezyproxy for access from home

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.49
ii) Campus Infrastructure and facilities	411.13
iii) Equipments	Rs 2.75
iv) Others	Rs 0.02821
Total :	Rs 416.40

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- From the year 2014-15, the prospectus is being distributed in CD form. This is environment friendly initiative.
- Suggestion boxes are placed on 2 floors for students to write and submit grievances.
- The college has placed boards displaying helplines of various authorities like police station, Fire Brigade, University WDC, Hospitals, etc.
- Anti Ragging guidelines are displayed.
- No smoking boards are displayed

5.2 Efforts made by the institution for tracking the progression

- In 2014-15, a Google form was created and a survey was conducted of ex-students and their current engagements.
- The forms were also placed in the office where ex-students filled them and information was gathered

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3507	292	-	-

(b) No. of students outside the state

87

(c) No. of international students

68

Men	No	%	Women	No	%
	33	48.82		35	51.47

Last Year(2013-14)						This Year(2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3507	16	01	08	01	3507	3757	18	03	19	02	3799

Demand ratio 3.54

Dropout % less than 10% .

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

The college has a tie up with The Western India Regional Council of the Institute of Chartered Accountants of India, to provide coaching to students for professional exams. The council organizes evening classes for aspiring students. For the common proficiency test(CPT) the course duration is 3 months. For Integrated Professional Competency Course (IPCC) course the duration is 8 months. The classes are conducted by external, professional faculty after college hours in order to enable students to avail these classes. College provides well equipped classrooms with audio-visual teaching aids. Support staff is designated on duty to ensure smooth conduct of the course.

The college also has a tie up with the Western Regional Council of the Institute of Cost Accountants of India, to provide coaching to students for CMA foundation and intermediate examinations.

No. of students beneficiaries

508

5.5 No. of students qualified in these examinations :

NET : Nil SET/SLET : Nil GATE : Nil CAT : Approx 10%-15%

IAS/IPS etc : Nil State PSC : Nil UPSC : Nil Others(CA/CS/CMA etc.) : Approx 60%

The College does not have a formal student progression tracking system after the completion of academic curriculum. However, given the alumni base and various alumni outreach programmes, it can be reasonably said that a substantial percentage of our graduates clear various competitive examinations.

5.6 Details of student counselling and career guidance

- The SVKM has appointed a professional counsellor for students across institutions. Dr. Sumati Oza, gave an orientation talk to all students regarding their emotional and general health and invited them to meet her regularly.
- The SVKM has also formed a placement office in the college premises with a placement officer and student coordinators. The placement office ensures that a large number of firms conduct pre-placement talks to students and also recruit students through campus placement procedures.

No. of students benefitted

57 approx

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
22	173	101	No information available

5.8 Details of gender sensitization programmes

- AMC organised poster making competition on the theme of Gender Equality.

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	-	-
Financial support from government	197	321830/-
Financial support from other sources (KPMG)	17	2,34,250/-
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: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To be a vibrant and innovative centre for education, to equip students with knowledge and skills in their chosen stream, inculcate values, identify hidden talents, provide opportunities for students to realize their full potential and thus shape them into future leaders, entrepreneurs and above all good human beings.

GOALS & MISSION

1. Contributing to society through promotion of teaching, learning and knowledge
2. Being the leading college in the Commerce stream, in India, by assimilating global development in education and adopting the latest technology.
3. Developing the personality of students in a holistic manner, by combining skills and values
4. Providing state-of-the-art technology and facilities of global standard.
5. Improving the quality of the community and national life by providing meaningful and effective social service.
6. Equipping students to face the realities of life.
7. Improving the standard of the courses offered through innovative and effective teaching methods and curriculum development.
8. Developing new knowledge through research activities and dissemination of knowledge through publication of scholarly works.
9. Attracting the best of professionals and able professors and retaining them by providing conducive and motivating work environment.
10. Assisting other educational institutions in solving their managerial problems by providing consultation services.
11. Participating in and contributing to the formulation of public policies.
12. Providing and encouraging a global outlook and access to faculty and student's development.
13. Rendering assistance to the University and its institutions in curriculum development.
14. Strengthening the cultural fabric of the nation.

6.2 Does the Institution have a management Information System

6.2 Does the Institution has a management Information System

SAP (Systems, Applications and Products in Data Processing) software was introduced by the Management in the Financial Year 2010-2011. The College started using the FICO (Financial Accounting and Controlling) module from September 2010. Later the HR (Human Resource Management System), MM (Material Management System) and SLCM (Student Life Cycle Management) modules were also introduced.

As per the directive of Department of Higher Education, Pune, the college maintains and updates information regarding teaching and non-teaching staff, their salary component and student information on the AISHE portal and MIS portal.

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

6.3.1 Curriculum Development

Department of Law organised one day Inter-collegiate workshop in Business Law at S.Y.B.Com to discuss the syllabus of Business Law at S.Y.B.Com and to discuss Companies Act 2013.

6.3.2 Teaching and Learning

Student centric learning is focused on the needs of students, their abilities, interests and learning styles where the teacher acts as a facilitator. Classroom teaching is one-to-many, but to make it more students centric, the teacher adopts various strategies. The following participatory teaching-learning activities are undertaken:

- All the classrooms of the college are air-conditioned with necessary equipment; the classrooms are also equipped with modern teaching aid like the LCD projector and audio-visual system.
- Therefore teachers are provided with separate laptops and VGA cables to facilitate audio-visual teaching.
- Teachers can access Computerized catalogue (OPAC) where one can locate for books according to author, title, publisher, accession number and classification number.
- 24 X 7 Internet facility enables teachers to access on line e-resources such as INFLIBNET in addition to availing the excellent library resources.
- Teaching methods are adopted as per the requirement of the prescribed curriculum. Interactive methods are used to discuss fundamental concepts and students are encouraged to ask questions.
- The faculty uses innovative teaching learning methods such as role-plays, group discussions and news article discussions.
- Field trips and industrial visits are organised to understand the practical nature of the subjects taught.
- Seven days Workshop on “SOFT SKILLS”, was conducted in college from 1st June to 7th June 2014 in order to equip the teaching faculty with the requisite soft skill to facilitate the teaching learning process.
- One day workshop on Mindfulness at work was conducted on 30th January 2015.

- From February 2015 onwards the college , started uploading an Ebullient on college website in which each department contributed article relating to latest development in their respective subject.

6.3.3 Examination and Evaluation

- The college follows the all Ordinances as laid down by the University of Mumbai as regards to examination, evaluation, gracing, moderation, revaluation, remuneration, student progression etc.
- Beside the stated norms, the college adopts the following strategies for quality enhancement:
 - Strict confidentiality is maintained in setting the question papers.
 - All chairpersons are required to submit a sealed copy of synoptic answers along with the sealed sets of question papers.
 - For quality assurance a database of senior faculty across reputed institutions is maintained for the purpose of moderation and revaluation.
 - The college updates all the examination related information on the college website for ready reference of students and parents.
 - Each staff member is provided with their individual supervision duty schedule along with the guidelines for reporting time, invigilation responsibility, reporting of unfair means etc. This schedule is useful for the staff members at the time of their promotion under CAS.
 - Ordinarily no leave of absence is granted to any staff member during examination.
 - Teachers are requested to give their contact details during vacation for any emergency concerning examination / marks entry.

6.3.4 Research and Development

- Department of Economics organised Research paper presentation competition at the Inter-Collegiate level. These Research papers are published in the Students' Research Journal. Dr. L.R. Diwedi, Principal, Pravin Gandhi Law College was invited as an expert for the technical session “ Research in Law” conducted at the one day Inter-Collegiate workshop in Business Law organised by the Department of Law.
- The faculty is provided with all resources to undertake research based activities.
- Each full-time faculty of the college is provided with a laptop with Wi-Fi facility to help them in research work.
- Direct access to several databases related to online journals, company data, laws, eBooks, etc is made available to faculty from <http://ezproxy.svkm.ac.in:20048/login>
- An orientation program is conducted to acquaint the faculty with the usage of various online databases, ebooks etc.
- Library has an institutional membership of British Council, Indian Commerce Association, and Maharashtra Economic Development Council which can be availed by researchers for getting access to study material of their respective streams.
- Google groups have been created for faculty and students to update them regarding the latest acquisition of books, journals etc. which can be used by them for research.
- Library facility is available for research from 7 am to 7 pm so that staff and students can access UGC Network Resource Centre as per their convenience.
- Accordingly, the Research findings are published in College peer reviewed research journal

‘Nav Manthan’ with ISSN 2349-7327 and ENVISAGE with ISSN 2395-7212. The Research journal ‘Nav Manthan’, and Students Journal ‘Envisage’ are uploaded on the college website. Copies of the Publications are freely available for reference in the College Library.

- Teachers are encouraged to publish their findings in reputed journals.
- The copies of the projects are kept in the library for referrals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

The college has added necessary hardware and software to equip classrooms and laboratories with ICT facilities.

- Each full-time faculty of the college is provided with a laptop and a VGA cable.
- Projector- enabled class rooms
- One of the best libraries in comparison to other colleges affiliated to the University of Mumbai.
- Satisfactory Computer student ratio.
- The UGC network resource center with five PC terminals is available free of charge for accessing databases, OPAC, and Internet.
- Library has an institutional membership of British Council, Indian Commerce Association, and Maharashtra Economic Development Council.
- Direct access to several databases related to online journals, company data, laws, eBooks, etc useful for studies, projects and exercises from <http://ezproxy.svkm.ac.in:20048/login>
- Databases
- Scanning and Printing facilities for teachers

Computer & Electronic Laboratory:

- Two well-equipped computer laboratories with 80 computers enhance the learning process and relevant licensed softwares which enable the proper conduct of the University prescribed courses.
- As against the University of Mumbai norm of 2-3 students per computer, we provide a computer for each student to improve the quality of teaching learning.
- We also have one well equipped electronic laboratory for the students of BSc.IT course.

6.3.6 Human Resource Management

- Faculty across courses are relieved to enable them to attend Refresher Courses /Orientation Programmes/Summer School/Winter School/ Short term Courses / Faculty Development Programmes etc.
- An informative session on “Budget Analysis-2016” was organised for the teaching and non-teaching staff on 9th March 2016
- A three phased workshop on Time & Stress Management, Office Administration and Business Communication for the non-teaching staff was conducted.
- The teaching and non-teaching staff members were encouraged to participate in annual day entertainment programs so as to improve interpersonal relations.
- Soft skill induction programs for new appointees.
- Remuneration to contractual teachers is at a scale higher than the average.

- Though not the norm, under SAP, there is an HRM system which takes care of admissions, attendance records of staff and students, Student life cycle management module, payrolls etc

6.3.7 Faculty and Staff recruitment

All prospective candidates who apply to the college for teaching positions are required to give a demonstration lecture to prove their teaching skills. The demonstration is chaired by senior faculty members of the relevant subjects. This is done prior to the personal interview.

A soft skill induction program for new appointees is mandatory.

A written examination is conducted to filter prospective non-teaching employees of Class III & IV.

6.3.8 Industry Interaction / Collaboration

With the objectives of enabling the students to establish the link between Theory and Practice and to establish Institute Industry relationship on a permanent basis. The guest Lecture Series is organised. During the 50th Golden Jubilee Year of NM College the following guest lectures were organised

<u>Name</u>	<u>Topic of the session</u>
Mr. Suresh Narayan,	Capital Markets- an Overview
Dr. Milind Joshi,	Stress Management
Ms. Biji Tushar	Know Your Attitude, Reach Your Altitude
Mr. Sandeep Desai	The Pursuit of Happiness
Mr. Pushpraj Shetty	Understanding Operations Management in the Hotel Industry
Dr. Satvinder Madhok	Strategic Management
Ms. Pallavi Bhurkay	Indian Management Thoughts and Practices
Mr. Satish Bendre	Entrepreneurs hip
Mr. Yashvir Jain,	Contemporary issues and practical difficulties in modern day accounting

6.3.9 Admission of Students

- The college follows Online Admission process which is detailed on the **college website** (www.nmcollege.in).
- To ensure transparency in the admission process an **Admission Committee** is formed. All the admissions are processed through this committee for proper scrutiny of documents.
- The admission process is done using the SAP software. The complete Master List of applicant as per Merit is displayed on the college notice board. Similarly Merit List (Categories wise) of selected candidates list is also displayed on the college notice board as well as on the college website as per the admission schedule of University of Mumbai.

6.4 Welfare schemes for

Teaching	Mediclaim facility
Non teaching	Mediclaim facility
Students	<ul style="list-style-type: none"> ➤ Freeships, ➤ Scholarships, ➤ Endowment Prizes, ➤ Student Aid Fund, ➤ Book Bank Facility, ➤ Subsidised Canteen, ➤ Health Centre ➤ Counselling Centre. ➤ Group Insurance facility

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

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

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?

The college follows the examination rules as laid down by the University of Mumbai.

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

- Mentoring students through 'Intent', the Entrepreneurship cell of the college.
- They are part of the Local Managing Committee.
- They act as resource persons for guest lectures.
- The association felicitates meritorious students.
- The association felicitates all the retiring teaching and non-teaching staff members.
- Extend financial support to entrepreneurial ventures by the students

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

- Traditional Day- the entire teaching and non teaching staff was dressed in traditional attire. There were contests to decide on the best dressed person and talent display.
- Satya Narayan puja-artistic display and decoration around the idols is done by the non-teaching staff. Families of non teaching staff are treated to a lunch from a contributory fund collected from all staff.
- One day workshop on ‘Mindfulness at Work’ was organised on 30th January 2015 for the teaching and nonteaching staff.

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

- i. Rainwater Harvesting Project
- ii. Plantation of Trees

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.

- The library section of our college has started friends of the library, where in students will be kept updated about the latest books and developments in the library. They organise book reviews for the staff and students and keep them updated of the latest arrivals.
- BMS section organised TEDx Gateway Conference on “Entrepreneurship” for students was organised at Bhaidas Hall on 19th July, 2014. **Report attached**
- Entrepreneurship Development Cell was formed as per plans and it organised many informative events for the budding entrepreneurs.
- As part of the Department of Commerce, in the subject of Environmental studies, a student from FYBCom participated in the Inter –Collegiate *Snip n Stick* Scrap book competition organized by RamanarayanJhunhunwala College, Ghatkopar west, Mumbai -86, the topic was related to the environmental aspects.
- Department of Commerce in the subject of Environmental Studies organized a field visit to Conservation Education Centre (CEC), Bombay Natural History Society’s, (BNHS), Film city, Goregaon (East) Mumbai in January 2015.
- There is a student’s grievance redressal meeting every Thursday, to sort out any issue affecting the students.
- There is also a staff grievance redressal cell in college which works towards finding out solution to the staff grievance.
- During the students week a day is allotted for a social cause. This year the theme being ‘lets not forget someone old’. Every teacher allots a class for discussing this topic with her /his class students.

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

- As planned last year a professional certificate course was started, NSE Certified Capital Market Professional.
- Intent – **Entrepreneurship Development Cell** was inaugurated on 19th July 2014. They organised a number of activities :
 - Panel discussion on “**Union Budget 2014-2015 an impact on Entrepreneurship**”.
 - A workshop on “**Art of Preparing a Powerful Elevator Pitch and Business Plan Preparation.**”

- **Intenet: Buisness Plan Competition** was organised to encourage student to explore new business ideas and to conduct feasibility study of the ideas generated.
 - Publication of the book '**Ideas with intention**', on success stories of 50NM College Alumni who are renowned entrepreneurs. ISBN 978-8193-124-20-8.
- **Publication:**
 - **Nav Manthan-a Research Journal:** In its pursuance for educational excellence and research, the college published the first issue of National level interdisciplinary double blind peer reviewed journal '**Nav Manthan**' (ISSN 2349-7327)
 - **Envisage a Research Journal for Students with ISSN number** ISSN 2395-7212
 - **E-Bulletin :** From February 2015 onwards the College has started publishing a monthly newsletter. Each department of the College contributes to articles relating to the latest developments in their respective subjects in e-bulletin..

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

There are many initiatives towards healthy practices. But to mention a few:-

- Rewarding an employee from the teaching and the non-teaching staff for their immense contribution towards the development of the organisation is a classic example of organisation development and employee motivation.
- The releasing of an online newsletter / e-news bulletin / e-letter by the various departments in the college is another commendable feature. Sharing of information from different field is possible and it keeps the faculty and the students updated across all departments.
- Introduction of a new personal accidental policy of Rs. 5,00,000/- **only** for the employees and **not** for their dependants.

7.4 Contribution to environmental awareness / protection

- NM NSS wing collaborates with community and undertake several activities:, Beach cleaning , Support to Mumbai Police during Ganesh Visarjan , Energy Audit
- Rotaract Club of College (RCNM) conducts a number of activities spreading of environmental awareness, Beach cleaning drive.
- Wildlife and Nature Club organizes 'Tree Plantation Drive' to enhance the quality of life on mother earth.

7.5 Whether environmental audit was conducted? Yes No

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

SWOT

S

- Excellent Academic Results

- Increasing use of ICT
- State of art infrastructure

O

- Scope for starting more course
- Increase industrial linkages
- To bridge the gap between theory and practice

W

- Space Constraint
- Adverse student- teacher ratio
- Large staff turnover

T

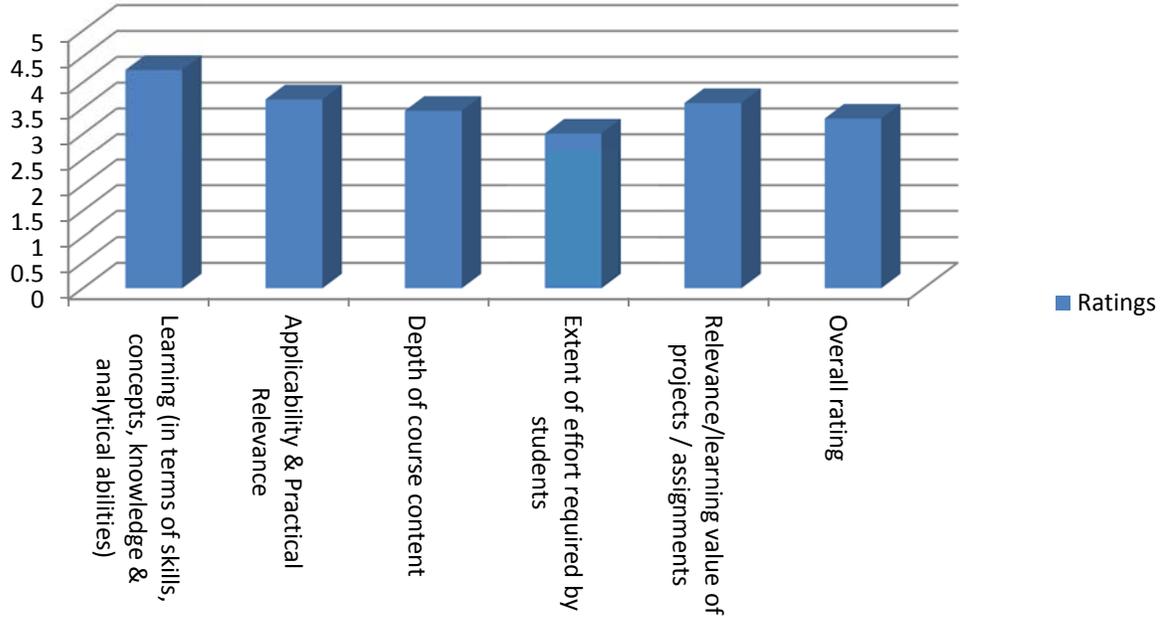
- Sudden changes in assessment pattern of University

7.7 Plans for institution for next year.

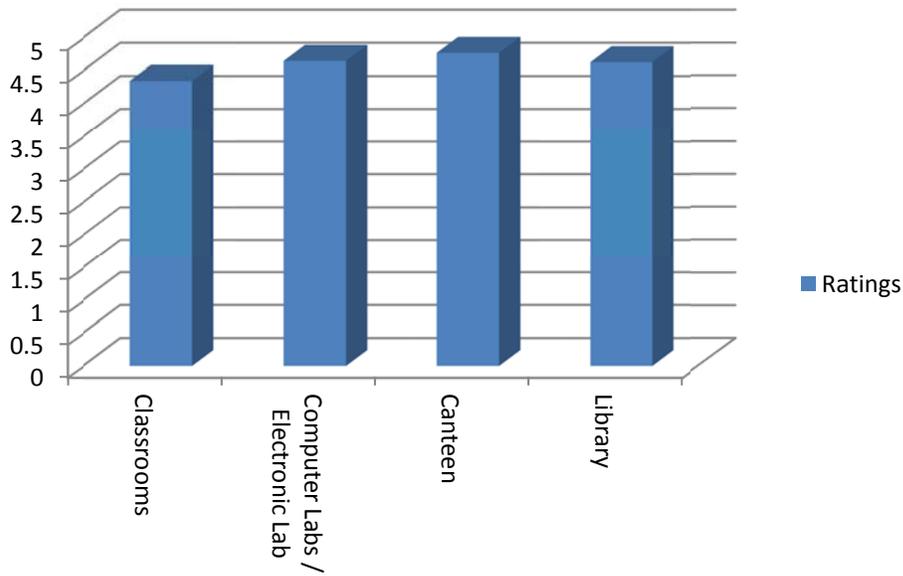
- Organize national level conference
- Soft skills for non teaching staff-workshop.

Annexure A – Feedback

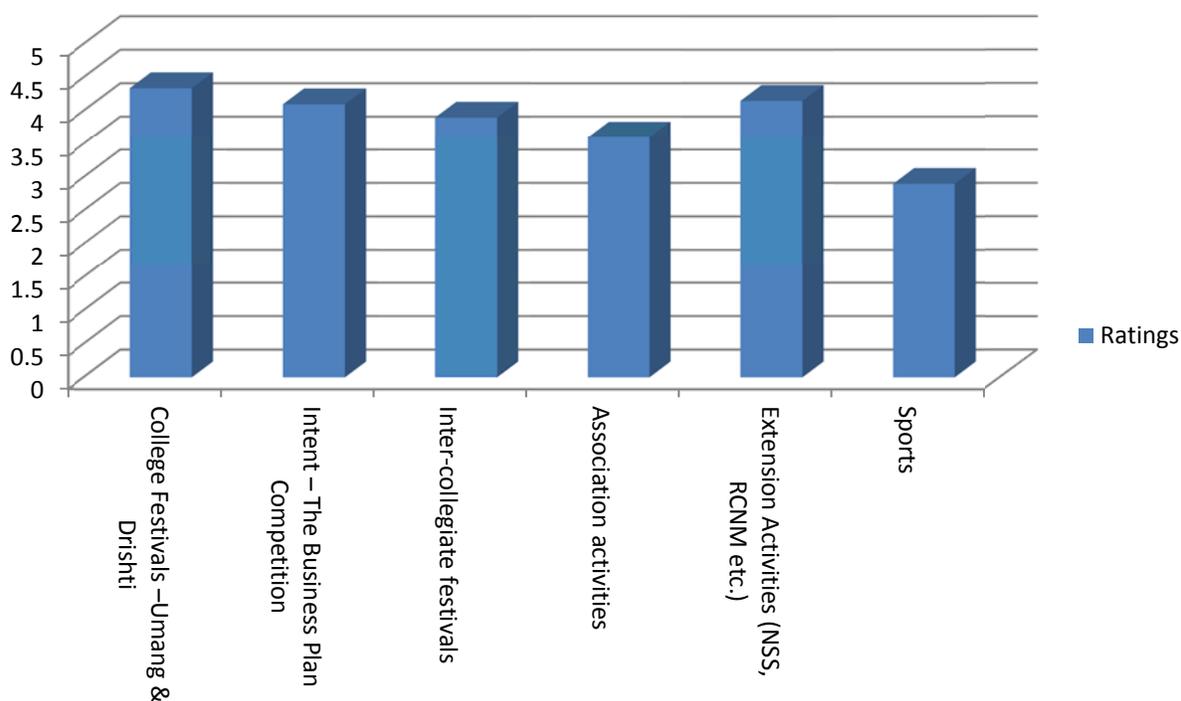
Student Feedback : Curriculum



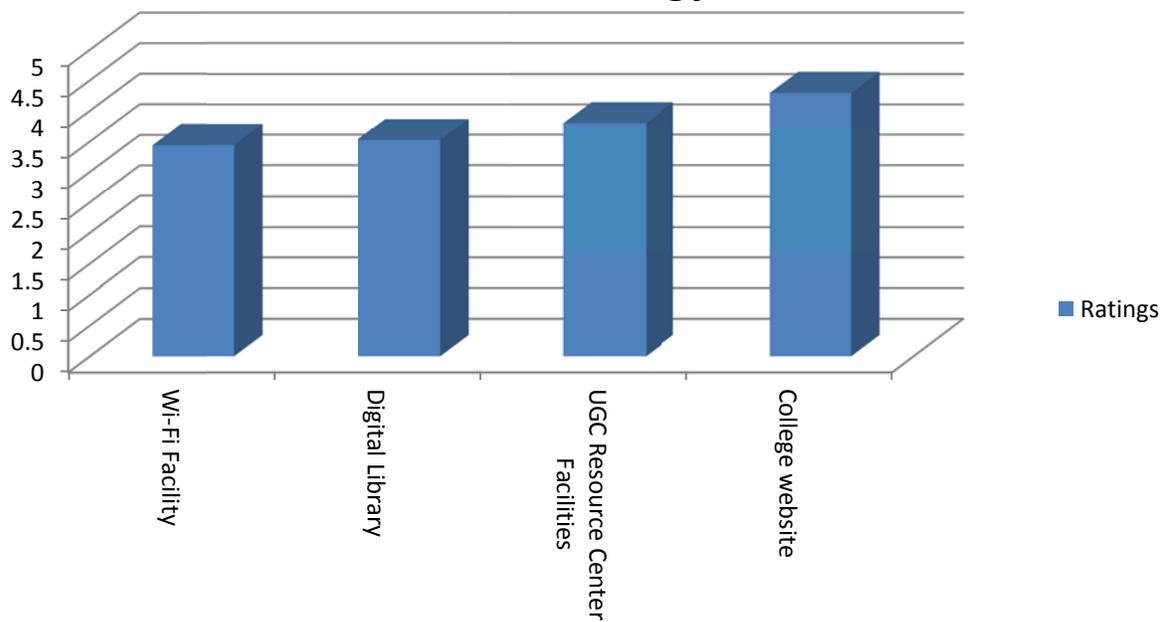
Student Feedback : Infrastructure



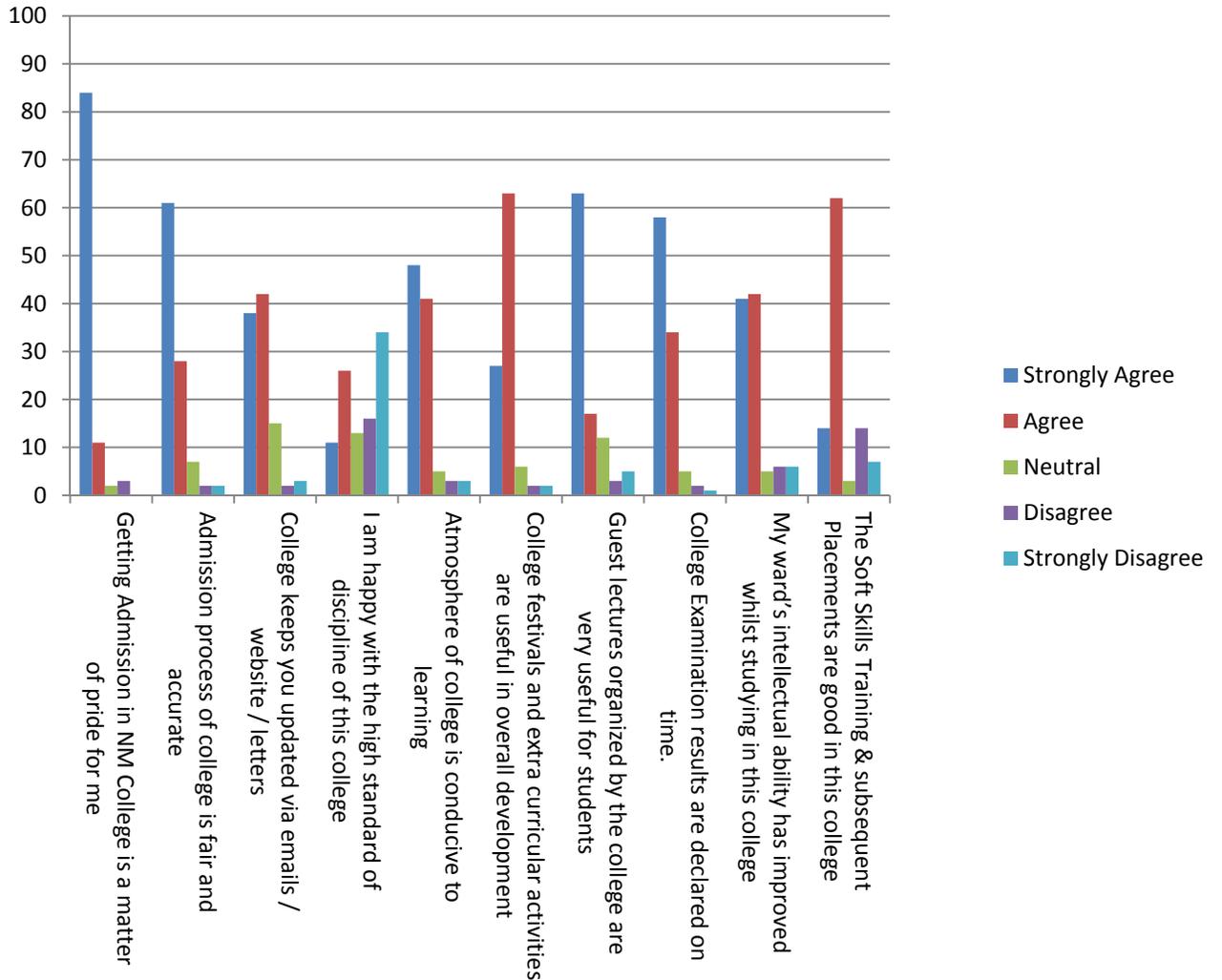
Student Feedback : Extra Curricular Activites



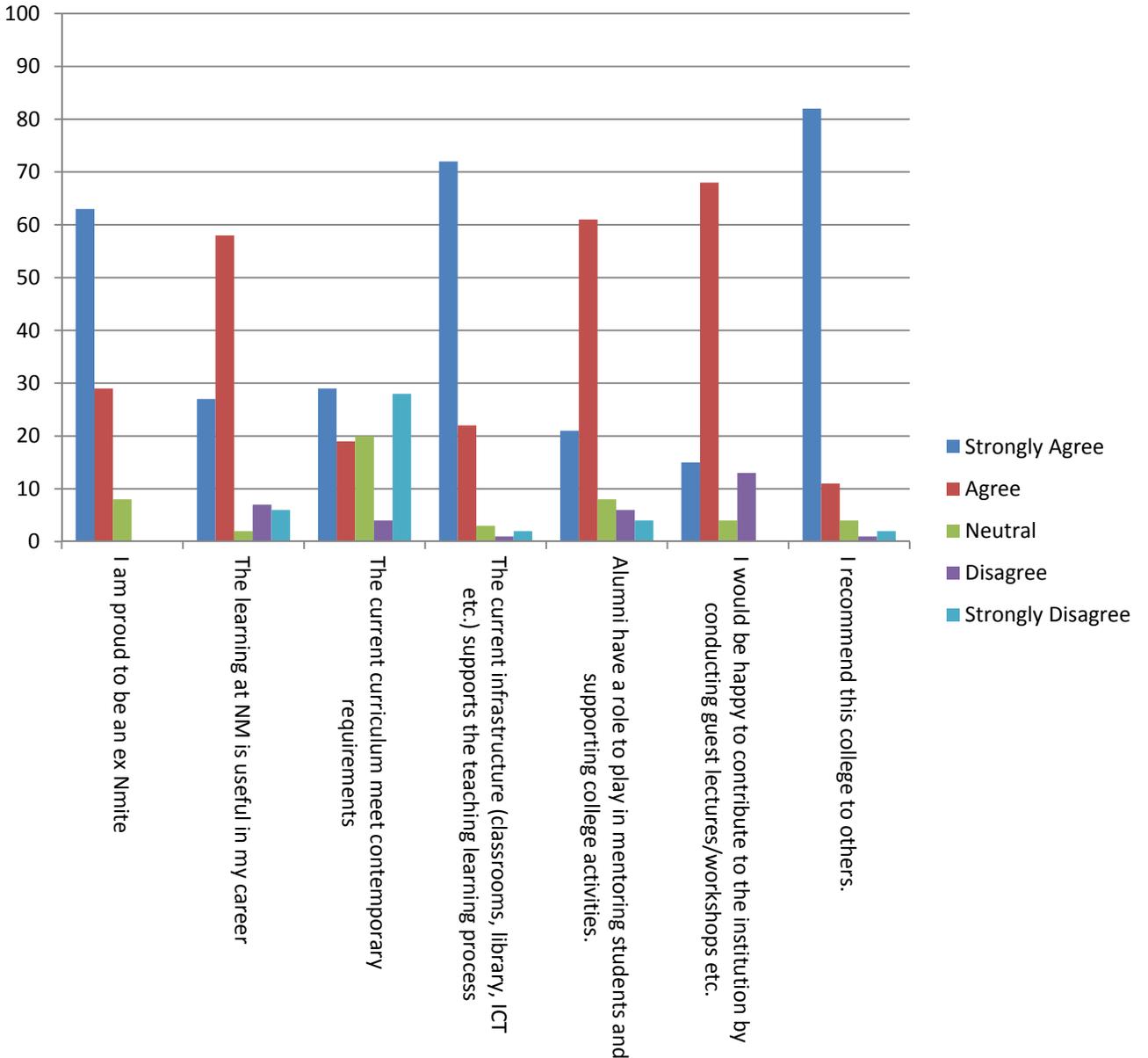
Student Feedback : Information Communication Technology



Parents Feedback



Alumni Feedback



Employer Feedback

