

Part I: Institutional Data

A] Profile of the College

1. Name and Address of the College

Name : R.J. Thakur College of Arts and Commerce
Address : Veer Savarkar Nagar, Thane (W) 400606
City : Mumbai
District : Thane
State : Maharashtra
Website : www.rjthakurcollege.in

2. For Communication

Name	Area STD Code	Tel. no.	Mobile	Email
I/C Principal Ms. Raksha Mahimkar			9619518749	
Steering Committee coordinator Mr. Anthony T. D'souza & Mr. Narayan Gauda			9757311853 8097243948	atd4u@rediffmail.com narugauda@gmail.com

3. Type of Institution

a) By Management

i) Affiliated Colleges	--	Yes
ii) Constituent College	--	No

b) By Funding

i) Government	--	No
ii) Grant-in-aid	--	No
iii) Self-Financing	--	Yes
iv) Any Others	--	No

c) By Gender

i) For Men	--	No
ii) For Women	--	No
iii) Co-Education	--	Yes

4. Is it a recognized minority institution? -- No

If Yes, specify the minority status (Religious / Linguistic / Any other)
(Provide necessary supporting documents)

5. a) Date of Establishment of College

-- 01st August 2003

b) University to which the college is affiliated (if it is an affiliated college) or which governs the college (it is a constituent college) --University of Mumbai

6. Date of UGC Recognition

U/s. 2 (f) -- Not Yet

U/s. 12 (B) -- Not Yet

7. Does the University Act provide for autonomy of Affiliated / Constituent Colleges? -- Yes
If Yes, has the College applied for autonomy? -- No

8. Campus Area in acres/ sq mts. -- 6860.77 sq mts.

9. Location of the College: (Based on Govt. of India census)

Urban -- Yes

Semi-Urban -- No

Rural -- No

Tribal -- No

Hilly Area -- No

Any Other -- No

10. Details of programmes offered by the institution: (Give last year's data)

Sr. No.	Prog. Level	Name of Course	Duration	Entry Qualification	Medium of Instruction	Sanction Students Strength	Number of students admitted
i)	Under-graduate	B.A,B.Com, BMS	Three Years	H.S.C.	English	385 72	325 72
ii)	Post-graduate						
iii)	M.Phil						
iv)	Ph.D						
v)	Certificate courses						
vi)	UG Diploma						
Vii)	PG Diploma						
viii)	Any Other						

11. List of Departments:

Arts -- History, Political Science, Economics

Commerce -- Commerce, Accountancy, Mathematics & Statistics

BMS -- Human Resource, Management

12. **Unit Cost of Education**
 a) Including Salary Component -- Rs. 1500
 b) Excluding Salary Component -- Rs. 500

Criterion I : Curricular Aspects

1. Does the College have a stated
 Vision ? -- Yes
 Mission ? -- Yes
 Objectives ? -- Yes

2. Does college have offer self-financing programmes ? Yes
 Fees charged for each programmes (including Certificate, Diploma, Add on course etc)
 BMS -- Total Fees Rs. 17000/-

3. Number of Programmes offered under
 a)Semester System B.A.
 B.Com
 BMS

4. Programmes with
 a)choice based credit system YES
 b) Inter /multi-disciplinary NO

5. Are there Programmes where assessment of teachers by students is practiced?
 Yes

6. Are there Programme taught only by Visiting Faculty?
 NO

7. New Programme introduced during the last five years
 UG Yes, BMS
 PG NO
 Others NO

8. How long does it take for the institution to introduce a new programme within existing system?
 It normally takes a year for the Institution to introduce a new programme within existing system.

9. Does institution develop and deploy action plans for effective implementation of the curriculum?
 Yes

10. Was there major syllabus revision during the last five year? If yes indicate the number.
 Yes, Syllabus was revised for Third Year B. Com

Criterion II: Teaching – Learning and Evaluation

2.1 Admission Process and Student Profile

2.1.1 **How does the institution ensure wide publicity to the admission process?**

a. Prospectus

For every admission seeker, the prospectus containing detailed information about the institution along with the rules and regulations, course and subjects offered, fee structure, refund rules, freeship and scholarship as well as information regarding different committees of co-curricular and extracurricular activities is provided. This ensures greater publicity for the admission seekers to various classes and courses.

b. Institutional Website

Our institution has devised an informative website which is upgraded periodically with all the information relating to various courses, subjects offered, fee structure, refund rules, freeships and scholarships and activities conducted. Our website address www.rjthakurdegrecollege.in

c. Advertisement in Regional / National Newspapers

The unique feature of our institution is that every year the number of admission seekers is more than the number of available seats. Therefore, the need for advertisement does not arise.

d. Any Other (Specify)

Admission procedure is publicized as follows:

Advertisement is carried out by distributing pamphlets, displaying banners, wall painting and visiting nearby junior colleges. Advertisement is also done through local cable in TV, and by displaying banners on railway station, we also get students through goodwill of alumni.

2.1.2 **How are the students selected for admission to the following courses? Give the cut off percentage for admission at the entry level.**

The admission in Degree Course in Commerce and Arts are mainly done in accordance with the University norms.

As we have junior college attached to our institute, the first preference is given to the in-house students for the admission to First Year B.Com, BMS & B.A. Classes.

The remaining vacancies, if any, are filled on the basis of academic merit and as per the Reservation Policy of the Government.

The College also gives preference in admission to students who excel in extracurricular activities and sports.

Programmes UG	Open Category		SC/ST category		Any other (specify)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
F.Y.B.A.	446	385	461	242	332	295
F.Y.B.COM	485	224	386	230	410	228
FYBMS	480	324	382	256	--	--

2.1.3 How does the Institution ensure transparency in the admission process?

An Admission Committee is formed for admission to First Year classes. To ensure transparency in admission the admission fees are displayed on the notice board and the website. It is also mentioned in the prospectus of the college. We believe in maintaining and displaying utmost transparency in the admission procedure. The list of the students admitted to various classes, along with the percentage of marks they have scored is put up on notice board according to the schedule prepared by the University of Mumbai

2.1.4 How do you promote access to ensure equity?

a) Students from disadvantaged community

Scholarship, freeships, B.C. Book Bank of the University etc are provided to students of disadvantaged community. The teaching and non-teaching staff is ever-ready to help and encourage those who are at a disadvantage in any way. This approach has percolated to the students as well who are ever willing to give help and support to the disadvantaged.

Remedial coaching for the students in the subjects of English and Mathematics has been provided. English language Lab enables the students to overcome their weakness in the language.

b) Women

The proportion of girl students for both Commerce and Arts Faculty is high. Accessible location, friendly and safe atmosphere and complete absence of Gender bias in academic as well as extra/co-curricular activities are some of the factor responsible for the enrollment of large number of girls students. There is 30% reservation for women as per university norms in admission.

There is fully fledged Women's Development cell. It strives to promote gender Equality, women empowerment and create awareness on women's rights. It tries to redress the grievances of girl students.

Ladies Common room with all the facilities is provided. Girls are encouraged to participate in extra curricular activities and sports.

Girl students have also been the General secretary of the students council.

c) Differently-abled

Various activities are carried out for differently abled students

- a. Separate seating arrangement in the library

- b. 3% reservation in admission
- c. Preference is given in admission to handicapped students
- d. Preference is Book Bank facility
- e. E-mail id given for taking books from library
- f. Provision of wheel chair

d) Economically-weaker sections

The college provides Book Bank facility to needy students.

Various scholarships such as Financial Assistance to Needy and Financial Backward Students, Government of India Post S.S.C. Scholarship and freeship are given to Students.

Some of the staff members sponsor fees of the students.

Fees can be paid in installments also.

Funds from student's Welfare are mobilized for needy students. Some student's fees are borne by management.

e) Sports personnel

Our institution believes in encouraging the students to participate in sports.

Professional coaching is provided in volleyball, Kho-Kho, Kabbadi .

Preference is to students in admission and sports kits are provided.

We do not have provision for Director for physical Education as per state Government rules. Our Faculty Mr. Yogesh Badgujar, Lecturer in Commerce Department, is in charge of Sports and Gymkhana.

We have separate teams of girl students in kho-kho and kabbadi.

2.2 Catering to Diverse Needs

Is there a provision for assessing the students knowledge and skills before the Commencement of the programme? If yes, give details on the strategies of the Institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

Yes, there is a provision for assessing the students knowledge and skills before the Commencement of the programme.

Knowledge and skills of the students are assessed through Diagnostic Test in the Beginning of the year. After the admission, Orientation Lecture is conducted every year for freshers to highlight the goals and objective of the course, the skills to be acquired and the ways of acquiring them.

Bridge lectures are conducted in the subject of Economics and Political science for the students who have not studied these subjects in junior College. Bridge lectures are also conducted in the subject of Accountancy for the students who have comes from Science and Arts stream.

Remedial lectures are also conducted for students who have not opted for Mathematics in Junior college.

2.2.2 How does the institution identify slow and advanced learners? Give details

On the strategies adopted for facilitating slow and advanced learners

Before the commencement of the course knowledge and skills of the students are assessed through Diagnostic Test. On the basis of this test the academic level of the students is ascertained.

Orientation Programme is conducted every year for the freshers to highlight the goals, objectives of the course, rules and regulation of the college, examination rules, examination schedule, different curricular and extra-curricular activities and sports facilities available in the college. The college has a system of frequent inter action with the students by asking question during lectures to ensure that they pay attention to the subject being taught.

Every year, the teachers from various departments identify the students who are weak in certain subject or sometimes in certain topic of some subject and make special attempts to instill their confidence in relevant topics. For example we have remedial lectures for students in the subjects of English and Mathematics. Teachers also guide the students who have ATKT in their subjects.

For the benefit of advanced learners, special selection of subjects such as computers and export marketing (T.Y.B.Com) and History, Political Science and Economics (T.Y.B.A.) is offered.

Coaching for C.P.T. / I.P.C.C. exam is also provided to advanced learners.

2.2.3 Does the institution have a provision for tutorials for the students? If yes, give details.

Yes, the institution by following the guidelines of University conducts tutorials for the students .There are tutorials for the students. There are tutorials for the subjects of Mathematics & statistics and Business communication at First year B.com level, and Communication Skills in English at First year B.A. level.

For mathematics and Statistics, there are 5 lectures and 1 tutorial per week .for Business Communication, there are 3 lectures and 1 tutorial per week .Both the subjects have 4 batches in a division. For Communication Skills in English there are 3 lectures and 1 tutorial per week. It has 2 batches per division.

Class	Subject	No.of Tutorials Per Week	No.of students per Batch
FYBCOM	Maths	01	30
FYBCOM	B.C.	01	30
FYBA	C.S.	01	20

2.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

Yes, we do have a provision for mentoring students. We have Tutor-ward system. Every teacher is in charge of a particular class who plays the role of mentor. The mentor monitors the

attendance, academic activities and counsels the students on both academic and personal matters whenever there is a need. The students are made to feel comfortable to freely discuss their problems with their mentor. Apart from this, every class in-charge adopts 10-12 academically weak students. For improving their performance proper guidance and counseling is provided to these students.

Even ex- students approach the staff and take their guidance for higher studies.

2.2.5 How does the institution cater to the needs of differently-abled students?

For the differently-abled students following facilities are provided.

- a) Special seating arrangement in Library.
- b) Preference is given in book bank facility
- c) Half an hour extra time is given during Exam.

2.3 Teaching – Learning Process

How does the institution plan and organize the teaching –learning and evaluation schedules? (academic calendar , teaching plan and evaluation blue print , etc.

At the beginning of the year Staff Meeting is conducted. The college Academic calendar streamlines all the curricular and extra curricular activities. Month wise teaching plans are prepared for subjects.

Every month teaching plans are prepared by teachers. At the end of the both semesters evaluation of the syllabus is done in a staff meeting. First year & second year exams are conducted by the college semester wise as per University guidelines and third year exams are conducted by the university. Semester V lectures commerce in April immediately after the result of IV. Two practice examination (two prelims as per university pattern for each semester) are conducted for students.

The college academic calendar also helps in streamlining the teaching- learning schedule.

2.3.2 What are the various teaching –learning methods (lecture method, interactive method, project –based learning, computer assisted learning, power point presentation (PPT) used by the teachers? Give details.

Our teachers undertake lecture method as well as other interactive methods for teaching such as group discussions, presentation role plays etc. slide projectors, internet inputs subject related film shows are also incorporated in the teaching –learning process. In some subjects guest lectures by subject experts on various core areas are also organized. The details of the learner – centered techniques followed by the different departments:

Method	Departments
Lecture method	Followed by all department
Interactive method	Followed by all department
Guest lectures	Followed by all department
Projects and presentation	Followed by all department
Revision test	Followed by all department

Computer Assisted learning	Followed by all department
Poster exhibition	Commerce, English and political science

2.3.3 How learning is made student–centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?

Our goal is not only to help the students to acquire good results and make a bright career, but also to make them better human beings and responsible citizens of the country. They are then bale to understand the subject in the context of contemporary situations.

Group discussion, projects, case studies, presentations help to generate interest in the students for the subject. Extension activities such as Department of lifelong learning & extension and NSS Camp conducted.

In the subject of Foundation course students are given project to visit old age home, orphanages and visit to mentally challenged children’s home. They are asked to submit a report on the same.

Lectures on Personality Development are arranged every year for students.

The main step towards participatory learning is to make the subject interesting, easy to understand and relevant to the contemporary situation.

To ensure this, applied aspects of the subject are emphasized. Use of Dictionary is encouraged in FYBA class.

Quiz competitions on current affairs update the knowledge of the students.

2.3.4 How does institution ensure that the students have effective learning experiences? (Use of modern

Teaching aids and tools like computers, audio –visual , multi- media , ICT, CAL , Internet and other information /materials)

There are one computer laboratories in the college. Extensive use of maps is done in the subject of History. There is Language laboratory in the college. Internet facility is provided to the student. Students are encouraged to make power point presentation for their projects .There is a renovated Audio Visual room (Multi media center) where seminars are organized for the students to make lectures livelier and where documentaries are also screened.

The college has a well equipped computer laboratory. Our library is well-equipped with computer and has internet connectivity. The library regularly adds to its stock the latest the latest books recommended by the Faculty. The library also subscribes to over 5 journals.

Students are always encouraged to use all these knowledge resources to enrich their understanding of different subjects.

2.3.5 How do the students and Faculty keep pace with the recent developments in the various subjects?

Teachers visit different Books Exhibitions and recommend books for the library, the library also recommend books for library. Guest lectures are organized for Faculty member for their academic development. The reading habit is encouraged among teachers and students .A variety of books, magazines, journals and internet facilities are made readily available in the library. The teachers of Accountancy Department attend workshops and seminars organized by several professional bodies to keep their knowledge updated.

2.3.6 Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?

Yes, the institution has introduced evaluation of teachers by students. Accordingly, the students feedback is taken on a regular basis, through an elaborately prepared questionnaire. The feedback forms are analyzed and a Report is prepared. If the feedback is not satisfactory, the principal holds discussion with the concerned teacher. Based on the analysis of feedback teachers make necessary changes and improve their teaching efficiency.

2.4 Teacher Quality

2.4.1 How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirement?

As and when the vacancies arise, recruitment of teachers is done strictly on the basis of the guidelines laid down by University Grant Commission (U.G.C) state government and university of Mumbai. The composition of the selection committee constituted by the University of Mumbai is as follows.

The chairman, Governing Body of the college or his nominee (who shall be the chairman of the selection committee)

One nominee of the vice chancellor

One nominee of the director of education /director of sports/Director of social welfare, Maharashtra state, as the case may be

The principal of the college

One subject expert to be nominated by the university

Two subjects expert to be nominated by the management

The head of department of the college, is the subject concerned

The quorum of the selection committee is 5, out of which minimum 2 shall be subject experts. All the appointments to the post of teacher are made by following procedure laid down by the university.

The vacant posts are advertised in the newspapers having all India circulation. The advertisement specifies by language or regional considerations. The committee recommends candidate in order of merit.

Yes, the college has the required number of qualified and competent teachers to handle all the courses.

2.4.5 How often does the institution organize training programmes for the faculty in the use of

a) Computers

b) Internet

c) Audio Visuals Aids

d) Computer Aided Packages

e)Material development for CAL , multi media etc.

All the teachers are computer literate. The Institution has been making sincere efforts through the Department of Mathematics & statistics and Computer by providing training to the Faculty members in the use of computers, internet, audio- visual aids and computer aided packages.

2.5.1 Evaluation Process and Reforms

2.5.2 How are the evaluation methods communicated to the students and other institutional members?

The college prospectus and website carries complete information about the methods of evaluation which is used at different level. Besides, an orientation programme is arranged for fresh entrants at the beginning of the year, where the evaluation methods, examination schedule and other information about the college is communicated. To ensure proper understanding of these evaluation methods by the students at the beginning of the academic year Parents meeting are organized to make parents aware about the evaluation process in the beginning of the year. Copy of examination schedule is distributed to the parents.

2.5.3 How does the institution monitor the progress of the students and communicate it to the students and their parent?

As per semester system class test are conducted in each semester. Apart from these, project works are also given. If required, parents are called and they are informed about attendance and performance of their wards. Parents are informed about these exams in the beginning of the year through parents meetings, prospectus and website. If they wish they can check performance of their ward.

2.5.4 What is the mechanism for redressal of grievances regarding evaluation?

The first year and second year exams are conducted by college whereas third year exams are conducted by the university of Mumbai.

We have formed Grievance Redressal cell at college level as per university requirement. We follow all the instructions given by the university such as:

Allowing the students to apply for marks verification

Giving the photocopy of the answer books to the students who apply for it.

Allowing the students to apply for reevaluation

Getting the paper re-assessed (if recommended by the committee) and subsequently communicating to the candidate concerned.

2.5.5 What are the major evaluation reforms initiated by the institution/affiliating University? How does the institution ensure effective implementation of these reforms?

a. Conducting the University examinations strictly according to the norms prescribed by the University.

b. Assigning separate examination seat numbers.

c. Strictly following the system of Centralized assessment.

d. Declaring the result well within the stipulated time prescribed by the University.

e. Ninety percent of teachers attend Centralized Assessment Program (CAP) at university.

The Principal, teaching and non teaching staff ensure effective implementation of these reforms.

2.6 Best Practices in Teaching –Learning Process

Detail any significant innovations in teaching /learning / evaluation introduced by institution by the institution?

Best Practices in teaching –learning process

- a) Transparency in admission process is maintained
- b) Diagnostic Test is conducted to Slow and Advanced learners
- c) Remedial lectures are conducted for slow learners in the subject of subject of English and Mathematics
- d) Series of lectures are arranged to help the advanced learners for CPT & IPPC preparation and also allow to borrow reference books from the library
- e) Academic plan is displayed on the website at the beginning of the year and students are made aware of it.
- f) Month wise teaching schedule is prepared by teachers.
- g) Lectures for the third year classes commence in the month of April which enables the teacher to complete third year syllabus before one month at each semester.
- h) Tutor –ward system is followed by deputing class in –charges .Every class in charge adopts 10-12 academically weak students. For improving their performances proper guidance and counseling is given to these students.
- i) Bridge lectures are conducted in the subject of Economics and political science for the students who have not studied these subjects in Junior college. Bridge lecture in the subject of Accountancy are also conducted for B.COM students who have come from science and Arts stream
- j) Two prelim exam are conducted for third year at each semester.
- k) Our college results are always higher than the university results
- l) Introduction of teaching aids through the use of video films and Power point presentation (PPP) and screening of documentaries wherever feasible and possible
- m) The college organizes Data presentation and Book Review Competition.
- n) Though there is provision for moderation of papers we have introduced the verification of the assessed answer papers by other staff members to minimize mistakes in assessment.
- o) Poster exhibition is organized in the subjects of export marketing, advertising and foundation course paper two and political science paper six.

Criterion III: Research, Consultancy and Extension

3.1 Promotion of Research

3.1.1 Is there a research committee to facilitate and monitor research activity? If Yes, give details on its activities, major decisions taken (during last year) and composition of the Committee.

Yes, there is a Research Committee in our institution. It consists of:

I/C Principal Miss. Raksha Mahimkar : Chairperson

Mr. Yogesh Badgujar : Secretary

Mr. Anthony D'souza : Member

Mr. Chirag Adwani :Member

Mr. Narayan Gauda :Member

The College Research Committee conducts meeting regularly and tries to augment research activities in the college. The major decisions are:

1. The college library is fully computerized with dedicated internet connection with necessary journals and magazines.

2. The library has a separate research corner for research scholars.

3. A provision of Rs. 1 lakh has been made as seed money for research and development

3.1.2 How does the institution promote Faculty participation in research? (Providing seed money, research grants, leave, other facilities).

The Management of the institution has declared that the faculty members acquiring M.Phil, Ph.D. degree will be felicitated.

3.1.3 Does the institution budget have a provision for research and development? If yes, give details.

Yes, the institution has a provision of rs.1 lakh as a seed money for research and development.

3.1.4 Does the institution promote participation of students in research activities? if yes give details.

The institution promotes participation of students in research activities in the following ways:

a) Due to CBGS (Credit Based Grading System) of University of Mumbai our students are assigned different topics in each semester and are guided to submit their projects after through library research as well as field work.

b) The teacher spend quite some time with the students in getting them ready for their research work and thereby cultivating the habits of research in students.

3.1.5 What are the major research facilities developed on the campus?

Facilities developed for major research work on the campus are:

a) The college library is well stocked with sufficient number of books on Research methodology.

b) The college library subscribes to 5 journals/periodicals and are very useful for research work.

c) Internet facility is available in college library.

d) The college has provided computer lab facilities with internet connection for students.

e) Xerox facility is available in the college premises for collecting copies of important material for research purpose.

3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national/foreign Universities /Research /Scientific organizations / Industries /NGOs)

Efforts are being made to take initiative in this direction.

3.3 Consultancy

3.3.1 List the board areas of consultancy services provided by the institution during the last five years (free of cost and /or remunerative). Who are the beneficiaries of such consultancy?

The teachers are providing honorary consultancy services.

The members of Nature club provides the cheapest manure for the people in and area around veer savarkar nagar thane (west). Nature club also educates people in Waste Management.

Teachers guide students for market survey and employment survey for neighboring industries.

3.3.2 How does the institution publicize the expertise available for consultancy services?

The college with the help of students and teacher publicizes the expertise available for consultancy services. The notice to the effect is put up on the notice board. The information about consultancy service is given in the parents' meeting which is conducted at the beginning of the academic year. The college websites also publicity to these activities.

3.3.3 How does the institution reward the staff for the consultation provided by them?

The institution strongly believes that these services cannot be valued at monetarily but rewards the staff by issuing an appreciation letter for the honorary consultation provided by them.

3.3.4 How does the institution utilize the revenue generated through consultancy services?

Some of the consultancy provided is free of cost whereas Nature club activities generate some revenue by selling cheapest manure to the people. The revenue is utilized for Nature Club activities.

3.4 Extension Activities

3.4.1 How does the institution promotes the participation of students and Faculty in extension activities? (NSS, and other NGOs)

To promote the participation of students in extension activities, the institution has one unit of hundred students in NSS wing. A trained programme officer is a full time in-charge for NSS wing. The programme officer takes care of enrollment of students, planning of activities throughout the year and enrollment of students planning of activities throughout the year and implementing plans successfully. The staff is highly resourceful and oriented for this purpose at the University and Intercollegiate level.

The institution also takes initiative in collaborating with various NGOs and thus encourages infrastructural activities students' participation. The college provides the necessary and financial support for undertaking these extension activities.

The college does not have separate NCC wing but students are permitted to attend NCC programmes in other colleges.

For participating in and successfully completing devised programme of NSS, DLLE and NCC, students get 10 marks as per University norms. This additional incentive further promotes the participation of students in these extension activities, the following highlights indicate how actively the students have participated in various NSS activities during the last five years.

Area Based Projects

Community Health Projects

Volunteers adopted Murbad Slum Area and created awareness about various diseases that could be spread after floods.

Volunteers regularly assisted in immunization programmes such as Pulse Polio, and follow-up schedule for four days after each immunization session.

In Health awareness programme, they spread awareness about community diseases such as Malaria, Dengue, Hepatitis, etc.

Members of Red Ribbon Club conducted sessions on HIV and distributed questionnaire about HIV among students.

College Level Activities

Blood Donation Camps with the help of BoodLine, at Khopat, Thane.

Volunteers participated in Flag Hoisting on 15th August and 26th January. Also, they arranged Teachers' Day Function, Annual Function, etc.

Volunteers visited Mauli Vrudhashram, Home for the aged, at Mahad, District Raigad and provided several types of assistance to them. They also performed entertainment programmes for them.

Volunteers attended programmes on Anti-Superstitions, arranged by Mrs. Vandana Shinde.

Volunteers worked with Vartak Nagar Police Station for assistance during Ganesh Immersion.

Volunteers participated in workshop by LAADLI, on "Self Empowerment to Social Transformation."

Volunteers attended lectures on Communalism, HIV/AIDS Awareness, Fair Trade Practices, Global Warming and Unity, etc.

A cleanliness drive was undertaken at Alibagh to the nearby beaches.

Students attended a seminar on Drug Addiction and Rehabilitation by Counsellor of Kripa Foundation, Bandra.

Students also attended workshop on Investor Guidance organized at the College by SEBI. This workshop is conducted every year for the Final Year Students to create Investor Awareness.

University Level Activities

Volunteers participated in Peace Rally at Borivali, a rally on Aids Awareness and a Rally on the Victims of Terrorist Attack on 26th November.

Volunteers participated in Street Play Competition and Essay Writing Competition on Anti-Drugs, Anti-Dowry and Status of Women. The DLLE unit of College has won Street Play prizes for the last 3 years constantly.

Students attended 2 day residential training programme at Vasai Viva College.

Volunteers participated in a programme commemorating 65 years of Quit India Movement and 60 years of Independence at the August Kranti Maidan attended by our Prime Minister.

Volunteers participated in a peace rally for Global Disarmament at Azad Maidan, Hindu Muslim Ekta Rally arranged by Citizens Council and Sarvodaya Mandal.

NSS Special Camping Activities

Every year students participate in a 10 day Special Camping Activity. They undertake Shramdaan and perform work like creating brick laid paths, creating mud embankments, etc. They also plant trees on the road up to the villages, dig pits for waste disposal and prepare manure from cow dung. They attend lectures on various issues of Nature and environment, ecological chain, biodiversity, social issues like gender, communalism, democracy, superstition, social work as a career option, environment, wild-life, scientific temper, gender yoga, etc. They perform skits on various social issues. They also attended rural exposure camp at Raigad and Panvel.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

The institution organizes various outreach programmes through NSS extension activities like a visit to Children's home, Blood donation camp, Thalassemia check-up Drive, HIV Awareness, Pulse Polio Drive, Village Survey and 7 days (previously 10 days) camp in rural areas.

The college has enrolled with the activities of extension work under the Department of Lifelong Learning and Extension (previously called Department of Adult and Continuing Education and

Extension). Students select the project out of several different topics and perform research work related to community as well as technology.

These activities are offering opportunities to students to gain practical exposure to enhance their life skills as well as academic skills. These programmes are deeply integrated in the academic curriculum at various levels.

Vermicompost an activity done by Nature club students teaches them about waste management and manure formation from waste.

These programmes are also helpful for students in their personality development, learning organizational skills, community services, which is integrated with academic curricula.

3.4.3 How does the Institution promote college-neighborhood network in which students attitude for service and training , contributive to community development?

To promote college- neighborhood network, students took active participation in the polio Drive and community follow up, tree plantation , cleanliness drive, social awareness, teaching poor kids, educating people about solid waste, helping the police to control crowds in the Ganesh immersion festival.

They also organized Hiv awareness rally, cleanliness drive in talaopali area and yeyur , survey in adopted areas about female status and worked in various institutes and nearby areas.

3.4.4 How has the local community benefited by the institution? (contribution of the institution through various extension activities , outreach programmes, partnering with NGOs and GOs)

1. The N.S.S. unit of the college has taken up various activities in the nearby area of thane. Volunteers perform street plays, exhibitions and rallies on AIDS , and cleanliness.

2. Since last two year NSS organize seven-day rural camp at village agarsure post chondi Tal , Alibaug .

The institute has adopted this rural area. The students carried out activities like creating path , creating mud embankments etc. the students were exposed to rural life and community services through the local leaders in rural area. Street play, talks and rallies are arranged to bring awareness in these areas.

3. Every year the volunteers of NSS regularly involve themselves in controlling the crowd and traffic during Ganapati festivals in and around Thane area.

4. The N.S.S. unit organize two blood donation camps every year in the college. Students advertised the events through posters in the college as well as in the vicinity. The unit through blood bank keeps records of blood donors and arranges for blood whenever there is a requirement.

5. Waste management projects educate people for utilizing domestic and organic waste.

3.4.6 How has the institution involved the community in its extension activities?

(Community participation in institutional development, institution –community networking etc.)

Extension activities conducted by the institution had the community participation especially in programmes like blood donation camps, annual camps and so on. The institution involved parents, helps the institution to identify the potential areas of community services.

3.4.7 Any awards or recognition received by the faculty / students/ Institution for the extension activities?

Our college has been continuously receiving prizes for the last three year for Skit and Poster Making competitions on social issue organized by the Department of Lifelong Learning and Extension, University of Mumbai.

3.5 Collaborations

3.5.1 Give details of the collaborative activities of the institution with the following organizations:

Local bodies/community

State

National

International

Industry

Service sector

Agriculture sector

Administrative agencies

Any other (specify)

The list of the collaborative activities of the institution done in association with the various organization is as follows:

- 1) The students performed various collaborative activities with BMC(Bombay Municipal Corporation) for Pulse Polio Drive and Health awareness in Thane and nearby area.
- 2) The students performed various AIDS awareness programmes with the help of Red Ribbon Club.
- 3) The college conducted blood donation camps with Bloodline, Thane.

Industry

Career Guidance and placement Cell of the college arranges interview in the Campus every year.

Some of the premier industrial firms which visit the college include NIIT, HDFC Standard Life Insurance.

Service Sector

1. The career guidance cell arranges talks, guidance lectures for the students about courses available after graduation and provides information about CAT, CMAT, MBA etc.
2. Expert Career counselor has been appointed to direct students towards different career options
3. Frankfinn Institute of Air Hostess Training have provided guidance to the students about the opportunities available in service sector in India and abroad.

Agriculture Sector

The college had conducted NSS Camp at Murbad village . NSS unit has adopted this village and has special bonding with the Gram Panchayat of Murbad.

Administrative Agencies

1. Our NSS Volunteers work with the Thane Police for the Ganesh Immersion Bandobast.
2. NSS volunteers participate in Pulse Polio drive.
3. Volunteers helped TMC in HIV awareness drive.
4. Cleanliness drive was organized in Thane at TalaoPali.
5. The College premises have been used for TMC elections.
6. The faculty has provided services for election and Census work.

Any Other (Specify)

1. Thalassemia check-up was organized with Blood Line.
2. A programme on Investor guidance for arranged by SEBI

3.5.2 How has the institution benefitted from the collaboration ?

- a) Curriculum Development
- b) Internship

- c) On Job Training
- d) Faculty Exchange and Development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement

- a) Curriculum Development -- NIL
- b) Internship -- NIL

c) On job-training

The institution has provided job opportunities to some of the students during their courses. Few students like Mr. Rupesh Parker, Mr. Lawu Palekar, were given jobs while pursuing their degree courses.

d) Faculty exchange & development

Collaborative activities with other educational institutions and various other organizations visiting college has enabled the college to avail the services of faculty members from other institutions for guiding students, skill development as well as for Final Exam preparation.

e) Extension

The college has maintained good linkage with various organizations and they facilitate students in acquiring awareness about community services and moral responsibility. Students from under privileged background are getting exposure through rural camps and were able to make a mark in their future growth.

f) Students Placement

Two students were selected by HDFC Standard Life insurance for full time jobs. Placement was organized for Final year students.

Twenty two students were shortlisted for part time jobs in HDFC Standard Life Insurance.

3.5.3 Does the institution have any MoU/MoC/ mutually beneficial agreements signed with

Other academic institution: No

Industry: No

Other agencies: No

3.6 Best Practices in Research, Consultancy and Extension

3.6.1 What are the significant innovations/ good practices in research consultancy and extension activities of the institution?

The best practices are :

1. The College provides a conducive environment for academic growth of faculty members as many of them have completed M. Phil Programme.
2. The College library is well equipped and well stocked with sufficient number of books on Research Methodology.
3. The College has provided Computer Lab Facility with Internet connection for students
4. The Teachers are providing honorary consultancy service in their area of expertise.

5. The College conducts wide range of extension activities covering students from First Year to Third Year. First Year and Second Year students can participate in NSS activity. The Third year students can participate in DLLE and avail 5 marks in each semester.
6. Career Guidance and Placement Cell arrange talks, guidance lecture and campus interviews for students part time and full time jobs
7. Students were placed in various organizations through campus interviews.
8. The College caters to the needs of the students coming from BPL (Below Poverty Line) category by providing opportunities for part time jobs during the course.
9. To combat the present waste management problem, the college educates the students.
10. Through rural camps, students from under privileged background are getting exposure and are able to make career in the same field. MR. Rajan Sharma has been associated with Ngo Live In Foundation Of Education (LIFE)

Criterion IV : Infrastructure & Learning Resource

4.1 Physical facilities

- R.J. Thakur Degree College has been housed in one wing of Lokmanya Nagar Shikshan Mandal Building. The Building consists of four floors of which first to fourth floor are used by the Degree college. For security and safety of students and staff, CCTV along with fire extinguishers has been installed at prominent places in the building.
- The College Office is located on the ground floor. It is renovated and equipped with six computers interconnected with LAN with 3 printers, 2 scanners and photocopy machine to make it convenient for the students.
- The drinking water facility is adequate and it is supplemented by water purifiers.
- The staff common room is spacious, well ventilated and equipped with good chairs for comfort of the faculty members.
- A huge playground for playing and practicing different sports activities is available.
- The institution follows a shift system to put the available premises to optimum use.

4.1.1 What are the infrastructure facility available for :

a) Academic Activities ?

i) Well Furnished Classrooms

A total of twelve classrooms are available to conduct regular courses. The classrooms are well ventilated and well equipped for holding regular lectures.

ii) Computer Laboratories

There is one computer laboratory with 25 computers connected with LAN on first floor. All computers have internet facility.

iii) College Library

The College library is situated on fourth floor of the College wing. It has area of about 814 sq ft. and can accommodate about 100 students at a time. The library is provided with proper ventilation, lighting and fans. It has fully computerized and replete with the total collection of 1604 books. It is also subscribing to over 5 journals including National, International and Periodicals. The library has also staff reading section. It is well equipped with a computer with internet facility.

iv) Examination Room

The college conducts exams of first year and second year classes on behalf of University of Mumbai. As per University norms, Centralized assessment is mandatory. The College has separate examination room on the ground floor which is utilized for carrying out exam related jobs.

b) Co-curricular Activities?

The College has a spacious ground apart from its regular playground. This ground has a well designed stage. Hence, this ground has been utilized for conducting intercollegiate festival, cultural events and various other co-curricular activities.

The College has multimedia centre of 450 sq ft. with seating capacity of 60 equipped with LCD projector for conducting seminars, debates, cultural programmes, and screening of documentaries. At the ground floor, college has separate units for Women Development Cell, Career Guidance & Placement Cell and IQAC. No separate record room is maintained at the college but the same have been maintained in the college office.

c) Extra-curricular Activities and Sports?

The College has a separate room for NSS on the ground floor so as to keep all the records and equipment used for NSS activities. It is also utilized for the activities of the DLLE.

➤ **Playground**

The college has playground of 12000 sq ft. and is used for sports activities such as cricket, volley ball, kabbadi, kho kho. The ground is also used for social programmes, tree plantation drive and flag hoisting ceremony on Independence day and Republic Day.

➤ **Gymkhana**

The Gymkhana on the ground floor conducts indoor games such as chess, carom table tennis. Professional coaches have been appointed to train the students. It also organizes sports events for Non-teaching Staff.

4.1.2 Enclose the master plan of the college campus indicating the existing physical infrastructure and the projected future expansions.

I. Existing Physical Infrastructure

FLOOR	UNITS / FACILITIES
GROUND FLOOR	<ul style="list-style-type: none"> • Principal cabin • Canteen • Gymkhana • Women Development Cell • Career guidance cell • NSS Room
FIRST FLOOR	<ul style="list-style-type: none"> • Three classroom • Two toilet blocks
SECOND FLOOR	<ul style="list-style-type: none"> • Staff room • Two classroom • Two toilet blocks
THIRD FLOOR	<ul style="list-style-type: none"> • Three classroom • Two toilet blocks

FOURTH FLOOR	<ul style="list-style-type: none"> • Three classroom • Library
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II. Projected Future Expansions:

- New Computer Laboratory
- New Class Room for B. Com. (FM)

4.1.3 Has the Institution augmented the infrastructure to keep pace with its academic growth ? If yes, specify the facilities and the amount spent during the last five years.

The need to augment the infrastructural facility of this institution has arisen in view of introduction of new courses. Some of the measures taken are:

1. Addition and rearrangement of classrooms
2. Development of Computer Laboratory
3. Installation of CCTV cameras at prominent places in the college premises
4. Renovation of Staff Room and Examination Room
5. Setting up of Co-ordinator’s cabin
6. Establishment of IQAC Cell
7. Procurement of teaching aids – Computers, Laptops, Printers, LCD Projectors, Projector Screen, LCD TV, Digital Camera, Camcorder, etc.

Amount spent on last five years on infrastructure development :

Year	Particulars	Amount spent (in Rs.)
2012-13	Installation of CCTV cameras, furniture & fixtures for new classrooms, equipments purchased – computers, printers, purchase of gymkhana material, repair & maintenance of building.	

2011-12	Furniture & fixtures for new classrooms, equipments purchased – computers, printers, Xerox Machine, purchase of gymkhana material, repair & maintenance of building.	
2010-11	Equipments purchased – Laptop, Scanner, Camcorder, purchase of gymkhana material, repair & maintenance of building.	
2009-10	Furniture & fixtures for new classrooms, equipments purchased – computers, printers, projector with screen, purchase of gymkhana material, repair & maintenance of building.	
2008-09	Furniture & fixtures for new classrooms, purchase of gymkhana material, repair & maintenance of building.	

4.1.4 Does the institution provide for separate facilities like common room, separate rest rooms for women students and staff?

The College has a common room for girls with separate toilets for them. It is well ventilated. It has facilities like indoor games, magazines, etc. The College also has a common room for boys with separate toilets for them. It is well ventilated. It has facilities like indoor games for refreshment and entertainment.

The College has a spacious staff room with capacity of 40 for the faculty on the second floor. It is equipped with magazine and newspapers with attached toilet.

4.1.5 How does the institution plan and ensure that the available infrastructure is optimally utilized?

- The college building is optimally used from morning 7 am to 11.30 am for regular college activities. All classrooms are utilized for engaging classes during college hours. After the regular lectures, guidance lectures for weak students, and add-on courses are conducted upto 1 pm.
- In the afternoon session, all classrooms are occupied by the Junior College students.
- The college is also a recognized Study Centre for Personal Contact Programme (PCP) of Institute of Distance and Open Learning (IDOL), Mumbai University to conduct contact lectures for FY, SY and TYB Com students under the guidance of well-qualified and experienced lecturers. Lectures for the same take place in the evening session upto 8 pm and also on Sundays in the month of December to February.
- The college premises also use to conduct competitive exams of Government, banks, election of lok Sabha, meditation centers and yoga classes.
- The college is situated on 4th floor of the college wing. Working hours of the library from 7.00 a.m to 5 p.m. during examination, lending facility to all classes is available on all working days. Library reading room is kept open on Sundays and working hours of the library are extended from 7.00 a.m to 7.00 p.m.
- The Computer laboratory caters to the needs of different batches of the student through out the day.

- The college has separate unit for women development cells, career guidance and placement cell, internal quality assurance cell (IQAC), Student council, alumini association, NSS etc. These units are utilized for conducting various activities.
- The gymkhana conducts indoor games such as chess, carom, table tennis and outdoor games like cricket, volleyball, kabbadi and kho-kho. It is open throughout the day for college students.
- The playground is used for sports activity throughout the year.

4.1.6 How does the institution ensured that infrastructure facility meet requirement of differently able students?

The institution ensures that infrastructure facility meet the requirement of differently abled students by providing various facilities such as preference in book bank, different seating arrangement in the library, etc. Further are staff is also forthcoming to extend help to physically challenged students.

4.2 Maintenance of Infrastructure

4.2.1 What is the budget allocation for the maintenance of –

- a. Land?**
- b. Building?**
- c. Furniture?**
- d. Equipment?**
- e. Computers?**
- f. Vehicles?**

The expenditure incurred in 2012-13 for maintenance is as follows:

SR. NO.	PARTICULARS	AMOUNTS
a.	Land	10,800
b.	Building	5,12,400
c.	Furniture	3,15,820
d.	Equipments	1,84,110
e.	Computer	1,42,200
f.	Vehicles	--

4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

In the first half meeting of every academic year, incharge of various committees submit their yearly schedule of activities and approximate budget to the principal. It is then put forward in the local managing committee which sanctions the budgets of each committee. Review and progress of all activities is taken periodically in the staff meeting.

4.2.3 Does the institution appoint the staff for Repairs and Maintenance, if not, how infrastructural facilities are maintained?

The responsibilities of overall supervision of infrastructural facilities, services and equipment rests with co-ordination committee of Lokmanya Nagar Shikshan Mandal which comprises of members of management and principals. All decisions regarding maintenance and repairs of

infrastructure facilities are taken during the meetings of this committee. The funds required for this purpose are allocated in the annual budget. Two sweepers have been appointed for house keeping work.

4.3 Library as a Learning Resource

4.3.1 Does the library have a Library Advisory Committee? What are its major responsibilities?

Yes, the library has an active Library Advisory Committee.

The Library Advisory Committee is as under :

Principal. Raksha Mahimkar	Chairman
Mr. Anthony D'souza	Member
Miss. Dipti Bagwe	Librarian , secretary
Miss. Parmila Mulgaonkar	Member
Mr. Yogesh Badgajar	Member
Mr. Rajkumar Umade	Office Superintendent Member

The Committee holds meetings at regular intervals to formulate appropriate policies and guidelines for smooth and effective functioning of the college library. Decision regarding expansion and modernization of the library , allocation of funds of library budget and books to different Departments, purchase of new books by different Departments, annual institutional memberships, purchase and distribution of books through book bank scheme and book binding are taken by this Committee.

4.3.2 How does the library ensure access, use and security of materials?

Access to material:

- The library follows an open access system for Books as well as Periodicals section. Students can select books of their interest.
- Students can avail library facility any time during college hours. Library membership is given to all bonafide students as well as former students, outhouse needy students pursuing higher studies, teachers as well as Non-teaching Staff.
- Library reading room has a capacity of 100 students. It is open from 8 a.m to 6 p.m.
- The book lending counter is open from 9:30 a.m to 1:30 pm. There are two library cards issued to the students. Against one library card, students can borrow text-book for home reading for a period of one week. The book is reissued for 7 more days if it is not demanded by other students. Against the second library card, the students can borrow magazines or journals for 3 days of fictional books for seven days.
- During examination period, library reading room is kept open on Sundays and working hours of library are extended to 12 hours.
- A Scholar card is given to the meritorious students of SY and TY classes on which they can borrow a reference book for three days or a text book for seven days. A special card is given to the students pursuing professional courses like CA,CS, I.C.W.A. or competitive exams like Maharashtra Public Services Commission
- A research corner has been established in the library for promotion of research amongst students and staff
- The library has a surfing room for students to access interest free of cost and a staff reading room
- A repository of previous years question papers is maintained for students reference

- The Library provides two Book Bank Schemes to the students. One is college book bank scheme which is managed by the college funds and provided to the financially deprived students. The college staff, students and alumni members also generously donate their books to the college Book Bank. Books are also purchased from the library fine collected from the students. Library also has a BC Book Bank scheme which is funded by the University of Mumbai for the reserved category students. Every year a large number of students avail these facilities.

Use of materials:

- Students are acquainted with the library's collection through Library Orientation Programme for freshers and book exhibitions. They are also encouraged to recommend books and journals from the exhibition-cum-sale of books organized by the library every year in the D.G.Samant Hall for two days.
- The library has constituted a Best Library User Award and holds Book Review Competition to encourage the reading habit.
- Library House Keeping Software SOUL keeps track of user study. A visitor's register has been kept for staff as well as students. Online Public Access Catalogue is available to the students for searching books of their interest.
- The college has undertaken a project NME – ICT under UGC Network Resource Centre, one connection of which is available in the library. Through this access to around thousands of e-books and online journals is available.

Security

- There is a property counter where the students deposit their bags.
- Damages to the books are claimed by fines. Lost books have to be replaced.
- A fire extinguisher has been placed in the library.

4.3.3 What are the various support facilities available in the library? (Computers, internet etc.)

- There is one computer with broadband internet facilities. Students and staff can avail this service free of cost.
- Library also maintains a register for allotment of time to the users.
- Library also has book bank schemes.

4.3.4 How does the library ensure purchase and use of current titles, important journals and other reading materials?

a) Books and journal are purchased in consultation with the Departmental heads and the Library Advisory Committee.

b) Books are also purchased through recommendations of staff and students, book exhibitions, newspaper reviews. The library also subscribes to a journal 'Book Review'.

4.3.5 Give details on the access of the on-line and internet services in the library to the students and faculty? (Hours, frequency of use, subscriptions, licensed software etc.)

- The Library has one dedicated computer machine with internet facility for the use of students and teachers. Students can access internet at anytime during library working hours free of cost. It also maintains a register for allotment of time to the user.
- Through the college website, students can get information on college library profile, library collection, rules and regulations, general instructions, library activities, library service, calendar (for holidays), announcements, list of magazines, journal and newspapers. Online journals, question papers of previous years of the college. They can also search for the required books.

4.3.6 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisition?

Latest acquisitions are communicated through

- a) Display of new arrivals on the display rack
- b) Regular verbal communication
- c) Exhibition-cum-sale of books: The library organizes an exhibition cum sale of books every year in the month of January.
- d) Library orientation for freshers
- e) Email alerts to the faculty

4.3.7 List the infrastructural development of the library over the last two years

- 1) Several new book cases have been purchased to accommodate the newly purchased books and other reading materials
- 2) Broadband internet facility has been made available in the college library
- 3) CCTV cameras have been installed outside the library

4.3.8 What other information services are provided by the library to its users?

The college library provides following information services:

- User reference service on subjects taught in this institution as well as current awareness service.
- Assistance for project report
- Display of newspaper cuttings on career guidance and current affairs
- Old question papers for reference
- Access to back issues of journals
- Display of notification of last dates of competitive examinations.

4.4 ICT as Learning Resources

4.4.1 Does the institution have up-to-date computer facility? If Yes, give details on the available hardware and software (Number of computers, computer-students ratio, standalone facility, LAN facility, configuration, licensed software, etc.)

The college has one computer laboratory for imparting computer education and training to students. Computers are also available in administrative office, college library, co-ordinators cabin, staff room, examination room and Principal Cabin. Office automation is in progress.

Sr. No.	Place	Number of computers
1	Computer Laboratory	25
2	College Library	01
3	Co-coordinators Cabin	01
4	Principal Cabin	01
5	Staff Room	01
6	Examination Room	01
7	Administrative Office	04

Besides this, one laptop is available for the faculty to impart computer-based teaching and learning. There are enough computers to fulfill the requirements of students. LAN facility is available to all computers. The software used in the college are licensed versions of Windows 2007 server, Windows XP Professional, MS Office 2007 and Quick Heal Anti-Virus.

In general, computers have configuration of Pentium IV with 80 GB hard disk, 1 GB / 512 MB / 256 MB RAM, with CD / DVD writers, 15 inches LCD / CRT monitor, multimedia keyboard, optical mouse, individual switches for internet are installed in all laboratories for better speed.

4.4.2 How are the faculty facilitated to prepare computer aided teaching / learning materials? What are the facilities available in the college for such efforts?

The faculty has access to computers and requisite software for preparing computer aided teaching learning materials. Laptops, personal computers, digital cameras, LCD projectors, are also available in the college to enable the faculty to prepare and use computer-aided teaching leaning material in classroom. These are mostly used during lectures and seminar presentation. Most of the teaching staff are well-versed with computer applications.

4.4.3 Does the institute have a website? How frequently is it updated? Give details.

The institution has its own functional website whose address is –
<http://www.rjthakurcollege.co.in>

The website is designed, developed and regularly updated by our faculty members.

4.4.4 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in institution?

The college upgrades its computer systems as and when the need arises. The institution's estimated budget for the year 2014-15 has an allocation of Rs.50,000/- for deployment and updating of computer systems.

4.5 Other facilities

4.5.1 Give details of the following facilities:

a) Capacity of the hostels

There is no hostel facility as the college caters to the local students.

b) Occupancy

Not applicable

c) Rooms in the hostels

Not applicable

d) Recreational facilities

Boys students have boys common room for rest and leisure. Girl students have ladies common room where they can relax. They can also play some indoor games like chess and carom. The canteen facility is also available in the college premises at the ground floor. Students make use of the room for learning, practicing and other activities.

e) Sports and games (indoor and outdoor) facilities

The college has gymkhana for the students. Carom, table tennis and chess are available as indoor games. Volleyball, kabaddi, kho-kho and cricket are the outdoor games played in the college. Students also participate in the university level competition. The college also conduct intercollegiate sports event.

f) Health and hygiene (Health care centre, ambulance, nurse, qualified doctor) (full time/ part time etc.)

Registered medical practitioners visit the college for medical check-up of the students every year. The college always try to protects students from illness by providing safe drinking water through water filters, continuous cleaning of the premises and first aid box. In emergency a medical practitioner is called from the vicinity.

4.5.2 How does the institution ensure participation of women in intra – and inter institutional sports competition and cultural activities?

Our college has maximum number of enrollment of students. Girls and boys are always encouraged to participate in co-curricular as well as extracurricular activities such as inter collegiate group dance, fashion show, street play, mono-acting , one act play, solo dance, painting, university level competition, sports event and drama. The college has girl team for kho kho and kabaddi and langadi. Value added courses like beauty enhancement, rangoli, mehendi and poetry designing are also organized for girl students. One of our students Mr. Rahul Ingle have also got an opportunity to work in serials on Marathi T.V channels through inter collegiate drama competition.

4.5.3 Give details of the common facilities available with the institution (staff room, common room for students, rest rooms, health centers, vehicle parking, canteen, telephone, drinking water etc.)

- The college has well ventilated staff room with a capacity of 25 for the faculty
- Boys have boys common room for rest and leisure while girls have ladies common room
- A rest room for nonteaching staff is also available on the ground floor
- There is vehicle parking facility within college premises
- There is canteen for students and staff within a college which provides variety of food items at reasonable rate.
- Library is provide, free internet surfing for staff and students.
- Drinking facilities are also provided for staff and students.

Best Practices in Infrastructure and Learning Resources

4.6.1 What innovations /best practices in ‘Infrastructure and Learning Resources’ are in vogue or adopted/adapted by the institution?

Though the college has been functioning under some space constraints sincere efforts are being made to overcome them. Some of the best practices with regard to infrastructure and learning resources are as follows:

- Setting up well-equipped computer laboratory.
- College premise is optimally utilized from 7.a.m. to 9.p.m.
- Round the clock security is available
- 8 CC TV cameras and ten fire extinguishers of capacity 5 kg (ABC store pressure type) are installed at prominent place in the College building for continuous vigilance, security and safety.
- Girls are always encouraged to participate in co-curricular as well as extra-curricular activities. College has girls team for kho kho and kabaddi.
- A registered medical practitioner visits the college for medical check-up for First Year students every year.
- The library follows open access system where students can select the books of their choice
- Book Bank facilities are provided to the socially and economically backward students from the library. There is free internet surfing facility
- Working hours of library are extended during examination period
- A book review competition is conducted every year
- For physically handicapped students, various support facilities are available.
- An Exhibition-cum-sale of books is organized every year in which prominent seller participate and display their collection.

Criterion V : Student Support and Progression

5.1 Student Progression

5.1.1 Give the socio-economic profile (General / SC / ST / OBC, etc.) of the students of the last two batches

2010-2011

Category	SC		ST		DT		NT		OBC		SBC		GEN		MINORITY		TOTAL	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
B.A.	13	37	4	2	--		8	5	10	11	--		77	79	--		112	134
B.COM	52	37	2	1	--		5	2	47	21	--		663	315	--		769	376

2011-2012

Category	SC		ST		DT		NT		OBC		SBC		GEN		MINORITY		TOTAL	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
B.A.	15	17	-	4	--		3	1	9	10	1	-	43	58	--		71	90

B.COM	50 30	5 2	--	5 2	60 27	1 -	644 330	--	765 391
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2012-2013

Category	SC		ST		DT		NT		OBC		SBC		GEN		MINORITY		TOTAL	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
B.A.	13	22	4	6			1		10	12	1		28	39			55	81
B.COM	36	33	6	1			4	3	35	31			534	293			615	358

- A reservation equal to and sometimes well above the stipulated (33 %) percentage for women students has been maintained by the college. The reservation policy of the Government is followed during the admission process. The percentage of female students is over and above those of the male students.
- Stipulated percentage of reservation for SC, ST and OBC students is maintained by the college.

5.1.2 What are the efforts made by the institution to minimize the dropout rate and facilitate the students to complete the course?

Given the fact that a large number of our students are first generation learners coming from lower middle class background, the dropouts are basically due to the economic needs of taking up jobs to support themselves and their families.

The dropout rate is marginal is around 0.82 %. Other reasons for dropouts include that of parents being transferred out of the city on account of jobs and students getting admitted to other professional courses.

To enable students to get over their fear and difficulties in Mathematics and English, the college has started a remedial course in English as well as Mathematics.

REMEDIAL COURSE IN MATHEMATICS AND STATISTICS

It was observed that about 75 % of FYBCOM students in our college opted for Secretarial Practice in FYJC and SYJC classes. They were found to be very weak in arithmetic and quantitative analysis. The teachers of mathematics department of our college started remedial lectures for the needy students. Classes are conducted on Saturdays after regular lectures.

REMEDIAL COURSE IN ENGLISH

It was observed that about 50 % of students in our college come from middle class and are found to be very weak in language skills. The teachers of English department of our college started remedial lectures for the needy students. Classes are conducted on Saturdays after regular lectures. Also, a course on Functional English has been started for improvement in basic English language, vocabulary development and accent of speech. This also caters to the growing service sector demands in the market with jobs in call centers, tourism, etc.

Counseling is provided to the students who have shifted across disciplines after their HSC examinations and who find it difficult to cope with certain subjects in the First Year of Degree College.

5.1.3 On an average, what percentage of the students progress to the further studies and for employment? Give details for the last two years. (UG to PG) and / or to employment)?

	2011-12	2012-13	Aggregate
M.A.	33.33%	34.14%	33.73%
M.COM	37.93%	23.62%	30.77%
MBA	0.93%	3.01%	1.97%

On an average more than 70% students go in for employment.

5.1.4 How does the institution facilitate the placement of its ongoing students? What proportion of the graduating students have been employed? (Average of the last five years) There is a Placement cell in the college that is in touch with various placement concerns for the availability of jobs. Companies also directly contact the college for direct recruitment. On an average, 20 students are placed annually. Reputed companies like HDFC standard life insurance have recruited students through campus interviews.

- The career placement and guidance cell a organized a seminar on career opportunities in Hardware and Networking conducted by various professionals.

5.2 Student support

5.2.1 Does the institution publish its updated prospectus, handbook and other student information material annually? If yes, what is the information disseminated to students through these publications?

The institution updates and publishes its prospectus annually at the beginning of each academic year. All important information including goal, aims and objectives , of the college, information about the Management , details of courses, eligibility, subjects and papers offered , library facilities , admission procedures, rules and regulation , fee structure and Faculty details are printed in it. Information pertaining to scholarship, free ships, co-curricular activities, students discipline, different committees and information are mentioned in it.

It mentions various different associations like Examination, Cultural Activities, Drama, Nature Club, Women Development Cell, Grievance Redressal Cell, Career Guidance & Placement Cell, N.S.S., Department of Life Long Learning & Extension, Sports & Gymkhana, Magazine Committee, Student Council, Unfair means Inquiry Committee, Discipline Committee, Anti Raging Committee, Library Committee, Internal Quality Assurance Cell (IQAC), Alumni Association.

The college also publishes its annual magazine We-Raj detailing faculty achievements, student's achievements and literary contributions.

5.2.2 What type of support services are available to overseas students?

We do not have overseas students.

5.2.3 Give detail of the placement and counseling services for the students?

The Career Guidance and Placement Cell looks into the placement of students. Students across streams avail of campus interviews and placement opportunities. Guest lectures, seminars and job fairs are organized. Career counseling for students is arranged by the Faculty or experts coming from the field.

- There is a notice board that is exclusively kept for employment notifications. Students are provided guidance on CV writing and applying for jobs.
- A guest lecture on 'Resume Writing' and 'Interview Techniques' was conducted in association with career guidance and placement cell by Mr. Anthony D'souza Faculty of our college from English Department.
- Representatives of the Air Hostess Academy made a presentation to students with regard to the opportunities in the Civil Aviation Industry viz. air hostesses, flight pursers and attendants etc.
- The Career Guidance and Placement Cell of the college displayed vacancies in Office Administration, Chartered Accountant firms, back offices and some of our students were employed there.
- A seminar on Stock Exchange and SEBI by Dr. Bhangade from Dnyanasadhna College of Thane.
- It's also organized seminar on opportunities in Hardware in Networking conducted by Professional faculty from NIIT Thane.
- A presentation on Elaborate Information regarding Chartered Accountant Profession was conducted by the Member of Institute of Chartered Accountant.
- A guest lecture was also organized for girl students regarding Rights of Women in Society.

5.2.4 Does the faculty participate in academic and personal counseling? If yes, give details on services provided during the last academic year?

- All faculty members actively participate in counseling largely with their own area of specialization but also along the general trends represented in academics and the job market.
- Question- answer sessions are held to answer the queries raised by the students and special efforts are put in for academically weak students. Wherever possible the teacher plays the role of a mentor.
- There is also a visiting professional Counsellor for students.

Slow learner are identified and counseled. Students who fail in 4 or less papers and are allowed to keep terms (ATKT) are also counseled.

5.2.5 Is there a separate guidance and counseling centre for women students? If yes, enumerate the activities of the centre.

There is no separate counseling and guidance centre for women students. The women faculty members who figure in a majority in a college staff as well as the professional counselor who is also a lady cater to their needs. All past counselors have been ladies.

5.2.6 Is there a Cell/ Committee constituted for prevention / action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities.

We have a duly constituted Women Development Cell as per University guidelines which looks into questions of sexual harassment of women students. However, no such untoward incident has been reported to the cell. In the past it has organized lectures on Personality Development, questions of personal law, inheritance, laws relating to harassment, gender discrimination and identity etc.

5.2.7 Does the institution have a grievances redressal cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

The college has a Grievance Redressal Cell that looks mainly into exam related and other grievances. Students are also encouraged to file grievances directly into a collection box directly accessed by the Principal on the fourth Friday of every month. Suitable procedures are initiated after due consultation on the concerned grievance.

Some of the grievances that were taken up include:

- Leaky taps in the washroom were identified and a renovation of toilets was conducted.
- There was a demand for cool water especially during the summer and the college administration took the decision of installing water cooler along with filters to ensure supply of clean and cool water.

5.2.8 Is there a provision for acquiring computer skills/ literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Computers is an optional paper in the B.Com programme and introduce them to basic programme skills and computer basic.

5.2.9 What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

Development of life skills and career training

- As a part of their project for foundation course students of first year B.A and B.Com classes work in areas like orphanages. They are supposed to submit projects based on their experiences

Department of Lifelong Learning and Extension:

The college has enrolled with the activities of extension work under the Department established by the university called Department of Lifelong Learning Extension. Student selects the project out of seven different activities and performs research work related to community as well as technology.

- Students worked on and prepared projects on 'Survey of Women Status ' as a part of their extension activities
- They prepared posters and put up a skit propagate the status of women. They won the third rank for Best skit at the annual intercollegiate festival 2012 and 2013.
- They also won the first rank for poster making competition at the intercollegiate 2010 and 2011

Activities and courses for Community orientation and personality development

National Service Scheme

- The college has well set unit of national service scheme with a unit of enrollment of hundred students annually registered with the N.S.S. department of the University of Mumbai. It has worked at Thane and areas in Mumbai aligning itself with social cause and taking up activities benefitting the students resulting in personality development.
- N.S.S. volunteers spread awareness about HIV and prevention of diseases after the flooding and helped in vaccination. They spread awareness about communicable disease like Malaria, Dengue and Hepatitis.
- They have helped the TMC ward health authorities in the immunization programme, inspecting the health cards of pregnant mothers and infants to administer the right doses participated in polio drives and counseled them.
- RED RIBBION CLUB –AIDS and HIV Awareness Project
- Student peer volunteers worked on the knowledge of the students community on issues and topics like Anatomy Physiology, Sexuality and Health Attitudes. Poster making and survey through members of red ribbon club in college ensured a near hundred percent literacy on subject matter of HIV/ AIDS in the college.

Work with other organization

Volunteers annually worked with the Thane Police for Ganesh immersion procession – managing mobs and effecting an orderly position.

Blood Donation Programme

An urban city like Mumbai has to always prepare for Disaster – Human and Natural. Requirement of Blood in a city of such huge proportion is equally large. In keeping with this the N.S.S Unit of the college organized twice blood donation camp in a year. The camp has been organized with the reputed organizations like blood line. The programme focus not only blood donation but also awareness on issues like Thallasaemia awareness and checking. This year unit manage to collect 90 bottles of blood.

Other Activities and Lectures

Another core value for N.S.S volunteers in the promotion of secularism communal harmony and national integration. Students participated in a rally at Azad Maidan to observe National Integration and communal amity with a message of peace and non-violence. Students were administered an oath on communal harmony on occasion of Sadbhavna Divas.

A pollution free environment is a major concern for the average Mumbaite. Keeping with this volunteers planted 50 tree saplings at Kasarwadavali ,Thane. Posters and essays were prepared by NSS volunteers on 'Vasundhara Bachao and Global Warming '.

NSS Special Camping Activities:

The 7 day special camping activity is an integral part of the NSS programme and express students to the challenges of the rural life and community development. In the last 2 years different activities performed by the students during the NSS camp at Agarsure Alibaug are as follow

- 1) Instilling the importance and the value of physical labour – students did field work performing work like Clearing grass, planting trees, mending the road up to the village, digging pits for waste disposal, preparing manure from dung etc.
- 2) Promoting an environment friendly approach they promoted the concept of the plastic free zone separating plastic and organic waste. Organic waste was disposed into vermiculture pit. The plastic waste was collected and suitably disposed off in the city after the end of the camp
- 3) Students performed street plays on social issues and attended lectures on Human Rights, Communalism ,Career Guidance Rural Health ,Tribal life and Their livelihood , Human Rights , Street plays etc.

5.2.10 How does the institution ensure safety and security of the student, Faculty and the institutional asset?

- There are security guards manning the entrance
- The college is also situated next to Police station which impart us with added security environment
- The college has CCTV camera
- Fire Extinguisher is also available at college
- Student volunteers of NSS have participated and trained under disaster management workshop.
- The entire student population is insured under the insurance scheme for students.

5.3 Student Activities

5.3.1 Does the institution have an Alumni Association?

i) List its current office bearers

1) President: Prin. Raksha Mahimkar

2) Faculty Incharge: Mr. Anthony D'souza

3) Chairperson: Mr. Yogesh Badgujar

4) Secretary : Mr. Chirag Adwani

5) Treasurer: Mr. Rajkumar Umade

ii. Give detail of the alumni students occupying prominent position.

The college is a relatively young college and a growing institution. Its alumni are still establishing themselves in the organizations.

Mr. Rahul Ingale , Actor & Director

iii. Give details of the contribution of alumni to the growth and development of the institution.

The alumni have in their own small way contribution to the growth of the institution .They have helped us organize cultural events, blood donation camps, drama and worked with the college in different capacities.

Mr. Dhaya Sawant and Mr. Sachin Patil helped us organize our intercollegiate sports .

Mr. Dhanaji Bhosle lectured on “Career in Chartered Accountancy “ .

5.3.2 How does the institution encourage its students to participate in extra-curricular activities including sport and games? Give detail on the achievement of students during the last two year .(Institution level/inter-collegiate/inter-university/inter-state/National /International)

Our college Gymkhana has actively promoted a sports culture in the college. The gymkhana has organized indoor and outdoor games annually. Separate sports are organized for the girl students and the boys students. The college also conducts carom competition for the Non-Teaching Staff.

- The college has appointed professional coaches for the teams .viz Mr.Malaji Bhosle for Kabaddi Achievements.

5.3.3 How does the institution involve and encourage students to publish materials like Catalogues, wall magazine, college magazine, and other material? List the major publication /material brought out by the students during the previous academic session.

The college has its annual magazines We-raj. The magazine issue is edited at a primary level by student editors. The students are encouraged to contribute prose, poetry, non-fiction, anecdotes and matter contemporary relevance.

5.3.4 Does the institution has a Student Council or any similar body? Give details on its constitution, major activities and funding.

The student council is a statutory body as per the Maharashtra University Act 1994 and is generally constituted in the month of July-August every year and has one member from Cultural team, the NSS student leader, the Gymkhana representative, two student member and toppers from each of the classes. It plays a leading role in conducting the Students Day Celebrations, Annual Gathering, and participation in intercollegiate activities. They have also organized and celebrated Teachers Day and feted teachers.

5.3.5 Give details of the various academic and administrative bodies and their activities (Academic and administrative), which have student representation on them.

The following academic and administrative bodies have students' representations on them:

Student Council, National Service Scheme, Cultural Activities Committee, Women's Development Cell, Nature Club, Career Guidance and Placement Cell, Department of Adult Education and Extension (now renamed Department of Lifelong Learning and Extension). Gymkhana and Sports Committee.

THE STUDENTS COUNCIL:

The Students Council, of which the Principal is the ex-officio President, is managed by its Chairman by the Principal. It is constituted as per the provision of the University Act. The chairman of the Association and secretaries who are selected from the students, guide and supervise activities of the various association. Through these Association and also independently the council conducts such activities as would develop among the students a spirit of learning artistic appreciation and foster in them a sense of unity and discipline and to make them responsible citizens.

THE COLLEGE GYMKHANA & SPORTS COMMITTEE:

The college Gymkhana is managed by its chairman, who is nominated by the Principal. The chairman conducts the activities of the Gymkhana Secretary and aims at encouraging students to participate in the games and sports and at enhancing their sports and athletic skills. It is well-equipped with facilities in cricket, chess, carom, table tennis etc. Coaching is also provided to the student in kho-kho, kabaddi. It conducts various tournaments within the college and sends out meritorious students to represent the college regularly in cricket, kho-kho, kabaddi and other inter-collegiate competitions. Incentives are given to students who wish to participate in the intercollegiate competition.

NATIONAL SERVICE SCHEME

The College N.S.S Unit aims at developing students' personality through community service. It inculcates in them a sense of social and civic responsibility as well as leadership qualities. Students are directed to different social institutions like Home for the Blind, Orphanages, General Hospital, nearby slum areas to mitigate the suffering

of people there. Residential camps are arranged during vacations in the nearby village. Students have to complete 120 hours of social work.

NATURE CLUB

Nature is the mother, the best teacher and friend of human being. It is our duty to protect the Nature. Realizing this fact, in our college, we formed a Nature Club, to bring the students close to nature. It organized an awareness campaign on nature including separation of dry and wet waste and avoidance of plastic in public place following a zero tolerance policy.

ANTI RAGGING COMMITTEE

It is a statutory committee constituted as per University guidelines. We follow a zero tolerance policy in this regards. The committee has been constituted to prevent any form of ragging and to take disciplinary action if necessary against erring students. However, no such untoward incident has been reported so far.

CULTURAL COMMITTEE

The committee organized various functions during the academic year. The annual week is celebrated in January every year. The students are encouraged to participate in various intercollegiate and university competitions.

MAGAZINE COMMITTEE

The College publishes its magazine "WE-RAJ" every year. It consists of section for the English, Hindi and Marathi language. Contributions such as essays, short stories, poems and other articles and invited before the end of the second term. There are separate sections consisting of reports, articles, poems, and photographs.

ALUMNI ASSOCIATION

The Alumni association was informed in September 2012. The ex-students organize career oriented, educational and cultural programmes for the current batches. The Alumni have been active in Annual Festival.

DEPARTMENT OF LIFELONG LEARNING AND EXTENSION

Our College has enrolled with an activity called extension work under the Department of Lifelong Learning and Extension. The students participating in the Extension work under this department are also entitled to the benefit of ten grace marks after the completion of 120 hours of work under various extension work projects under the Ordinance 229A. The college has done a project on Status of Women.

WOMEN DEVELOPMENT CELL

The College has a Women Development Cell, which is a Statutory Committee under the University of Mumbai. It strives to promote gender equality, women empowerment and create awareness on women's rights. It tries to redress the grievances of girl students.

5.3.6 Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

Feedback forms along with the students CV are taken every year. Feedback is taken from alumni and prospective employees. One feedback from employers was about the lack of language skills and other soft skills including ones in presentation and curriculum vitae writing. To solve this problem, the college has started a course on Functional English.

5.6 Student Practices in Student Support and Progression

5.1.6 Give details of institutional best practices towards Student Support and Progression ?

1. Career guidance and placement, counseling and mentoring of students
2. A professional training programme for Soft Skills development like a course on Curriculum Vitae writing and facing group discussion and interviews.
3. Parents Teachers Meetings are held periodically
4. The College results have been consistently over and above that of the University average.
5. Fee payment in installments for students coming from low income groups.
6. Felicitation of meritorious students by the college management
7. Professional coaches for sports and choreographers and professionals for drama and dance.
8. An active and vibrant Alumni Association contributing to the development of the college.

DEPARTMENT OF COMMERCE

1. FACULTY PROFILE-ADEQUACY AND COMPETENCY OF FACULTY

Sr. No.	Name	Qualification	Position	Experience
1	Mr. Yogesh A . Badgujar	M.Com., M. Phil	HOD	8 years
2	Mr. Rushikesh Garude	M.Com.,	Lecturer	2 years

The Commerce Department is one of the prominent departments of our college comprising F.Y.B.Com to T.Y.B. Com classes and also an optional subject of Export Marketing at T.Y. B.Com.

2. STUDENTS PROFILE-ENTRY LEVEL COMPETENCIES, SOCIO ECONOMIC STATUS LANGUAGE PROFICIENCY, ETC.

The admission to three year B.Com Degree Course is given as per University norms. As we have Junior College, first preference is given to in-house students for admission. The remaining vacancies, if any, are filled out on the basis of academic merit and as per Reservation Policy of the government.

Socioeconomic status of the students is diverse. Most of the students belong to vernacular medium and are proficient in Marathi and Hindi.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO CHANGES AND THE CONTRIBUTION OF THE FACULTY TO THOSE CHANGES

The syllabus of the B.Com course is prescribed by University of Mumbai. The University revises the syllabus once in three years. Revision of syllabus in Commerce is as follows:

Class	Subject	Revision in Year
F.Y.B.Com	Commerce Paper I	2012-13
S.Y.B.Com	Commerce Paper II	2013-14
S.Y.B.Com	Advertising	2013-14
T.Y.B.Com	Commerce Paper III	2010-11
T.Y.B.Com	Export Marketing	2010-11

4. TRENDS IN THE SUCESSS AND DROPOUT RATES OF STUDENTS DURING PAST TWO YEARS.

Dropout rate of student is negligible. Trend in success rate is as follow.

Year	Class	Subject	University Result in %	College Result in %
2012	T.Y.B.Com	MHRM	58.26	92.85
2012	T.Y.B.Com	Export Marketing	58.26	95.36
2013	T.Y.B.Com	MHRM	63.67	95.12
2013	T.Y.B.Com	Export Marketing	63.67	97.85

5. **LEARNING RESOURCE OF THE DEPARTMENT: LIBRARY, COMPUTERS AND OTHER RESOURCES.**

The college library has a good collection of Books in Commerce.

6. **MODERN TEACHING METHODS PRACTICED AND USED OF ICT IN TEACHING LEARNING.**

The teaching in the Department is done mainly through lecture method. Following methods are practiced for teaching:

- **Lecture Method**
- **Encouraging questions in the class**
- **Arranging Guest Lectures**
- **Chart exhibition in the subject of Advertising and Export Marketing**
- **Project Work, Presentation and Viva**
- **Continuous Evaluation by Practice Exams**

7. PARTICIPATION OF STUDENTS IN TEACHERS IN ACADEMIC AND PERSONAL COUNSELLING OF STUDENTS

In the beginning of the year a Diagnostic Test is conducted to identify weak students. Teacher provides personal as well as academic counseling to students. Counseling is provided to students who have ATKT in subject. Ex-students pursuing higher students also approach the teachers for personal and academic counseling.

8. DETAILS OF FACULTY DEVELOPMENT ND TEACHERS WHO HAVE BENEFITTED IN THE PAST TWO YEARS

Several teachers have participated in various seminars arranged by different colleges

9. PARTICIPATION CONTRIBUTION OF TEACHERS TO THE ACADEMIC ACTIVITIES INCLUDING TEACHING, CONSULTANCY AND RESEARCH.

Mr. Santosh M. Gaikwad from English Department is pursuing his Ph.D on "Psycho Analytical Study of Women Characters in select Novels". He has published article in National Journal "ABEER" on Impact on Students of Teachers Personality.

10. PLACEMENT RECORD OF THE PAST STUDENTS AND THE CONTRIBUTION OF THE DEPARTMENT TO AID STUDENT PLACEMENT

The College has a separate Placement Cell to cater to the requirement of placement for students. The Department is also constantly helping the students for placement by providing references and recommendations.

11. PLAN OF ACTION OF THE DEPARTMENT FOR THE NEXT FIVE YEARS

To organize State and National Level seminars, Industrial visits for students. Guest lectures by eminent personalities in the areas of Management, Export Marketing, Advertising, etc.

DEPARTMENT OF ACCOUNTANCY

FACULTY PROFILE- ADEQUACY AND COMPETENCY OF FACULTY

Sr. No.	Name	Qualification	Position	Experience
1	Mr. Anthony T. D'souza	M.Com., C.A., DIFRS (UK), Pursuing DISA and Ph.D.	Lecturer	8 years
2	Mr. Chirag Adwani	M.Com.	Lecturer	2 years

The Department of Accountancy is headed by Mr. Anthony T. D'souza since 2008. He is a Fellow member of the Institute of Chartered Accountants of India.

2. STUDENT PROFILE – ENTRY LEVEL COMPETENCIES, SOCIO-ECONOMIC STATUS, LANGUAGE PROFICIENCY, ETC.

Accountancy is taught at all semesters from Semester I to Semester VI. A large number of students belonging to the department are from the lower strata of the society being first generation learners. They are found to be lacking in command over English. Hence a multi-lingual approach is adopted to make the subject easy.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO YEARS AND THE CONTRIBUTIONS OF THE FACULTY TO THOSE CHANGES

Class	Subject	Revision in the Year
F.Y. B. Com	Accountancy and Financial Management - I	2012-13
S.Y. B. Com	Accountancy and Financial Management – II	2013-14
T.Y. B. Com	Financial Accounting and Auditing / Direct & Indirect Taxes	2013-14

The faculty members from accountancy department have attended various workshops and seminars conducted by the Board of Studies during the revision of syllabus.

4. TRENDS IN THE SUCCESS AND DROPOUT RATES OF STUDENTS DURING THE PAST TWO YEARS
The dropout rate is negligible. The college results are way above the University results. The result analysis of last two years is as follows:

Year	Class	Subject	University Result in %	College Result in %
2011-12	T.Y.B.Com.	Financial Accounting and Auditing	68.42 %	81.12 %
2011-12	T.Y.B.Com.	Direct and Indirect Tax	63.60 %	74.12 %
2012-13	T.Y.B.Com.	Financial Accounting and Auditing	69.81 %	84.56 %
2012-13	T.Y.B.Com.	Financial Accounting and Auditing	65.23 %	74.22 %

5. **LEARNING RESOURCES OF THE DEPARTMENTS – LIBRARY, COMPUTERS, LABORATORIES, AND OTHER RESOURCES**

The Library has a collection of around more than 200 books on the subject. The students are encouraged to use the library for preparation during their projects.

6. MODERN TEACHING METHOD PRACTICED

The department uses projectors and PowerPoint presentation for teaching.

7. PARTICIPATION OF TEACHERS IN ACADEMIC AND PERSONAL COUNSELLING OF STUDENTS.

The college conducts bridge lectures for students with non-accounting background and also remedial lectures for weak students. Students pursuing professional courses C.A., ICWA, C.S, etc. Also seek guidance from the department.

8. PARTICIPATION OF TEACHERS TO ACADEMIC ACTIVITIES INCLUDING TEACHING, CONSULTANCY AND RESEARCH

The college results are always above the University results. It conducts prelim exams before the Vth & VIth Semester for Third year students. Guest Lectures are also arranged for TY students to enhance their performance in the university exams.

The faculty offers consultancy to college staff in financial planning and tax saving. It helps college administration in computing tax liability, TDS, preparation of Form 16 etc. in voluntary capacity.

Mr. Anthony D'souza has also contributed in writing the Study material of IDOL students in 2014-15 .

Besides entire routine college duties, faculty also performs duties assign by university like junior, senior and chief conductors at various university exams. It has worked as moderators for university exams and guest lecturer in various colleges.

9. PLACEMENT RECORD OF PAST STUDENT AND CONTRIBUTION OF THE DEPARTMENT TO AID STUDENTS PLACEMENTS

The college has placement cell and it takes care of the placement of the students.

10. PLAN OF THE ACTION OF THE DEPARTMENT FOR NEXT FIVE YEARS.

- To conduct guest lectures to encourage students to pursue professional courses in a bigger way.
- To have better industry linkages through the placement cells.
- To conduct career fair in conjunction with other departments.
- To organize state/ national level seminars.

DEPARTMENT OF MATHEMATICS & STATISTICS

1. FACULTY PROFILE – ADEQUACY AND COMPETENCY OF THE FACULTY

SR. NO.	NAME	QUALIFICATION	POSITION	EXPERIENCE
1.	Mr. Kiran Pashte	M.Sc, B.Ed. ,	Lecturer	6 years

The Department of Maths is headed by Mr. Kiran Pashte since 2010. The department arranges bridge courses and remedial lectures for weak students.

2. STUDENT PROFILE – ENTRY LEVEL COMPETENCIES, SOCIO-ECONOMIC STATUS, LANGUAGE PROFICIENCY, ETC.

The department has strength of 240 students. A large number of students belonging to the department are from the lower strata of the society being first generation learners. They are found to be lacking in command over English. Hence a multi-lingual approach is adopted to make the subject easy.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO YEARS AND THE CONTRIBUTIONS OF THE FACULTY TO THOSE CHANGES

Class	Subject	Revision in the Year
F.Y. B. Com	Mathematics	2012-13

She has attended various workshops and seminars conducted by the Board of Studies during the revision of syllabus.

4. **TRENDS IN THE SUCCESS AND DROPOUT RATES OF STUDENTS DURING THE PAST TWO YEARS**
The dropout rate is negligible. The result analysis of last two years is as follows :

Year	Class	Subject	College Result in %
2011-12	F.Y.B.Com.	Mathematics	83.24 %
2012-13	F.Y.B.Com.	Mathematics	84.86 %

5. **LEARNING RESOURCES OF THE DEPARTMENTS – LIBRARY, COMPUTERS, LABORATORIES, AND OTHER RESOURCES**

The Library has a collection of around more than 100 books on the subject. The students are encouraged to use the library for preparation during their projects.

6. **MODERN TEACHING METHOD PRACTICED**

The department uses projectors and PowerPoint presentation for teaching.

7. **PARTICIPATION OF TEACHERS IN ACADEMIC AND PERSONAL COUNSELLING OF STUDENTS.**

The college conducts bridge lectures for students with subject of S. P. in HSC exam and also remedial lectures for weak students.

8. **PARTICIPATION OF TEACHERS TO ACADEMIC ACTIVITIES INCLUDING TEACHING, CONSULTANCY AND RESEARCH**

The faculty conducts regular test besides the semester exams conducted by college.

11. **PLACEMENT RECORD OF PAST STUDENT AND CONTRIBUTION OF THE DEPARTMENT TO AID STUDENTS PLACEMENTS**

The college has placement cell and it takes care of the placement of the students.

12. **PLAN OF THE ACTION OF THE DEPARTMENT FOR NEXT FIVE YEARS.**

- To conduct guest lectures to encourage students to pursue professional courses in a bigger way.
- To organize state/ national level seminars.

DEPARTMENT OF ECONOMICS

1. FACULTY PROFILE – ADEQUACY AND COMPETENCY OF THE FACULTY

SR. NO.	NAME	QUALIFICATION	POSITION	EXPERIENCE
1.	Ms. Raksha Mahimkar	M. A. (ECONOMICS)	Lecturer	5 years
2.	Mr. Pramod Salunkhe	M. A. (ECONOMICS)	Lecturer	2 years

The Department of Economics is headed by Ms. Raksha Mahimkar since 2008. The department arranges remedial lectures for weak students.

2. STUDENT PROFILE – ENTRY LEVEL COMPETENCIES, SOCIO-ECONOMIC STATUS, LANGUAGE PROFICIENCY, ETC.

The students for three year B. Com/ B. A courses are selected according to norms given by Mumbai University. Socio economic status of students is diverse. Our students generally belong to vernacular medium and they are proficient in Marathi and Hindi.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO YEARS AND THE CONTRIBUTIONS OF THE FACULTY TO THOSE CHANGES

Class	Subject	Revision in the Year
F.Y. B. Com	Economics	2012-13
S. Y. B. COM	Economics	2007-08
T. Y. B. COM	Economics	2010-11
T. Y. B.A.	Economics	2009-10

They have attended various workshops and seminars conducted by the Board of Studies during the revision of syllabus.

4. **TRENDS IN THE SUCCESS AND DROPOUT RATES OF STUDENTS DURING THE PAST TWO YEARS**
The dropout rate is negligible. The college results are way above the University results. The result analysis of last two years is as follows:

Year	Class	Subject	University Result in %	College Result in %
2011-12	T.Y.B.Com.	Economics	62.42 %	70.56 %
2011-12	T.Y. B.A.	Economics	70.40 %	80.22 %
2012-13	T.Y.B.Com.	Economics	64.12 %	71.77 %
2012-13	T.Y.B.A.	Economics	72.28 %	82.63 %

5. **LEARNING RESOURCES OF THE DEPARTMENTS – LIBRARY, COMPUTERS, LABORATORIES, AND OTHER RESOURCES**

The Library has a collection of around more than 300 books on the subject. The students are encouraged to use the library for preparation during their projects.

6. **MODERN TEACHING METHOD PRACTICED**

The department uses projectors and PowerPoint presentation for teaching.

7. **PARTICIPATION OF TEACHERS IN ACADEMIC AND PERSONAL COUNSELLING OF STUDENTS.**

The college conducts remedial lectures for weak students.

8. **PARTICIPATION OF TEACHERS TO ACADEMIC ACTIVITIES INCLUDING TEACHING, CONSULTANCY AND RESEARCH**

The faculty conducts regular test besides the semester exams conducted by college.

9. **PLACEMENT RECORD OF PAST STUDENT AND CONTRIBUTION OF THE DEPARTMENT TO AID STUDENTS PLACEMENTS**

The college has placement cell and it takes care of the placement of the students.

10. **PLAN OF THE ACTION OF THE DEPARTMENT FOR NEXT FIVE YEARS.**

- To conduct guest lectures to encourage students to pursue professional courses in a bigger way.

- To organize state/ national level seminars.

DEPARTMENT OF ENGLISH

1. FACULTY PROFILE – ADEQUACY AND COMPETENCY OF THE FACULTY

SR. NO.	NAME	QUALIFICATION	POSITION	EXPERIENCE
1.	Miss. Vaishali Shegaonkar	M. A. (English), M.Phil, SET, Pursuing Ph.D.	Lecturer	2 years

The Department of English is headed by Vaishali Shegaonkar since 2014. The department arranges remedial lectures for weak students.

2. STUDENT PROFILE – ENTRY LEVEL COMPETENCIES, SOCIO-ECONOMIC STATUS, LANGUAGE PROFICIENCY, ETC.

The students for three year B. Com/ B. A courses are selected according to norms given by Mumbai University. Socio economic status of students is diverse. Our students generally belong to vernacular medium and they are proficient in Marathi and Hindi.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO YEARS AND THE CONTRIBUTIONS OF THE FACULTY TOTHOSE CHANGES

Class	Subject	Revision in the Year
F.Y. B. Com	Business Communication	2009-10
F. Y. B. A	Communication Skill	2011-12
S. Y. B. A	Business Communication	2009-10

They have attended various workshops and seminars conducted by the Board of Studies during the revision of syllabus.

4. **TRENDS IN THE SUCCESS AND DROPOUT RATES OF STUDENTS DURING THE PAST TWO YEARS**
The dropout rate is negligible while the success rate is high.

5. **LEARNING RESOURCES OF THE DEPARTMENTS – LIBRARY, COMPUTERS, LABORATORIES, AND OTHER RESOURCES**
The Library has adequate books on the subject. The students are encouraged to use the library for preparation during their projects.

6. **MODERN TEACHING METHOD PRACTICED**
The department uses projectors and PowerPoint presentation for teaching.

7. **PARTICIPATION OF TEACHERS IN ACADEMIC AND PERSONAL COUNSELLING OF STUDENTS.**
The college conducts remedial lectures for weak students.

8. **PARTICIPATION OF TEACHERS TO ACADEMIC ACTIVITIES INCLUDING TEACHING, CONSULTANCY AND RESEARCH**
The faculty conducts regular test besides the semester exams conducted by college.

9. **PLACEMENT RECORD OF PAST STUDENT AND CONTRIBUTION OF THE DEPARTMENT TO AID STUDENTS PLACEMENTS**
The college has placement cell and it takes care of the placement of the students.

10. **PLAN OF THE ACTION OF THE DEPARTMENT FOR NEXT FIVE YEARS.**
 - To conduct guest lectures to encourage students to pursue professional courses in a bigger way.
 - To organize state/ national level seminars.

DEPARTMENT OF HISTORY

1. FACULTY PROFILE – ADEQUACY AND COMPETENCY OF THE FACULTY

SR. NO.	NAME	QUALIFICATION	POSITION	EXPERIENCE
1.	Mr. Balkrishna Thakur	M. A. (History)	Lecturer	2 years

2. STUDENT PROFILE – ENTRY LEVEL COMPETENCIES, SOCIO-ECONOMIC STATUS, LANGUAGE PROFICIENCY, ETC.

The students enrolling in the Department are largely coming from middle class and lower middle class. Since English language and communication is an area they are found to be wanting bilingual teaching is adopted overcome problems.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO YEARS AND THE CONTRIBUTIONS OF THE FACULTY TO THOSE CHANGES

Class	Subject	Revision in the Year
F.Y. B. A.	History	2011-12
S. Y. B. A	History	2012-13
T. Y. B. A	History	2013-14

They have attended various workshops and seminars conducted by the Board of Studies during the revision of syllabus.

4. TRENDS IN THE SUCCESS AND DROPOUT RATES OF STUDENTS DURING THE PAST TWO YEARS

The dropout rate is negligible while the success rate is high.

5. LEARNING RESOURCES OF THE DEPARTMENTS – LIBRARY, COMPUTERS, LABORATORIES, AND OTHER RESOURCES

The Library has adequate books on the subject. The students are encouraged to use the library for preparation during their projects.

6. MODERN TEACHING METHOD PRACTICED

The department uses projectors and PowerPoint presentation for teaching.

7. PARTICIPATION OF TEACHERS IN ACADEMIC AND PERSONAL COUNSELLING OF STUDENTS.

The college conducts remedial lectures for weak students.

8. PARTICIPATION OF TEACHERS TO ACADEMIC ACTIVITIES INCLUDING TEACHING, CONSULTANCY AND RESEARCH

The faculty conducts regular test besides the semester exams conducted by college.

9. PLACEMENT RECORD OF PAST STUDENT AND CONTRIBUTION OF THE DEPARTMENT TO AID STUDENTS PLACEMENTS

The college has placement cell and it takes care of the placement of the students.

10. PLAN OF THE ACTION OF THE DEPARTMENT FOR NEXT FIVE YEARS.

- To conduct guest lectures to encourage students to pursue professional courses in a bigger way.
- To organize state/ national level seminars.

DEPARTMENT OF POLITICAL SCIENCE

2. FACULTY PROFILE – ADEQUACY AND COMPETENCY OF THE FACULTY

SR. NO.	NAME	QUALIFICATION	POSITION	EXPERIENCE
1.	Mr. Sambhaji Khandekar	M. A. (P.S.)	Lecturer	2 years

2. STUDENT PROFILE – ENTRY LEVEL COMPETENCIES, SOCIO-ECONOMIC STATUS, LANGUAGE PROFICIENCY, ETC.

The students enrolling in the Department are largely coming from middle class and lower middle class. Since English language and communication is an area they are found to be wanting bilingual teaching is adopted overcome problems.

3. CHANGES MADE IN THE COURSES OR PROGRAMMES DURING THE PAST TWO YEARS AND THE CONTRIBUTIONS OF THE FACULTY TO THOSE CHANGES

Class	Subject	Revision in the Year
F.Y. B. A.	Political Science	2011-12
S. Y. B. A	Political Science	2012-13
T. Y. B. A	Political Science	2013-14

They have attended various workshops and seminars conducted by the Board of Studies during the revision of syllabus.

4. TRENDS IN THE SUCCESS AND DROPOUT RATES OF STUDENTS DURING THE PAST TWO YEARS

The dropout rate is negligible while the success rate is high.

5. **LEARNING RESOURCES OF THE DEPARTMENTS – LIBRARY, COMPUTERS, LABORATORIES, AND OTHER RESOURCES**

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- To organize state/ national level seminars.

CriterionVII: Innovative Practices

7.1 Internal Quality Assurance System:

7.1.1 What mechanism has been developed by the institution for quality assurance within th existing academic and administrative system?

Quality assurance in the existing academic system

1. IQAC has been established in our college
2. Formation of committees:
 - At the end of every academic year, in the month of April (before vacation) a staff meeting is held and the next academic years planning takes place.
 - Various statutory curricular, co-curricular and extracurricular committees are formed.
 - In-charge of various committee then submit their yearly plan along with budget
 - Examination committee submits its exam schedule. The time-table committee submits the time-table.
 - Accordingly, the academic calendar is prepared.
3. The staff members submit their yearly and monthly teaching plan.
4. Orientation for freshers is held on first day for the first year students and they are informed about rules and regulations of the institute.
5. A diagnostic test is conducted for the first year student and as per its evaluation report remedial lectures are conducted. Remedial lectures in the subject of mathematics and English are conducted by the respective staff.
6. A bridge course is held for the first year students who did not opt for a specific subject during their previous year.

7. The active participation of our principal in the workshop conducted by university and as a member of board of studies ensures the quality of academic system. Our principal Miss. Raksha Mahimkar is a member of board of studies has been for past 7 years. She is also a member of academic council, university of Mumbai.
8. The college organized state and national level seminars for teachers during the academic year 2014-15.
9. The faculty and students are deputed to seminars, workshops, debates, training programmes and various inter- collegiate competition.
10. Study tour, industrial visit, field visit, project preparation, presentation etc. impart knowledge in an interesting and a lively manner.
11. Feed-back forms are collected from the student and the staff member used at their self evaluation and improvement of teaching.
12. Since our college is affiliated to university of Mumbai, academic programmes are in accordance with the regulation framed by the university.
13. Our computer centre offer certificate courses in computers.
14. Regular staff meetings are held to discuss various view points of the staff and analyze the activities conducted earlier.
15. The encouragement and support of our management in our adequate infrastructure and co-operation of all staff member ensure quality of academic system.
16. To encourage and recognize the meritorious students, a number of prizes and awards have been instituted.
17. Our computer department developed web –site www.rjtcollege.co.in . The department also helps in preparing computerized result which shows our staff members are not only involved in teaching but also use their knowledge in development of institution.

Quality Assurance to the existing Administrative system.

1. Decentralization of power amongst staff members to cater to the needs of the students.
2. Staff members are deputed to the various orientation, workshop and automation programme. A tally training programme, indoor sport competition etc. were conducted during the academic year 2011- 12 .
3. Local managing committee takes review of the system.
4. Local enquiry of committee of university of Mumbai carries out the inspection of the new courses

7.1.2 What are the functions carried out by the above mechanism in the quality enhancement of the institution?

- a. The IQAC of the institution plan and implements quality initiative through several programmes such as organizing functions, special lectures and decides on new innovative methods and programme that can be implemented within available resources.
- b. Various departments, committees and clubs plan and implement activities. In the beginning of academic year, then the in-charge of various committees departments and clubs submit their schedule along with the budget. In LMC the management passes the budget at the end of the academic year the incharge submit their annual report to the principal.
- c. The college deposes teaching and non-teaching members to attempt various seminars and workshop conducted by the office of joint director and higher education and others on the matter related to administration accounts and academics .
- d. Various seminars are organized for staff members
- e. The college also organized intercollegiate We-Raj.
- f. The recommendation and suggestion by LMC, LIC, Students parents etc. are incorporated

- g. The Department of accountancy conduct accountancy course for non teaching staff in the academic year 2014-15 a ten day certificates course in Tally and Accountancy was conducted for the non teaching staff of our college.
- h. Our institution conducts indoor games, competitions and picnic for the non –teaching staff.

7.1.3 What role is played by student in assuring quality of education imparted by the institution?

- a. We have a student council with representative from each class and student representative from various committees and clubs. The student council is back bone of the college and organized different activities successfully.
- b. The alumni play an important role in conducting the college events and guiding their juniors in academics as well as co-curricular activities.
- c. Students participate in various college and inter-collegiate competition and bring laurels to the institution.
- d. Under the guidance of the staff members our student organize every year an intercollegiate festival We-Raj
- e. The feedback form filled by the students at the end of the year help teachers to improve the teaching.
- f. The institution always welcome suggestion of the students for this purpose suggestion box are kept near office, library etc.
- g. The result of our college is always higher than the university result.
- h. Many of our ex-students are chartered accountants working for different banks and other firms.
- i. The quality also assured by the student by recommending book to the library and during book exhibition.

7.1.4 What initiative has been taken by the institution to promote best practice? How does the institution ensure that best practice has been internalized?

To achieve the goal of the institution the following programme and procedure have been developed.

- Proper planning of all the activities, its implementation and review; in the beginning of the academic year itself, the exam schedules and other schedules are prepared. Academic calendar and exam schedule are published on our website.
- Orientation lecture on the first day; in orientation lecture students are informed about our rules and regulations and various other activities.
- Parents teachers meeting are held every year in July.
- Chart exhibition on issues like global warming, waste management, advertising etc. are held to create awareness among the students.
- Student tour, field visit and project work are conducted.
- Our college also conduct intercollegiate festival We-Raj .
- We have N.S.S unit which conduct blood donation camp, rural camp, its awareness programme under red ribbon club, lecture on disaster management, participation in first polio drive, tree plantation and garden development.
- Our nature club always try to experiment on issues like waste management, bio-diversity, energy conservation etc. the club conducted an exhibition cum sale of vermicompost.
- With our goal of social awareness and social and moral responsibility we believe not only in believe in quality education but also contribute in to social welfare since majority of our staff and students are women we have organized a seminar on micro finance.

- The institution provides opportunities for interaction of students and teachers with eminent person in the field of academics, administration, social work, religion, sport etc.
- Assistance is given to economically weak students and student with disabilities.
- For reserve category students we conduct MPSC training programme in our college.
- Fun fair is conducted every year in which student display their advertising, talents , marketing potential cross and price calculation techniques co-ordination and leadership capabilities.
- For academically weak students mathematics and English department conduct remedial lectures.
- In the beginning of the academic year staff member conduct diagnostic test for fresher and as per its result remedial lectures are conducted.
- Bridge course are conducted whenever are necessary.
- Our management has given the principal and staff freedom to take decision on academic matters we have tutor ward system

7.1.5 In which way has the institution added value to the quality enhancement of students?

- Personality development programme and workshop are conducted.
- Value added courses like beauty enhancement course, painting, pottery, designing, rangoli, cookery, best out of waste have been started.
- A coaching centre for MPSC exam for SC, ST, OBC students has been started.
- The college provides choreographers for the various competitions.
- Coaches are also provided for various sports like Kho-Kho, Kabaddi etc.