The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year *(for example 2013-14)*   2017-18

1. Details of the Institution

1.1 Name of the Institution   Shree Halari Visa Oswal College of Commerce

1.2 Address Line 1   Near Bhiwandi Road Railway station,

Address Line 2   Mahaveer Chowk, Anjurphata.

City/Town   Bhiwandi

State   Maharashtra

Pin Code   421305

Institution e-mail address   prin.drsnehal@shvocc.edu.in

Contact Nos.   02522-278115

Name of the Head of the Institution: Dr. (Mrs.) Snehal S. Donde

Tel. No. with STD Code: 02522-278115

Mobile: | 9819088651

Name of the IQAC Co-ordinator: | Mr.Yogesh P. Pawar

Mobile: | 8169211602

IQAC e-mail address: | staff@shvocc.edu.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* | MHCOGN27659

OR

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC (SC)/29/A&A/31.1 dated 27-11-2017

1.5 Website address: | www.shvocc.edu.in

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.27	2017-18	5 Years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY | 18/07/2016

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

  i. AQAR _____ _____ (DD/MM/YYYY)
 ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [ ]   No [√]

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

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

                   Urban [√]   Rural [ ]   Tribal [ ]

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

           Grant-in-aid + Self Financing [ ]   Totally Self-financing [√]

1.10 Type of Faculty/Programme

     Arts [ ]   Science [ ]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

     TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

     Others   (Specify)   [.]

1.11 Name of the Affiliating University *(for the Colleges)*   [University of Mumbai]

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

   Autonomy by State/Central Govt. / University   [ ]

   University with Potential for Excellence [ ]   UGC-CPE [ ]

DST Star Scheme		UGC-CE	

UGC-Special Assistance Programme		DST-FIST	

UGC-Innovative PG programmes		Any other (*Specify*)	

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers   03

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   02

2.4 No. of Management representatives   01

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and

community representatives   02

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   02

2.9 Total No. of members   14

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No.   11   Faculty   3

Non-Teaching Staff   2   Students   2   Alumni   2   Others   2

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

If yes, mention the amount   Nil

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. | 1 | International | | National | 1 | State | | Institution Level | |

   (ii) Themes

   > Emerging Trends in Library Science, Commerce & Management and Environmental Sustainability

2.14 Significant Activities and contributions made by IQAC

   ➤ Orientation Programme was organised for the First-year undergraduate students. The programme was aimed at facilitating the smooth transition of students from junior college to under- graduate studies. The orientation was regarding an overall idea about the programs / courses offered, extra-curricular and co-curricular activities organised in the college. They were also informed about the remedial coaching & examination pattern including grading system.

   ➤ IQAC conducts regular meeting with faculties to guide them about curriculum transactions and other respective committee activities to be executed in a systematic manner from beginning of the year.

   ➤ IQAC regularly monitors the Academic Calendar and Committee-wise yearly calendar for timely completion of syllabus and activities.

   ➤ IQAC has allotted Class Representative and Class teacher for each class who are assigned responsibility for the overall development of students by peer group learning & maximum participation in activities.

   ➤ Follow-up meeting with staff is regularly conducted for tracking the progress in each area of work allocated to faculties and for corrective measures.

   ➤ Organising meeting with Principal (as specialised in Education Management) periodically for encouraging faculties to do the research and for training & grooming the faculties and to get ready proposal for funding agency & for exploring further area of specialisation.

   ➤ Regular research advisory meeting is arranged with principal for training and sharing various research ideas among the faculty in their interested areas.

   ➤ All the files & registers are monitored by IQAC at regular intervals of the respective committees.

   ➤ Monitors the canteen and quality of food provided to the students for strengthening the healthy food arrangement.

   ➤ Monitors the infrastructure facility for maintenance & it's availability.

2.15 Plan of Action by IQAC/Outcome
   The plan of action is chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Outcomes
Regular monitoring of the academic calendar & Committee-wise yearly plan	Calendar is followed in a systematic manner which shows adherence to the time frame.
Quarterly meetings with faculties for tracking the progress	Progress observed in terms of imparting teaching-learning and participation in Conferences and various Workshops.
Assigning Class Representative & Class teachers	Discipline among the students has increased and peer group learning help in clarity of the subject & enhanced the participation of students in various activities.
Research Advisory Committee formation & motivation for research	Two hours brain-storming sessions are conducted regularly, 8 papers published, paper presented in conference & Minor Research Proposal submitted by two faculties to the University of Mumbai.
To form & get Alumni Association registered.	Documentation work in process and alumni heads are designated & meetings conducted.
To make students more ICT enabled	Students are well versed to use Computers for making activity reports, presentations & subject related projects.

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [√]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

- Management had suggested in CDC meeting to improve discipline, attendance & students participation in various activities, and also emphasize on overall academic performance of students. As Student Council members represent in the same body it is very well noted and results are prominent.

- Management has increased the research budget by understanding the importance of research.

- Other suggestions like, to increase student's participation in sports and ecofriendly activities from Chairman & other Management members are well considered by the way of providing all facilities of coaching for participation in intercollegiate university competitions (Kabaddi, Volley Ball). Rain water harvesting project is also installed in campus for encouraging eco-friendly activities.

Part – B

Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	1	NIL	NIL	NIL
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	2	NIL	NIL	5
Others				
Total	3			5

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
   (ii) Pattern of programmes: CBCS (Credit Based Semester and Grading System)
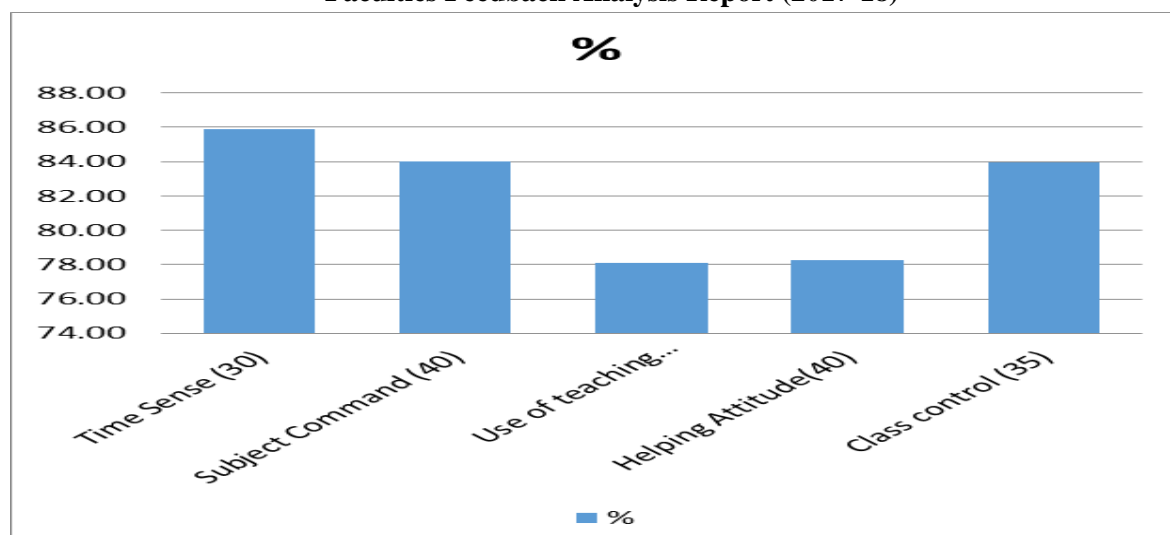
Pattern	Number of programmes
Semester	1 (All)

1.3 Feedback from stakeholders*   Alumni √   Parents ☐   Employers ☐   Students √

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

Faculties Feedback Analysis Report (2017-18)

Following are the statistics prepared by analysing students feedback received in the month of April 2018 Graphical Presentation:

Particulars (X Axis)	Percentage (Y Axis)			
	F.Y.B.Com	S.Y.B.Com	T.Y.B.Com	Avg.
Time Sense	82.00	85.53	90.11	85.88
Subject Command	79.00	87.56	85.42	83.99
Use of teaching Methods/Teaching aid	73.03	77.97	83.22	78.07
Helping Attitude	77.45	78.72	78.58	78.25
Class control	79.95	86.41	85.52	83.96
Total	**78.33**	**83.32**	**84.30**	**81.98**

Administration and infrastructure Feedback Analysis Report (2017-18)

Particulars	% of satisfaction
Is the departmental office helpful in administrative matters	80.17
Are there clean class rooms available	49.59
Are the toilets cleaned properly	42.98
Are you provided with purified drinking water	52.89
Are you satisfied with the food provided in present canteen	28.93

Library Feedback Analysis Report (2017-18)

Particulars	% of satisfaction
How often to you visit the library	75.21
Are the required number of titles in your subject available in the library	77.69
Are you satisfied with the cataloguing and arrangement of books in the library	85.95
Are you satisfied with the available reading space in the library	84.30
Are library staff co-operative and helpful	95.04

Alumni Feedback analysis report

The responses received from the respondents for infrastructure are presented in the following table

Sr. No.	Academic year	Opinions				
		Excellent	Very Good	Good	Average	Poor
01	2011-12	NIL	03	03	NIL	01
02	2012-13	02	02	NIL	NIL	NIL
03	2013-14	NIL	02	NIL	NIL	NIL
04	2014-15	01	02	03	NIL	02
05	2015-16	02	02	01	NIL	NIL
06	2016-17	03	01	05	01	NIL

The responses received from the respondents for teaching staff are presented in the following table

Sr. No.	Academic year	Opinions				
		Excellent	Very Good	Good	Average	Poor
01	2011-12	02	01	03	NIL	01
02	2012-13	NIL	04	NIL	NIL	NIL
03	2013-14	NIL	01	01	NIL	NIL
04	2014-15	02	NIL	05	NIL	02
05	2015-16	02	02	01	NIL	NIL
06	2016-17	01	05	04	NIL	NIL

The responses received from the respondents for library are presented in the following table

Sr. No.	Academic year	Opinions				
		Excellent	Very Good	Good	Average	Poor
01	2011-12	01	02	03	NIL	01
02	2012-13	01	01	02	NIL	NIL
03	2013-14	01	01	NIL	NIL	NIL
04	2014-15	02	02	02	NIL	02
05	2015-16	04	NIL	01	NIL	NIL
06	2016-17	03	06	01	NIL	NIL

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

There is no significant change in the syllabus. However, in the academic year 2017-18 new CBSGS system with 100 marks was introduced to all Second Year Undergraduate students of Commerce stream. The previous pattern of 75:25 continued for third year for Commerce stream. Foundation Course pattern continued with 75:25 in the year 2017-18.

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

- Examination center of University of Mumbai were established
- Examination center of IDOL were established.
- Study Centre of IDOL also established during the year.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
05	04	NIL	01(Principal)	NIL

2.2 No. of permanent faculty with Ph.D. 01

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
04	NIL	NIL	NIL	NIL	NIL	02	NIL	06	NIL

2.4 No. of Guest and Visiting faculty and Temporary faculty 03 02 01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	10	
Presented papers	03	04	
Resource Persons	01	01	

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

❖ YouTube lectures used as expert's session because resource persons rarely show interest to reach Bhiwandi.
❖ Video clippings & case studies are more introduced in all subjects for clarity of concepts and opportunity for deliberation
❖ Introduced Library sessions to encourage students for reading and innovative ideas.
❖ Computer Lab used as incubation centre to teach stock exchange trading practices
❖ Power Point Presentations by students on various topics from curriculum
❖ Innovative Inter- departmental quiz competition, Inter-disciplinary practical projects assignment.
❖ Business idea & proposal developed by students
❖ To promote research temperament Involvement of students in subject related Research Projects and Research Project Presentation
❖ Visits to Industries for practical exposure
❖ Development of E-learning resource

2.7 Total No. of actual teaching days during this academic year 190

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

- ❖ The College has Choice Based Credit Semester System & Semester I, II, III & IV. Examinations at undergraduate level are conducted by College as per the University Guidelines.
- ❖ Semester V-VI examinations at Undergraduate Level are conducted by University of Mumbai.
- ❖ University answer books are having Bar coding
- ❖ Online Screen Marking (OSM) has been introduced by University of Mumbai for all UG and PG examination conducted by University.
- ❖ Moderation and Revaluation of answer books is possible through OSM.

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

01	01	01

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass
T.Y.B.Com.	78	NIL	05	11	23	22
S.Y.B.Com.	83	06	19	10	27	20
F.Y.B.Com.	93	1	11	7	04	47

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

- • Academic calendar is checked for its compliance,
- • The record of daily attendance, syllabus completion is monitored for improvement
- • Students Feedback forms are collected and analysed
- • Periodic API forms filling are made compulsion for identifying the areas for participation
- • IQAC reviews academic activities of the departments periodically.

2.13 Initiatives undertaken towards faculty development **4**

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	1
Orientation programmes	Nil

Faculty exchange programme	Nil
Staff training conducted by the university	1
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	1
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	3	Nil	1	1
Technical Staff	Nil	Nil	Nil	1

Criterion – III

3. Research, Consultancy and Extension

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

> ➢ Research Advisory Committee meetings were arranged regularly to sensitise for Ph.D registration & research proposal making.
> ➢ Faculties also given contact details and allowed to participation for Ph.D registration.
> ➢ Organised conference for faculties in relevant field.
> ➢ Invited experts for research topic discussion.
> ➢ Faculty members are motivated to submit Minor research proposal to University of Mumbai & proposal to various funding agencies also encouraged to present / publish research papers in various conferences / journals.
> ➢ Faculties were deputed to participate in various workshops & registration fees are aided.

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	--	--	--	02
Outlay in Rs. Lakhs	--	--	--	--

3.4	Details on research publications

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

3.5 Details on Impact factor of publications:

Range [--]   Average [3.5]   h-index [--]   Nos. in SCOPUS [--]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other (Sustainable Development)	2017	NEERI	5l.	5l.
National Ganga River Project	2017	College Management	2L	2L
Total			7l.	7l.

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

ii) Without ISBN No. [ ]

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy [ ]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	02	01			
Sponsoring agencies	NEERI College	college			

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

3.13 No. of collaborations   International [　]   National [1]   Any other [4]

3.14 No. of linkages created during this year   [　]

3.15 Total budget for research for current year in lakhs:

From funding agency [5L]   From Management of University/College [2L]

Total [7L]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
1	NIL	1	NIL	NIL	NIL	NIL

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

[01]

[6]

3.19 No. of Ph.D. awarded by faculty from the Institution   [1]

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

JRF [00]   SRF [00]   Project Fellows [00]   Any other [00]

3.21 No. of students Participated in NSS events:

University level [33]   State level [19]

National level [00]   International level [00]

3.22 No. of students participated in NCC events:

University level [00]   State level [00]

National level [00]   International level [00]

3.23 No. of Awards won in NSS:

University level [1]   State level [00]

National level [00]   International level [00]

3.24 No. of Awards won in NCC:

University level [00]   State level [00]

National level [00]   International level [00]

3.25 No. of Extension activities organized

University forum [1]   College forum [1]

NCC [ ]   NSS [4]   Any other [ ]

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

 ➢ Water literacy programme of Government of Maharashtra " Namami Chandrabhaga" was led by the college.
 ➢ Water awareness rallies organised locally for keeping pollution free water bodies & for water conservation.
 ➢ Promoted Solid waste Management practices in the housing societies
 ➢ Road repair work near to college & local area
 ➢ Rain water harvesting awareness conducted in nearby areas
 ➢ Women empowerment survey
 ➢ Self defence programme for girl students
 ➢ More than 300 saplings were planted in collaboration with Bhiwandi Corporation in nearby areas

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8842.60 sq.mts	Nil	Management	8842.60 sq.mts
Class rooms	12 Class Rooms	Nil	Management	12000 sq.ft
Laboratories	1	3	Management	4000 sq.ft
Seminar Halls	Nil	1	Management	550 sq.ft
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	14	10	Management	24
Value of the equipment purchased during the year (Rs. in Lakhs)	1805467	8720907	Management	10526374
Others (Auditorium)	Nil	3000 sq.ft	Management	3000sq.ft

4.2 Computerization of administration and library

> - Installation of Library 'SOUL' Software and complete Bar-code System
> - Web OPAC (Open Public Access Catalogue)
> - LAN Connectivity for easy access of information and working
> - Server computer were installed in admirative office
> - Digitalize system in exam room
> - Wi-FI campus
> - Tally software for accounts and finance records

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1284	174594	245	33942	1529	208536
Reference Books	201	48272	71	54611	272	102883
General Books	163	21345	-	-	163	21345
e-Books	-		-		-	-
Journals	9	17960	11	19650	-	37610
Magazine	2	3230	2	3724	4	6954
e-Journals	-		1	....	1	----
Digital Database	-		-		-	
CD & Video	-		10	-	10	2500
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	52	01	5MBPS	03	03	1	03	
Added	2	Nil	16MBPS	01	01	Nil	Nil	
Total	54	01	16MBPS	04	04	01	03	

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

> ➢ Basic accounting Tally training for students of F.Y.B.Com (100 students Enrolled)
> ➢ Google search training provided by librarian to the students
> ➢ Google forms developed for feedback and evaluation
> ➢ Wi-Fi access to students and teachers

4.6 Amount spent on maintenance in lakhs :

i) ICT   48012/-

ii) Campus Infrastructure and facilities   148953/-

iii) Equipments   19300/-

iv) Others   219251/-

Total :   435516/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> - IQAC make all attempts to keep Student friendly atmosphere. For this it is ensured that website is updated regularly, suggestion box affixed, notices displayed timely on notice boards & students email id created for timely correspondence. Also in the beginning of the year IQAC arranges Principal's orientation for students about activities, quality and standard in education.
>
> - Special Orientation programme was organized for the First Year students to inform them about discipline, code of conduct & culture of organization. The programme is aimed at facilitating the smooth transition of students.
>
> - Quality Circles created by IQAC for each academic department, focuses primarily on enhancing attendance of the students and strategies to make classroom transactions interesting.
> - For this IQAC in collaboration with Student Council has develop a technique of 1:10 ratio where by one volunteer among student takes responsibility of 10 students and encourage them for participation in activities and peer group learning.
>
> - For improving the attendance of the student's IQAC have taken various efforts like conducting meeting with the parents and counseling and mentoring is provided to students.
>
> - Expert lecture was invited in which by Dr. Fardinando Sardela, Associate Prof, Stolkhom University from Sweden delivered session on "Value Education" On 27th July 2017, wherein students interacted and exchanged views about practices in transnational countries.
>
> - To develop and enhance ecofriendly practices among the students, IQAC in collaboration with Nature Club has organized a Green week in which main attraction was Rangoli Competition exclusively with Natural products (grains and pulses) on 09th September 2017.
>
> - To influence the life of students with commitment towards society that Dr. Rajendra Singh, well known as 'Water Man of India' was invited for Degree Convocation function. This way IQAC encourages inviting role models to college and inspires staff and students for good work.

5.2 Efforts made by the institution for tracking the progression

> - For improvement in examination results, surprise Class tests, preliminary exams and open house is conducted by the subject teachers to understand the learners grasping power and according bright and week students are assisted.
>
> - Records are maintained by sports department to identify the interest of students and accordingly coaching is given. As students are from business community, they show lack of interest in sports however for mental and physical fitness students are encouraged. Today students show keen interest in participation.
>
> - Attendance committee take care of regular attendance and also arrange timely parents meetings to abreast parent's about the overall progress of their ward.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
278	Nil	Nil	25

(b) No. of students outside the state

02

(c) No. of international students

Nil

Men

No	%
108	39

Women

No	%
168	61

	Last Year						This Year(2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
273	02	00	24	00	299	250	02	Nil	26	Nil	278

Demand ratio 3:4   Dropout % 2.78%

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

- Guest lecture was delivered by Mr. Nandkishor Parab on 10th October 2017 regarding various Competitive exams such as UPSC, MPSC, IBPS etc.
- Various Books for competitive exams are made available in library & website portal.
- Link of all the online material is available on college website.

No. of students beneficiaries   320

5.5 No. of students qualified in these examinations

NET Nil   SET/SLET Nil   GATE Nil   CAT Nil

IAS/IPS etc Nil   State PSC Nil   UPSC Nil   Others Nil

5.6 Details of student counselling and career guidance

- Separate student counselling centre and placement cell is established to understand the student's requirements as per their grievances and carrier aspects.
- DLLE extension work students are encouraged to participate in career project and there by exhibitions are organised. Also experts are invited for career guidance and opportunities.
- Guest lecture was organised by IQAC by inviting Mr. Satish Bendre to deliver session on "Stress Management" on 7th July 2017.

No. of students benefitted | 180 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	40	5	12

5.8 Details of gender sensitization programmes

- Poster making competition was organised by WDC on gender sensitisation on 23rd August 2017 to give opportunity to students to showcase their talent.
- To encourage student to show their skills Mehnadi and Rangoli on "Status of Women's in Indian society". Competition was organised by WDC on 7th September 2017 and 9th September 2017 respectively.
- To inculcate team sprit among Girls students Group building competition was organised on 11th September 2017
- Workshop organised by WDC on" women empowerment and self defence" on 16th November 2017.
- Guest lecturer was arranged by Women development cell (WDC) in collaboration with National service scheme (NSS) and delivered by Dr. Neeta Mishra on Women empowerment and gender sensitisation on 28th September 2017

5.9 Students Activities

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

State/ University level | 42 | National level | Nil | International level | Nil |

No. of students participated in cultural events

State/ University level | 13 | National level | 18 | International level | Nil |

#Annexure-2 Rarest case students were participated in national flagship programme at state and national level programme.

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State / University level | Nil | National level | 1 | International level | Nil |

Cultural: State/ University level | 9 | National level | Nil | International level | Nil |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	1	5000
Financial support from government	14	11200
Financial support from other sources	41	389500
Number of students who received International/ National recognitions	NIL	NIL

5.11   Student organised / initiatives

Fairs   : State/ University level | NI | National level | NI | International level | NI |

Exhibition: State/ University level | NI | National level | NI | International level | NI |

5.12   No. of social initiatives undertaken by the students | 09 |

SR. NO.	Date	Name of Activity
01	12th & 13th July 2017	Road Repair and Pits filling
02	22nd July 2017	Tree Plantation
03	6th to 14th August 2017	Participated in National Level Water Literacy Campaign organised by Government of Maharashtra
04	22nd August 2017	Election Enrolments Drive
05	1st September 2017	Water Survey & Rally
06	5th September 2017	Assistance and awareness during Ganpati Emersion
07	24th September 2017	Visit to D.P.A.A.C.A (an Orphanage to serve Children)
08	29th September 2017	Organ Donation Awareness Programme
09	13th October 2018	Blood Donation Camp

5.13 Major grievances of students (if any) redressed:

> College has grievance cell managed by grievance committee to redress grievance of student. However no major cases of complaints were received and minor ones are instantly resolved by the faculties.

> ➤ Proper orientation to the student is done in the beginning of the academic year about place, norms and procedure to register grievances and it is also updated on website and notice boards.

> ➤ There is provision of Suggestion Box to drop instantly their complaints and suggestions, which is checked on regular basis and required action is taken.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To make students and staff progressive thinkers and create institutional work culture such that it prepares them to grab opportunities in dynamically changing world.

Mission:

1. To make the college a centre for a web of activities -academic, social and cultural.
2. To train and groom students for employment and entrepreneurship.
3. To support faculties for continuous up- gradation for creating quality academic culture.
4. To provide students extensive field experiences by establishing incubation centre.
5. To take initiatives for academia and industry interface.
6. Integrating technological development across the curriculum.
7. To generate feedback by involvement of community and experts to periodically take effective measures for creating good work force for the future.
8. To impart value added education to students for creating responsible citizen.

6.2 Does the Institution has a management Information System

Yes.

1. All students' details are maintained in MKCL portal of University of Mumbai and is updated by college time to time.
2. College library has installed SOUL & INFLIBNET software system for easy accessibility of library facility by students and staff.
3. All the books of accounts & finances are maintained in Tally software
4. Staff attendance are maintained through Bio-metric system
5. Self appraisal and confidential reports are prepared annually
6. Feedback mechanism is automated which helps in faculty performance improvement.
7. Website is regularly updated for information to all stakeholders.

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

6.3.1 Curriculum Development

> ➢ The curriculum is developed and revised by University of Mumbai from time to time. Faculties participate in the workshop during revision of syllabus and share their ideas for the curriculum development. We advocate more for conventional case studies and project dissertation work, as this gives exposure to experiential learning.
>
> ➢ The college adopts the best practices of the elite academic institutions such as (IIM Indore) delivering lecture by using Harvard case studies, video clippings, use of software's for narrations etc.
>
> ➢ Most of the subject clarity is given by practices of research-based projects. E.g. Project on GST conducted by the final year students and First year student's various environmental issues for the environmental subjects

6.3.2 Teaching and Learning

- Institution emphasizes on appointment of qualified and experienced faculties and also invites experts from various fields
- Case studies, Power point Presentation of research survey, peer Group discussion method and You-tube lectures is conducted for clarity of concepts
- Students friendly ambience is maintain for free flow interaction between students and faculties
- Library sessions for the all classes is compulsorily incorporated in the time table to encourage reading habits among the students. Library is equipped for easy accessibility of learning resources for staff and students
- A student corner is established in website and whatsapp group is formed for instant solving of subject difficulties
- Semester end feedback is obtained from students for improving teaching skills of faculties
- Remedial coaching is imparted to the needy students
- Industrial/field visit is organised for practical exposure
- Feedback is obtained from stakeholders for genuine suggestions for quality and standard upgradation in teaching learning.

6.3.3 Examination and Evaluation

- Semester-wise examination pattern is followed as per university norms
- Continuous assessment and evaluation through class test, presentations and assignments is conducted
- For improvement in performance of students regular exams is conducted
- Preliminary examinations are conducted before semester end examinations and assessed answer books are shown to students
- Internal evaluation is done for project work in subject like Foundation Course
- Regular updating of exam time table and results on website
- Revaluation and photocopy of assessed answer books

6.3.4 Research and Development

- Research budget is prepared and approved in College Development Committee meeting
- Research advisory committee is set up and regular meetings are conducted
- Faculties are provided financial assistance for participating in conferences/workshops and seminars and paper presentation
- Regular orientation by Principal on various components of research
- UGC approved journals are available in library
- Defaulter students are given assignments and research projects and encouraged to collect primary as well as secondary data for genuinely improving their subject knowledge
- For encouraging involvement of faculties in research project and writing research papers, they are sent for various conferences, seminars and workshops and also organized a National level conference on Library science, Commerce and management and Environmental sustainability in the college on 3rd March, 2018.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college library has 1529 Text-books , 1 journals and 4 magazines, 9 Newspapers & 272 Reference books
- Library is completely automated and has Wi-Fi facility for students and Staff for easy accessibility of resources.
- Auditorium is constructed with 380 sitting capacity with all acoustics and Wi-Fi facility
- Conference Room with Wi-Fi & Audio Visual facilities
- Gymnasium is highly equipped with modern equipment
- Fire fighting system & fire extinguishers are fixed on each floor of the building.
- Whole campus is under CCTV surveillance
- Health care centre with all first aid facility and doctor

6.3.6 Human Resource Management

- All the components of HRM are followed diligently. All schemes of staff recruitment and welfare are followed as per the standard code book, UGC regulations, and Maharashtra Public Universities Act & State Government norms.

- Training and grooming is done by principal with her experiences as well by sending staff to participate in various workshops and seminars.

- Proper personal profile and service books are maintained for timely compensation and rewards.

- Staff welfare schemes are implemented

6.3.7 Faculty and Staff recruitment

Faculties and other staff are recruited adhering to the norms of UGC and Maharashtra Universities Act, and government, issued from time to time.

6.3.8 Industry Interaction / Collaboration

- Industrial visit to Chandigarh-Amritsar and Manali was organized in Feb. 2018
- Collaboration with Maru Enterprises

6.3.9 Admission of Students

- Students are admitted as per University norms and Government GR issued from time to time
- Admissions are granted on merit basis
- All norms of reservation policies is followed

6.4 Welfare schemes for

Teaching	Provident Fund contribution, Advance against salary, Loan Facility
Non teaching	Provident Fund contribution, Advance against salary, Loan Facility
Students	Scholarships, group Insurance, fees waiver scheme to community students Student welfare fund is set up. Fee Instalment facility

6.5 Total corpus fund generated   NIL

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

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

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

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

For UG Programmes   Yes [   ]   No [√]

For PG Programmes   Yes [   ]   No [   ]

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

- Complete online examination process is introduce ed by University of Mumbai.
- Exam form generation, Form submission, payment of fees, hall ticket generation, block wise students allocation and marks feeding is completely done on MKCL Portal of University of Mumbai
- Second year undergraduate Examination was brought under timetable of university of Mumbai (As First year examination was done in 2016-17)
- Online Question paper delivery by University through Digital exam Paper Delivery System (DEPDS)
- Specimen answers and marking scheme is provided by University

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

NA

6.11 Activities and support from the Alumni Association

- Annual Alumni Meet
- Invitations are given to Alumni for every event organised by the college
- Alumni involvement in guidance for organizing various college events

6.12 Activities and support from the Parent – Teacher Association

- Parents teacher meeting is conducted for improvement of defaulters in attendance
- All records of students are maintained lecture wise for parents to get updates of their wards progress,
- Parents are encouraged to get connected with Class teacher on phones also. Faculties' numbers are provided to parents

6.13 Development programmes for support staff

- Regular orientation by Principal for inculcating etiquettes and protocols
- Uniforms are provided to support staff
- Financial assistance is provided in case of emergency
- Support staffs are encouraged to participate various workshops for getting training of new digitalize portal for scholarship and admission process.

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

- Promotion of paperless office (All the records are maintained in soft copy with back-up, print copy is taken only when required)
- Almost All communications are done via WhatsApp, emails e-governance method.
- All are encouraged to reduce use of plastic
- Rain water harvesting (Roof water) unit is installed
- Solid waste management is practiced by segregation of Dry and wet waste. Organic fertilizer is produced by waste management which is used for gardening in the campus.
- Tree plantation by students in various areas like near to college, River side and at adopted place.
- Nature club conducts various green days celebration & nature trail

Criterion – VII

7. Innovations and Best Practices

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

- Videos and case study more use in teaching learning in subject for more clarity by having scope for discussion
- Batches were made in 1:10 ratio with a Teacher Counsellor and Student Council member to ensure improvement in attendance, student participation in all activities of college and general capacity building and quality of learning. Counsellors maintain a dairy for same for followups
- In the Timetable sports & library sessions were incorporated for strengthening physical and mental fitness and encouraging reading books among the students
- MOUs signed with Colleges and Institutes for faculty & Students exchange programme (Vande Matram College & ICAI)
- E-learning resources are made available through library software like SOUL & at college website in a student corner link.
- Pear group learning and periodic class tests are conducted to identify the Learners and resolve same
- For skill based value added course learning certificate courses are introduced compulsorily (Eentrepreneurship skill Development in T.Y.B.Com, Certificate Course Direct tax for S.Y.B.Com, Basic Accounting and Tally for FYBCom class)

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

- Lesson plans and academic calendars are monitored regularly for timely completion of syllabus and activities planned
- Stock of resources are taken at the beginning of the year and/or need identified and initiatives taken for improvement learning resources
- Students participation were encouraged as compare to previous year
- Project based learning was incorporated based on theme of the year "Community driven activities"
- Research Budget Increased for faculty to acquire research qualification and to produce quality research paper.
- As per list in academic plan, items are taken up for discussion in the CDC meeting. Such as Commerce lab is set up on the first floor of the college as per recommendation of Peer Team of NAAC, which visited on November 2017.
- Increased Speed of Internet(from 5Mb to 16Mb) to and Number of Computers in IQAC office for work effectiveness.
- IQAC Committee made more functional, as per the suggestion of Peer team.

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

1) Emphasis on project-based learning

- Teaching staff & students are equally encouraged for involvement in research and publications

- **Goal:** To create scientific temperament and analytical mind

- **Context:** the community-based activities projects are merged with syllabus and all project work are designed as per research requirement. In this manner faculties and students have learnt to conduct research project in an improved manner and the data produce is used for recommending solution for community. With this kind of practice research, communication, team work and networking skill student and faculties have improved.

2) College encourages all student activities/events to be in self-sustaining mode.

- **Goal:** To create life skills and personality skill with the focus of branding of the college

- **Context:** For inter-collegiate festival "Dhanak" and other mega events of the college funds are generated through sponsorship, at the same time this kind of experience helps to develop among students confidence, communication, team work and networking skills by the kind of exposure they get while interacting in the market and meeting different stake holder.

7.4 Contribution to environmental awareness / protection

- Awareness campaign in housing societies is done by NSS student for domestic waste management.
- Solid waste management system is created in the college campus and by display boards awareness is created in the campus.
- During rural camps students participated in organic farming and learn organic farming methods.
- Regularly tree plantation drive is conducted in collaboration with BNCMC at local and adopted areas.
- Installation of Rain water harvesting in the college and also conducted survey and created awareness in housing society for installation.
- Anti Plastic campaign along with a Rally during cloth bag were distributed to the public and shopkeepers.
- Awareness drive for the Hygiene and sanitation.
- "Namami Chandrabhaga" which is a "Water literacy Campaign" organized by Government of Maharashtra our students associated with is campaign and created water conservation awareness from Bhimashankar to Sholapur by means of pla-cards, skits and door to door interaction.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

Strengths:
- Very supportive management.
- Dynamic and energetic Principal.
- Hardworking and Committed faculties.
- College reputation with the community and stakeholders for working with society.
- Student's involvement and ownership towards the college.
- Location of the college is near railway station.
- Modern infrastructural facilities.
- Playground and spacious classrooms.

Weaknesses:
- Faculties with low research acumen.
- Single Faculty College.
- Permanently unaided institution.
- School & college in same campus.
- Changing of management after every two years.
- College is situated in rural area.

Opportunities:
- Scope for fast growing due to space availability.
- Enrolment enhancement possible due to college location.
- Sharing of activities & staff between Junior College and Degree College.
- Scope for introducing new programmes in Science and Arts.
- Possibilities of tie-up with Industries, as Bhiwandi being industrial hub.
- Placement opportunities for students.

Threats:
- As College belongs to Oswal community, misunderstanding with regards to admission from other communities.
- Many old & established Aided colleges in vicinity.
- Vernacular medium students approach college.
- Faculties prefer to join aided colleges, hence retention is problem.

8. **Plans of institution for next year**

- ➤ To apply for ISO 9001-2015 Certification
- ➤ To sign MOU with various agencies for research funding
- ➤ To set-up departmental library facility for students
- ➤ To initiate industry academia linkage
- ➤ To start few vocational courses
- ➤ To organise National & International level conferences for quality enhancement
- ➤ To organise workshop for faculty development
- ➤ To expand the use of ICT

Name: Mr. Yogesh P. Pawar   *Name: Dr.(Smt.) Snehal S. Donde*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure II

Sudhir Mungantiwar

Minister
Finance & Planning, Forests
Government of Maharashtra

01 September, 2017

'NAMAMI CHANDRABHAGA YATRA' is a water literacy campaign organized by Jalbiradari, Maharashtra aimed to establish human river relationship and spread awareness among the locals of villages through 'Nadi samwand Jal Saksharta 'campaign. This campaign covered the route from the origin point of Bhima River (Bhimashankar) to Solapur under the leadership of Jalpurush, Dr. Rajendra Singhji.

I am very happy to know that the students of **Oswal Shikshan & Rahat Sangh's SHREE HALARI VISA OSWAL COLLEGE OF COMMERCE,** Bhiwandi, Dist. Thane, (Maharashtra) have participated in the Water Literacy Campaign 'NAMAMI CHANDRABHAGA YATRA' from 6th August to 14th August, 2017. We highly appreciate the efforts of following students and two faculties for making campaign successful. We are also thankful to Principle Dr. Snehal S. Donde, for motivating students to participate in this water literacy campaign.

Sr. No.	Name	M/F	Class	Sr. No.	Name	M/F	Class
1.	ANCHAN TWINKAL SUNDER LATA	F	F.Y.B.Com	11.	GAGIYA ALPA RAMSHI BHAVNA	F	S.Y.B.Com
2.	KENJALE PRANJAL UTTAM SUREKHA	F	F.Y.B.Com	12.	GHOSH PAPIYA BUDDADEV MADHURI	F	S.Y.B.Com
3.	BID ANKITA KISHOR USHA	F	F.Y.B.Com	13.	CHILIVERY GEETA RAMDAS DEVIDRABHAI	F	S.Y.B.Com
4.	GUDHKA POONAM ROHIT SUSHILA	F	F.Y.B.Com	14.	GUPTA SHIVAM AMARNATH ANITA	M	S.Y.B.Com
5.	SAHU PRAYA SUBHASH BASANTI	F	F.Y.B.Com	15.	AGARWAL ANISH BALKISHAN ANITA	M	S.Y.B.Com
6.	MAURYA PRIYANKA CHHEDI ARCHANA	F	F.Y.B.Com	16.	SHAH HARSHAD MANSUKHLAL INDU	M	S.Y.B.Com
7.	EDKA POOJA DAYANAND VIDYA	F	F.Y.B.Com	17.	YENAGANDULA NILESH SATYANARAYAN TARA	M	S.Y.B.Com
8.	CHAUDHARY SADHANA CHHOTELAL RADHA	F	F.Y.B.Com	18.	MRS. POOJA P. DODHIA	F	FACULTY
9.	GADA BHUMI SHAILESH DAKSHA	F	S.Y.B.Com	19.	MR. YOGESH P. PAWAR	M	FACULTY
10.	JAKHRIYA HIRAL VILESH MEENA	F	S.Y.B.Com				

(Sudhir Mungantiwar)