

# The Annual Quality Assurance Report

## 2017-18

### Royal College of Arts, Science and Commerce

Submitted to

**The National Assessment  
&  
Accreditation Council (UGC)**



**Principal  
Dr. V.V.Vaidya**

Subject **Re: Royal College AQAR 2017-18**  
From CAPU AQAR <capuaqar@gmail.com>  
To <iqac@royalcollegemiraroad.edu.in>  
Date 2018-10-05 05:27



NAAC/AQAR ACK/ OCTOBER/2018/

Royal Higher Education Society's Royal College of Arts, Science & Commerce  
Pendkar Pada, Srushti Complex, Near Bhakti Vedanta Hospital  
Mira Road [E]  
Maharashtra

**Subject: Acknowledgement of AQAR**

We are Acknowledging the receipt of Online Submission of Annual Quality Assurance Report (AQAR) for the Year: 2017-18.

For any queries related to AQAR, you may kindly contact E-mail ID ([capuaqar@gmail.com](mailto:capuaqar@gmail.com)).

Wishing you success in your Quality Enhancement Process.

THANKS WITH REGARDS  
CAPU-AQAR  
(CENTRAL APPLICATION PROCESSING UNIT)

On Wed, Oct 3, 2018 at 2:03 PM <[iqac@royalcollegemiraroad.edu.in](mailto:iqac@royalcollegemiraroad.edu.in)> wrote:

----- Original Message -----

Subject: Royal College AQAR 2017-18

Date: 2018-09-29 01:51

From: [iqac@royalcollegemiraroad.edu.in](mailto:iqac@royalcollegemiraroad.edu.in)

To: CAPU AQAR <[capuaqar@gmail.com](mailto:capuaqar@gmail.com)>

Cc: [naac.aqar@gmail.com](mailto:naac.aqar@gmail.com)

To  
The Chairman,  
NAAC, P.O. Box 1075,  
Bangalore-72

Dear Sir!  
Please find attached herewith two files., Annual Quality Assurance Report of Royal College, Mira Road, Thane-401107 (Maharashtra) for the academic year 2017-18 and Enclosure I. Our track ID is MHC0GN 10156.

Thank you!

Yours in service  
Principal V.V. Vaidya  
Royal College

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**Part A****1. Details of the Institution****1.1 Name of the Institution**

Royal Higher Education Society's  
Royal College of Arts, Science & Commerce

**1.2 Address Line 1**

Pendkar Pada, Srushti Complex

**Address Line 2**

Near Bhakti Vedanta Hospital

**City/Town**

Mira Road [E]

**State**

Maharashtra

**Pin Code**

401107

**Institution e-mail address**

royalcollege\_office@yahoo.com

**Contact Nos.**

28453232 / 28459524

**Name of the Head of the Institution:**

Dr. V.V.Vaidya

**Tel. No. with STD Code:**

022-28459930

**Mobile:**

9821093756

**Name of the IQAC Co-ordinator:**

Prof. Maleka Bootwala

**Mobile:**

9890730914

**IQAC e-mail address:**

iqac@royalcollegemiraroad.edu.in

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

MHCOGN 10156

**1.4 NAAC Executive Committee No. & Date:**

(For Example EC/32/A&amp;A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/55/RAR/056 dated 27-03-2011

**1.5 Website address:**

https://www.royalcollegemiraroad.edu.in

**Web-link of the AQAR:**<https://royalcollegemiraroad.edu.in/wp-content/uploads/2019/01/AQAR-2017-2018.pdf>**1.6 Accreditation Details**

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	---	Sept.' 2003	---
2	2 <sup>nd</sup> Cycle	A	3.10	March 2011	26/03/2016
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

**1.7 Date of Establishment of IQAC:**

DD/MM/YYYY

30<sup>th</sup> June 2005**1.8 AQAR for the year** (for example 2010-11)

2017-18

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

i. AQAR 2016-17 submitted to NAAC on 17/04/2018

- ii. AQAR 2015-16 submitted to NAAC on 25/04/2017
- iii. AQAR 2014-15 submitted to NAAC on 22/04/2016
- iv. AQAR 2013-14 submitted to NAAC on 02/07/2015
- v. AQAR 2012-13 submitted to NAAC on 30/04/2014

### 1.10 Institutional Status

**University** State  Central  Deemed  Private

**Affiliated College** Yes  No

**Constituent College** Yes  No

**Autonomous college of UGC** Yes  No

**Regulatory Agency approved Institution** Yes  No

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

**Type of Institution** Co-education  Men  Women

Urban  Rural  Tribal

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

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

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

University of Mumbai

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence DST Star Scheme	<input type="text" value="----"/>	UGC-CPE	<input type="text" value="----"/>
	<input type="text" value="----"/>	UGC-CE	<input type="text" value="----"/>
UGC-Special Assistance Programme	<input type="text" value="----"/>	DST-FIST	<input type="text" value="----"/>
UGC-Innovative PG Programmes	<input type="text" value="----"/>	Any other ( <i>Specify</i> )	<input type="text" value="----"/>
UGC-COP Programmes	<input type="text" value="----"/>		

## 2. IQAC Composition and Activities:

### ➤ Composition

Members:

- |  |              |
|--|--------------|
| • Dean of the College (Mrs.) Kamala A. | Chairperson  |
| • Ms. Maleka Bootwala                  | Co-ordinator |
| • Dr.(Ms.) Juliet Miranda              | Member       |
| • Ms. Zainab Valikarimwala             | Member       |
| • Ms. Afroz Shattari                   | Member       |
| • Ms. Aqueela Sattar                   | Member       |
| • Ms. Parveen Shaikh                   | Member       |
| • Ms. Zamanat Syed                     | Member       |
| • Dr. (Ms.) Sanchita Datta             | Member       |
| • Mr. Kamal Rohra                      | Member       |

### Activities

- 1) Organized State level workshop –“NAAC-Revised Assessment and Accreditation Framework” in view of the impending reaccreditation for 3<sup>rd</sup> cycle.
- 2) Process of Online Feedbacks extended to include Facility Audit , Exit Questionnaire
- 3) The following green Initiatives were taken:
  - Comprehensive Green Audit covering Solid waste management (organic & E-waste), energy (electricity), water , Paper, Biodiversity ( Flora & Fauna)
  - Green patch was developed and maintained at the local Railway Station ( Mira Road )
  - Save paper initiatives : E-copies of Annual Magazine, newsletters, no hard copies of attendance registers, double sided printing , minimized color print outs, E certificates
- 4) Formation of Entrepreneurship cell
- 5) Staff Development Workshops on “ Turn around teachers”, “MS Excel” and “Introduction to Document Management System”
- 6) Knowledge Museum enhanced
- 7) Feasibility study for introduction of following New courses undertaken
  - Business management paper I & II as optional subjects for SY. B. Com
  - Six papers of Psychology at T.Y. B.A level

# *Part B*

***Criterion – I***  
***Curricular Aspects***

**1.1 Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	01	Nil	01	Nil
UG	12	Nil	04	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate/Add-on	09	02	11	11
Others ( bridge course)	04	02	Nil	Nil
Interdisciplinary	02	-	02	02
Innovative	-	01	Nil	01
Total	28	05	18	14

**1.2 (i) Flexibility of the Curriculum: Elective option – as designed by the University**  
**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	six semesters in UG programmes four semesters in PG programmes
Trimester	Nil
Annual	Nil

**1.3 Feedback from stakeholders\* (On all aspects)**

Alumni	Yes	<a href="#">[Annexure I: Analysis of feedback from alumni]</a>
Parents	Yes	<a href="#">[Annexure II: Analysis of feedback from parents]</a>
Employers	Yes.	(Confidential between employer and employee)
Students	Yes	<a href="#">[Annexure IIIa: Analysis of feedback from students IIIb: Students' Satisfaction Index ]</a>

Mode of feedback : Online  Yes      Manual  Yes

Co-operating schools (for PEI)  No

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

Yes, cyclic revision of syllabus is undertaken once in five years for every successive class. College follows the syllabi approved by respective Board of studies constituted by the University of Mumbai. The Board of studies is represented by all the departments and meets to discuss the curriculum. Suggestions and necessary updates from members of syllabus committee of the University that includes Subject Experts are incorporated. Faculty members of the college contribute to curriculum designing by participating in online / panel discussions and workshops held prior to finalization of new curriculum. The university has introduced CBCS into B.Sc. programmes at the second year level during the last revision in 2017-18, in view of rising demand and orientation of students and industry. Six of our faculties are members of University Syllabus Committee.

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

No.

## Criterion – II: Teaching, Learning and Evaluation

### 2.1 Total No. of permanent faculty

Total no. of permanent faculty	Total	Principal	Asst. Professors	Associate Professors	Professors	Others (Library)
Aided	32	1	20	10	Nil	1

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

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

	R	V
Aided	1	0
Unaided	0	4

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

	Aided	Unaided
Guest faculty	0	-
Visiting faculty	0	06
Temporary faculty	0	14

### 1.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Regional level
Attended Seminars/ Workshops	6	7	Nil	Nil
Presented papers	6	7	Nil	1
Resource Persons	Nil	Nil	Nil	11

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

The following innovative methods of teaching and learning have been implemented by various departments in addition to lecture method and Power Point Presentations. .

Departments/ Subjects	Innovative methods of teaching
<b>Humanities</b>	<ul style="list-style-type: none"> <li>• Group Discussion:</li> <li>• Educational Visit</li> <li>• Skit</li> <li>• Debate</li> <li>• Play based on work of Munshi Premchand (Hindi)</li> <li>• Film Review of movie 'Chitrlekha'(Hindi)</li> <li>• Educational movies with discussion</li> <li>• Audio-visual presentation</li> <li>• Group discussion</li> <li>• Interactive sessions</li> <li>• Case study</li> <li>• Assignments</li> <li>• Psychological games</li> <li>• Guest lecture</li> <li>• Field visits</li> <li>• Role play</li> <li>• Simulation</li> <li>• Peer mentoring</li> </ul>
<b>Commerce</b>	<ul style="list-style-type: none"> <li>• Flipped classroom</li> <li>• Collective learning</li> <li>• Profile writing</li> <li>• Scrap book</li> <li>• Film making</li> <li>• Film appreciation</li> <li>• Skits</li> <li>• Group discussion</li> <li>• Mock interviews</li> <li>• Role play</li> <li>• TV advertisements</li> <li>• Collective learning</li> <li>• Google classroom</li> </ul>

	<ul style="list-style-type: none"> <li>• Vocabulary activities</li> <li>• Book review</li> <li>• Debate</li> </ul>
<b>BMS &amp; BAF</b>	<ul style="list-style-type: none"> <li>• Primary data collection by visiting financial organizations</li> <li>• Display of important economic indices by students on daily basis</li> <li>• Reading the Annual Report of companies</li> <li>• Audio-visual presentation</li> <li>• Guest lectures</li> <li>• Visits</li> <li>• Mock Stock Exchange</li> <li>• Memory Keys</li> <li>• Reading of headlines from financial newspapers</li> <li>• Debate</li> <li>• Case study</li> <li>• Forecasting economic policies to be announced by RBI</li> <li>• Mock Court</li> </ul>
<b>Physics</b>	<ul style="list-style-type: none"> <li>• Animation video</li> <li>• Visits</li> <li>• Games</li> </ul>
<b>Microbiology</b>	<ul style="list-style-type: none"> <li>• Google groups for all classes to share academic and career related information,</li> <li>• Group discussion</li> <li>• Discussion on approaches to solve problems in microbiology</li> <li>• Industrial visits</li> <li>• Guest lectures</li> <li>• Internet (Bioinformatics)</li> <li>• Virtual lectures</li> <li>• Sharing e books</li> <li>• Videos and animations from You tube</li> </ul>
<b>Comp. Sc.</b>	<ul style="list-style-type: none"> <li>• Online Code session</li> <li>• Code view</li> <li>• Portable Documents (pdfs)</li> <li>• Video tutorials</li> </ul>

<b>Zoology</b>	<ul style="list-style-type: none"> <li>• The department organized ‘Nutrition Day.’ Awareness programmes conducted by the students, helped them understand and appreciate various aspects of Nutrition Science.</li> <li>• Biodiversity and blood group Surveys by students</li> <li>• Relevant film and video shows</li> <li>• Published research paper presentation by students</li> <li>• Presentations by students on recent advances in reproductive technology</li> <li>• Vermiculture workshop</li> <li>• Visits</li> </ul>
<b>Botany</b>	<ul style="list-style-type: none"> <li>• Nature walk to teach taxonomy and horticulture,</li> <li>• Relevant short video</li> <li>• Excursion</li> </ul>
<b>Maths</b>	<ul style="list-style-type: none"> <li>• Survey and data presentation (Understanding biostatistics)</li> <li>• Video</li> <li>• Assignments</li> <li>• Debate</li> <li>• Presentations</li> <li>• Geogebra (to visualize abstract things)</li> <li>• Edmodo (syllabus based quizzes through reference books)</li> <li>• Online courses from website <a href="http://www.coursera.org">http://www.coursera.org</a></li> </ul>
<b>Chemistry</b>	<ul style="list-style-type: none"> <li>• Flipped Lecture</li> <li>• Concept map</li> <li>• Worksheets</li> <li>• Use of IR Tutor and MCH multimedia CDs</li> <li>• Visits</li> <li>• Online videos on You tube channel</li> <li>• Video matinee</li> </ul>

### 1.7 Total No. of actual teaching days during this academic year

Faculty	No. of actual teaching days
Art & Commerce	180
Science	180

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

- Question papers set strictly in accordance with the University norms and scrutinized by Head of Departments for coverage of the syllabus and quality
- Centralized Assessment Program followed
- CCTV camera , paper shredder and photocopier installed in the Result/duplication room
- Separate room with three computer terminals for teachers for setting question papers
- Internal examination for Computer Science students is conducted on line
- Appointment letter issued to paper setters (ATKT) and evaluators for semester end examinations. To ensure uniformity general format and instructions for setting a well balanced, quality question paper are provided.
- As per university guideline, moderation is done for subjects wherein the number of students is more than 100. However, in case of certain subjects with less than 100 students, the college has the policy of moderation.
- Subject wherein moderation is not done, semi moderation is practiced. It involves checking of the following
  - ✓ Any answers left not assessed
  - ✓ Correct marking of extra answers
  - ✓ Question wise total and grand total
- Result processing and printing is done in house by teachers to ensure confidentiality and declaration of F.Y and S.Y results on time.
- College is an online CAP centre for third year university examination, open to examiners from other colleges as well.
- S3 Softech Solution software is used for drawing examination schedule, supervision chart, and seating arrangement.

- In addition to formal process of evaluation, the following methods of evaluation were adopted by some of the departments.

Subject /Dept	Methods
<b>Humanities</b>	PPt, Assignment
<b>BMS &amp; BAF</b>	Written assignment , PPt
<b>Chemistry</b>	Tutorials, Written assignment, Viva, Report writing, Chem Housie, PPt, Book Surfing Quiz
<b>Physics</b>	Quiz, seminar
<b>Microbiology</b>	Written assignments, Report writing, Oral Quiz, Viva Powerpoint presentation, Writing structures of biomolecules, Diagrammatic representation, Writing approaches for practical problems in Microbiology
Mathematics	On line evaluation of statistical data prepared by FYBMS students based on primary survey conducted by them On line evaluation of PPt based on applications of mathematical topics prepared by students, Tutorials, Quiz (Edmodo application used)
<b>Computer Science</b>	Video quiz PowerPoint presentation Viva Written assignment

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

Sr. No.	Name	Subject	Course
1.	Prof. Vilasini Gaode	Microbiology	SYBSc (CBSGS)
2.	Prof. Radhika D'souza	Microbiology	TYBSc (CBSGS)
3.	Prof. Zamanat Syed	Microbiology	TYBSc (CBSGS)
4.	Prof. Farhaan Makba	Microbiology	TYBSc (CBSGS)
5.	Dr. Juliet Miranda	Chemistry	TYBSc (CBSGS)
6.	Prof. Tabassum Khan	Hindi	S.Y.B.A(CBSGS)

### 2.10 Average percentage of attendance of students: 77 %

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

Semester VI							
Title of the Programme	Total no. of students appeared	Grade					
		O %	A %	B %	C %	D %	Pass %
B.A.	77	9.09	49.35	24.68	11.69	3.90	98.70
B.Com.	97	13.4	70.1	13.4	1	1	97.9
B.Sc.	97	14.43	49.48	25.77	2.06	0.00	91.75
B.M.S.	58	0.00	41.38	41.38	17.24	0.00	100.00
B.A.F.	57	1.75	71.93	22.81	1.75	0.00	98.25

Semester V							
Title of the Programme	Total no. of students appeared	Grade					
		O %	A %	B %	C %	D %	Pass %
B.A.	77	10.39	35.06	31.17	10.39	2.60	89.61
B.Com.	97	21.6	57.7	13.4	5.15	1	97.9
B.Sc.	97	15.46	45.36	36.08	2.06	0.00	98.97
B.M.S.	58	3.45	68.97	20.69	3.45	0.00	96.55
B.A.F.	57	10.53	63.16	22.81	0.00	0.00	96.49

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

### IQAC Contribution to Teaching & Learning processes

IQAC is consistently and regularly working towards facilitating enhancement of teacher quality, skill gain by students through certificate/ add-on course, support to slow learners and encouragement of advance learners. The following activities were conducted through the academic year towards achievement of these goals.

- **Workshop conducted for enhancement of teacher quality**

Date	Title of the work shop	Resource Person
02/12/17	Turn around Teacher	Ms. Mini Narayan (Counsellor, B.S. College)
09/05/18	MS Excel (Making a spreadsheet, Use of Mathematical functions & LOOKUP SHEET)  Introduction to Document Management System	Prof. Mudassar Ansari (Royal College)  Prof Aqeela Sattar (Royal College)

- **Add-on/ certificate courses conducted**

Department	Add-on/ certificate course	Duration	Participants	Resource Person
Sociology	Bottle Gardening'	1 day	S.Y.B.A. (48 students)	Dr. Seema Narkhede Royal College
Commerce & BAF	Basic Course in Accountancy	40 hrs	SYBSc (26 students)	Prof Kamal R Prof. Renu K Royal College  Prof. Rushabh CA intern
BMS & BAF	Digital Marketing	15hrs	BMS & BAF (Two batches of 23 & 24 students)	Mr. Shezed Alvi Asst Manager Liquid Asia, Mumbai (Alumnus)
BMS & BAF	Basic Etiquette For Aspiring Managers	14hrs	30 students (15 from FYBMS & 15 from FYBAF)	Prof. Pooja F. Prof. Aasiya S. Royal College
Commerce	Fundamentals in Book-keeping and Accountancy	30 hrs	SYBA (30)	Dr. Sanchita D. Prof . Ganesh T. Royal College

Department	Add-on/ certificate course	Duration	Participants	Resource Person
Psychology	Palliative Care –A Psychological Approach	15-hrs	FYBA class	Dr. Vinita Sharma (Bhakti Vedanta Hospital) Mr. Prashob K (Bhakti Vedanta Hospital)
Zoology	Vermiculture	3 hrs	SYBSc (24 students)	Mr Barkatali Dhanani, Mithibai College
Student & staff development committee	Soft Skill Training Programme	25 hrs	25 students of TYBMS & TYBAF	Prof. Sindhu Krishnan and Prof. Ranjith, Vidyalankar School of Information Technology
Physics	Astronomy	25 hrs	9 students	Prof. Mahesh Shetty (Wilson College) Dr. Virendra Yadav (IIG) Dr. Jatin Rathod, Nehru Science Centre
NSS	Disaster Management	14 hrs	156 students	Mr. Hitendra Acharya MBMC, Dept of Civil Defence

- **Bridge Courses Conducted**

- 1) Department of Computer Science conducted Bridge Course for 3 SYBSc. students who had a gap of one year in their academic career. It was intended at bridging the gap between old and new syllabi for SYBSc so that the students could cope up with the new TYBSc syllabus. The course consisted of 45 lectures (each of 50 minutes) and 10 practical (each of 2 period)
- 2) Bridge course in Chemistry Practical to help FYBSc students coming from outside the State of Maharashtra

- 3) Bridge course in Mathematical and Statistical Techniques conducted for FYBCom. students who did not opt for Maths in Jr college.
  - 4) Bridge course in Business Statistics and Business Mathematics for FYBMS students not having Maths in Jr college.
  - 5) Bridge course titled 'Orientation to Abnormality' conducted for the TYBA Psychology students to enable them to recognize and describe the basic concepts of abnormality, diagnosis, and DSM.
  - 6) Extra practical arranged for FYBSc (Physics) students with inadequate prior exposure to practical work.
- **ALP (Advanced learning programme)**
    - 1) The students from **all departments** are motivated to undertake research based projects and present the outcome during Annual Research Meet. There were total 21 oral paper presentations and 15 poster presentations, each involving three students. Thus the total number of students participating in the event was 108.
    - 2) Strategies adopted by various departments in addition to research based projects

Department	Strategy
Hindi	<ul style="list-style-type: none"> <li>• Workshops on Dialogue Writing and News writing for SYBA students</li> </ul>
BAF	<ul style="list-style-type: none"> <li>• Debate sessions</li> <li>• Forecasting of economic policies to be announced by the RBI</li> </ul>
Computer Science	<ul style="list-style-type: none"> <li>• Designing Computer applications for conducting games/ competitions by S.Y.B.Sc. students</li> </ul>
Microbiology	<ul style="list-style-type: none"> <li>• Demonstration of molecular biology practical by students using animation video and Ppt.</li> <li>• Ppt. presentation on theory based topics</li> <li>• Approach writing for practical based problems</li> <li>• 11 TYBSc students based on merit were accompanied to open day at ACTREC where they were exposed to advances in Cancer Biology</li> </ul>
Maths	<ul style="list-style-type: none"> <li>• Presentation by students in Annual Maths Seminar held every year</li> </ul>
Chemistry	<ul style="list-style-type: none"> <li>• HOTS Questions regularly put up by the dept. were attempted and solved by students</li> <li>• Lectures were conducted by faculty to prepare students for</li> </ul>

	entrance exams like JAM conducted by IIT for admissions in to Msc courses conducted by premier institutes,
Physics	<ul style="list-style-type: none"> <li>• Sci fi Movie Clip Competition ( Students correlated movie clips with scientific facts)</li> <li>• Seminar</li> </ul>

- **Slow Learners Programme**

- 1) Remedial teaching continued by all departments
- 2) Tutorials / class test conducted by BAF, Mathematics, Chemistry and Microbiology Depts.
- 3) Memory keys are given by BMS &BAF departments to students in Accountancy and Taxation in order to enable them to remember the sequence of Profit & Loss a/c and Balance Sheet or provisions of Income Tax act, Customs Act, Central Excise Act, Service Tax Rules and Companies Act
- 4) Additional preliminary examination held for TYBSc students performing poorly in first preliminary examination
- 5) Approach writing for practical based problems in Microbiology (Both slow learners and advance learners explore the problems to different levels. Slow learners are adequately guided to improve the approaches)

- **IQAC made several suggestion for academic improvement, the ground work for which has already begun.**

- 8) POs (Programme Outcomes), SOPs (Specific Programme Outcomes),and COs (Course Outcomes), to be uploaded on the college website and effective strategies for dissemination among the learners to be planned
- 9) Wifi enabled campus , at least the departments, library reading room, SCR, Laboratories, Mun Auditorium, Research Centre, Room No. 106 and other classrooms already equipped with LCD/DLP to be wifi enabled
- 10) Room with DLP/LCD to be equipped with audio facility
- 11) Academic audit by an external agency to be undertaken
- 12) Subscription of Chronicle of Higher Education
- 13) Add-on course on Conversational English and German Language to be introduced
- 14) Mentoring to be extended beyond students to involve parents if needed. Structured workshop to interact with the parents recommended

**Monitoring and evaluation of Teaching Learning Process:**

- Monthly teaching plan is prepared and followed by every teacher. The planner is monitored by the teacher herself, Head of the respective department and the Principal to ensure effective compliance. The planner not only has details of topics to be covered but also teaching methods and reference material used by the teacher.
- Lectures of newly recruited teaching staff are observed and evaluated by Head of the Departments. A report of the same is submitted to the Principal and the staff is advised subsequently.
- Feedback obtained from students (TAQ)
- Feedback also taken for all add-on/certificate courses

*Annexure IIIa: Analysis of feedback from students*

*IIIb: Students' Satisfaction Index*

**2.13 Initiatives undertaken towards faculty development**

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefitted</b>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc. conducted at	
1) Royal College a) State Level Workshop NACC-Revised Assessment and Accreditation Framework b) Turnaround teachers c) Financial Planning d) Microsoft excel and Google docs	Attended by all Staff members
2) Other institutes	38
Others: NSS Training	01

**2.14 Details of Administrative and Technical staff**

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	28	6	0	18
Technical Staff	28	nil	nil	3

### Criterion – III Research, Consultancy and Extension

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

A research committee has been set up as per the IQAC suggestion. The following initiatives have been undertaken by the Research committee.

*[Annexure IV: Initiatives by IQAC for Research]*

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6		1	5+1
Outlay in Rs.Lakhs			30000/-	235000/- (UGC) +140000/- (University)

*[Annexure V: Details of Ongoing Research Project]*

#### 3.4 Details on research publications :

	International	National	Others
Peer Review Journals	11	6	
Non-Peer Review Journals		1	
e-Journals			
Conference proceedings	10		

*[Annexure VI: Details of Research Publications]*

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

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	1	University of Mumbai	` 30000/-	` 30,000/-
Students research projects (other than compulsory by the University)	1	Funded at the college level from existing departmental resources.	-	-
Any other(Specify)	-	-	-	-
<b>Total</b>	2	-	-	-

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

ii) Without ISBN No.

#### *[Annexure VII: Details of Books Published]*

### 3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

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

Level	International	National	State	University	College
Number	-	-	1	-	-
Sponsoring agencies	-	-	-	-	-

*[Annexure VIII: Conference Organized]*

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

*[Annexure IX: Details of Faculty Served As Experts, Chairpersons Or Resource Person]*

**3.13 No. of collaborations** International  National  Any other 

*[Annexure X: Research Collaboration]*

**3.14 No. of linkages created during this year** **3.15 Total budget for research for current year in lakhs :**

From Funding agency	<input type="text" value="` 30000/-"/>	From Management of University/College	<input type="text" value="-"/>
Total	<input type="text" value="` 30000/-"/>		

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

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

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

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

**3.18 No. of faculty from the Institution**

**who are Ph. D. Guides and students registered under them**

*[Annexure XI: Faculty as PhD guide]*

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

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

JRF  SRF  Project Fellows  Any other

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

University level  State level   
National level  International level

*[Annexure XII: NCC and NSS Activities]*

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

University level  State level   
National level  International level

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

University level  State level   
National level  International level

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

University level  State level   
National level  International level

**3.25 No. of Extension activities organized**

University forum	-	College forum	19		
NCC	10	NSS	31	Any other	2

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

Each and every department conducts activities to promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students.

*[Annexure XIII: Extension activities of departments]*

*[Annexure: XIV- Other Extension activities]*

*[Annexure XV: MoUs]*

## *Criterion – IV Infrastructure and Learning Resources*

### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10186 Sq. mtr	-	-	10186 Sq. mtr
Class rooms	23	-	-	23
Laboratories	11	-	-	11
Seminar Halls	2	-	-	2
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	1 Spectrophotometer (190 -1100nm) (` 1,12,100)	UGC Minor Research Grant	1
Value of the equipment purchased during the year (Rs. in Lakhs)	-	` 4,75,091/-	-	` 4,75,091/-
Others (Rooms )	18	-	-	18

### 4.2 Computerization of administration and library

- **Purchased**
- ✓ Microsoft paper Licenses for 10 system
- ✓ two new projectors for classroom and LED monitors for CCTV
- ✓ 14 dell system and 10 Raspberry Pi module for Computer Science Laboratory
- ✓ Dell computer system for Principal's office
- ✓ 3 printers for office, department and Library
- AMC renewed for SLIM21 library software, Result software , Biometric and CCTV
- Renewal of webhosting contract for college website
- For efficient administrative work in college office software such as Tally, Tax Pro, Payroll, Saviour , Leaving certificate software, Pay U online fees gateway and fees software are used.

**4.3 Library services:**

Particulars	Existing (16-17)		Newly Added (17-18)		Total	
	No.	Value	No.	Value	No.	Value
Textbook (Senior)	4568	` 2,71,595.3/-	359	` 36,575/-	4927	` 3,08,170.3/-
Reference Book (Senior)	11059	` 27,14,948/-	225	` 1,08,090/-	11284	` 28,23,038/-
E-Books	-	-	-	-	-	-
Journals	60	` 71,155/-	60	` 68,382/-	60	` 68,382/-
CD's and Video	406	-	05	-	411	-
Other (specify)	Inflibnet	` 5000/-	Renewed	` 5900/-	Inflib	Yearly ` 5900/-

**4.4 Technology up gradation (overall)**

Year	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing (2016-17)	35 Thin client+ 104pc + 2browsing pc + 2 server	108 lab (4pcs+25 thin client) 109 lab (36 pcs)	7	2pc	-	15 nodes + 1 server	12	37pc+ 10 Thin client + 1 server
Added (2017-18)	15 system + 3 Thin client + 10system weeded out	109 lab 14 pcs added and 5 system weeded out	-	2 pc weeded out and added 2 Thin clients	-	2pc weeded out and added 1 thin client & 1 pc	1 weeded out	-
Total	111 computer +38 Thin client + 2 server	108 lab (4pcs+25 thin client) 109 lab (45 pcs)	7	2 Thin clients	-	14pc + 1Thin client + 1 server	11	37pc+ 10 Thin client + 1 server

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

- One day workshop on ‘ Use of google doc and Advance Excel’ was organized for teachers in Computer Science laboratory on 9<sup>th</sup> May 2018. The recourse person for the workshop were Ms. . Aqeela Sattar (Asso. Prof. Department of Chemistry, Royal College ) and Prof. Mudassar Ansari (Asst. Professor, Department of Computer Science, Royal College).
- Library staff conducted orientation programme for newly admitted students to explain the modules of SLIM 21.
- Computer Science department conducted **Bridge course in Computer Science** for the students who have cleared F.Y.B.Sc. course under the old syllabus and intend to pursue S.Y.B.Sc. in new Scheme for SYBSC students
- The Software and Apps such as Origin 6.0 , Edmodo, Geogebra, Google class room, Symyx draw, ISIS draw, Chem draw, MCH Multimedia were used by faculty.
- Computer Science laboratories were used for online feedback such as TAQ, Exit Questionnaire, facility audit from stakeholders.
- The institutional email ids were created for all teachers on college website.

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

i) ICT	₹ 9,77,114/-
ii) Campus Infrastructure and facilities	₹ 19,61,917/-
iii) Equipments	₹ 4,75,091/-
iv) Others	₹ 30,13,984/-
<b>Total :</b>	₹ 64,28,106/-

### ***Criterion –V Student Support and Progression***

#### **5.1: Contribution of IQAC in enhancing awareness about student Support services**

IQAC discusses various strategies to create awareness about existing student support activities and to introduce new activities. These are conveyed by the Principal to the HOD s during the HOD meeting and subsequently disseminated to staff and students.

The strategies for enhancing awareness include major involvement of guardian teachers and mentors, notice board display, poster display, providing information in prospectus and word of mouth publicity.

Some of the specific activities introduced by IQAC

- Incubation Cell formed last year and staff was informed to recommend the students
- Orientation programme held for First Year students every year
- Library orientation sessions for First Year students

*[Annexure XVI: Motivational Talks on Leadership Qualities]*

#### **5.2: Efforts made by the institute for tracking progression**

- 1) Each department, Club/Society submits Annual Activity reports. These are used for tracking departmental and student progression.
- 2) Parent Feedback (First and Second year students) is taken, analysed and a report is given to the Management. This is used to modify policies, if necessary.
- 3) Guardian teachers and mentors play a major role in supporting and monitoring student growth.
- 4) Result analysis is used by respective departments for taking corrective measures, if required.
- 5) Alumni meet and social media used to track their (alumni) progression.

#### **5.3 a) Total Numbers of students**

UG- 1367, PG – 75, PhD – NIL, Others – Nil

**b) No. of students outside state: - 27**

**c) No. of International students: - Nil**

#### **WOMEN**

<b>No.</b>	<b>Percentage</b>
1127	78

MEN

No.	Percentage
315	22

(2016-17)							2017-18						
General	SC	ST	NT	OBC	PC	Total	General	SC	ST	NT	OBC	PC	Total
1427	7	0	1	30	4	1469	1364	11	2	3	61	1	1442

PC= physically challenged / “Divyang”

Table of Demand Ratio 2016-17

Serial Number	Class	Demand Ratio
1	FYBA	2:1
2	FYBCOM	2:1
3	FYBSc (Gen)	3:1
4	FYBSc (CSc.)	2:1
5	FYBMS	5:1
6	FYBAF	4:1
7	MCOM	1:1

Dropout: Less than 1%

**5.4: Details of student support mechanism for coaching for competitive**

examinations Royale IAS Academy was started in 2016

Classes are conducted for 2 hours each week.

Class	Number
SYBA	04
TYBAF	01
SYBSc	01
SYCS	01
SYBCom	01

**5.5: Number of students qualified in these examinations:**

Exam	Number qualified	Exam	Number qualified
GATE	-	IAS/IPS	-
UPS	-	MPSC	-
NET	1 (MCom)	SET/SLET	1 (MSc)
OTHERS	-	-	-

Data not available in other cases as most of these examinations are after PG

## 5.6: Details of student counseling & career guidance

### Student counseling

An on- campus counselor is available on Mondays and Thursdays for personal counselling of students and parents. (10.00 am to 4.00 pm)

### Career guidance

- Departments organise career guidance talks during classroom lectures as well as by experts
- Visits and Excursions are organised also with a view to explore career options
- Add-on courses are conducted by some departments

*[Annexure XVII: Career Guidance Talks]*

*[Annexure XVI: Motivational Talks on Leadership Qualities]*

*[Refer to Criterion II, 2.12 for Add-on/ certificate courses conducted]*

## 5.7: A- Details of Campus placement

Companies	On Campus (Royal) Number of Students participated	Number of Students placed	Off Campus Number of students Placed
Decathlon	50	2	-
BPM -D	24 (Comp. Sc.)	7	-
Aasanjobs.com Job Fair	75	15	-
Centum Accuro Job Fair	30	4	-
Treasure Hunters Job Fair	30	1	-
TCS - BPO	18	0	-
L&T ( Viva College)	08 (Comp. Sc.)		1
Infosys (Thakur College)	8		5
Infosys - BPM (SN College)	12		2
Capgemini (Viva College)	16		10
Wipro (Viva College)	2		1

## 5.7 B – Internships

Department	Place	Students
Psychology	Manaav Foundation	2
	Bhakti Vedanta (Palliative Care)	11
	Sparsh	1
Microbiology	Minu Laboratories	4

### 5.8 (A) Details of gender sensitization programmes

The college has an active Women's Development Cell (WDC) which conducts various activities, a summary of which is as follows.

Sr. No.	Date & Time	Activity
1.	18.08.2017	Collage Competition on Women Exploitation & Mass Media
2.	18.08.2017	Ms Entrepreneur- competition
3.	19.08.2017	Skit Competition on 'Domestic Violence'
4.	26.09.2017	Talk on 'Women Empowerment'
5.	18.03.2018	Women's Day Celebration – Message Writing Competition on "Women Who Inspired Me"
6.	10 Sundays from 06.08.2017	Taekwondo training for self defence: 10 sessions each of <sup>2</sup> hours - conducted for 53 girl students in 3 batches. Course conducted by Mr. Tarun Solanki, Chief Instructor, Speed Taekwondo Academy under the aegis of Thane District Taekwondo Association.

### 5.8 (B) Gender Sensitisation programs by other departments

Date	Activity
12.07.17	<b>Film Show</b> "Hidden Figures"-TYBA -to stimulate a discussion on racial and gender prejudices.
27.07.17	<b>Film Show</b> "Lipstick under my Burqa"- TYBA –to sensitise students to patriarchal norms and stereotypical image of women in Indian society.
18.08.2017	<b>Debate competition</b> – Hindi "Kamkaji Mahila bhi Achchi Ma Sabit ho sakti hai"
25.01.18	<b>Film Show</b> "Darniyan-TYBA To expose students to understanding of the multidimensional nature of sexuality
22.02.18	<b>Film Show</b> "Matrabhoomi" –TYBA To understand female feticide and infanticide and its consequences
09.03.18	<b>Film Show</b> "Gulabi Gang" –TYBA To create awareness about domestic abuse and violence against women in society
5.08.17, 6.10.17, 15.12.17	<b>Talk on:</b> Reproductive Health & Healthy Diet– Resource Person: Dr. Smita Muthy Class TYBA & SYBA

**5.9: Student Activities****5.9 (A): No. of students participated in sports, Games & other events**

State/University Level	59
International level	Nil
National Level	Nil

- Zonal level competitions**

Game	University	Inter-Collegiate
Badminton	5 boys (2 <sup>nd</sup> Round) and 5 girls in team event (2 <sup>nd</sup> Round)	-
Volley ball	12 boys (team) lost at 4 <sup>th</sup> Round 12 girls (team) lost at 3 <sup>rd</sup> Round 12 boys (team) Won the Tournament - Raval College	-
Yoga	6 girls - 9 <sup>th</sup> Place Ranking	-
Basketball	12 boys (team) lost at 2 <sup>nd</sup> Round 12 boys (team) Won 'Half Court Basket Ball Tournament' – Pillai College 01 student adjudged as 'Best Player'	-
Carrom	02 boys participated lost at 2 <sup>nd</sup> Round	-
Table Tennis	5 boys lost at 3 <sup>rd</sup> Round	-
Foot ball	18 players (team) lost at 1 <sup>st</sup> Round	-
Throw ball	Team Won the Tournament - Raval College	-

- Free & Compulsory Yoga sessions conducted by college for Second Year students**

Class	Enrolled	Session Completed
SYBCOM	108	108
SYBSc (Comp. Sc)	43	40
SYBSc	62	61
SYBA	103	98
SYBMS	63	63
SYBAF	68	66

**5.9 (B): No. of medals/Awards Won**

State/University Level: NIL

International level: NIL

**5.10: Scholarship and financial support**

Particulars		No. of Students	Amount in Rs.
1	<b>Financial Support from the Institute</b>		
	College Fees	28	`120992.00
	Student Medical Expenses	04	
	Awards	42	`12631.00
	<b>Total</b>	<b>74</b>	<b>`38800.00</b>
2	<b>Financial Support from the Government</b>		
	a. Scholarships for students with disabilities	01	`13597.00
	b. Post-matric scholarships for Minority students	01	`6000.00*
	c. Govt. of India Post matric - scholarships	01	
	d. State Minority Scholarships	08	`3000.00*
	e. Financial Assistance for Needy and Financially Backward Class Students	04	`40000.00*
	<b>Total</b>	<b>15</b>	<b>`4000.00*</b>
3	<b>Financial Support from other sources</b>	<b>25</b>	<b>`247445.00</b>

\*Amount of Scholarship taken on estimated basis as per last year. Confirmed data would be available from the Government by January 2019

**5.11 Student organized/initiatives****Gyan Manthan**

Student Committee (8 members representing diverse faculties) schedule, plan and organize – Gyan Manthan which is an intra and intercollegiate academic festival.

*[Annexure XIV: Gyan Manthan Report 2017]*

**5.12 No. of social initiatives undertaken by students:**

*[Annexure XII: Extension activities]*

**5.13 Major grievances of students redressed**

Grievances related to teaching quality redressed by the Principal with the concerned staff.

- Grievances related to food quality and hygiene in canteen.
- Change in office hours desired by the students but action not feasible.
- Minor grievances related to infrastructure needs are redressed in the given time frame.
- Interaction of laboratory and library staff needs to more courteous.

## ***Criterion – VI: Governance and Leadership***

### **6.1: Institutional Vision and Mission**

#### **VISION**

- To be recognized as a Minority educational institution par excellence having secular outlook, imparting value based education to the youth, to mould them into disciplined, conscientious citizens of the society who would contribute to the social, economical and cultural growth of the society.

#### **MISSION**

- To provide holistic academic programmes and an inspiring learning environment.
- To contribute to personal, professional and social growth of students, belonging to minority community thereby enhancing the economic growth of the minority community with special emphasis on girls' education.
- To extend its facilities to others communities.

#### **GOALS OF THE INSTITUTION**

- To inculcate perfect discipline among students.
- To inculcate scientific temper and inquiry in students.
- To help them recognize and hone their potentials.
- To provide ample co-curricular and extra-curricular activities.
- To increase student awareness and participation in learning and support services.
- To sensitize students to social and ecological issues.
- To contribute to personality development of students.
- To empower them to face challenges of the competitive.

## 6.2: Management Information System:

- Customized and standard software programs are used in administrative office, Accounts, Library, attendance record of students, Examination system, results and feedback from students
- The LMC holds meetings at least twice a year to take major policy decisions and prepare academic calendar. The decisions of the committee are approved by the College Board of Trustees and ratified in HODs meeting with the principal
- The members of Board of Trustees are available on the College campus to facilitate the activities and expansion program of the College.
- Each department maintains a minute book of the monthly departmental meetings.
- The Principal conducts review meetings with concerned staff members after major event like intercollegiate festival, National / State level seminars, etc.
- Attendance committee submits all its reports to the Principal.
- Library committee meetings are held regularly
- Suggestions made by IQAC are further discussed in HOD meetings with the Principal before implementation
- Feedback taken from all stake holders
- Centralized online administration of TAQ and exit feedback introduced from 2016-17 and analysis report of TAQ emailed to respective teachers
- Peer Observation and Review mechanism by HODs operates only in case of new teachers
- Biometric attendance for all the staff members
- Institutional email ids generated for teachers
- Email group of teachers formed for internal communication

## 6.3 Quality improvement strategies adopted by the Institution

### 6.3.1: Curriculum Development:

- The institution follows the prescribed curricula of University of Mumbai for its graduation and post graduation program. Nevertheless, the institution makes value additions each year to enrich the curricula.
- Six Faculty members were involved in the development of curriculum for undergraduate courses for University of Mumbai.
- Curriculum for in-house short term / add-on courses designed to upgrade skills of learners. 10 such courses were conducted.  
*[For details refer to Criteria 2.12]*
- Faculty members are encouraged to attend syllabus workshops for facilitating smooth implementation of revised syllabi.  
No. of workshops attended: 32

**6.3.2: Teaching and Learning:**

- 100% full time faculty in aided as well as unaided courses
- A combination of course specific curriculum transaction methods are adopted  
*[For details refer to Criteria 2.6]*
- Research / experimental project based learning by all departments
- The College has an effective mechanism to ensure completion of syllabus by teachers. Teachers enter monthly unitized teaching plan for entire academic year in the logbook including details such as transactional methods, number of lectures to be engaged per topic and references material. It is monitored on monthly basis by individual teachers HODs and Principal.
- The Academic Improvement Committee organized the following Staff Development programs

Date	Title of the work shop	Resource Person
02/12/17	Turn around Teacher	Ms. Mini Narayan (Counsellor, B.S. College)
09/05/18	MS Excel (Making a spreadsheet, Use of Mathematical functions & LOOKUP SHEET)	Prof. Mudassar Ansari (Royal College)
	Introduction to Document Management System	Prof Aqeela Sattar (Royal College)
11/11/17	Financial Awareness	Mr. Pankaj Mathpal, CFP, Optimal Money Managers
11/04/18	New NAAC Framework	Dr. Chindhade (esqr) and Principal Kulkarni (N.B.Mehta College)

- Continued subscription to INFLIBNET.
- Teachers are encouraged to participate in Orientation programs, Refresher and Capacity building courses/seminar/Workshop  
42 Faculty members benefitted  
*[Details Refer to Criteria 2.5]*
- Networking of computers in the college
- Structured remedial programme in theory and practical

**6.3.3: Examination and Evaluation:**

- Infrastructure for the examination and evaluation system set up as per the guidelines provided by the University of Mumbai.
- Centralized Assessment Process system followed from inception of the college.
- CCTV camera installed in the Examination Control room and in the CAP Centre
- Results declared within specified duration

**6.3.4: Research and Development:**

- Number of research / experimental projects undertaken by students
  - Arts: 12
  - Science: 13
  - Commerce: 11
- Number of research / experimental projects undertaken by teachers-02  
Refer to criterion 3.6
- Revenue generated through Add-on courses has been allocated as seed money for research. An amount of ` 43,708/- was realized this year.
- The faculty members are encouraged to enroll for Ph.D. programs and apply for University and UGC research projects grants.
- ISBN number obtained for in house publication of research activities carried out.

**6.3.5: Library, ICT and Physical Infrastructure/Instrumentation:****Library**

- Library committee recommends additional resources for library
- Library resources were supplemented with CDs, students' projects and learning materials prepared by students and faculty
- Enhancement of Knowledge museum
- An amount of `3,39,688/- was spent on purchase of books and journals, utilities, repair and maintenance

**ICT**

- Upgradation, purchase and maintenance of computers and software at the cost of `9,77,114/-
- Audio-visual facilities of 2 class rooms were upgraded
- Result software and seating arrangement software maintenance at a cost `17,110/-
- Procurement of separate net connection in Principal's room.
- Purchase of color printer for office and Library

**Physical Infrastructure**

- Structural Audit of College building carried out by Govt. approved Engineers
- Emergency exit built in chemistry laboratory
- An amount of `49,75,901/- spent on maintenance

**Health centre:**

The college does not have an on campus health care centre but to meet medical emergency for students and staff, the college has a tie up with neighbouring Bhakti Vedanta Hospital.

First aid facility available in all laboratories and three other locations in the campus, wheel chair and vehicle for medical emergency is also available on the campus

### **Instrumentation**

- Value of the equipment purchased during the year ` 4,75,091/-

### **6.3.6: Human Resource Management:**

- Retired faculty as advisory members on various committees
- In house professional counsellor for staff and students
- In house yoga trainer for staff and students, special sessions conducted for neighbourhood residents and senior citizens
- In-house computer technician and electrician
- Job rotation and job enhancement activities for support staff to enable seamless takeover of job work in case of absence
- Departments are guided to carry out SWOC analysis to facilitate goal setting

### **6.3.7 Faculty and staff recruitment**

- University and Government guidelines are followed for recruitment of faculty.
- Advertisement displayed at the college entrance for recruitment of Class IV staff and sweeper

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

Major activities done in association with industries and other institutes are as follows:

1. Guest lectures by experts from industries-15
2. Industrial visits - 42
3. Summer training programme for 14 students in industries / hospitals at three different places.
4. Placement drive: Six companies had come and 29 students were selected
5. Collaboration with Bhaktivedanta hospital and Child Help Foundation and association with Sanjeevani hospital for extension activities

### **6.3.9 Admission of Students**

- Notices for admission, payment of Fees, time-table displayed on college website
- Preadmission Counselling Cell
- Financial help as full/ part fees provided to students. Also, students allowed to pay fees in instalments on request
- Students are informed of Yuva Raksha policy (Life and accidental insurance policy)
- Fee Payment through DD and Pay U Money ( for amounts more than `10000/-)

**6.4 Welfare scheme for Teaching Staff:-**

- Health Check up camp was organized. Sixteen staff members benefitted.
- Advance part payment of salary on first of every month irrespective of delay in receiving salary grant.
- Special Batches of Yoga Classes arranged for Junior and Degree College staff members
- Tie up with neighbouring Bhakti Vedanta Hospital for medical emergency
- Pension cases submitted in advance and teachers received pension in 6 months after retirement
- Mementos to teachers on the occasion of Teachers' day every year.

**Non Teaching:-**

- Health Check up camp organized, twenty one staff members benefitted
- Full payment of salary on 8<sup>th</sup> of every month irrespective of delay in receiving salary grant
- Privilege Leave encashment benefit for unaided staff
- Tie up with neighbouring Bhakti Vedanta Hospital for medical emergency
- Transport provided for official work at Joint Director's Office
- Picnic arranged to Silent Hill Resort for office and Library staff with their children , cost of ` 25000/- borne by Trust
- Lunch hosted by the Founder Principal for New Year
- Work appreciation tokens to gardener - Mr. Anand (`10,000/- ) , technician - Mr. Dinesh Bisht (` 10,000/- ) and electrician - Mr. Dinesh Khergaonkar (` 5,000/- )
- Safety workshop for Drivers by Tata Motors facilitated
- Admission given to wards of non-teaching staff not having requisite cut-off marks
- Rubber matting for safety in Electric room

**Students:-**

- Yearly renewal of student Group Insurance policy
- 5 Motivational Talks on Leadership Qualities organized
- Health Check up camp (Blood group & CBC profile) , 387 students benefitted
- Compulsory Yoga training for second year students
- Services of counselor available on campus, two days a week
- Self- defence training (10 sessions of 1½ hour each) for 92 girl students
- Basket ball / Lawn tennis coaching facility on campus
- Print-out and headphone facility available for students in library
- Sanitary Napkin Vending Machine Installed in Ladies Common Room
- Sanibins in Ground floor girls' washroom
- Basket Ball stand covered with soft Heatlon and cloth to avoid accidental injury while playing
- Mosquito fogging done regularly
- Permanent display of timeless value based sayings
- Degree Distribution Ceremony conducted for all students

- Weekly maintenance check of DLP / LCD projectors and replacement and upgradation
- Enhancement of Yoga room facilities (Drawer set, Bean bag, Weighing Scale, Tera Belt, Skipping Rope )
- College was a venue for Youth Festival of University of Mumbai to conduct mehendi, on the spot photography and quiz competitions
- Installation of Felt Notice Board at main gate for ease of access to all stake holders
- Inter collegiate Carrom Tournament hosted on behalf of Junior College Sports Association,
- Inter collegiate Basket Ball Tournament(for boys ) organized
- S.Y.B.Sc Chemistry Syllabus Workshop conducted on behalf of University of Mumbai
- Flood lit Basketball Court facility to alumni and college students for extended hours between 8.00 p.m. to 10.30 p.m.
- Mike cum amplifier provided to FACC (Fine Arts & Cultural Club) for individual student practice
- School Bus service at concessional rate for academic visits

#### Common welfare schemes

- CCTV Camera installed at all strategic location in the college campus to ensure safety
- Biannual AMC for cleaning of water storage tanks
- Regular fogging to control mosquitoes
- Arrangement with Bhakti Vedant Hospital to cater to medical emergencies

#### 6.5 Total corpus fund generated

` 43708/- revenue generated through Add on Course during the year 2017-18 to be used for Research Activity

#### 6.6 Whether annual Financial audit has been done?

Yes

- Accounts audit by: Sameer Valia and Co.
- Audit by the office of Joint Director & Senior Auditor office
- Monthly Audit of all accounts by Registrar
- Verification of Bank Balance done with reconciliation
- Cash balance tally done weekly

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Agency
Academic	No	N/A	No	N/A
Administrative	No	N/A	Yes	Registrar

#### 6.8 Does the University/Autonomous College declare result within 30 days?

Not applicable

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

Not applicable

### 6.10 What efforts are made by the University to promote Autonomy in Affiliated /Constituent Colleges?

Not applicable

### 6.11 Activities and support from the Alumni Association

#### Activities

Annual alumni meet

#### Support from the Alumni Association

- Mr. Virendra Yadav, (B. Sc. Physics-2007-2008) was one of the resource persons for Basic Astronomy course.
- Dr. Chirag B. Shah (B.Sc. Microbiology–1996-1997) conducted the Complete Blood Check-up Camp for interested F.Y. students of all faculties and staff.
- Dr. Chirag B. Shah (B.Sc. Microbiology–1996-1997) took students for Summer Training in his clinical laboratory
- Dr. Nirmla Thakur ( B.Sc. –Microbiology – 2005-2006) delivered a talk on Career options in clinical research for TYBSc Microbiology & Chemistry students on 20<sup>th</sup> June 2017
- Ms. Nidhi Bangera (T.Y. 2014-15) delivered a talk on Intellectual Property Rights & Patents for TYBSc students on 09th March 2018
- Blood camp arranged by alumni in association with Sion Hospital on Sunday 11/02/2018 for the neighbourhood , Dr. Chirag B. Shah conducted CBC and Hemoglobin check for the donors at no cost
- Ms. Avani who runs Event Management company, managed yearly alumni meet

### 6.12 Activities and support from Parent-Teacher Association Nil

### 6.13 Development Programmes for support staff:- NIL

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

- 227.9 kg of E-waste was collected by the college and recycled by Eco-reco, e-waste management company
- Segregation of wet & dry garbage
- Eco-friendly drives undertaken –Save electricity, Paper recycling and reuse, Save water , E-waste collection

- Use of Ring-well Water Harvesting system for Water usage in washroom and laboratories
- Use of Fume hood in chemistry lab.
- Plumbers called once in 15 Days to check all bathroom and water tap connections
- Team of Gardeners for regular tree plantation & maintenance of green campus
- Jet Spray machine purchased for Rs. 33000/- approximate for cleaning of college surrounding and Hall

**Miscellaneous outreach program of the management:-**

- 1 year Certificate course in Arabic for neighbourhood people
- 40 Seater Bus donated to Bhakti Vedant School in Tribal area
- Assisting police & neighbourhood with CCTV footages when required
- Yoga Centre Picnic arranged for neighbourhood participants on 21/01/2018 at Farm Regency, Gorai
- Barricade purchased for cycle parking
- Mr. Mustufa Attarwala of F.Y.BMS sponsored for Mumbai marathon on behalf of Child Help foundation
- Chairs purchased for Senior Citizen for their recreation
- Library Reading Room and yoga facility for Senior Citizens at no cost
- Green patch maintained at Mira Road station

### *Criterion – VII: Innovations and Best Practices*

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

##### **Innovations in Teaching, Learning and Evaluation**

Innovative teaching methods adopted were

- Performing Arts aided learning:
- Technology enabled learning:
- Experiential learning:
- Research based learning:
- Memory Aids:
- Peer mentoring(Buddy learning)
- Continuous evaluation:

##### **➤ Innovations in Research and Extension-**

1. Under the guidance of IQAC this year our faculty published 11 research papers in international peer reviewed journals and 6 research papers in national peer reviewed journals.
2. We also had 10 paper presentations in different national and international conferences.
3. An annual research presentation programme was held for the students. – 21 oral and 16 poster presentation, involving 90 students.
4. This year our alumnus, presently pursuing their education in MSc Forensic Science from Shree P. M Patel Institute of PG Studies & Research in Applied Sciences, Sardar Patel University, Anand, Gujarat had requested to carry out their research project (a requirement of the PG Course) at Royal College Laboratory. They completed their project under the guidance of senior teachers of the college.
5. In house research publication Sanshodhana was published in this academic year.

➤ MOU with Child Help foundation and Bhaktivedanta Hospital

➤ Comprehensive Green Audit conducted by students guided by faculty in association with Greenline (NGO)

➤ The following activities were conducted under Senior Citizen Association

- Celebration of ‘**Elder’s Day**’,
- Workshop on ‘**Emergency Steps in Elderly Care**’
- Workshop on ‘**How to use Apps on a smartphone**’

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

➤ **Institutional Green Audit conducted under the following heads in association with NGO GreenLine.**

1. Green Cover
2. Electricity
3. Water
4. Solid waste management
5. Paper
6. Fauna Biodiversity

**Green Audit document will be released on 5<sup>th</sup> September 2018.**

- Facility Audit was conducted as an online survey taken from the second year students.
- State Level Workshop “NAAC-Revised Assessment & Accreditation Framework” was organized by the IQAC on 11<sup>th</sup> April 2018.
- Workshop titled “Turnaround teachers” by Prof. Mini Narayan was conducted on 2<sup>nd</sup> December 2017. A compilation of real life stories of our students whose life changed because of turnaround teachers is being compiled.

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

*[Annexure XIX : Best Practice- I “Nurturing Social Consciousness”]*

**7.4 Contribution to environmental awareness / protection**

A comprehensive **Green Audit** of the College was undertaken by six teams of students, guided by a teacher , with inputs from NGO –Greenline . The audit comprised of the following:

- i. Green cover
- ii. Electricity
- iii. Water
- iv. Paper
- v. Solid Waste management
- vi. Biodiversity ( Birds & Butterflies)

A green Audit document will be released in the next academic year.

[Annexure XX : Best Practice- II “Green warriors for a green environment”]

7.5 Whether environmental audit was conducted? Yes  No

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

[Annexure XXI: SWOC Analysis]

### 8. Plans of institution for next year

- • Revision of vision , mission and goals
- • Certificate course in German under the aegis of Mumbai University.
- • Introduction of Mathematics and Zoology programmes.
- • Workshop for faculty on development of e content
- • Extension activities to be planned with Happy Feet Home a hospice of children in Palliative Care
- • Enhancement of language skills-Indian and foreign
  - Open air gym
  - Free Legal Cell by alumni for students
  - Registration of Alumni Association.
  - Adoption of BMC school to strengthen their academic programmes.

## *Annexure I : Analysis Of Feedback From Alumni*

### **FEEDBACK ANALYSIS FOR ALUMNI MEET 2018**

(Meet was organised on 03-02-2018 Saturday at 04:00pm in School Hall)

#### **A) CHANGES OBSERVED**

- 1- Enhanced Sports Facilities ( Basketball and tennis)
- 2- Students are more pro-active in organising & conducting different events
- 3- College environment appears more liberal and friendly.
- 4- Premises are greener

#### **B) APPRECIATION**

Alumni gave credit to the institution for having imbibed good values during their college life namely:

1. Discipline
2. Leadership
3. Confidence
4. Self-Control
5. Punctuality
6. Positivity
7. Truthfulness
8. Honesty
9. Sympathy and Empathy
10. Patience
11. Respect
12. Ethics
13. Team spirit
14. Professionalism
15. Respect

#### **C) CONTRIBUTION IN THE PAST AS ALUMNI**

1. Guest speaker for future studies & career options
2. Leader for NCC training & parade
3. Arranging visit to Old Age Home
4. Resource person for blood check up camps for teachers & First year students
5. Resource person for conducting nature activities like birding sessions, as judges for competitions, arranging camps & delivering talks.
6. Rescuer during snake scare.
7. Allowed students to pathological laboratory for summer training for hands-on experience.

## **D) SUGGESTIONS REGARDING ALUMNI GET-TOGETHER FUNCTION.**

1. Presence of teachers in good numbers as they look forward to meeting them.
2. Better food spread with non-veg options.
3. Interactive sessions & games.
4. Upgraded sound system with professional event manager.
5. Student alumni team to be set up to take care of the event logistics
6. Updated alumni database to be able to reach out to alumni on time.
7. Frequent communication with alumni throughout the year will help one to stay in touch and increase the turnout at the event.
8. Share the event on social media

## *Annexure II: Analysis of feedback from parents*

A feedback was taken from parents of students of all SY classes in the month of March 2018. The parents were required to rate various aspects of the college based upon their and their wards' experience in the college. The aspects included teaching – learning, discipline, staff, extra-curricular and co-curricular activities, sports facility, library and internet facilities, canteen facilities etc. A graphical representation of the response is attached.

Parents appreciated the facilities and infrastructure provided by the college for overall development of students, which is reflected by the analysis of parents feedback forms. Responses were asked for following Categories numbered as 01 to 21

Sr.No.	Particular
1.	Teaching process
2.	Discipline
3.	Extracurricular activities
4.	Co-curricular activities
5.	Sports
6.	Library facilities
7.	Internet facilities
8.	Laboratory facilities
9.	Canteen facilities
10.	value system
11.	website
12.	Progress in studies
13.	Progress in co-curricular activities
14.	Progress in extracurricular activities
15.	Impression about office staff
16.	Impression about college authorities
17.	Impression about guardian teacher
18.	Impression about subject teacher
19.	Impression about Mentor
20.	Impression about Non Teaching staff
21.	Environment and facilities

### Parent’s response Questionnaire Graphical Data representation-

X- Axis is number (quantity) of responses; Y- axis is categories of responses.

Series 1 = Responses as 1 represents poor

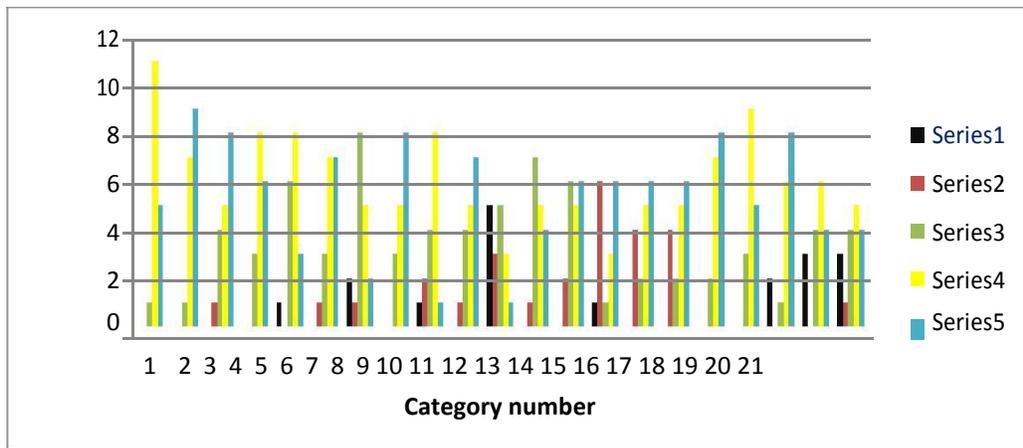
Series 2 = Responses as 2 represents average

Series 3 = Responses as 3 represents good

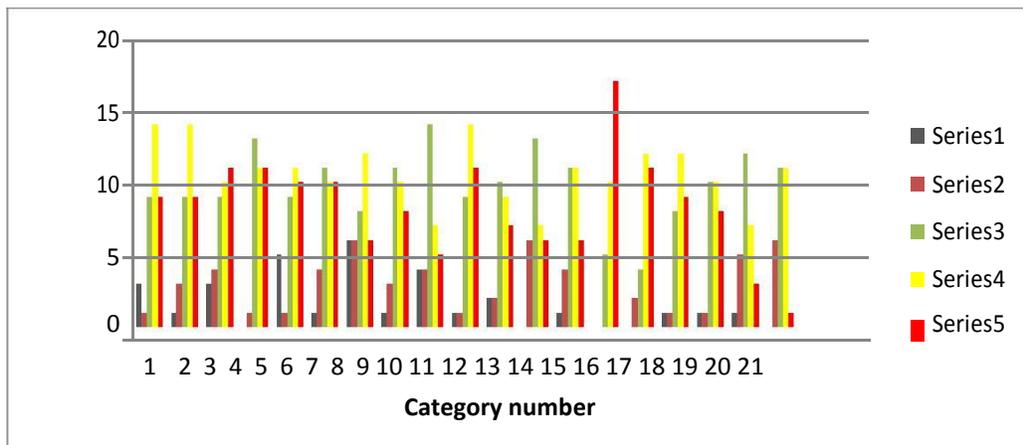
Series 4 = Responses as 4 represents very good

Series 5 = Responses as 5 represents excellent

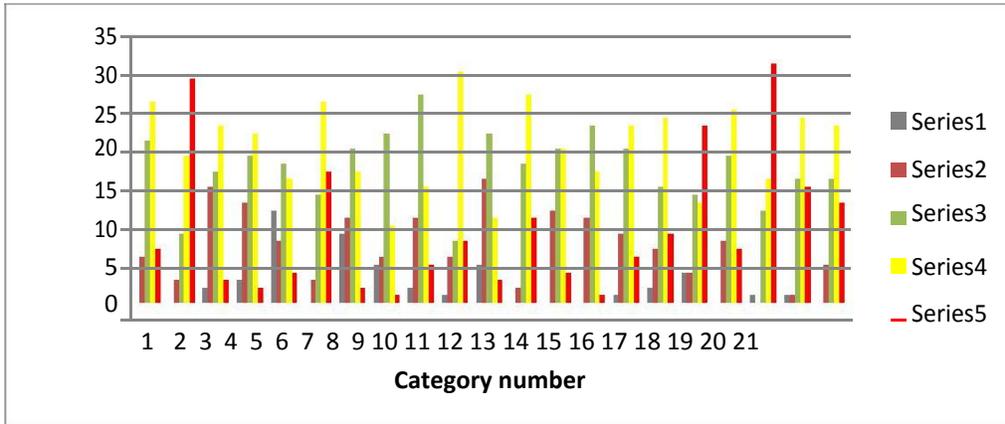
#### SYBSc



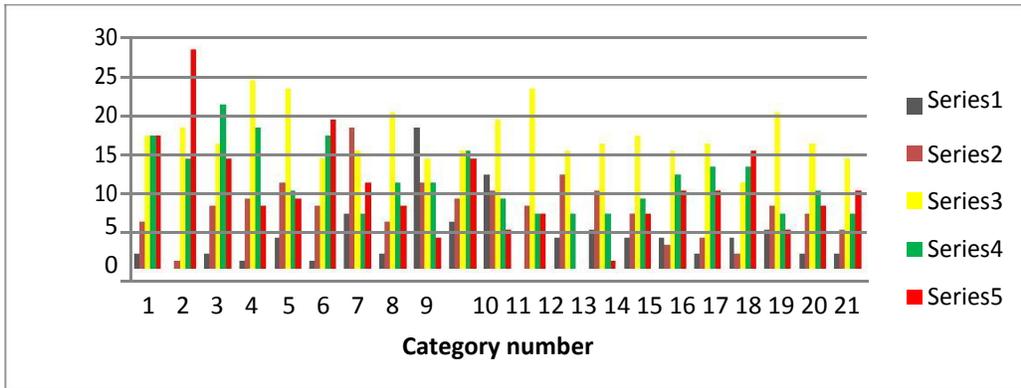
#### SYCS



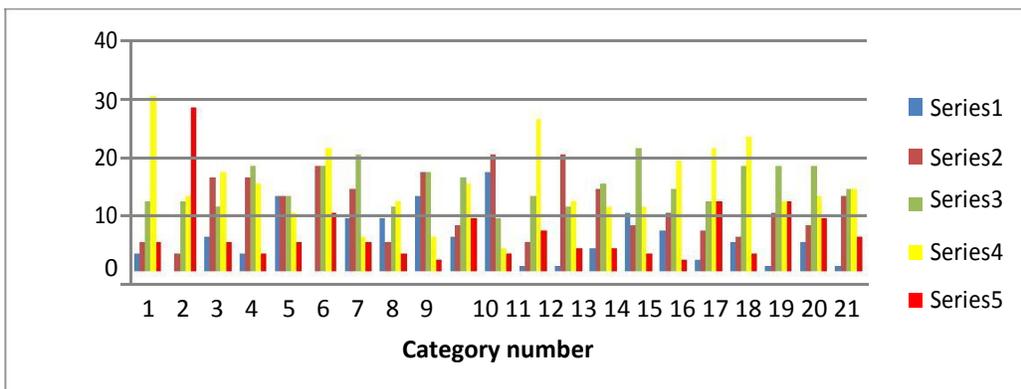
### SYBAF



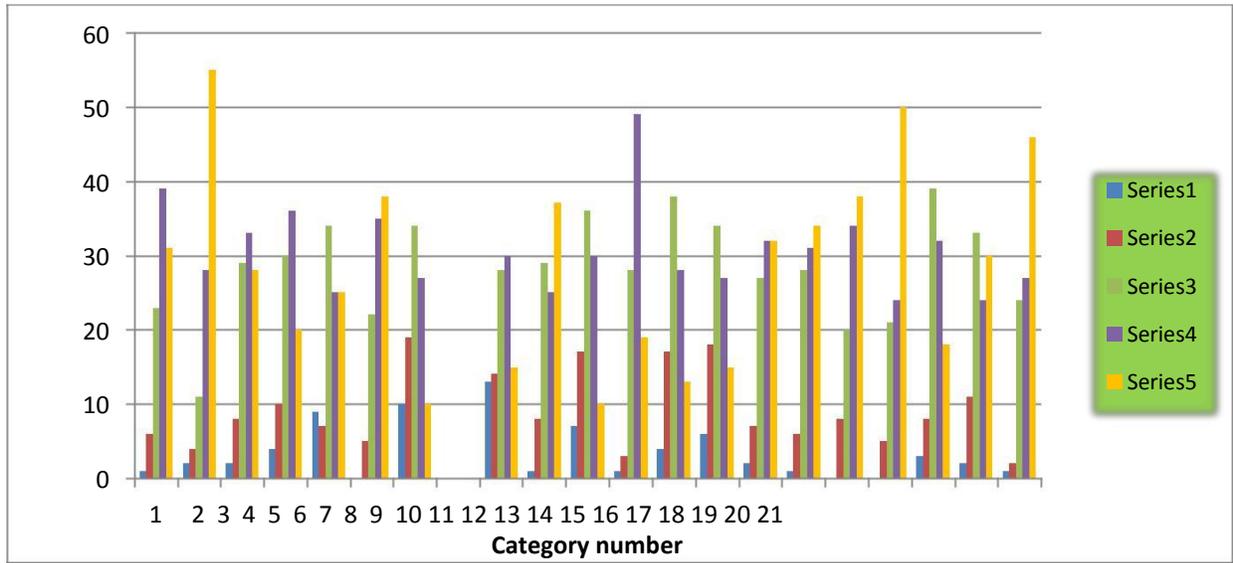
### SYBA



### SYBMS



### SYBCOM

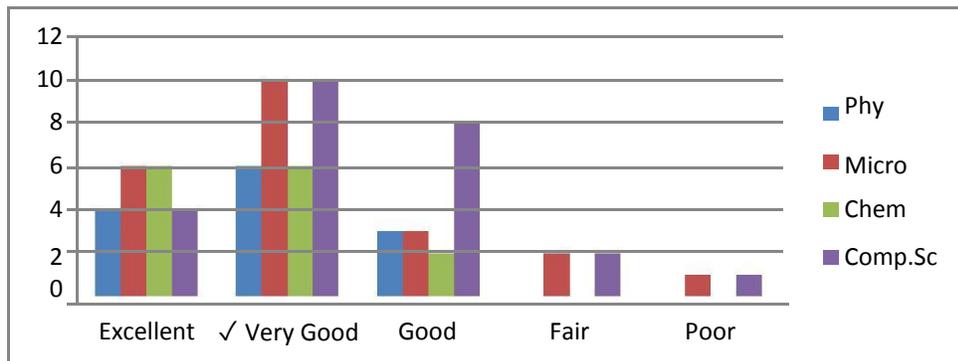


*Annexure IIIa: Analysis of feedback from students*

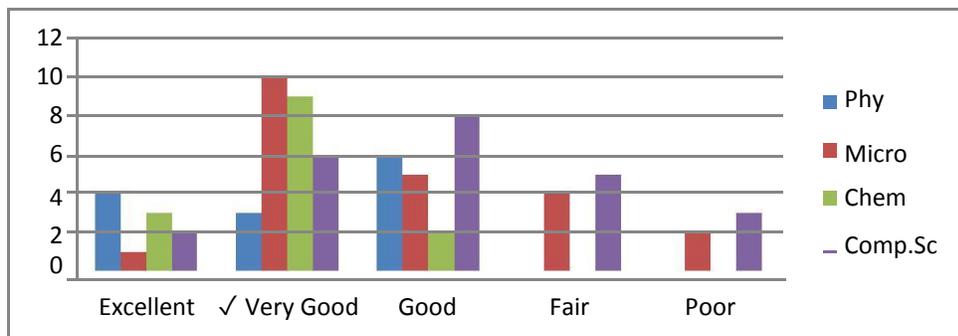
**Feed back form students –Exit Questionnaire**

**Science Faculty**

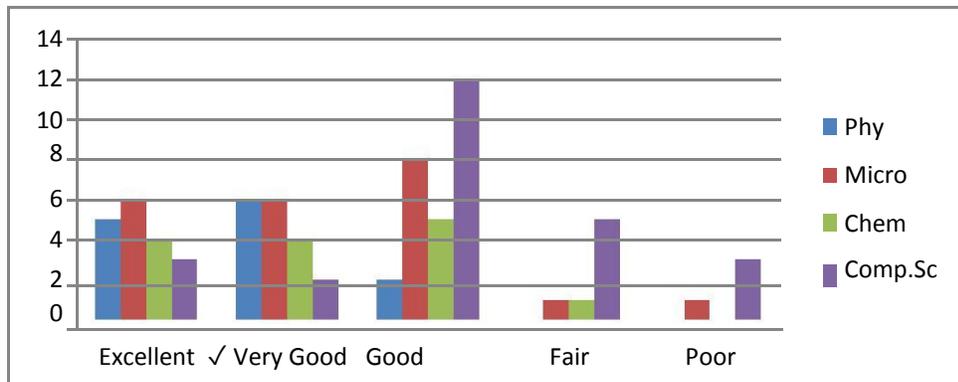
**1) Teaching learning process**



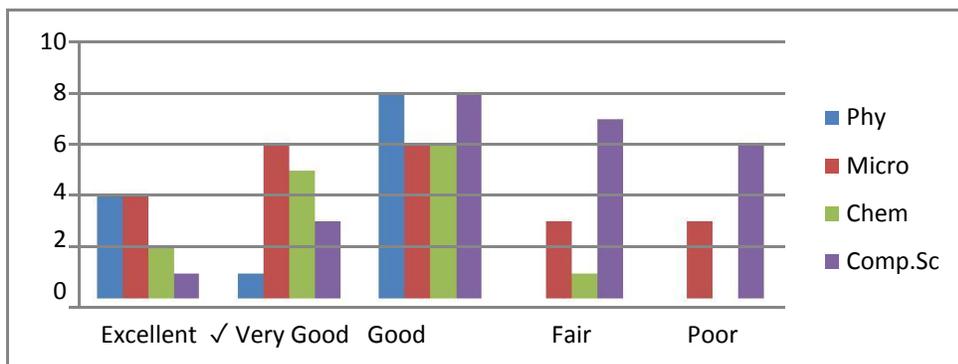
**2) Laboratory facilities**



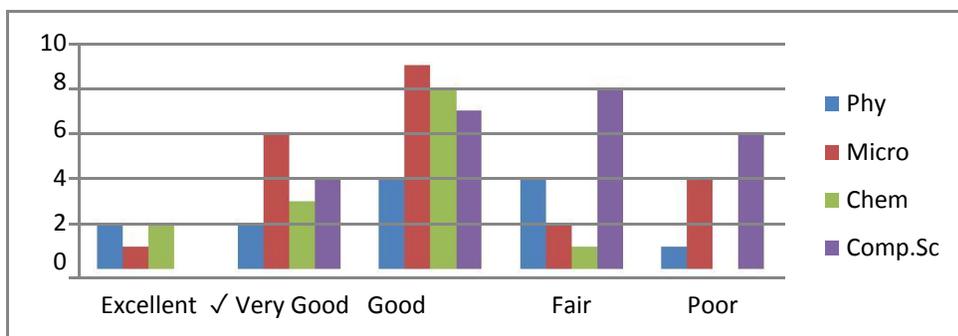
**3) Library facilities**



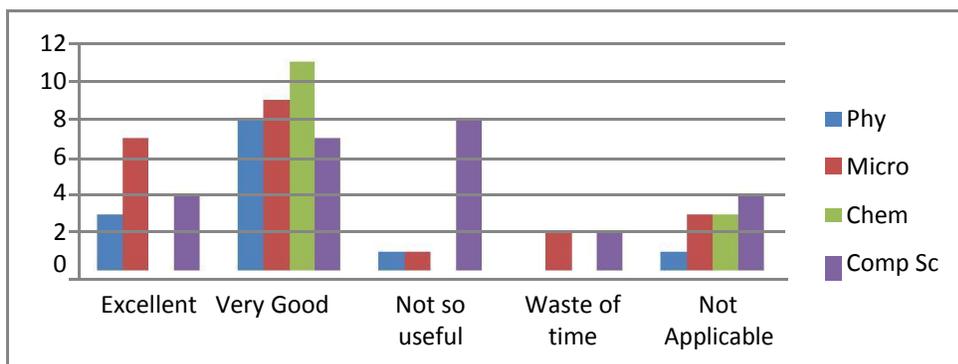
**4) Extra-curricular activities in the college**



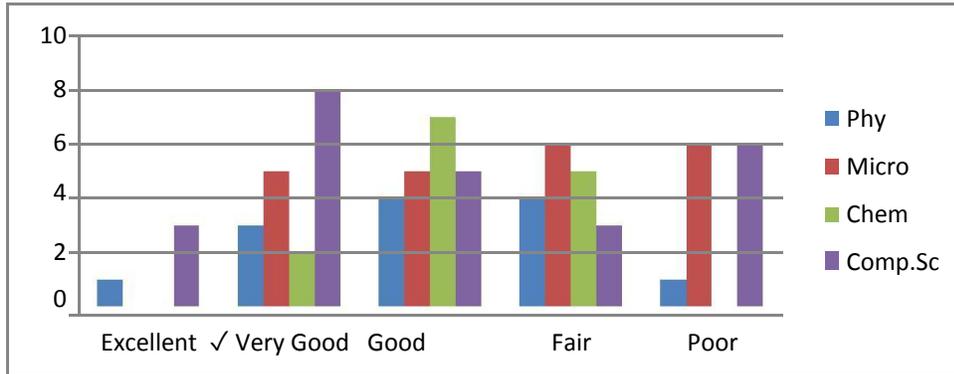
**5) Sports facilities**



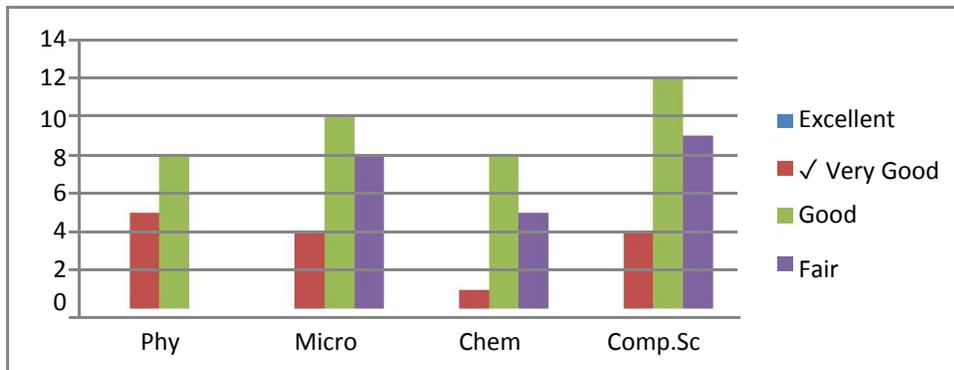
**6) Add on courses conducted by the department**



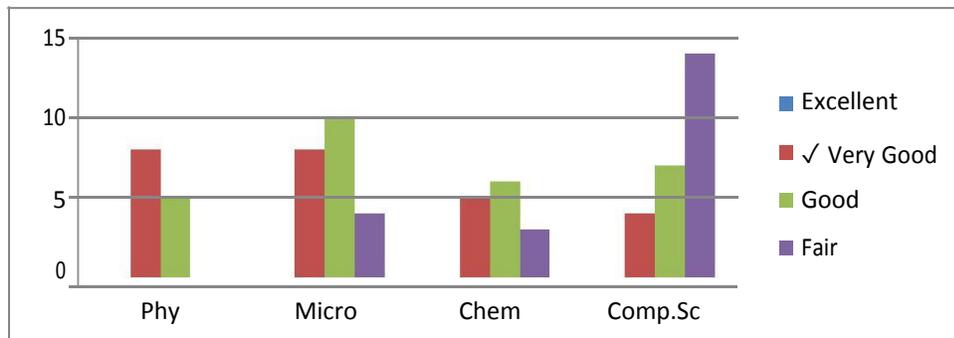
**7) Placement cell**



**8) Working & behaviour of Office staff**



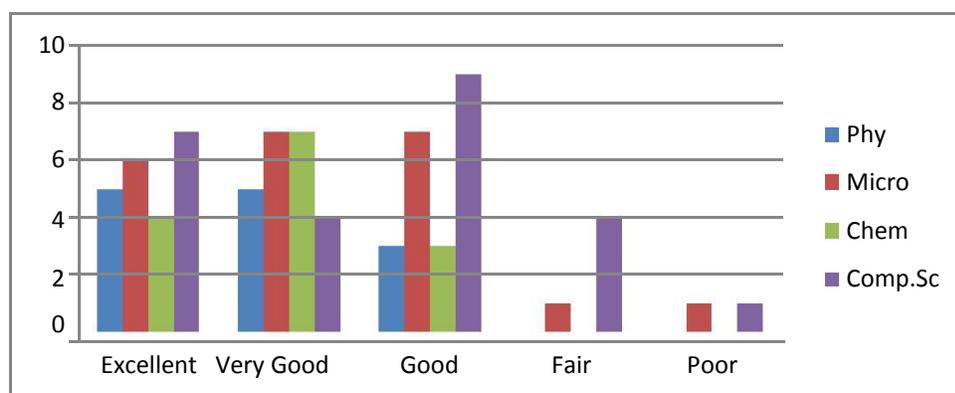
**9) Working and behaviour of Library staff**



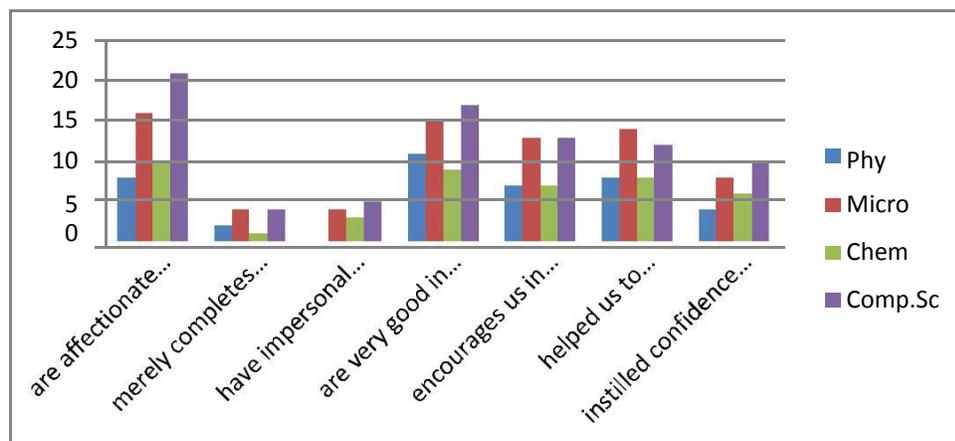
**10) Working and behaviour of Lab Attendants & peons**



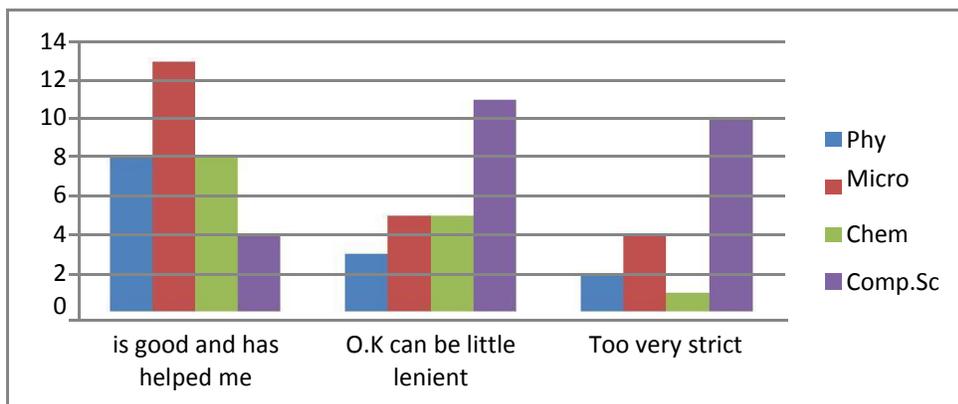
**11) General cleanliness of the college**



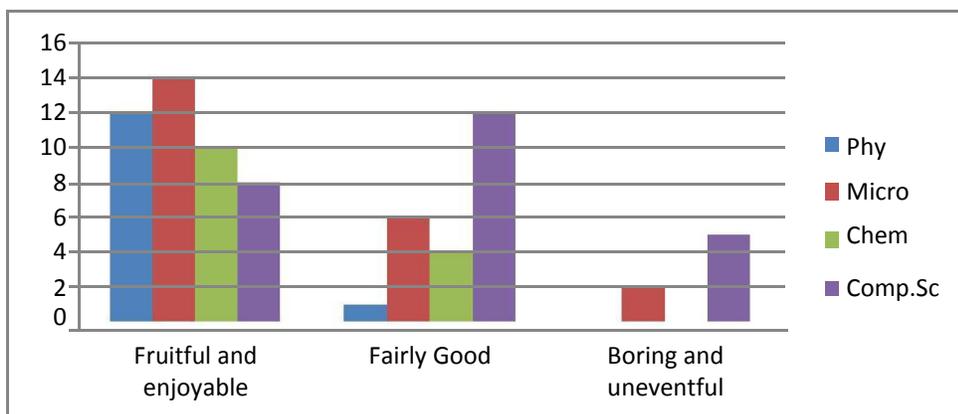
**12) The Teachers**



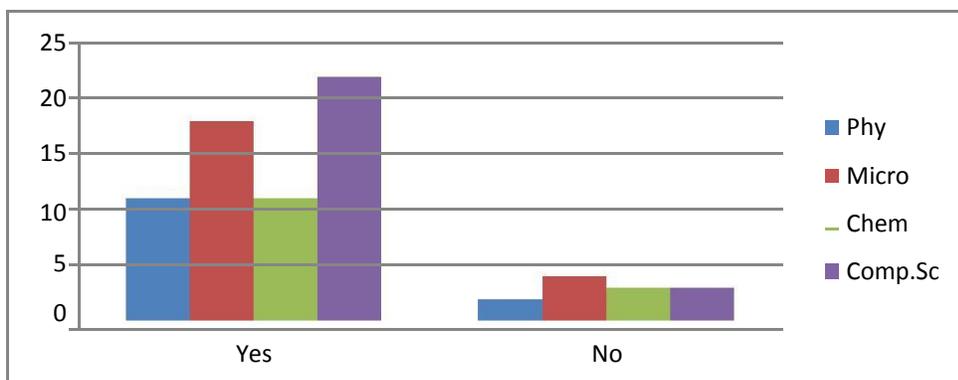
**13) The strict discipline of the college**



**14) College life (13 responses)**

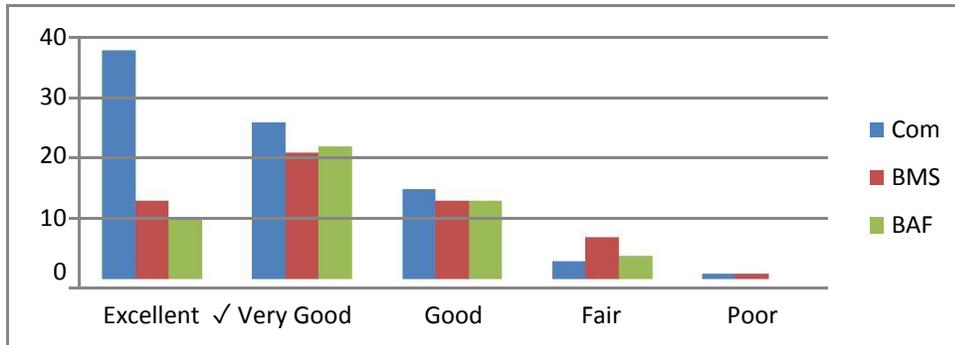


**15) Recommendation to friends or siblings to join our college.**

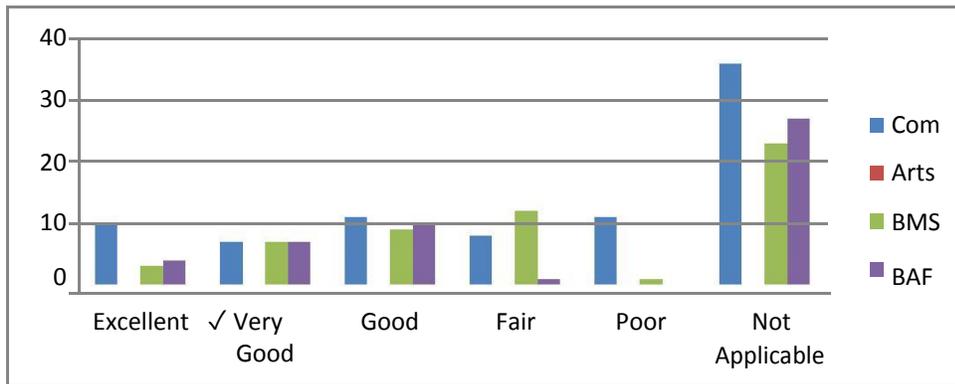


## Commerce, BAF & BMS

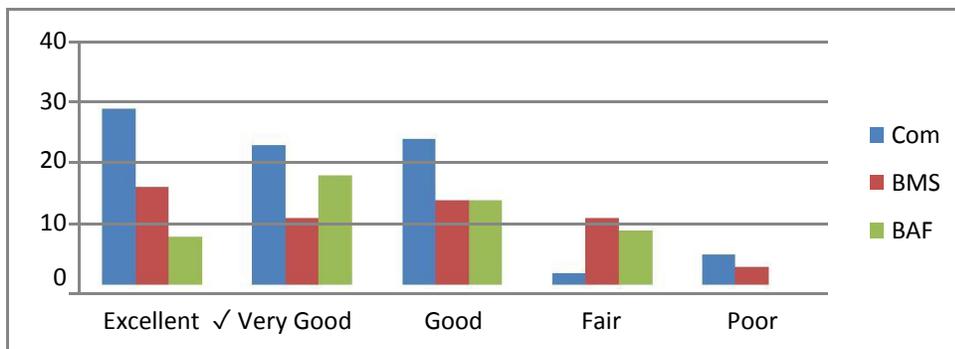
### 1) Teaching learning process



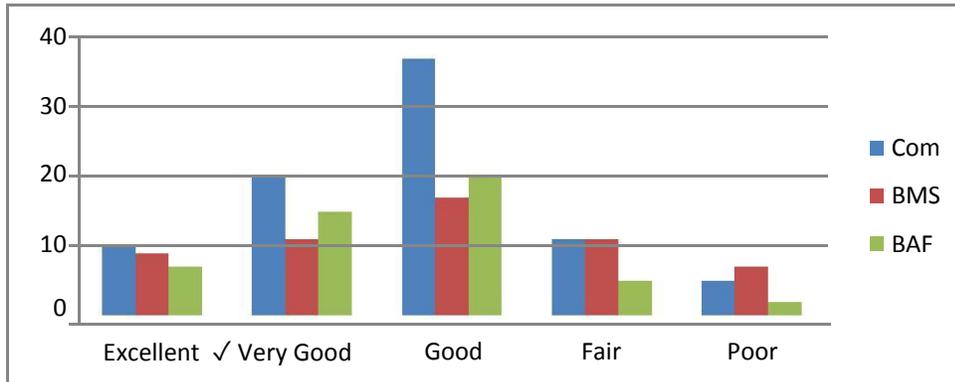
### 2) Laboratory facilities



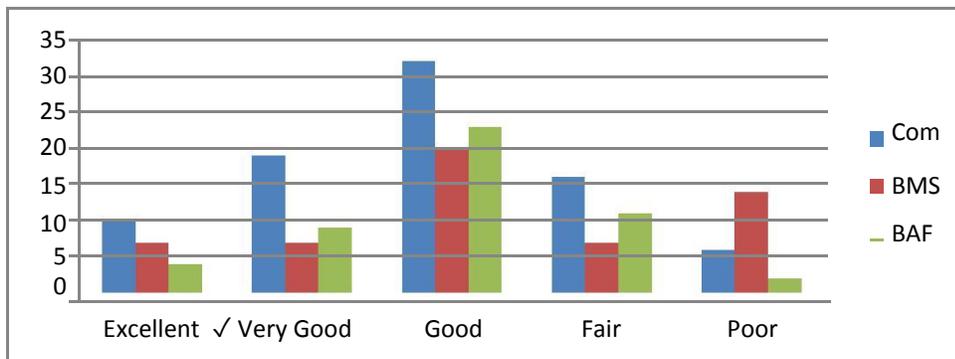
### 3) Library facilities (96 responses)



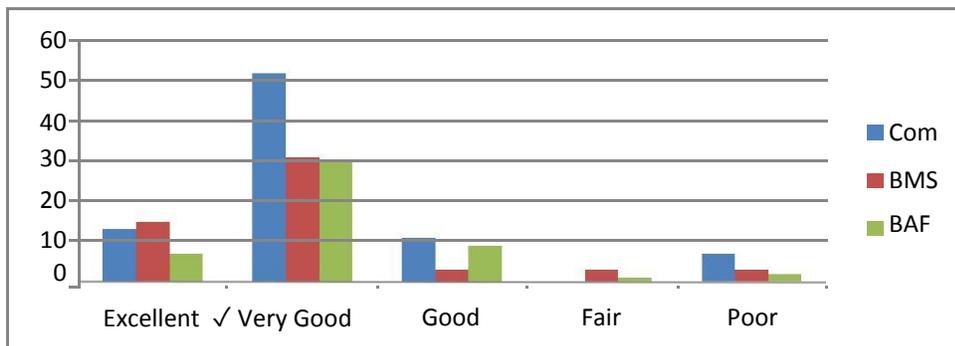
**4) Extra-curricular activities**



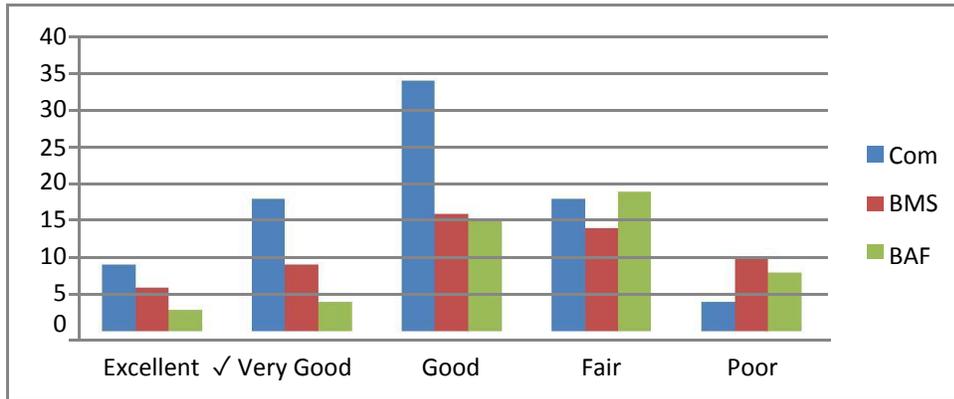
**5) Sports facilities**



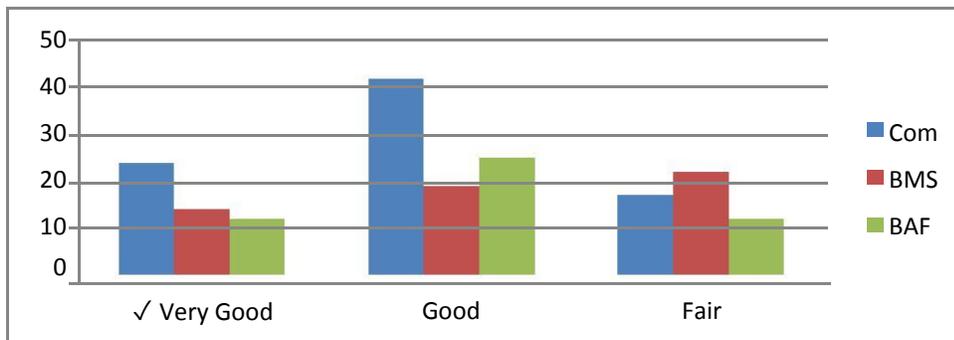
**6) Add on courses conducted by the department**



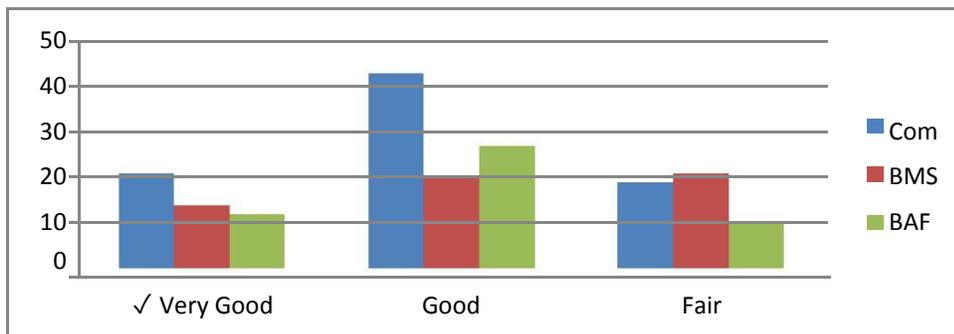
**7) Placement cell**



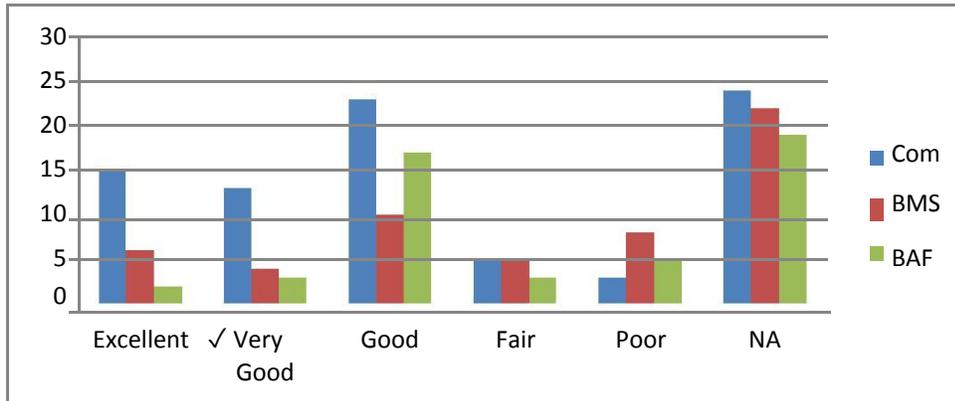
**8) Working & behaviour of Office staff**



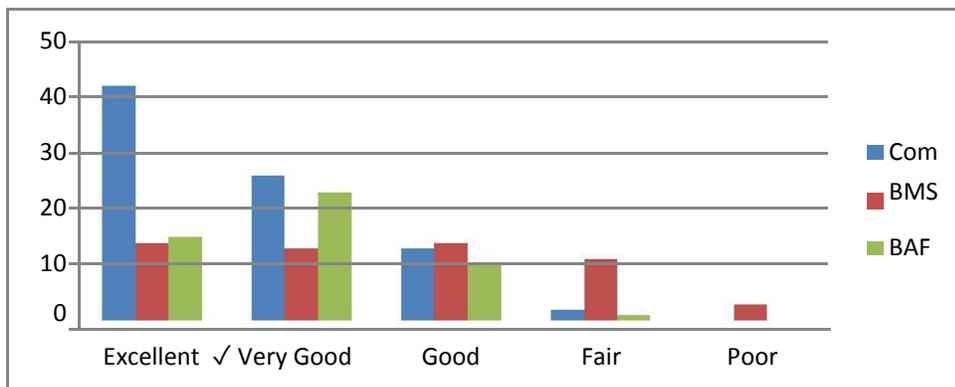
**9) Working and behaviour of Library staff**



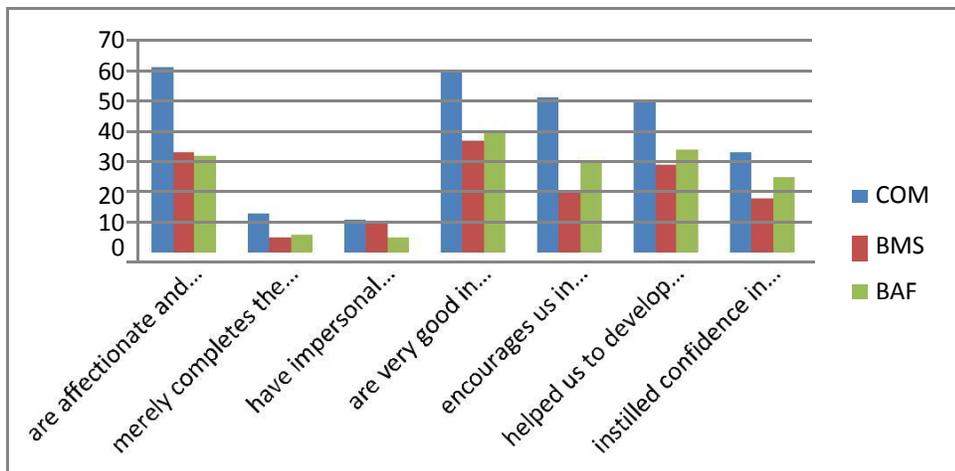
**10) Working and behavior of Lab Attendants & peons**



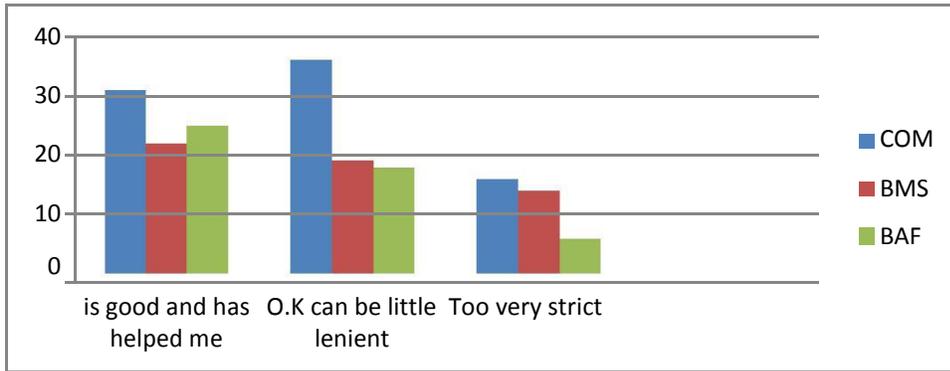
**11) General cleanliness of the college**



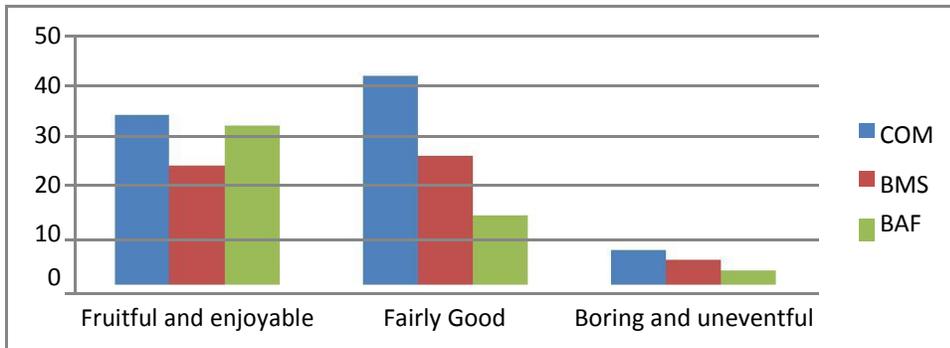
**12). The Teachers (More than one option can be ticked) 55 responses**



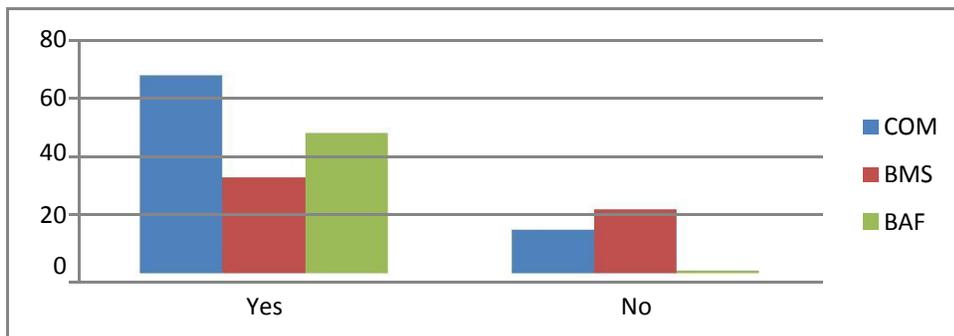
**13). The strict discipline of the college**



**14). College life**

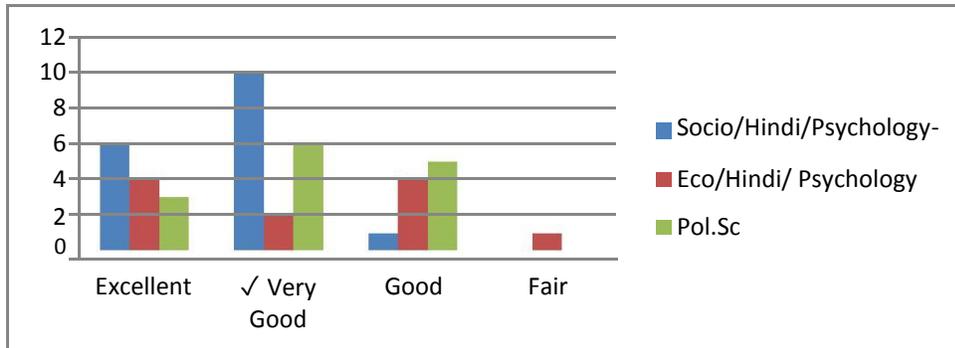


**15 Recommendation to friends or siblings to join our college**

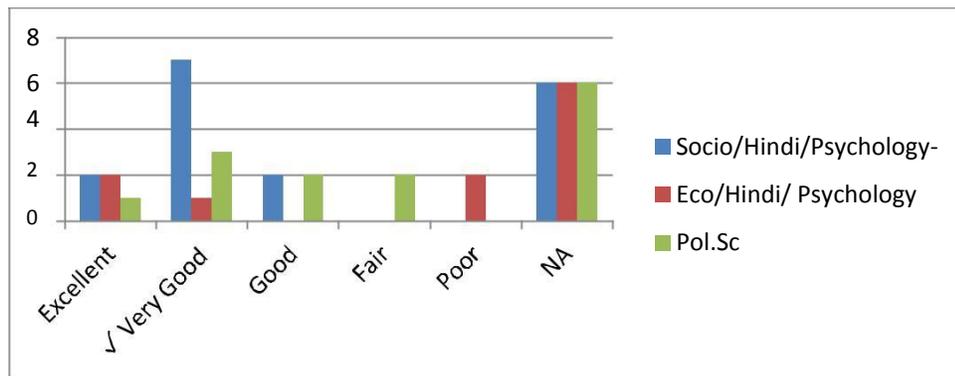


## Arts

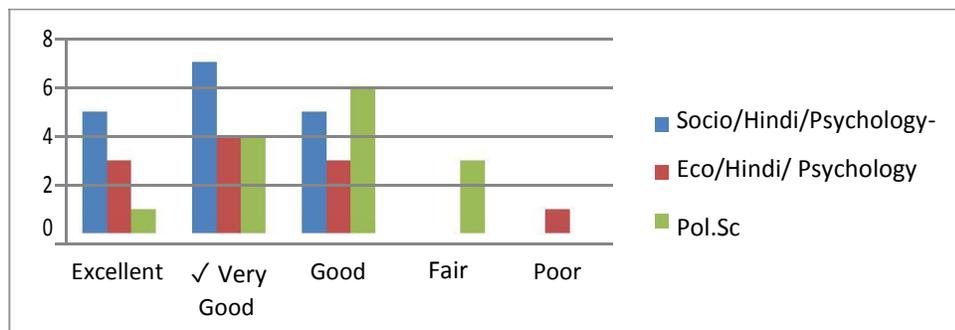
### 1) Teaching learning process



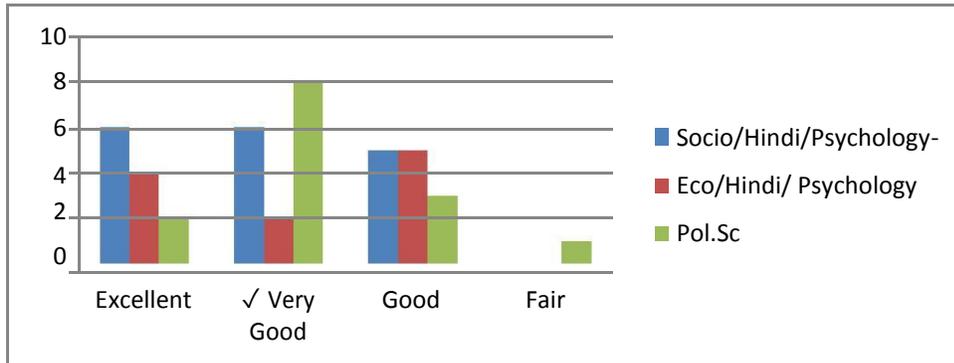
### 2) Laboratory facilities



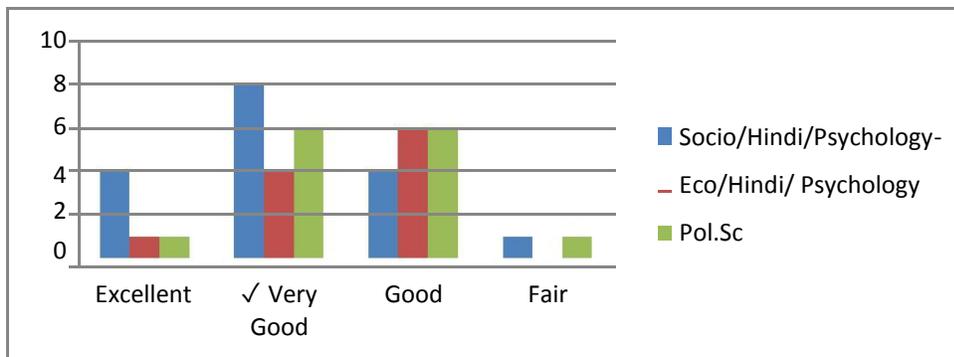
### 3) Library facilities (96 responses)



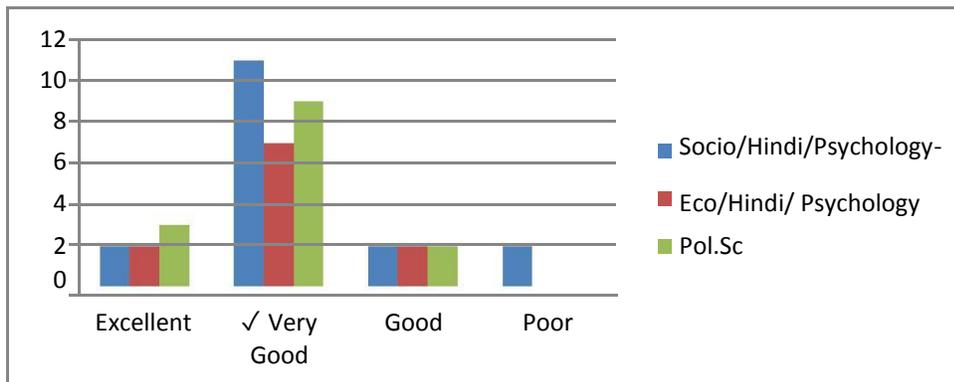
**4) Extra-curricular activities in the college**



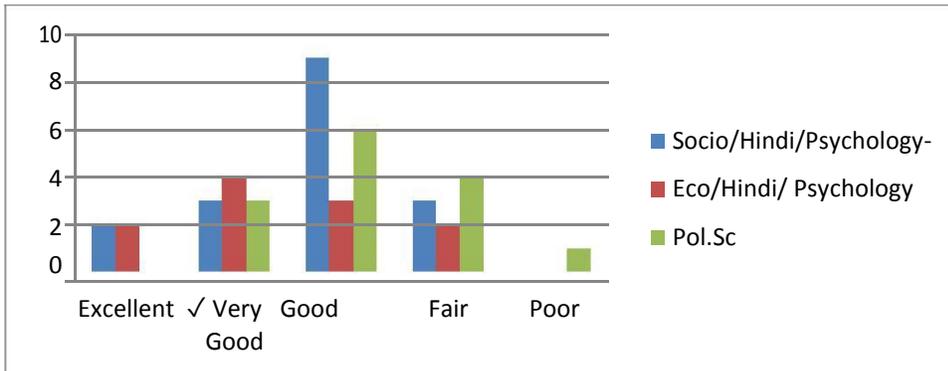
**5) Sports facilities**



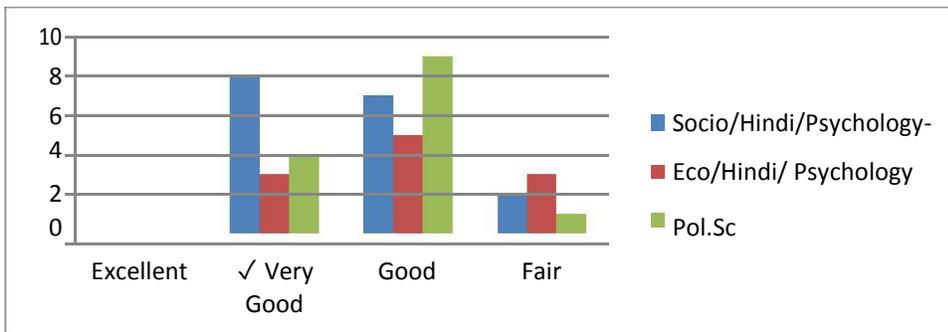
**6) Add on courses conducted by the department**



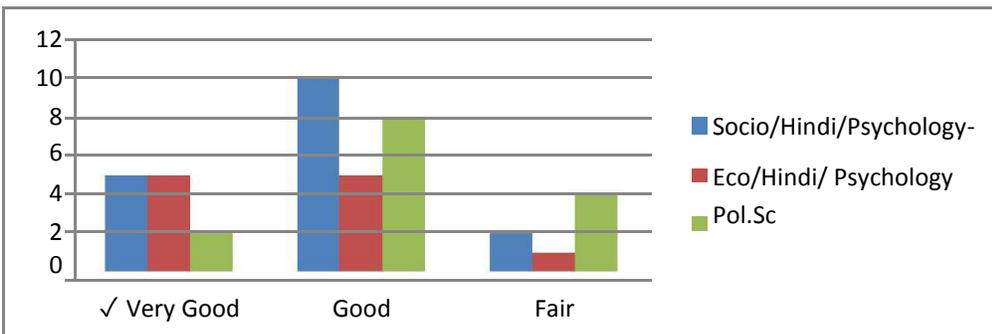
7) Placement cell



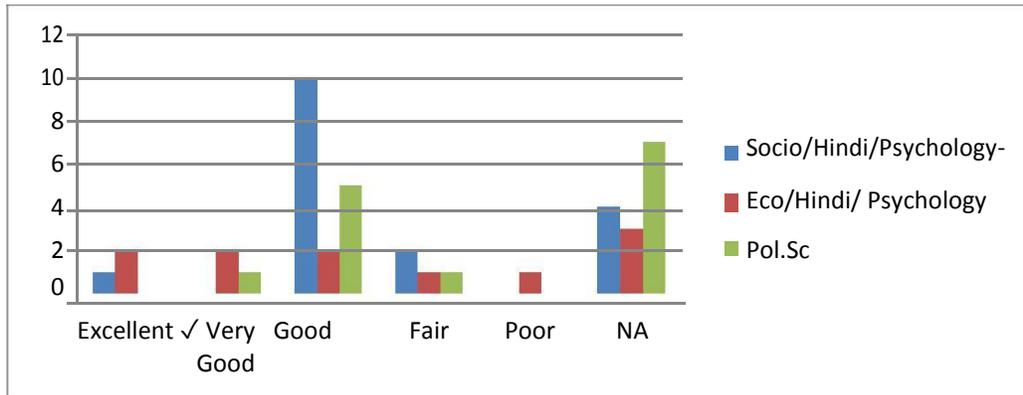
8) Working & behaviour of Office staff



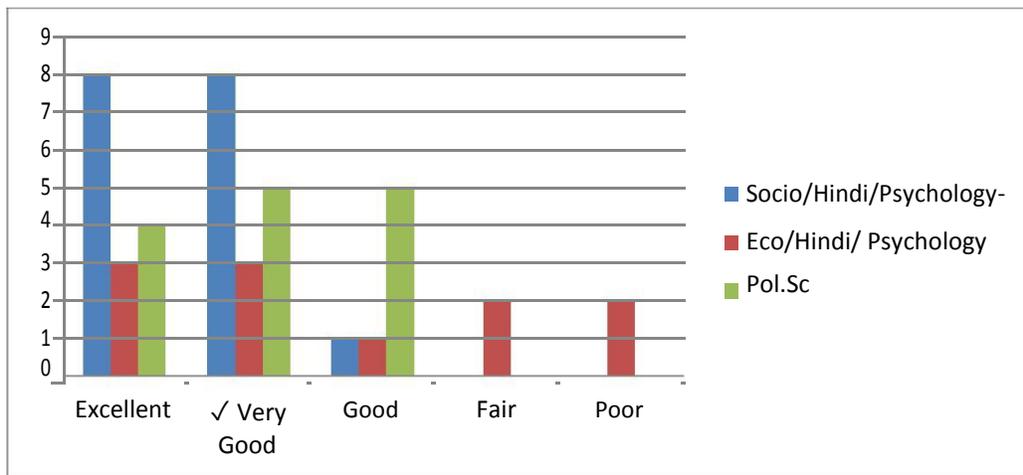
9) Working and behaviour of Library staff



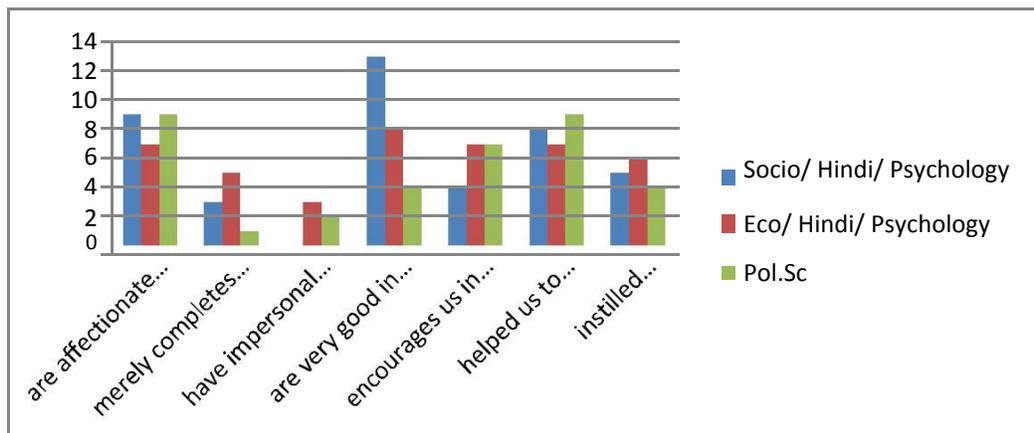
10) Working and behaviour of Lab Attendants & peons



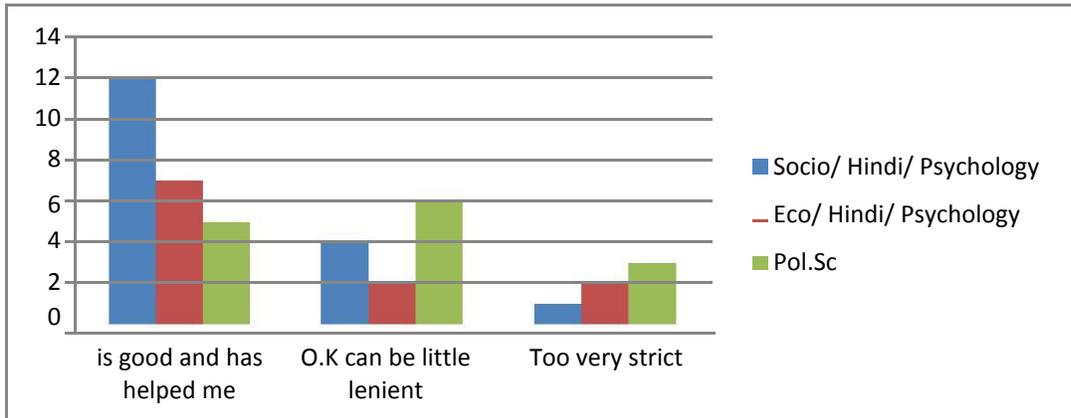
11) General cleanliness of the college



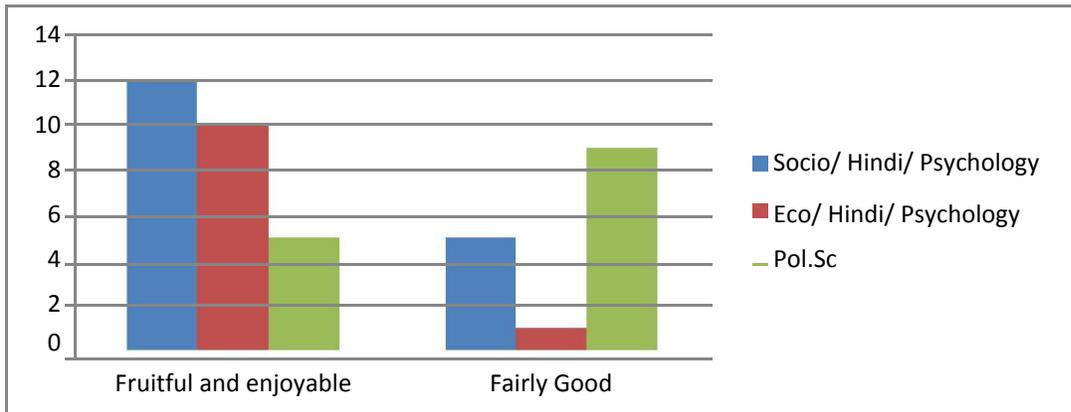
12). The Teachers (More than one option can be ticked) 55 responses



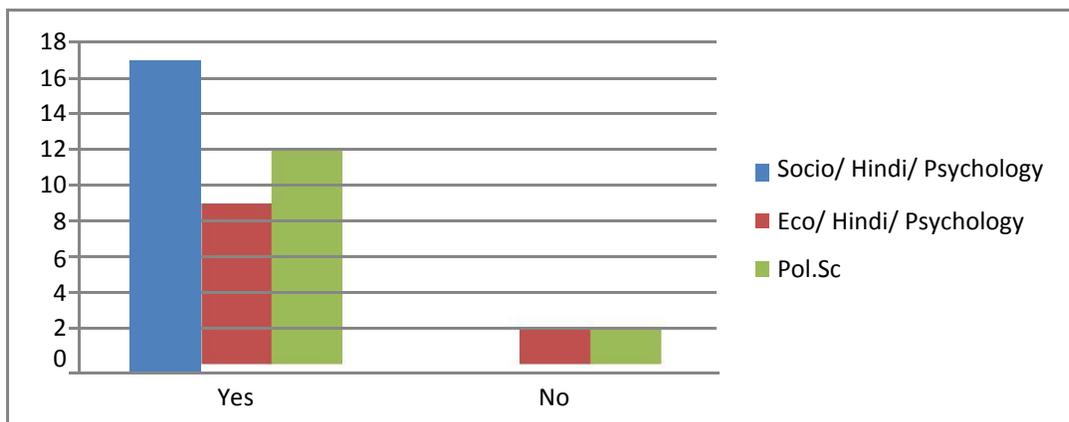
13). The strict discipline of the college:



14). College life

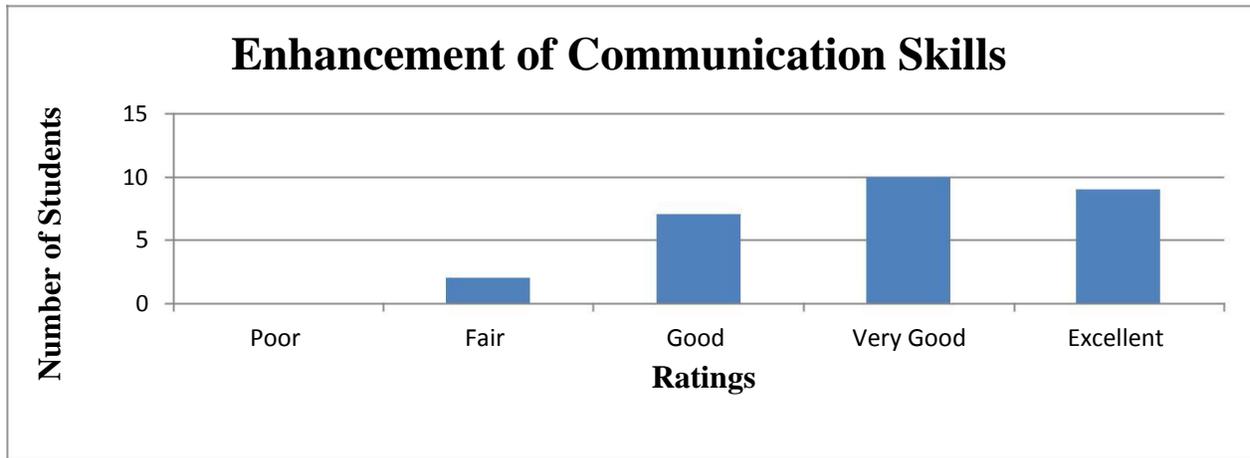
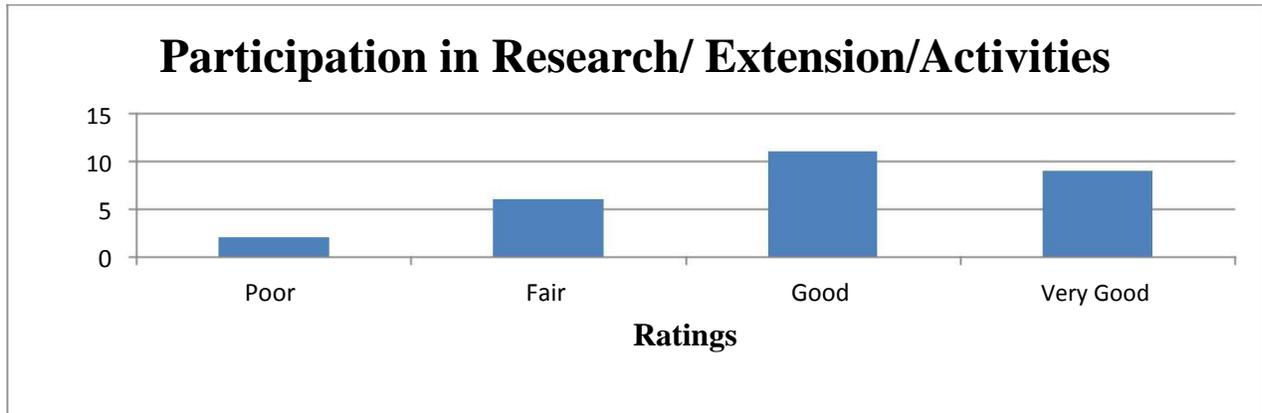
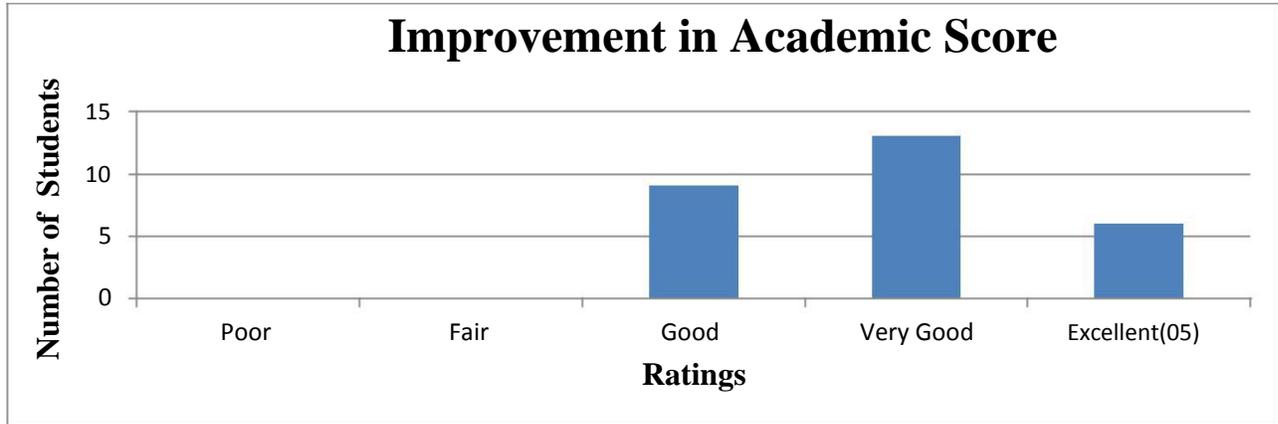


15). Recommendation to friends or siblings to join our college



*Annexure IIIb: Students' Satisfaction Index*

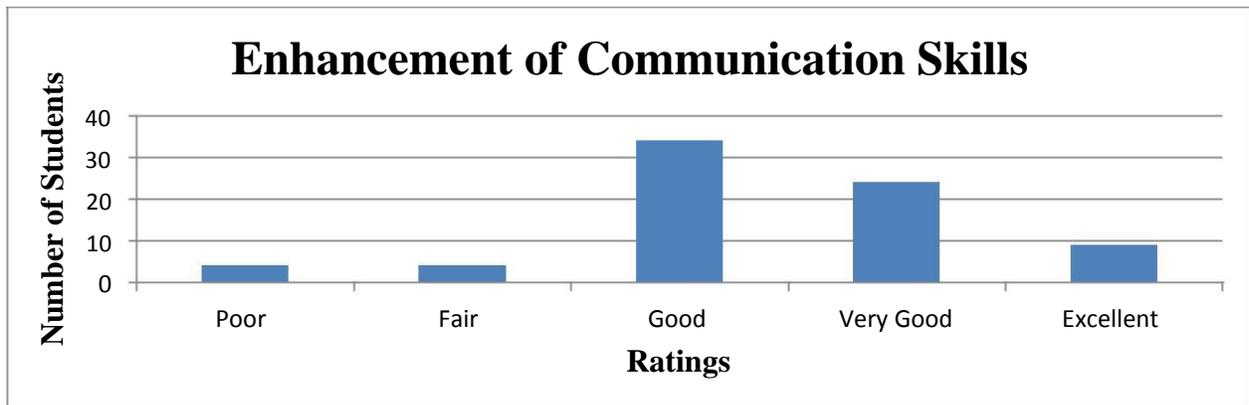
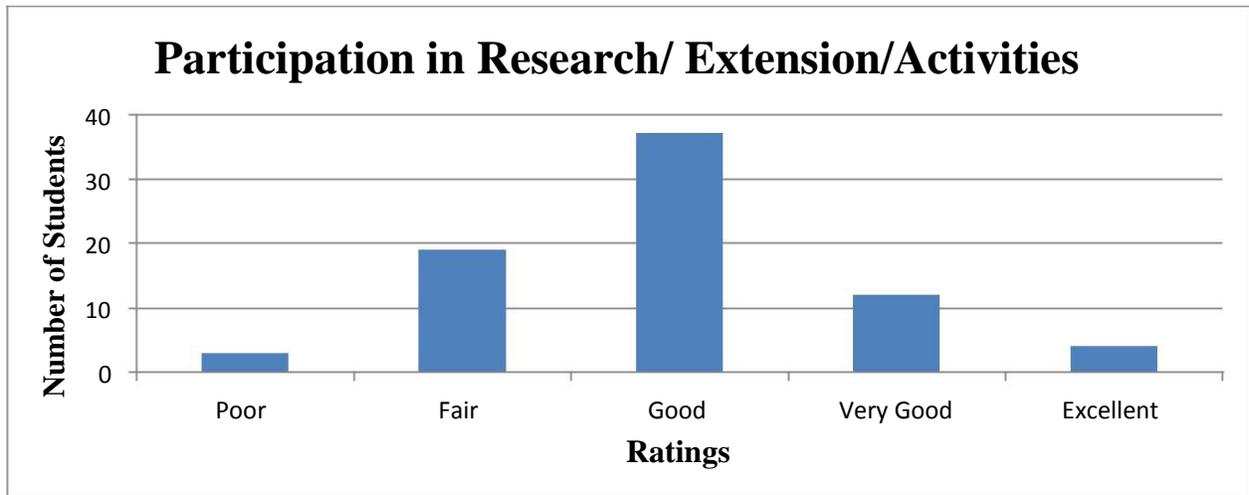
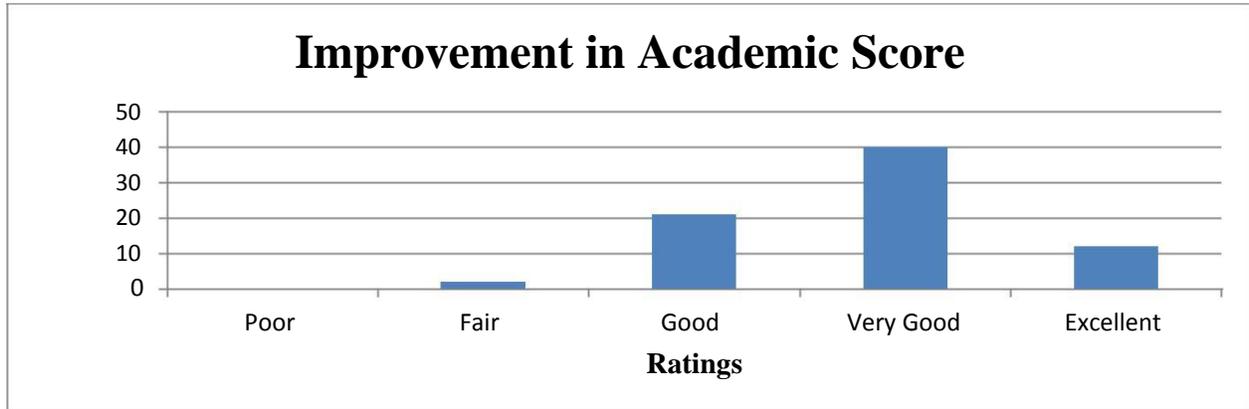
**TYBAF SSI ANALYSIS 2017-2018**



**Total Number of Students – 36**

**Average SSI – 54.63%**

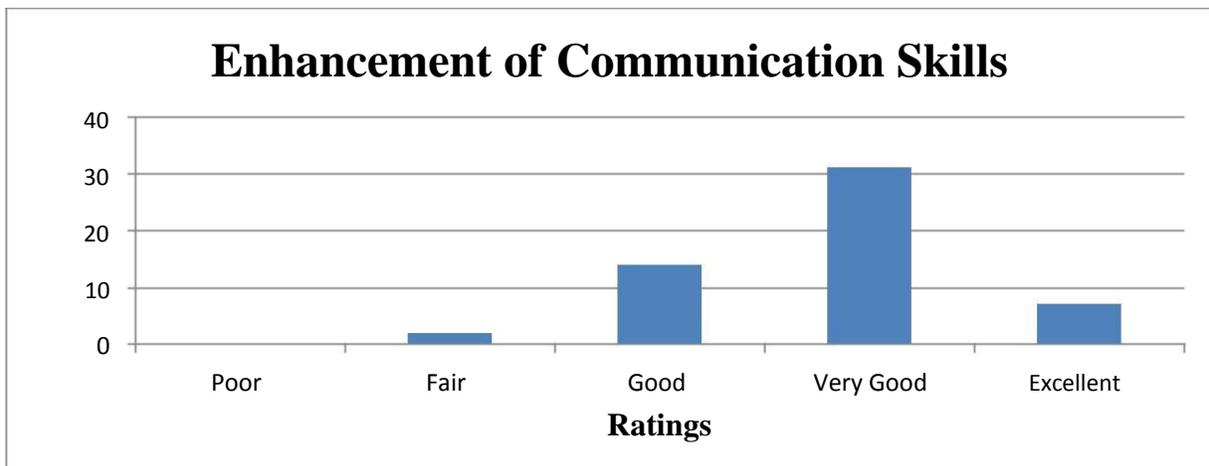
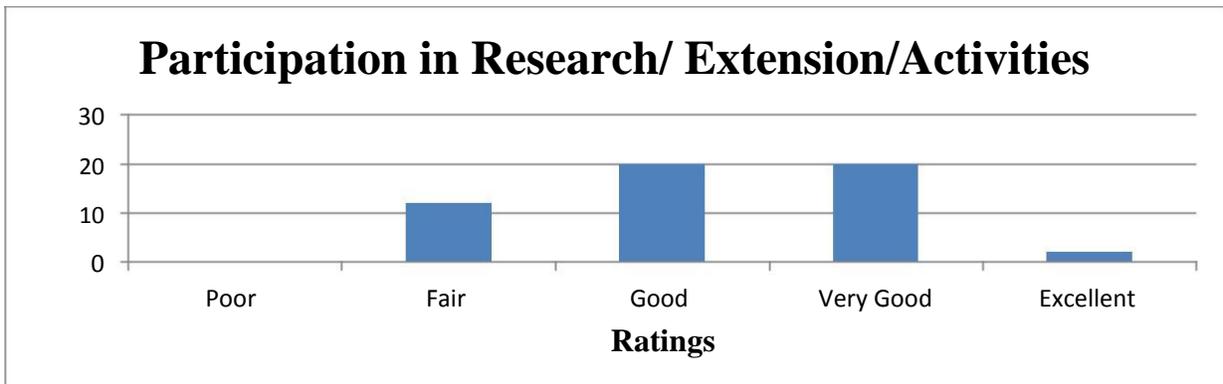
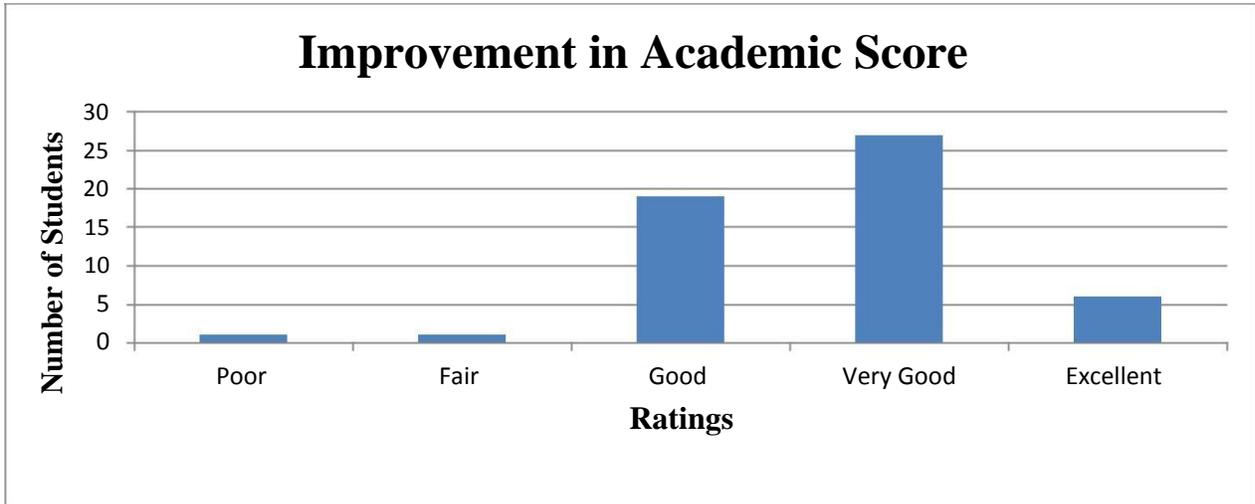
**TYBCOM SSI ANALYSIS 2017-2018**



**Total Number of Students – 75**

**Average SSI – 45.20 %**

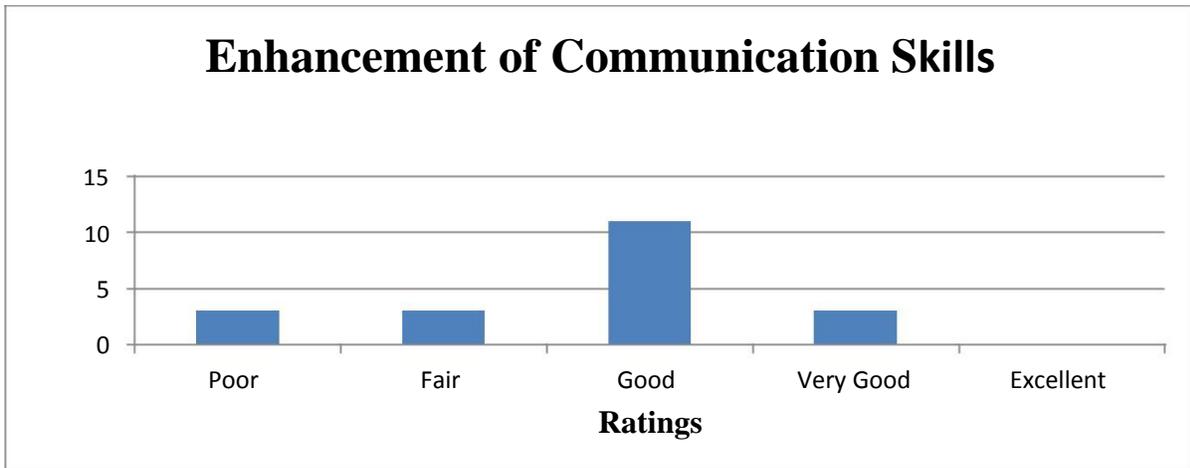
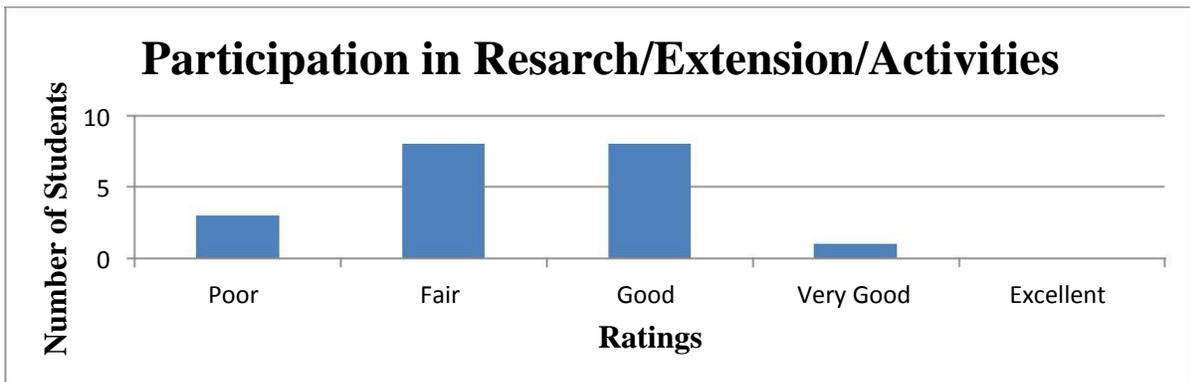
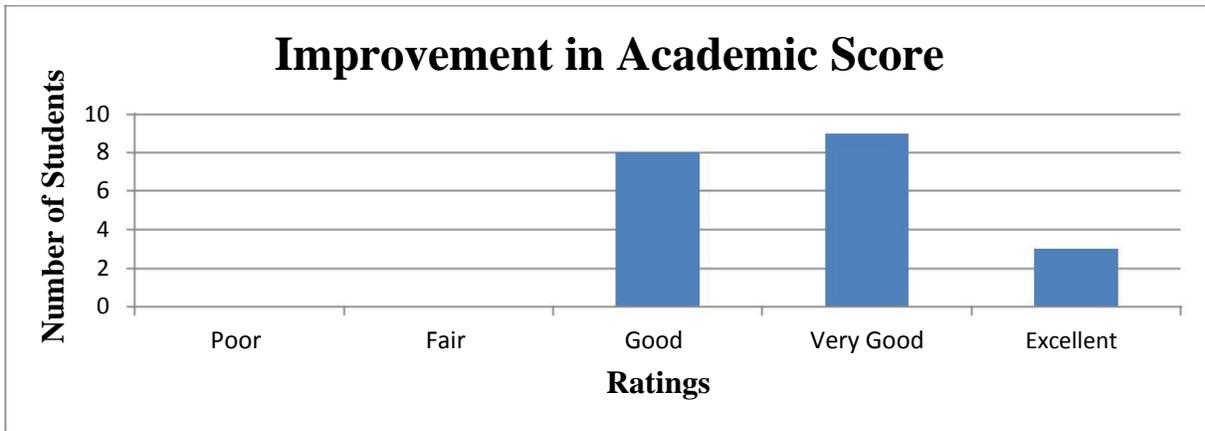
**TYBMS SSI ANALYSIS 2017-2018**



**Total Number of Students – 54**

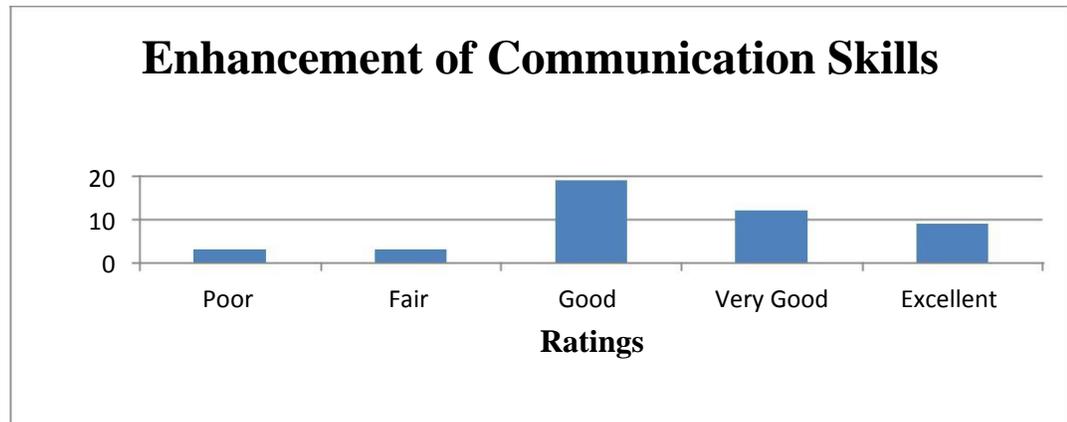
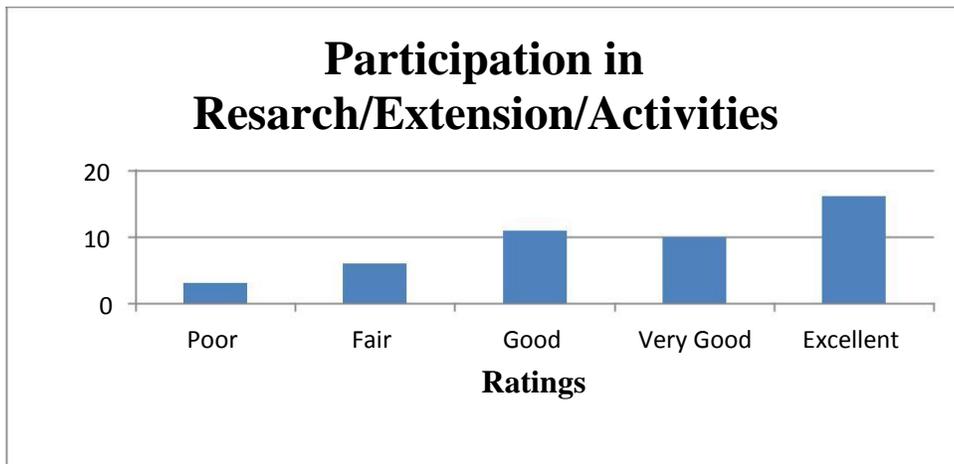
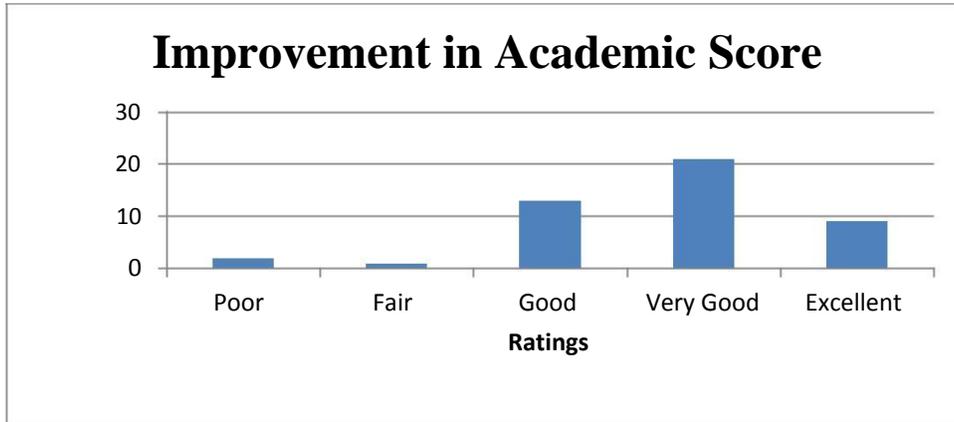
**Average SSI – 59.21%**

**TYBA SSI ANALYSIS 2017-2018**



**Total Number of Students – 20**

**TYBSC SSI ANALYSIS 2017-2018**



**Total Number of Students – 46**

**Average SSI – 62.4%**

### *Annexure IV: Initiatives by IQAC for Research*

**Research enhancement activities of the Committee set up on the recommendations of the IQAC are as follows:**

1. Five faculty members have completed research projects funded by the University of Mumbai.
2. 6 faculty members are pursuing their PhD
3. An annual research presentation programme was held for the students.
4. Second issue of in house research publication Sanshodhana was published in this academic year.

**Annexure V: Ongoing Projects**

Name	Agency	Topic	Amount	Remarks
Prof. Farhaan Makba	UGC (Minor Research)	Study of Diversity of Bacteria in Marshes of Mira-Bhayander area with Special reference to Production of Lipase.	` 2,60,000/-	Funds awaited inspite of follow up
Dr. Vinod Panchal	UGC (Minor Reseach)	Pressure induced band gap modifications and structural phase transition of ABO <sub>4</sub> type componds	` 2,45,000/-	Project rejected due to delayed funding

**COMPLETED PROJECTS**

Name	Agency	Topic	Amount
Prof. Zamanat Syed	UGC (Minor Research)	Isolation of Xylanolytic microorganisms from marine environment and optimization of xylanase production	` 3,55,000/- (Amount received- ` 2,35,000/-)
Delphine Pereira	University of Mumbai	Biodiversity of Mangrove associated Macrobenthos of Kandarpada- Dahisar mangrove park	` 25000/-
Dr. Juliet Miranda Dr. Mustaqueem Mohammed	University of Mumbai	Synthesis of Heterocycles using Novel Green Catalysts".	` 30000/-
Dr. Vibha Bhagat	University of Mumbai	To evaluate presence of lysine and adipic acid from hydrolysis and degradation products of waste paper by soil micro flora as renewable green source of commodity chemicals	` 30000/-
Prof. Ritika Lala	University of Mumbai	Generation of Online Quiz and Question Papers using Shuffling Algorithm University of Mumbai	` 35,000/-
Prof. Anushka Padhye	University of Mumbai	Comparative Analysis of various techniques of steganography	` 20,000/-

University of Mumbai

**SANCTIONED PROJECTS**

<b>Faculty</b>	<b>Title of the project</b>	<b>Sponsoring agency</b>	<b>Amount sanctioned</b>	<b>Amount received</b>
Prof Mudassar	Comparative Analysis of Implementing ERP as Small Scale Industry	University of Mumbai	` 30000/-	` 30,000/-

## Annexure VI: Research Publications

### PAPER PUBLICATIONS

Faculty	Title of paper	Journal name with page no and year of publications	IISN/IS BN No	Impact factor
Sanchita Datta:	A teacher today is a lifetime mentor.	AJANTA UGC listed Journal 40776 (In press)	ISSN: 2277-5730	5.2
Sanchita Datta	GST a game changer.	OIIRJ Online International Interdisciplinary Journal. UGC Approved Journal No.46964	ISSN-2249-9598	4.318
Renu. Khandelwal	A success story at the entrepreneurial level too	Scholarly research journal for interdisciplinary studies 424-428	ISSN - 2278-8808	6.177
Renu Khandelwal	A study of the entrepreneurial behavior among youth in India	Unnati -The Business journal 140-146, Vol 5/issue:1/Jan-Jun 2017	ISSN-2319-1740	--
Aqueela Qureshi	Chemical investigation of effluent from chemistry laboratories of Royal Coolege, Mira Road & subsequent studies of remediation techniques	Sanshodhana-2,50-60,2017	ISBN-978-81-929897-1-6	--
Gunwanti Negi	Potentiometric graphite coated electrode based on ditertbutylcyclohexano 18crown6 for detection of strontium (II) ions	Analytical Chemistry Letters 8 (1) 2018 pp 25-34	2229-7928	--
Gunwanti Negi	Rapid determination of barium ions in water using ion selective electrode	Asian Journal of Research in Chemistry, 10(4): July- Aug 2017	0974-4169	--
Zamanat Syed	Direct submission of 16srRNA sequence of <i>Gracilibacillus thailandensis</i> ZSKA 69	Submitted to DDBJ/EMBL/Gen Bank databases	Nucleic acid data base	

Faculty	Title of paper	Journal name with page no and year of publications	IISN/IS BN No	Impact factor
Ravishri Mishra	A study to assess the health and hygiene status and practices of tribal in Dahisar Manor Village, Palghar district,	Chronicles of Humanities and Cultural studies UGC Approved Journal No. 63716	ISSN: 2454-5503	3.012
Vinod Panchal	High pressure behavior of CaMoO <sub>4</sub>	Physical Review Materials 1(4),043605,2017	2475-9953	-
Momina Sirguroh	Changing Lifestyle of Tribals of Mira-Bhayander City	Chronicles of Humanities and Cultural studies UGC Approved Journal No. 63716	ISSN: 2454-5503	3.012
Vikas. V Vaidya	High performance liquid chromatography method for simultaneous quantification of Oleanolic acid, Lupeol and $\beta$ - sitosterol from Nyctanthes arbortristis and its marketed formulation	International Journal of Research in Pharmacy and Chemistry, Vol 7, Issue 4 387-393(UGC list 48705) ISSN 22312781	0.510	
Vikas.V. Vaidya	Gas Chromatography-Mass spectrometry method for separation, identification and quantification of $\beta$ -Sitosterol, Lupeol and Friedelin from Nyctanthes Arbor-Tristis and its marketed formulation	International Journal of Research in Pharmacy and Chemistry, Vol 7, Issue 4, 461-466(UGC list 48705) ISSN 22312781	0.510	
Vikas.V. Vaidya	Separation and quantification of pharmacologically active markers P-Methoxybenzoic acid, 3,4-Dihydroxybenzoic acid and Gallic acid from Capparis Spinosa L. and from marketed formulation	International Journal of Research in Pharmacy and Chemistry, Vol 7, Issue 4, 437-442(UGC list 48705) ISSN 22312781	0.510	

Faculty	Title of paper	Journal name with page no and year of publications	IISN/IS BN No	Impact factor
Vikas V.Vaidya	Proximate Analysis and Heavy metal determination of leaf of Capparis Spinosa L.	International Journal of Research in Pharmacy and Chemistry, Vol 7, Issue 4, 382-386(UGC list 48705) ISSN 22312781	0.521	
Vikas. V.Vaidya	Isolation and Characterisation of phytoconstituents from plant Merremia Emarginata (Burm. F) Hallier F.	Indo American Journal of Pharmaceutical Research, Vol 7, Issue 10, 467-477, (UGC list 38) ISSN 2231-6876	5.09	
Vikas V.Vaidya	Simultaneous Quantification of Harmine, Kaempferol, Oleic acid and Diosgenin by LCMS/MS in the fruit extract of Tribulus Terrestris L. and its formulation	International Journal of recent scientific research, Vol 9. Issue 4 ISSN:0976-3031	7.383	
Vikas V.Vaidya	Simultaneous determination of Diosgenin, Oleic Acid, Harmine and Kaempferol by Rp-HPLC in the fruit extract of Tribulus Terrestris L. and its formulation	Indo American Journal of Pharmaceutical Sciences, Vol 5, Issue 3, 467-477, ISSN 2349-7750	0.437	

## Paper Presentations

Faculty	Title of Presentation	Theme of Conference	National/International/State	Date	Venue
Seema Narkhede	Pharmacognostical Evaluation of <i>Ficusretusa</i> Stem	Proceeding of “Multidisciplinary International Conference on Green Earth: A panoramic View	International	12 <sup>th</sup> & 13 <sup>th</sup> Jan 2018	B N Bhandodkar College of Science, Thane
Gunwanti Negi	Application of ion selective electrode to the determination of barium in clinical samples	Multidisciplinary International Conference on Green Earth: A panoramic view	International	12 <sup>th</sup> & 13 <sup>th</sup> Jan 2018	B N Bhandodkar College of Science, Thane
Chitrallekha Amin	Heavy metal content in tea bags and tea leaves consumed in Mumbai region	Global Trends in Pure and Applied Chemical Sciences	International	8 <sup>th</sup> & 9 <sup>th</sup> December 2017	SRM University, New Delhi
Aqeela A. S. Qureshi	Comparative study of <i>Nigella sativa</i> seeds & its Powder for Antioxidant and Antimicrobial Activity	UNANI MEDICINE “Integration of Unani Medicine in Mainstream Healthcare”	International	10 <sup>th</sup> -11 <sup>th</sup> Feb 2018	Central Council for Research in Unani Medicine Ministry of AYUSH A.P. Shinde Symposium Hall, New Delhi
Mustaqeem Mohammed	Synthesis and Characterisation of Heterocyclic azodyes derived from Meldrum’s Acid	Global Research: Reform, Perform and Transform	International	05 -10 <sup>th</sup> Aug 2017	3 <sup>rd</sup> International Virtual Conference

Faculty	Title of Presentation	Theme of Conference	National/ International /State	Date	Venue
Mustaqeem Mohammed	Synthesis of some Novel chiral azo dyes by coupling with benzoyl acetone and treatment of its effluents	Integrating traditional Knowledge and advance research for sustainable future	International	08 - 09 <sup>th</sup> May 2018	4 <sup>th</sup> International Science Community Association, Rashtriya Sanskrit Vidyapeetha, Tirupati, Andhra Pradesh
Delphine Pereira	Avifaunal diversity and ecological issues of Dahisar mangrove park (Kandarpada), Mumbai, India- a natural urban habitat”	International Conference Development of Nations: An interplay of Economics, Politics and Society.	International	. 01/07/17 and 02/07/17	Royal Thimphu college, Royal University of Bhutan Thimphu
Momina Sirguroh	Emerging Trends in Education	Savitribhai Phule Mother of Women education	National	7/2/2018	K.J. Somaiya College of Arts, Commerce, Vidyavihar
Ravishri Mishra	Emerging Trends in Education	Raja Ram Mohan Roy: An Educationist	National	7/2/2018	K.J. Somaiya College of Arts, Commerce, Vidyavihar
Makba Farhan	Effect of Green Tea on Pathogens	Virtual ( E poster Presentation)	National	24/2/2018 - 25/2/2018	VIT Chennai

**Annexure VII: Books Published**

<b>Author</b>	<b>Book/Chapter</b>
Jyotsna Haran	Books: Regional Planning and economic Development, 1987, EssEss publication, New Delhi, ISBN 978-81-920276-9-2
	Books: Managerial Economics, 2012, Garima Publications, ISBN 978-81-920276-9-2
Ravishri Mishra & Momina Sirguroh	Chapter on Main Currents of Feminist thought ( NOTES), M.A( Sem 4) SNDT UNIVERSITY.
Ravishri Mishra	A Chapter published in the book “Swami Vivekananda: The Man and his message, ISBN 978-93-82835-19-6, Axis books Pvt Ltd.
Kamal Rohra	Direct Tax(Sem IV) Text book for S.Y.B.A.F, Techmax Publications, Pune ISBN: 978-93-5077-071-9
Kamal Rohra	Auditing (Sem II) Text book for F.Y.B.A.F, Techmax Publications, Pune ISBN: 978-93-86742-91-9
Kamal Rohra	Auditing (Sem IV) Text book for S.Y.B.M.S, Techmax Publications, Pune ISBN:978-93-87235-00-7
Kamal Rohra	Direct Taxes Text book for SYBBI , Techmax Publications, Piune, ISBN:978-93-5077-060-3
Kamal Rohra	Auditing (Technques of auditing and audit procedures) Textbook for S.Y.B.A.F Sem III, Techmax Publications, Pune, ISBN: 978-93-5077-070-2

## *Annexure VIII : State Level Workshop – “NAAC- Revised Assessment and Accreditation Framework”*

A one-day State Level Workshop on “NAAC - Revised Assessment and Accreditation Framework” was organized by the Internal Quality Assessment Cell [IQAC], Royal College of Arts, Science and Commerce, Mira Road, Thane, Maharashtra, on 11<sup>th</sup> April, 2018. The basic objective of this workshop was to familiarize with new assessment guidelines given by the NAAC for the benefit of all those colleges which are likely to go for accreditation process in near future. The workshop envisaged to emphasize and elaborate on the role of all the stakeholders in implementation and management of quality systems and to focus mainly on criteria II, III, V, VI and VII which account for 800/1000 key indicator points.

The welcome speech was delivered by the Convener of the workshop Prof. Maleka Bootwala. The resource persons Dr. Shirish Chindhade and Dr. Anjali Patwardhan Kulkarni, the Founder of Royal College, Prof. A. E. Lakhdawala, Principal Dr. Vikas Vaidya, Vice Principal Prof. Maleka Bootwala, Dean of the college, Prof. Kamala Arunachalam. and Trustee Zainab madam inaugurated the session by lighting the lamp.

Dr Sanchita Dutta, Head of the department of Commerce, shared the vision and mission statements of the college and presented the objectives of the workshop to the delegates. The principal of Royal College, Dr. Vikas Vaidya introduced the Guest speakers. Dr. Anjali Patwardhan Kulkarni, Principal of N.B. Mehta (Valwada) Science College, Bordi, Palghar. She specializes in English, American & Commonwealth Literature, Literary Criticism and Translation. She received the Best Translation Award in the year 2016. She was invited as the chairperson at British Association for American Studies Conference in the year 2010 and was awarded as the Best Teacher by Gokhale Education Society, 2009. She has a repertoire of publications to her credit. Dr. Shirish V. Chindhade a retired Principal of MU College, Pimpri-Pune, has assessed several colleges as a member and coordinator of NAAC Peer Teams. He has 12 books and about 200 articles published to his credit.

**Dr. Shirish Chindhade** chaired the **plenary session** on the modus operandi for the revised NAAC. He stated that the revised version of NAAC aims at enhancing the redeeming features of the accreditation process and making it more robust, transparent, scalable and Information and Communication Technology [ICT] enabled. It also aspires to shorten the duration of the entire accreditation process.

He affirmed that NAAC is attempting to modify the whole set up of Higher Education in India. Certain salient features of the new NAAC approach spelt out in the manual that were highlighted by him include – 70% online evaluation and 30% on-site visit evaluation; increased emphasis on inculcation of values and tangible outcomes of response to social responsibility; greater importance to student/alumni participation and perception to indicate levels of satisfaction; maximum objectification of the entire process to ensure impersonal, fair and correct assessment and accreditation and internal reallocation of marks.

He believed that institutions need to internalize certain specific methodologies and processes in the wake of changing trends in education and revision of NAAC.

He emphasized that the revised NAAC is interested in the Standard Operation Procedures [SOPs], Student Satisfaction Survey [S3] and Institutional Social responsibility [ISR] of the institution. He further stated that SOPs need to be spelled out for every activity to obtain outcomes in measurable manner. NAAC expects perspective planning from institutions to derive tangible outcomes and graduate attributes. He emphasized that representations from the management and corporate world would aid in effective functioning of IQAC. He also stressed on the need for all documentations to be mindful and careful.

NAAC has developed punitive powers, the onus is on the institutions. He was of the view that learning, unlearning and relearning are the prerequisite for all stakeholders in academia today.

He concluded that the revised NAAC has become tedious and challenging, consequently preparation for NAAC is essentially a team effort.

In the light of the revised NAAC methodology, **Dr. Anjali Patwardhan Kulkarni** in her **first interactive session**, shared the levels of accreditation process and accentuated the caution and precautions to be observed by the institutions which are likely submit their applications for accreditation.

NAAC provides two windows [June-July-August and Nov-Dec-Jan] to apply for accreditation, an institution ought to choose a suitable window. At the first level, an institution need to submit the Institutional Information for Quality Assessment [IIQA]. The AISHE reference code is mandatory at the application stage. On acceptance of the IIQA, institutions can submit their data as Self-Study Report [SSR]. At the second level, information submitted in the SSR will be subjected to an online assessment mechanism with Data Validation and Verification [DVV] process after an online evaluation generating a pre-qualifier score. Institutions securing 30% on the quantitative metrics will qualify for onsite peer review. The pre-qualifier scores are exclusive of the S3. The final level would be assessment, evaluation and certification.

She posited that NAAC is about the goals, philosophy, skills and leadership of an institution. She advocated that NAAC assessment and accreditation is about the preparedness and presentation of an institution. She encouraged institutions to plan, assess, analyse and improvise at various stages of NAAC process and also specified that an institution can shoot queries [Tickets] to the NAAC.

She reiterated that an institution applying for accreditation ought to have a functional website, an IT expert, functional AISHE code and most essentially team effort.

The **second interactive session** on **Criteria II, III and VII** was presided by **Dr. Shirish Chindhade**. He elucidated the qualitative and quantitative matrices of these criteria. He reinforced that social aspect permeates in all the seven criteria.

Focusing on specific key indicators in Criteria II, III and VII; he opined that an institution need to expand its boundaries and incorporate measures that aims at holistic development of the students. He further stated that it is necessary to know the stake-holders and create a sense of responsibility to learn in them. He emphasized the need to develop blended teaching-learning processes that are constructivist in their approach. He urged the delegates to upgrade the quality of the teachers continually. He proposed that the 'Seed Money' could be utilized effectively toward faculty development as incentive for publishing peer rated book. He highlighted the role of feedback to determine the effectiveness of teaching-learning process. He concluded the session by stating that each

criterion is interlinked and interdependent hence coordination among team members is imperative.

**Dr. Anjali Patwardhan Kulkarni** in the **second interactive session** postulated certain guidelines focusing mainly on **criteria V and VI**. An institution should concentrate on identifying and generating 'Institutional Distinctiveness' and need to strengthen their student support and progression. She highlighted the need to have Programme Outcomes [POs], Programme Specific outcomes [PSOs] and Course outcomes [Cos] for all the courses offered an institution. She stressed on decentralization of governance for effective administration and reiterated that the NAAC process mandates dedicated team effort and constant amendments. It is a process toward continual growth and development.

The convener of the workshop, Prof. Maleka Bootwala proposed the vote of thanks. The workshop accomplished this purpose of empowering the stakeholders to identify their role in the implementation and management of quality system.

***Annexure IX: Faculty served as Experts, Chairpersons or Resource Person***

<b>FACULTY</b>	<b>DETAILS</b>	<b>ORGANISER</b>
Tabassum Khan	Resource person for SYBA Syllabus Revision Workshop for Paper III Hindi	National College
Jyotsna Haran	Resource person for talk on Commercial Banking	N.L.Dalmia College
Jyotsna Haran	Resource person for talk on International Economics	Aditya Institute of management studies
Renu Khandelwal	Career counseling	Khandelwal Professional Association Kolkata 16 th Dec.2017
Chitrlekha Amin	Resource person for performance enhancement workshop	Organised by Department of Chemistry, Bhavans College, Andheri

## *Annexure X: Research Collaboration*

Dr. Vinod Dattaram Panchal

a. Broad Research Area

Condensed Matter Physics (High pressure induced structural phase transition)

b. Expertise

1. High pressure physics ( Diamond Anvil Cell)
2. High pressure in-situ X-ray diffraction
3. High pressure in-situ Raman scattering
4. High pressure in-situ FTIR

c. Collaborator

1. Dr. Nandini Errandaonea , University of Valencia (High pressure Raman measurements on Vanadates)
2. Dr. Nandini Garg Scientific officer (G) High Pressure & Synchrotron Radiation Physics Division BARC, Mumbai

### *Annexure XI: Faculty as PhD guide*

Dr. Vikas Vaidya is a recognised PhD guide in the subject of chemistry from University of Mumbai.

- 1) Currently 4 students are pursuing PhD from University of Mumbai
- 2) One student is pursuing MSc(Research) from University of Mumbai
- 3) One student was awarded PhD degree by University of Mumbai

Dr. Jyotsna Haran, Department of Economics is a recognized PhD guide of Jodhpur University and Pacific University Udaipur

03 Students are pursuing PhD under Dr. Jyotsna Haran from Pacific University, Udaipur.

## *Annexure XII: NCC & NSS activities*

### NSS events

#### State level

- AVHAAN –the student participated in ten days Disaster Management programme at Kolhapur.

#### International Level

- Youth Parliament, MIT Pune. Four Students participated in two daysprogrammme

#### University Level

- UTKARSH CAMP- Zonal level, St. Joseph College. No. Of students participated-2.
- NRD/SRD.-Dandekar College, Palghar- No. Of students participated-2.
- Leadership training(one week)-Dandekar College, Palghar. No. Of students participated-2.
- Theme based camp(Two days)- Gokhale Education Society's College, Javhar, No. Of students participated-2.
- Disaster management Workshop(Two days)- Chafekar College, Palghar. No. Of students participated-2.

### NSS Projects:

#### Project 1: Swachha Bharat Abhiyan

- Cleanliness drive – Penkarpada- Adopted area
- Antiplastic drive in collaboration with Bhakti Vedanta hospital

#### Project 2 : Disaster Management

- Ganesh Visarjan Mob Control duty

#### Project 3: Waste Management

- Anti plastic drive
- Green audit
- Left over pages old note books utilised: Note Book  
Making Cloth Bag making with fabric of old cloths.

#### Project 4: Health & Hygiene

- Polio training camp
- Pulse polio vaccination drive
- Awareness about prevention of Dengue, Malaria and Swine Flu in Adopted area.
- Skit performance

- Rally an organ donation and display on poster
- Blood donation camp(72+39 units of blood).

### University Level Project

- Tree plantation drive- 66 trees planted at Adopted Village
- Banyan tree plantation- Planted at NityanandPrabodhini

### PUBLICITY WEEK

- GarbaRaas-Helped in OrganisingGarbaRaas at NiyanandPrabodhini
- Registration of voter Id drive.

### College Level Project

- Raksha Bandhan celebrated with special children at NityanandPrabodhini
- Leadership training by IDF for mentoring Municipality school kids (along with WDC)
- Gyaandaan-adopted Area Municipal School

### Special camp

- Shramdaan - Cleaning Village roads, Digging of eight soak pits, Building of Van-Rai Bandhara at Warai Protected Forest, Cleaning and Weeding of gardens in the school premises, classrooms, toilets and Village areas, Cleaning of forest areas of Plastic garbage, Clearing the school grounds by lifting heaps of stones and pebbles and leveling the ground.
- Skit on Anti Plastic, Alcoholism, Anti Tobacco, Domestic Violence, Cleanliness and Hygiene.
- Teaching Origami, Maths and English(GYANDAAN) to the ZillaParishad school students
- Organised Drawing Competition for Zillaparishad school students

### NCC events

- One NCC cadet attended national level camp held at Delhi
- Cadets assisted the Kashmirira police in crowd and traffic control during Ganesh Visarjan
- The Cadets participated in Swach Bharat Abhiyan.
- The Cadets carried out tree plantation drive at Ismail Yusuf College
- Participated in Blood Donation camp.
- Participated “International day of Yoga” in college premises on 2<sup>1st</sup> June,2018.
- Activities during Republic day celebration:
  - ✓ Drill
  - ✓ Human formations
  - ✓ Rifle Drill
  - ✓ Car and motorcycle stunts.

- The Girls NCC cadet participated in the following events conducted by Ismail Yusuf College:
  - ✓ NCC Day Celebration
  - ✓ Tree Plantation drive
  - ✓ Independence day
  - ✓ Republic day
  - ✓ Swachh Bharat Abhiyan
  - ✓ Blood Donation drive
  
- The NCC Cadets of the college attended following camps during the academic year 2017-18, Where they were trained to use weapons and attended lectures based on 'B' & 'C' certificate exams.
  - CATC camp at Ghatkopar.
  - CATC camp at Virar.
  - CATC camp at Santacruz.
  - NIC camp at Colaba.
  - CATC camp at Colaba.
  - CATC camp at Churchgate.

*Annexure XIII: Extension activities of Departments*

Sr.no	Activity	Department	Details
1	Environment awareness	Zoology  Nisarg Economics  BMS  Botany	<ul style="list-style-type: none"> <li>• E-Waste collection drive with Eco Reco Total collection 227.9 Kg</li> <li>• Students volunteered for Sanctuary Asia Wild Life Award ceremony</li> <li>• Counter by Rally for Rivers (a NGO)</li> <li>• Tree plantation across</li> <li>• Anti-plastic drive in collaboration with Bhakti Vedanta Hospital</li> <li>• Assistance to farmers in sale of <b><u>Organic vegetables</u></b> outside the hospital premises</li> <li>• Calculation of CO<sub>2</sub> sequestered on college campus for Green Audit</li> </ul>
2.	Health Awareness	Zoology	Blood group testing for Municipal School students of Class VII and VIII
3.	Education	Mathematics, Economics and Chemistry	Project GyaanDaan at  1. adopted areas of Munshi compound and Penkarpada and 2. Anjuman-e- MufidulYatamaurdu School



## *Annexure XIV: - Other Extension activities*

### **1. Senior Citizen Association**

- Elders Day commemoration
- Workshop on 'Emergency Steps in Elderly Care'
- Student volunteer demonstrated use of smart phone Apps.
- Independence Day and Republic Day celebration
- Bus facility for picnic

### **2. Yoga for neighbourhood:**

- 7 batches of neighbourhood availed the facility
- Facility extended to senior citizens free of cost

*Annexure XV: MoU*

1. Department of Commerce has a MoU with Child help foundation. Students and faculty volunteers have supported their programmes aimed at positive social change.
2. BMS Department coordinated in work of implementing MoU with Bhaktivedanta Hospital, motivating students for various awareness and social activities in Wada village .

***Annexure XVI: Motivational Talks on Leadership Qualities***

<b>Name of the Speaker</b>	<b>Date</b>	<b>Class</b>	<b>Topic</b>	<b>Duration</b>	<b>Total no. of Students</b>
Mr. Sudesh Kalia	03.10.2017	FYBSc & Comp.Sc	Design Your Lifestyle	2 hour	119
Mr. Sudesh Kalia	04.10.2017	FYBMS & FYBAF	Design Your Lifestyle	2 hour	77
Mr. Sudesh Kalia	06.10.2017	FYBCom	Design Your Lifestyle	2 hour	91
Mr. Sudesh Kalia	07.10.2017	FYBA	Design Your Lifestyle	2 hour	73
Ms. Rimpa Sarkar	17.02.18	SYBA	Suicide Prevention Awareness Programme	1 ½ hour	80

**Annexure XVII: Career Guidance Talks**

<b>Subject</b>	<b>Name of Facilitator</b>	<b>Beneficiaries - students</b>
Internship Prospects	Mr Amit Chabria & Mr Mustan Jawadwala 'Recro Souls'; 'Pieknnot'; 'Bargain & Buy'	SYBMS (65)
Customer Relationship Management	Dr Preeti Saxena, Indian Business School	TYBMS (Marketing) TYBMS (Marketing) (60)
Investments in FM and MF	Prof Dimple Pandey Indian Business School	TYBMS (Finance) SYBMS (Finance) TYBAF (120)
Aptitude Test and Group Discussion	Ms Mayuri and Ms Pooja, Jaro Education	TYBMS & TYBAF (100)
Career Opportunities in media Industry	Mr Mohit Agarwal & Mr Saurabh Deshpande, Devi Prasad Goenka Mgmt College of Media Studies	TYBMS & TYBAF (110)
IPR –Intellectual Patenting Rights	Ms Nidhi Bangera, Government Law College	TYBSc (Micro) (24)
Clinical Research	Dr Nirmala Thakur, CB Patel Research Institute	TYBSc (Micro) TYBSc (Chem) 50
Careers in Psychology	Dr Sangeetha Kamath, Ruia College	BA (Psychology) (50)
Career Planning in Biosciences VIRTUAL Lecture	Dr Prabhuprasad Puducheri, Bengaluru	BSc (Microbiology) (60)
Careers in IT	Ms Mrunal Desai, Seed Infotech	FYBSc (CS) (50)
Interview Techniques	Ms Arpita Seth Seed Infotech	TYBSc(IT) (30)
Career Guidance in Economics	Ms Shraddha Kotak SBI, Hyderabad	Economics (60)

## *Annexure XVIII: Gyan Manthan*

Our annual festival, GyanManthan, was organized on 18<sup>th</sup> and 19<sup>th</sup> of August 2017. This edition of the festival witnessed a good response from participants, both intercollegiate and intracollegiate.

A brief report of all the events is given below.

**Date: 18/08/2017**

- 1. Treasure Hunt** organized by the Chemical Association (Degree) had 11 participating teams.
- 2. Video Matinee** was organized by the Chemical Association. 21 students participated. Participants were shown videos on topics related to chemistry and based on those videos an oral quiz was conducted.
- 3. Debate Competition** was organized by the Hindi Department on the topic, 'Kamkaji Mahila bhi Achchi Ma Sabit ho saktihai'. 16 students participated.
- 4. Carrom Tournament** (Inter-Collegiate ) was organized for teachers. There were 9 participants from 6 colleges.
- 5. Hidden- Explore the Unknown -** organized by the Department of Psychology were a set of Psychological Games based on the principles of cognitive psychology. There were 412 participants.
- 6. Bio Blast** organized by The Biology Department was a quiz competition having 5 five rounds namely - unscramble the crumble, Who am I, Crossword, Spellathon and Visual. There were 30 participants.
- 7. Bidding Wars** organized by the BMS Department was a Bidding Competition for an amusement park. It consisted of 2 rounds – Bidding & Presentation
- 8. Micro Parody** organized by ARaMB had Microbiological concepts set to popular Bollywood tunes
- 9. Micro resume** ( Intercollegiate) organized by ARaMB had participants presenting the resume of a micro-organism using power point presentation in 8 minutes. The event had 7 participants.
- 10. Documentary Making** was organized by NSS. Documentaries were made on various social concerns. 5 teams participated.
- 11. Food Stall** organized by the Students' Council had 14 stalls with more than 50 lip smacking delicacies, prepared and served by students.
- 12. Geometric Design** was organized by the Maths Club. 36 participants presented their art using only geometric figures.
- 13. Maths Housie** organized by the Maths Club had 26 teams, 2 participants per team.

**14. Enigma**, the Coding-Decoding event organized by Maths Club had 15 participants decoding alphanumeric codes.

**15. Pictionary** by Maths Club was a mathematical dumb charades consisting of 2 rounds. 1<sup>st</sup> of 3 objects and 2<sup>nd</sup> of 2 cartoon characters. Total no. of participants was 18.

**16. Eco-Rangoli Competition** was organized by the Bioscience Department on the theme- Biodiversity Care and Conservation. 11 students participated

**17. Slogan Writing Competition** was organized by the Bioscience Department on the theme E-waste. 7 students participated.

**18. Biz-Quiz** (Intercollegiate Event ) was organized by Commerce Association. 19 teams from 7 colleges participated

**19. Desi Dumb Charades** was organized by the Economics Department. 16 students participated.

**20. Fashion - Eye Make Up Competition** was organized by FACC .36 students participated.

**21. Shoe/Umbrella Painting** was organized by FACC. 13 students participated.

**22. Short Film Making** was organized by FACC on the theme - **Expectations v/s Reality**. 4 teams participated.

**25. Fashion Sketching** was organized by FACC on the theme “Bridal dressing”. 46 students participated

**26. Physics Seminar** was organized by Royal Physics Club. The event had 10 participants.

**27. Treasure Hunt** was organized by Royal Physics Club. 29 teams participated.

**28. Singing Competition** was organized by the Literary Association. The theme for the rendition of songs was “Songs based on Festivals”, “त्योहारों पर आधारित गीत”. 13 students participated

**29. Miss Entrepreneur** was organized by WDC. The students had to showcase their talents which they would like to harness

**30. Collage Making** was organized by WDC . Theme : ‘Media and Women’s Exploitation’. The students showed various forms of exploitation of women in media. 5 students participated

**31. Code Challenge** was organized by the Info- T Club. 14 students participated.

**32. Video Matinee Show** was organized by Info- T Club. Observation skills of the students were tested

**33. Skit Competition** on the Theme: ‘Domestic Violence’ was organized by WDC. 2 teams participated,

**34. Quiz Mania** was organized by the Info- T Club. 11 teams participated

- 35. Logo Design** was organized by the INFO-T Club. Participants designed logos for brands related to computer and IT fields. 16 teams participated
- 36. Power Point Presentation** on the theme : Profile of an Author was organized by the Literary Association. The competition was organized with an intention to test the creativity and presentations skill.
- 37. Mono Acting competition** was organized by Literary Association. Ability to switch roles was tested. 4 students participated.
- 38. Extempore Speech** competition was organized by the Literary Association. 12 students participated..
- 39. Physics Mela** was organized by Royal Physics Club. 5 games with physics principles were designed by the students. Other students played these games and tried to understand Physics behind the games.
- 40. Mehek Mehendi Ki** was organized by FACC. 53 students participated.
- 41. Quilling Competition** was organized FACC. 23 students participated.
- 42. Sling bag Making** was organized by FACC. Here, ready and easy to use sling bags were made from waste like used jeans pants, curtains, etc. 6 students participated.
- 43. Dance Competition** was organized by FACC. 19 students participated.
- 44. Tricky Brain Game** was organized by the Economics Department. 6 rounds related to crossword, memory, awareness, 'BhujoToh Jaane' were designed. 18 students participated.
- 45. Elocution Competition** was organized by the Economics Department. Topics: Role of Technology, Importance of Infrastructure, Small is beautiful, The 'Fake News' – its phenomenon and danger. 9 students participated
- 46. Power Point Presentation – Aids to Trade.** The event was organized by Commerce Association. 6 students participated
- 47. Poster Making completion** was organized by the Department of Bioscience. Amazing facts about plants and animals were revealed by the students. 6 students participated
- 48. Bottle and Terrarium Garden competition** was organized by the Department of Biosciences. It was about making a garden in bottle or fish tank (Terrarium). 9 students participated.
- 49. Game Stalls** were set up by Maths Club. The Rubik Cube had 26 participants, Chess was played by 50 students and Snake & Ladder was played by 46 participants.
- 50. Maths Seminar** was organized by Maths Club. The students prepared Power Point Presentations on different ancient Indian Mathematicians and their contribution in the field of Mathematics. 16 students participated
- 51. Sudoku and Mathdoku** was organized by MathsClub . 24 students participated

- 52. Street Play on Social issues** was organized by NSS Unit. 6 teams participated
- 53. Chem Housie** was organized by Chemical Association. Event was based on the properties of elements. 20 students participated.
- 54. Fun Chem** was organized by Chemical Association. Simple and fun oriented questions were asked, related to Chemistry to enhance their interest in Chemistry. 39 students participated.
- 55. Chem Housie** was organized by Chemical Association. 41 students participated
- 56. Mock Stock** was organized by the Department of BMS/BAF. 32 teams from our college participated in elimination round and 12 teams qualified for the final Mock Stock game.
- 57. Painting of Mumbai Birds** was organized by NISARG. 19 students participated
- 58. Elocution competition** based on Gender Inequality, Women in India and Gram Swachta Abhiyan. 5 students participated.
- 59.** ‘Bottle Garden Terrarium’ competition (intercollegiate event), was organized by Biosciences department.
- 60.** Power point presentation competition (intercollegiate event), on “Endangered Plant or Animals” was also organized. 8 teams participated. Chief Guest Dr. Nitin Labhane engaged the students in an interactive talk on “Biodiversity”
- 61.** Cre-Ad-Ivity, (intercollegiate event), was organized by Psychology Department. Theme : ‘Destigmatise Mental Illness’ ‘Break the Silence’ awareness Advertisement Making competition had 5 teams (4 members per team) from 5 colleges in the city. The department also organized Print Ad Making Competition on the given Mental illness. Students were required to develop a message focusing on how to destigmatise the same. 5 teams (2 members per team) participated.

### *Annexure XIX: Best Practice 1 -Nurturing Social Consciousness*

**1. Title of the practice: ‘Nurturing Social Consciousness’**

**2. Goal:**

- To sensitize the students towards the needs of the underprivileged in society thereby aiding them to grow into responsible citizen.

**3. The context:**

- To provide opportunities to all students for the inculcation and development of positive timeless social values, thereby creating individuals with strong value system
- In addition to conventional learning the students are made aware of their social responsibilities thereby making them compassionate individuals.

**4. The Practice:**

**Social outreach programs**, like visits and donations to institutions that cater to the socially distressed are **conducted through the year by all clubs and departments of the college** including the NSS and the NCC units.

*Annexure XII: NCC & NSS activities*

*Annexure XIII: Extension activities of Departments*

*Annexure XIV: - Other Extension activities*

In addition the following activities help to involve all students in our outreach programs:

- Joy of Giving ( Daan Utsav) Week:

The Joy of Giving ( Daan Utsav) Week organised annually was observed from 6<sup>th</sup> October to 14<sup>th</sup> October 2017 this year. Students donated non-perishable items of stationery, bed and bath linen, soaps and detergents. The beneficiaries of these donations were

- ❖ Stationery to NGO- Goonj, Municipal School and Gyan Daan students
- ❖ Soaps and cleaning products to NGO- VISA, working with street children
- ❖ Bed and Bath linen to URJA Trust

The cash amount of ₹37,000 received, has been ear-marked for Happy-Foot Home, a day care hospice for children in palliative care; Child Help Foundation and Urja Trust- working with destitute girls

- Gyaan Daan

Progress of any society is driven by education. However due to paucity of infrastructure or human resources, the less privileged sections of our society tend to drop out of the mainstream. The ‘Gyan Daan’ initiative of our college is an attempt to fill in this lacuna by providing special training in English and Mathematics to Municipal school students in our neighbourhood. 4 Municipal schools in the vicinity of the College were shortlisted.

- ❖ 100 students of the Marathi medium Municipal school, Penkarpada (II – V grade) and Urdu medium Municipal school, Rassaz (I-IV grade) benefitted. Volunteers were from FYBA/FYBCOM/SYBA/SYBCOM. The special coaching programme was of 120 hours.
- ❖ 39 students of the Urdu medium Municipal school at Munshi compound and Anjuman-e-Mufidul Yatama Urdu School benefitted. Volunteers were from FYBSc/SYBSc/TYBSc students. The special coaching program for grades V to VIII was for 124 hours and for grade IX, 90 hours.
- ❖ Other Activities conducted under Gyaan Daan were as follows:

Month	Activities
August	Independence day celebration
September	Teacher's day celebration
October	Drawing competition
December	Sports day
January	Food stall
January	Demonstration of Chemistry & Zoology experiments
February	Blood test
February	Prize distribution ceremony

- Under the MOU with the NGO Child Help Foundation, Commerce department organized
  - ❖ Childrens' Day celebration for 100 under privileged children.
  - ❖ Motivation and mobilization of funds for participation of 2 students in the TATA Mumbai Marathon to support Child Help Foundation.
  - ❖ Students volunteered for the Little Hearts Marathon to raise funds for Wadia Hospital.
  - ❖ Organized Sports Day for the Zilla Parishad school at Naigaon
- Under the MOU with Bhaktivedanta Hospital, the BMS department conducted the following activities:
  - ❖ Financial empowerment of rural women from the sale of handmade diyas
  - ❖ Volunteers in the "Anti Plastic" drive
  - ❖ Manned stalls for the sale of Organic vegetables to help farmers and promote healthy living
- The NSS unit of the college organized various activities to sensitize the students towards the needs of the society in general and the deprived sections of the society in particular. The following activities were conducted
  - ❖ Various activities were conducted under the Swachha Bharat Abhiyan
  - ❖ Palliative Care
  - ❖ Shramdaan
  - ❖ Street Play Competition

- ❖ Posters to highlight various social issues.
- ❖ Teaching Origami, Maths and English(GYAN DAAN) to the Zilla Parishad school students
- ❖ Leadership training by IDF for mentoring Municipality school kids

**Evidence of success:**

- The academic performance of the municipal school students mentored under Gyaan Daan programme significantly improved. 5 girl students, who normally would have become school dropouts, enrolled for high school education and were given special coaching
- The number of students coming to study under Gyan Daan along with student volunteers increased this year.
- The participation of students in different extension activities has increased.
- The NGO, Child Help Foundation awarded a certificate of appreciation and have now signed an MOU for 5 years.

**5. Problems encountered and resources required:**

- Sometimes the demands on time made by the NGOs are beyond the capabilities of the students.
- Certain programs were scheduled by Child Help Foundation during the exam span hence students had limited participation

## *Annexure XX: Best Practice 2 - Green warriors for a green environment*

**Title of the Practice:** Green warriors for a green environment

### 1. Goal:

- To promote interest and knowledge about the environment
  - To undertake activities to experience the wonders of nature
  - To develop conservational attitude towards nature
  - To spread awareness through campaigns
  - To co-operate with groups having the same objectives
  - To inculcate environment friendly lifestyle

### 2. The Context:

- Nature is more than a commodity for the benefits of humans. Direct interaction with nature helps understand its value and gain a better appreciation of the importance of healthy habitats and ecosystems. Through our nature activities we try to recognize the intrinsic value of biodiversity and natural ecosystems, and protect and restore them (plantation drives, attending to injured birds and animals, putting up of sparrow nests).

### 3. The Practice:

**Goal 1: To promote interest and knowledge about the environment**

Event	Date	Participants
Nisarg Meet	29/7/17	32 students & Alumni
Painting & Exhibition of Birds of Mumbai	18/8/17	18 students
Documentary Film making on Pollution	18/8/17	5 Teams
Intercollegiate PPt Competition on Endangered Plants and Animals	20/8/17	17 students
PPt presentation on Campus Biodiversity	24/2/18	4 students
Workshop on Bottle gardening ( Terrarium)	8/3/18	20 students +2 faculty

**Goal 2: To undertake activities to experience the wonders of nature****Bird Watching Sessions**

<b>Theme</b>	<b>Place</b>	<b>Date</b>	<b>Participants</b>	<b>Guide</b>
Monsoon Birds	Royal College Campus	1/07/17	32 Students	Mr Chaitanya Keer( Naturalist)
Field & Pond Birds	Vicinity of the campus	08/07/2017	29 Students	MrVarun Satose&Vikrant Chaurasiya (Avid Birders)
Winter Birds	College Campus & vicinity	05/10/17	31 students	Mr. Nikit Surve – (Naturalist & Alumnus)
Winter Birds	College Campus & vicinity	27/11/2017	27 Students	Mr. Nikit Surve (Naturalist& Alumnus)
Wetland Birds	Virar	20/1/18	26 students	Omkar Patel & Omkar Joshi (Naturalists)
Aquatic Birds	Bhandup Pumping Station	19/2/18	29 students	TusharNidambur (Avid Birder)

**Trails / Visits/ Camps** are an enthusiastic outdoor activity that exposes participants to experience nature in the wild, study the flora & fauna of a locale, note change in density and biodiversity

<b>Event</b>	<b>Place</b>	<b>Date</b>	<b>Participants</b>	<b>Guide</b>
Monsoon Trail	Shilonda, Sanjay Gandhi National Park	23/7/17	30 students	Adesh Shivkar (Ornithologist) & Sanal Nair (Naturalist)
Nature trail	Mamachiwadi, Vasai	13/8/17	30 students	Mr. Praveen S. (Birder) & Mr. Karthik C. (Naturalist)
Winter trail	Kanheri Caves, SGNP	10/12/17	30 students	Mr. Praveen S. (Birder) & Mr. Karthik C. (Naturalist)
Overnight nature camp	Phansad Sanctuary & Murud beach	27 <sup>th</sup> & 28/08/2017	27 students	Mr. Nikit Surve (Naturalist & Alumnus)
Nature camp	Bandipur- Tiger Reserve	26/12/17 to 30/12/2017	43 students & staff	Mr. Nikit Surve (Naturalist & Alumnus)

**Goal 3: To develop conservational attitude towards nature**

Event	Date	Participants/ Outcome
Tree plantation Drive in adopted village –Saphale	9/8/17 to 11/8/17	66 NSS volunteers
E- waste collection drive	15/8/17 to 26/1/17	227.3 kgs collected
Sling Bag making Competition ( Best out of Waste)	18/8/17	6
Eco- Rangoli	18/8/17	11
Slogan Writing Competition on Recycle E-waste	18/8/17	7
Talk on Environment Conservation & Waste Management by Paryavaran Dakshta Mandal	8/9/17	72
Notebook Making	1/1/18	264
Cloth- bag making	31/1/18	88

**Goal 4: To spread awareness through campaigns****Bird Watching session for School students (Royal Urdu School)**

Place: College Campus  
 Date: 21/2/18  
 Participants: 25  
 Guide: Soleha Shaikh (Alumnus)

**Save electricity, water, Paper campaigns**

Yearlong campaigns and saving initiatives were undertaken by the students, staff and administration. The outcomes had have been documented in the Green Audit Report.

**[ Enclosure1: Green Audit Report. ]**

*Enclosure as a separate pdf*

**Goal 5: To co-operate with groups having the same objectives**

<b>Event</b>	<b>Date</b>	<b>Participants</b>	<b>Outcome</b>
Anti-plastic drive with Bhakti Vedanta Hospital and ISKCON during Rath Yatra	25/7/17	177 students & 5 staff members	3km road stretch cleaned
Rally for Rivers	25/7/17	144students	Awareness to protect and save our fresh water reserves – Rivers
Sanctuary Asia Wild Life Award ceremony	8/12/17	8 student volunteers ; 5 students & 5 staff members as attendees	Exposure to the work and interaction with the stalwarts of environment conservation
Mumbai Bird Race (Organised by Sunjoy Monga-Ornithologist)	4/02/17	2 teams (6 students each) & 2 teams ( 4 alumni each)	Avian biodiversity audit
India Bird Count as part of the Worldwide Great Backyard Bird Count	16/2/18 to 19/2/18	6 students	Avian biodiversity audit. Ms. Namrata Britto received recognition among the 5 best birders of the state

**Evidence of success:**

- Our motivational activities have succeeded in producing many green warriors. These alumni regularly guide nature trails, birding sessions, bird race etc and are invited as resource persons for nature related talks and presentations.
- Increased Societal awareness and participation in our conservation activities
- Green and clean campus testifies to our concern for nature. Trees are planted both within the campus and outside. Botanical garden with medicinal plants is well maintained and nomenclature has been tagged to every single plant. Field visit to

the campus garden is a regular activity for botany and nature club students. Over the years the green cover has increased three fold and so is the biodiversity. Bird census taken every year shows around 30 to 35 species.

- Establishment of Green Protocols and audit outcomes:

227.7 kgs of E-waste recycled

2472.5 kgs of paper recycled

39.5 reams of paper reused

75 kgs of compost obtained from organic waste

#### **4. Problems encountered and resources required:**

- Since most students are from low income middle class families, funding for nature trips is a limitation.
- Also acquiring permission for overnight camps becomes a major problem for girl students mainly from first generation learner families.
- These activities require the students to devote long hours and the present semester system leaves very little time for long term extra-curricular activities.

#### **5. Notes:**

Nature related practice is a healthy practice that all institutions can adopt. Particularly in urban areas these activities help reduce and arrest rapid deterioration of environment and produce green warriors to carry on the conservational work. The Green Audit of the College will continue and be further expanded. to cover other domains.

### *Annexure XXI: SWOC Analysis*

#### **Strengths:**

- Fully Qualified dedicated Faculty
- Full time teaching faculty with negligible attrition even in the self-financing courses
- Consistent near 100% result every year since inception
- 100% compliance with completion of syllabus
- Excellent, well maintained infrastructural facilities
- Successful implementation with consistency of extension activities
- Innovative co-curricular activities conducted every year
- Successful implementation of Advance Add-On courses

#### **Weaknesses:**

- Moderate Research output
- Lack of practical exposure like student internship
- Few interdisciplinary activities
- Industrial visits and overnight camps have limited participants due to socio economic background
- Lack of industry and institutional linkages

#### **Opportunities:**

- Introduction of certificate courses in languages-German and spoken English
- Enhancement of research culture, stepping up number of UGC Research Projects and involve students
- Extension activities provide an opportunity for social linkages and to develop as a responsible citizen.
- Inspiring and guiding students for participation and winning at state level
- Collaboration with industry for Sem VI projects of Computer Science, BMS & BAF students

#### **Challenges:**

- Introduction of Zoology and Mathematics at the UG third year level
- Motivating students to participate in activities and improve their skills
- Mentorship programme to be made more effective with a 1:1 approach
- Enhancement of participation in sports
  - Improvement in participation of students in Industrial visits and overnight camps