

## **PREFACE**

We are privileged to submit the self-study Report of our college anticipating re-accreditation second cycle in order to validate our claims to our resolve to reach greater heights in the area of education.

We are highly indebted to NAAC Peer Team for examining our system and validating our claims for which we received B++ grade in the year 2004. We tried our best to incorporate the suggestions and to overcome the shortcomings as reported. In spite of our sincere efforts, our college faced many hardships in these years. Like any other life cycle, our college also went through a sort of recession. Now it is time for us to rejuvenate our skill and look forward to progress. This is a matter of great satisfaction that the teaching, non-teaching staff, students and administration have been working as a team with an excellent level of understanding and zeal which will undoubtedly prove a great boon for this institution to grow in its pursuit of knowledge and excellence.

We offer ourselves for quality inspection by NAAC in order to get accreditation status which will let us serve the concerned stakeholders better. We reiterate our commitment to sustain the quality sustenance and improvement process in education, as specified by NAAC, to meet our desired goal.

We look forward for the NAAC visit and are eagerly waiting for the same.

**EXECUTIVE SUMMARY OF THE COLLEGE AND SWOC ANALYSIS**

Laxmi Charitable Trust is one of the oldest trust in Mumbai city. The Laxmi Charitable Trust, since its inception has been managed by the eminent educationalist, distinguished personalities, with a life commitment for education who have laid solid foundation. Today Laxmi Charitable Trust runs one school and two colleges offering a variety of courses providing education from nursery to graduation.

Shri Chinai College of Commerce and Economics, accredited in 2004 as one among the handful of colleges with B++ is now volunteering for the second cycle re-accreditation, submitting its RAR – 2014, faithfully confirming to NAAC guidelines.

The college established in 1963, is one of the affiliated college of Mumbai University. It is one of the leading college in and around Andheri having “Quality and Reasonable Cost”. It serves the cause of students of all categories specially who are middle income groups. In this era of human development, the college attempts to provide an education of creativity, social awareness and a sense of social responsibility.

Located in a central place, can be approached by railway and roadways, it situated in a campus of 2.58 acres, with a huge play ground, bordered with greenery. Keeping in mind the recommendations of the Peer Team of the first NAAC accreditation, the infrastructure of the college has been properly renovated, fans and lights were changed in class rooms, and seminar hall with audio-visual. The Management has been extremely supportive in bringing about these changes, realizing that to be competitive; adequate

facilities and a comfortable environment for both staff and students are to be provided.

The faculty members are always eager to update their knowledge and regularly attend seminars, workshops and conferences. Their endeavor is encouraged by the management who extend their whole hearted support. Faculty members are also active in presenting papers at academic events. A few of their articles are also published in reputed journals.

**THE HIGHLIGHTS OF CRITERIA WISE ANALYSIS ARE DESCRIBED BELOW :****1. Curricular Aspects :**

Shri Chinai College of Commerce upholds the objectives of “Quality Education at Reasonable Cost” in its graceful vision of coming through righteous means the college offers undergraduate programme of B.Com. affiliated to University of Mumbai under self-financing category as well as govt. grant-in-aid. We offer B.Com regular, B.Com. with (Accounting & Finance), B.Com. with (Banking & Insurance), B.Com. with (Financial Marketing) and Bachelor of Management Studies.

The University designs the curricular and the constituent college has to implement it as per the guidelines . Team wise division of syllabi, the college has no role to play in designing the curriculum . However, college puts its full efforts to abide by it and efficiently implements the same.

For effective implementation of curricular the college prepares academic calendar for curricular, co-curricular and extra-curricular activities, preparing time table, teaching plans by individual teachers etc. It also includes evaluation and declaration of results.

The college has developed feedback system. Feedback from the students is collected in written format and appropriate action is taken wherever necessary.

**2. Teaching, learning and Evaluation :**

The college ensures transparency and accountability in student admission. Our admission policy is mentioned in our website. The admission is made purely on merit basis within the Government and University guidelines. The list of students to be admitted to various classes, as long with the percentage of marks they have scored for the purpose of seeking admission, is put up according to the schedule prepared by the University.

In order to maintain teachers' quality the college has undertaken various measures like encouraging the faculty to participate faculty Development Programmes to make the teaching more meaningful and effective. The college has arranged student enrichment programmes like lecture series by eminent teachers and by organizing seminars and workshops for the faculty and the students.

**3. Research, Consultancy and Extension**

The college provides opportunities to the staff members to attend and to present papers in national and international conference. Extension activities are in the line of initiation.

**4. Infrastructure and Learning Resources**

The college has adequate infrastructure facilities to meet the needs of students, teachers and staff. There are sufficient class rooms, two auditorium, canteen, Principal office, administrative office, staff room, conference hall, ladies common room, we have a huge play ground in the campus.

The library holds books, journals and other learning materials to enable the students and faculty to acquire information, knowledge and reference skills. Sufficient seating arrangement has been made for the students in the library. The college intends to provide separate reading room for the faculty.

**5. Student Support & Progression :**

The teaching staff of the college tries their best to achieve good results by supporting the students. Necessary guidance is provided by the faculty members to the students who decide to go for higher education. Campus interviews are held and a few students are appointed through campus interview.

**6. Governance, leadership and Management :**

The college has been working to sustain the motto “Quality education at affordable cost” for the overall development of the students.

College encourages & deputed teachers to participate in seminars, workshops various committees are constituted every year for the effective functioning of the college. The meetings of the managing committee and college committees are held regularly. The college has established IQAC to assure the quality of the college.

**7. Innovations and Best Practices :**

The college has put in efforts to make the surrounding eco-friendly. A part of the building has been renovated.

**IMPROVING TEACHING AND LEARNING PROCESS**

To achieve the principles of the teaching / learning process which are multi-fold. The principles on the basis of which this best practice was decided was – to raise the curiosity of a student in a particular topic, to encourage the students to question the obvious and to increase the interaction in the class.

Rapid advancement in technology is one of the major issues that affect the teaching/learning process. The facilitators find it difficult to keep pace with the techno-savvy learners.

The teaching /learning process starts with designing of a lecture plan by the facilitator. The lecture plan is given in advance to the learners. The facilitator initiates a discussion or tells a story or questions the learners before defining the objectives. The objectives of the lectures are defined to specify to the learner the learning outcomes. During the lecture, discussions and questioning is encouraged.

The evidence of success is visible, qualitatively as well as quantitatively.

The non-availability or non-workability of technology is one of the major problems encountered in the teaching learning process. Further, encouraging discussions in the lecture becomes self-obliterate towards its aim, at times. Questions posed by learners may not be to find an answer to the problem but to test the knowledge of the facilitator. The span of interest of the learners is very short.

Teachers today have to play the role of an educator and entertainer combined, rather than just an educator. Resources in terms of finance are continuously required to upgrade technology requirements. This is not available consistently. In a city like Mumbai, space is another constraint. Activity based games cannot be implemented due to paucity of space.

**Strengths:**

- Driven by our mission statement of imparting knowledge to all
- Harmonious relationship among the members of the management, staff, students and parents
- Illustrious faculty, student-centered teaching
- Teachers firmly believe in lifelong learning
- Integration of teaching and research
- Proactive Career and Placement cell and professional counselor for student support
- High success rates in examinations as compared to University results
- Wide range of extension, co-curricular and extra-curricular activities
- Student feedback analyzed and used for improvement in all processes
- Optimum utilization of resources
- Teaching aids for ICT enabled teaching
- Student-friendly services
- Concern and facilities for differently abled
- Gender-friendly premises
- Eco-friendly premises
- Vibrant IQAC members

**Weakness:**

- Limitation of space
- Diverse student community
- Due to the economic background of students and the paucity of time available to them, limitation on implementing of value added courses



- Paucity of time for the teachers for research work

**Opportunities:**

- Vocational advantage for strengthening academia-industry linkages
- Streamlining collaborations and consultancy
- Exploring possibility of collaborative research with research institutions

**Challenges:**

- Keeping pace with the rapid changes in higher education
- Sustaining quality along with access
- Providing resources for marginalized students
- Generation of resources for up-gradation of infrastructure

**7. Notes**

The Academic Calendar is prepared before the beginning of the academic year. This aids the facilitators and the learners in understanding the time schedule for implementation of the learning process. Dedicated teaching and non-teaching staff are the pillars of strength of the teaching/learning process. Without a dedicated team, success cannot be achieved. The principal with her dynamic leadership style and constant guidance and support gives a prominent shape to the teaching/learning process.

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## SECTION B : PREPARATION OF SELF-STUDY REPORT

### 1. Profile of the Affiliated / Constituent College

#### 1. Name and Address of the College:

Name :	<b>SHRI CHINAI COLLEGE OF COMMERCE AND ECONOMICS</b>	
Address :	Dr.S.Radhakrishnan Marg, Andheri (E),	
City : Mumbai	Pin :400069	State :MAHARASHTRA
Website :	www.chinaicollege.com	

#### 2. For Communication:

Designation	Name	Telep hone with STD code	Mobile	Fa x	Email
Principal	Prof(Mrs) S.K. Narayan	O - 022- 66992025	9324064963	O - 022- 66992026	psunandabhat @gmail.com
Vice Principal	Prof(Ms) S.G. Kelkar	O - 022- 66992025	9869481739	O - 022- 66992026	kelkar_shailaja @yahoo.com
Steering Committee Co-ordinator	Prof(Ms) S.G. Kelkar	O - 022- 66992025	9869481739	O - 022- 66992026	kelkar_shailaja @yahoo.com

#### 3. Status of the Institution

Affiliated College

Constituent College

Any other (specify)

√

Annexure 1 ; Permanent Affiliation Letter

**4. Type of Institution :**

- a) By Gender
- i) For Men
- ii) Form Women
- iii) Co-education
- b) By Shift
- i) Regular
- ii) Day
- iii) Evening

**5. Is it a recognized minority institution?**

- Yes
- No

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence

N.A.

**6. Source of funding**

- Government
- Grant-in-aid
- Self-financing
- Any other

7. a. **Date of establishment of the College** : June 1963

b. **University to which the college is affiliated /or which govern the college (If it is a constituent college)**

UNIVERSITY OF MUMBAI

**c. Details of UGC recognition :**

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (if any)
Under 2(f)	<b>June 1972</b>	
Under 12B	<b>June 1972</b>	

Annexure 2A and 2B : Certificate of recognition u/s 2(f) and 12(B) of the UGC Act

d. **Details of recognition/approval by statutory/regulatory bodies other than UGC :** (AICTE, NCTE, MCI, DCI, PCI, RCI etc)

8. **Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

Yes  No

**If yes, has the College applied for availing the autonomous status?**

Yes  No

9. **Is the college recognized**

a. **By UGC as a college with Potential for Excellence (CPE)?**

Yes  No

**If yes, date of recognition ... N.A.**

b. **For its performance by any other governmental agency?**

Yes  No

**If yes, date of the agency ..... N.A..... and**

10. **Location of the campus and area in Sq.mts. :**

Location *	URBAN
Campus are in Sq.mts.	<b>2.58 Acres</b>
Built up area in sq.mts.	<b>5.16 Acres</b>

Annexure 3 : Carpet Area statement

**11. Facilities available on the campus.****• Auditorium/seminar hall with infrastructural facilities :**

This is used for conducting seminars, workshops and guest lecturers etc.

**• Sports facilities :**

Playground, Gymkhana

**• Hostel Facilities :**

Not available as students are mostly locals and do not require this facility.

**• Residential facilities for teaching and non-teaching staff :**

This facility is not required mainly because of the transport facility of this metropolitan city.

**• Cafeteria :**

It is situated in the ground floor of the college, where students can accommodate themselves with seating arrangement as well as they can relish their Tiffin standing comfortably

**• Health centre :**

First aid facility is available in the college gymkhana and in case of emergency local medical facility is available.

**• Facilities like banking, post office, book shops :**

College helps the students in opening bank accounts

Though we do not have a co-operative store for books and other stationery, book shops are situated within a distance of a few meters.

**• Transport facilities to cater to the needs of students and staff :**

The college is situated in a prime locality of Mumbai suburbs. Easy transport is accessible both by road as well as railways.

**• Animal house :**

Not required.

**• Biological waste disposal :**

Not required.

- **Generator or other facility for management/regulation of electricity and voltage :**

Being the commercial capital of India, Mumbai city is hardly getting disrupted due to power failures therefore college doesn't require this facility.

- **Solid waste management facility :**

Solid waste in the form of papers, general stationery used for examination is created in the college. This is disposed of by selling to the government authorized shredders.

- **Waste water management:**

Not available

- Water harvesting

**Not available**

## 12. Details of program offered by the college :

Academic year 2012-13

Sr. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned / approved student strength	No. of students admitted
1	Under Graduate	Bachelor of Commerce	3 Yrs	12 <sup>th</sup> or Equivalent	English	1800	587
		Bachelor of Management Studies	3 Yrs	12 <sup>th</sup> or Equivalent	English	360	321
		Bachelor of Commerce – Accounting & Finance	3 Yrs	12 <sup>th</sup> or Equivalent	English	180	176
		Bachelor of Commerce – Banking & Insurance	3 Yrs	12 <sup>th</sup> or Equivalent	English	180	108



- As per University of Mumbai Rules students must have minimum 45% marks for general category and 40% marks for the reserved category in the qualifying examination

**13. Does the college offer self-financed Programs?**

Yes

No

**If yes, how many?**

Following are the self-financing Programs offered by the college

1. Bachelor of Management Studies
2. Bachelor of Commerce – Accounting & Finance
3. Bachelor of Commerce – Banking & Insurance
4. Bachelor of Commerce – Financial Markets  
(from 2014-15 though it was discontinued due to lac of attendance)

**14. New programs introduced in the college during the last five years if any?**

Yes		No	√	Number	
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**15. List the departments :**

Particulars	UG	PG	Research
Aided Section	1. Department of Commerce 2. Department of Accountancy 3. Department of Economics 4. Department of Mathematics & Statistics 5. Department of Environmental Studies 6. Department of Business Communication 7. Department of Business Law		
Unaided Section	1. Bachelor of Management Studies 2. Bachelor of Commerce – Accounting & Finance 3. Bachelor of Commerce – Banking & Insurance		

**16. Number of Programs offered under**

- a. Annual System
- b. Semester System
1. Bachelor of Commerce
  2. Bachelor of Management Studies
  3. Bachelor of Commerce – Accounting & Finance
  4. Bachelor of Commerce – Banking & Insurance
- c. Trimester system

**17. Number of Programs with**

- a. Choice Based Credit System
1. Bachelor of Commerce
  2. Bachelor of Management Studies
  3. Bachelor of Commerce – Accounting & Finance
  4. Bachelor of Commerce – Banking & Insurance

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

**18. Does the college offer UG and/or PG programs in Teacher Education?**

Yes  No

**19. Does the college offer UG or PG program in Physical Education?**

Yes  No

**20. Number of teaching and non-teaching position in the Institution**

Position	Teaching Faculty						Non-Teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by State Government	10						11		-	
Recruited	-	-	1	2 + 1 PT	2	-	7	1	-	-
Yet to recruit on regular basis	4						3		-	
Sanctioned by the Management as per work load	--						09		1	
Recruited	-	-	-	-	-	-	07	2	1	-
Yet to recruit	-						-		-	

\*M-Male \*F-Female

**21. Qualification of the teaching staff :****Aided Staff**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	*M	*F	*M	*F	*M	*F	
<b>Permanent Teachers</b>							
Ph.D.	-	-	-	-	1	-	1
M.Phil.	-	-	-	2	-	-	2
PG	-	-	1	1 PT	1	-	2+1
<b>Temporary Teachers</b>							
M.Phil.	-	-	-	-	-	-	-
PG	-	2	-	-	-	-	2
<b>Clock Hour Basis Teachers</b>							
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

\*M-Male

\*F-Female

**Un-Aided Staff**

Highest Qualification	Assistant Professor		Total
	*M	*F	
<b>Core Faculty</b>			
Ph.D.	-	-	-
M.Phil.	-	-	-
PG	1	4	5
<b>Visiting Faculty</b>			
Ph.D.	-	-	-
M.Phil.	-	-	-
PG	10	8	18

\*M-Male

\*F-Female

**22. Number of Visiting Faculty engaged with the College**

18

**23. Furnish the number of the students admitted to the college during the last four academic years.**

Categories	Year 2010-11		Year 2011-12		Year 2012-13		Year 2013-14	
	*M	*F	*M	*F	*M	*F	*M	*F
SC	7	10	10	7	5	4	4	4
ST	-	-	-	-	-	-	-	-
OBC	8	4	9	16	6	8	16	14
General	784	611	414	337	334	278	272	277
Total	799	626	433	360	345	290	292	295

\*M-Male \*F-Female

**24. Details on students enrolled in the college during the current academic year :**

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is	587	-	-	-	587
Students from other states of	-	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	587	-	-	-	587

**25. Dropout rate in UG and PG (average of the last two batches)**

**Degree Section : (B.Com.)**

Year	2011-12			2012-13		
	Register	Appeared	Drop Out	Register	Appeared	Drop Out
F.Y.B.Com.	112	112	57	137	137	54
S.Y.B.Com.	350	350	58	124	124	35
T.Y.B.Com.	344	344	51	391	391	61
Total	694	694	109	652	652	150

**Self Financing Section :**

Year	2011-12			2012-13		
Class	Register	Appeared	Drop Out	Register	Appeared	Drop Out
F.Y.B.M.S.	107	107	11	110	110	9
S.Y.B.M.S.	121	121	8	102	102	6
T.Y.B.M.S.	117	117	36	119	119	41
<b>Total</b>	<b>345</b>	<b>345</b>	<b>55</b>	<b>331</b>	<b>331</b>	<b>56</b>
F.Y.B.A.F.	58	58	1	60	60	-
S.Y.B.A.F.	60	60	-	59	59	3
T.Y.B.A.F.	54	54	3	60	60	-
<b>Total</b>	<b>172</b>	<b>172</b>	<b>4</b>	<b>179</b>	<b>179</b>	<b>3</b>
F.Y.B.B.I.	19	19	-	34	34	-
S.Y.B.B.I.	49	49	-	23	23	1
T.Y.B.B.I.	46	46	5	46	46	-
<b>Total</b>	<b>114</b>	<b>114</b>	<b>5</b>	<b>103</b>	<b>103</b>	<b>1</b>
F.Y.B.F.M.	12	12	1	-	-	-
S.Y.B.F.M.	35	35	-	9	9	-
T.Y.B.F.M.	33	33	6	31	31	6
<b>Total</b>	<b>80</b>	<b>80</b>	<b>7</b>	<b>40</b>	<b>40</b>	<b>6</b>

**Post Graduate Section : NO****26. Unit Cost of Education - 2012-13**

(Unit cost = total annual recurring expenditure actual) divided by total number of students enrolled)

**Aided**

(a) Including the salary component

456

(b) Excluding the salary component

363

**Un-aided**

- (c) Including the salary component
- (d) Excluding the salary component

27. **Does the college offer any programme/s in distance education mode (DEP)?**

Yes  No

If yes,

a) **Is it a registered Centre for offering distance education programmes of another University**

Yes  No

b) **Name of the University which has granted such registration.**

c) **Number of programmes offered**

d) **Programmes carry the recognition of the Distance Education Council**

28. **Provide Teacher –student ratio for each of the programme/course offered :**

<b>Course</b>	<b>No. of Teaching Post</b>	<b>No. of students</b>	<b>Teacher Student Ratio</b>
B.Com. (Aided Section)	6	587	1 : 97
Self Financing Courses	23	619	1 : 27

Accreditation : Cycle

29. **Is the college applying for Accreditation :**

Cycle  Cycle  Cycle  Cycle

Re-Assessment:

**(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)**

30. **Date of accreditation \*(applicable for Cycle 1, Cycle 2, Cycle 3, Cycle 4 and re-assessment only)**

Cycle 2 : Date : 08.01.2004 Accreditation Outcome/  
Result : B++ Grade

Annexure 4 : Certificate of Accreditation from NAAC

31. **Number of working days during the last academic year**

32. **Number of teaching days during the last academic year**

33. **Date of establishment of Internal Quality Assurance Cell (IQAC)**  
**IQAC : 08.01.2004**



**34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC**

Annual Quality Assurance Report for 5 years have been submitted in hard copy format as follows:

- i. AQAR 2004-2005 submitted to NAAC on 24-03-2014
- ii. AQAR 2005-2006 submitted to NAAC on 24-03-2014
- iii. AQAR 2006-2007 submitted to NAAC on 24-03-2014
- iv. AQAR 2007-2008 submitted to NAAC on 24-03-2014
- v. AQAR 2008-2009 submitted to NAAC on 24-03-2014

The remaining reports were submitted online as follows

- vi. AQAR 2009-2010 submitted to NAAC on 24-03-2014
- vii. AQAR 2010-2011 submitted to NAAC on 24-03-2014
- viii. AQAR 2011-2012 submitted to NAAC on 01-04-2014

AQAR for the year 2012-13 has been submitted online on 9<sup>th</sup> April 2014.

**35. Any other relevant data (not covered above) the college would like to include.**

(Do not include explanatory/descriptive information)

## C. EVALUATIVE REPORT – CRITERIA-WISE

### CRITERION – I CURRICULAR ASPECTS

#### 1.1 Curriculum Planning and Implementation

##### 1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

**Vision :** A4aRd\2mRStt : suqm

(Wealth earned through righteous means gives happiness)

Laxmi Charitable Trust's Shri Chinai College of Commerce & Economics was instituted with the vision of becoming one of the most popular and leading educational institution in the suburbs in the field of Commerce. The institution aims at imparting quality education, creating and developing skill and knowledge along with overall personality development of students. It provides the best education and helps the students to pursue their goals of life. With this broad idea, the institution enlists the following vision :

1. Imparting quality education
2. Personality Development
3. Enhance Skill and Talents
4. To make students good citizens
5. National awareness

**Mission :**

During the era of globalization, the college continuously strives to provide the best knowledge of commerce. The institution has started many new courses like Bachelor of Management Studies, B.Com. (Accounting & Finance), B.Com. (Banking & Insurance), B.Com. (Financial Marketing) to face the challenges of globalization.

1. Provide platform for Excellency in the field of education.
2. Provide opportunities to develop extra-curricular and co-curricular activities.
3. Impart value based education.
4. Implement improved techniques of teaching and learning.

The vision and mission of the college is communicated to the students and staff by displaying on notice board and printing in college magazine and prospectus. The students are also informed about the same during the time of their admission to the college in the form of orientation programme.

**Goals and Objectives of the college :**

1. To impart relevant and quality education to students.
2. To inculcate values of regularity, punctuality and discipline so that students grow up to be responsible citizens.
3. To promote overall personality development of students via extracurricular activities like sports, dramatics, music etc.
4. To develop and prepare students for facing challenges in the competitive world by using their potential in academics and co-curricular activities.
5. To generate a sense of belonging towards the institution by mutual interaction between past and present students.
6. To utilize the college infrastructure for the total well being of the students as well as the neighborhood community.

**1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).**

Shri Chinai College of Commerce and Economics was established in 1963 and during those years there were a very few commerce colleges in the suburbs. The college was one of the best colleges in the vicinity and provided education exclusively in commerce. Even though at present there are quite a few more commerce colleges in the suburbs, our college still maintained its significance and popularity among students and parents.

Along with B.Com. as the main stream, the college is also providing specialization in the field of Bachelor of Management Studies and B.Com. with Banking & Insurance, Accounting & Finance, Financial Market. We impart quality education to both boys and girls. College has been successful in appointing qualified teaching staff. The teaching and learning process is made more objective and interesting.

The College follows a very systematic plan to develop and deploy action plans.

1. In the beginning of the academic year, the college prepares an academic calendar comprising of the entire schedule for the year.
2. Every faculty member prepares a teaching plan, showing month-wise topics to be taught.
3. These plans depend upon the syllabus prescribed by the University and the number of lectures allotted to it.
4. At the end of every month, the monthly monitoring sheets are prepared; showing the actual number of lectures engaged by every faculty member in the month.

5. It is compared with the teaching plan, to find out whether there is any gap between the number of lectures planned and the number of lectures actually engaged.
6. It also shows the actions to be taken to cover up the gaps if any. For effective implementation of the curriculum, the classroom teaching is also supplemented with seminars, projects and study tours.

**1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

For affiliated Colleges like ours, the University prescribes the syllabus which specifies the number of lectures, list of recommended books and bifurcation of internal and external marks. The College effectively translates the curriculum through class room teaching, seminars, workshops, innovative teaching practices such as LCD projectors, OHP, group discussions, etc. The University regularly informs the College about all the changes in the curriculum, so that the College can implement them.

1. Our teachers have been constantly consulting, suggesting and helping their peer groups who are elected members of Boards of Studies in different disciplines directly involved in the formation of syllabi.
2. The B.M.S. department of our college prepares projects on various issues related to business and management.
3. The department of self financing courses organized workshops on financial management, financial marketing and other issues related to capital market.
4. Our admission procedure ensures the admission to the institution of a reasonable number of socially, economically and physically under-privileged students.

5. The college also provides financial aid to economically backward but bright and promising students through 'Students Aid Fund'.
6. Remedial coaching is provided to students who are comparatively weak in studies.
7. Intensive coaching is given to meritorious students so that they can excel in their annual examinations.
8. Guest lectures and expert lectures are arranged for T.Y.B.Com. students in all subjects by inviting professors from other institutions. Subject experts are invited to guide students while answering university examination papers.
9. Seminars and workshops are organized from time to time to give practical expertise knowledge to students in various fields.
10. Women's Development Cell (WDC) is actively providing guidance and counseling to female students and staff. The WDC also organizes variety programmes to enlighten girls about exploitation and self defense.
11. The Department of Economics conducted number of lectures on various current economic issues.
12. Department of Accountancy organized lectures on direct and indirect taxes.

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

The courses offered at all levels of under-graduation and post-graduation are basically employment oriented. The change in the syllabi of different subjects from time to time ensures that students are kept well informed of the rapidly changing socio-economic environment around the globe. The college offers a course in the subject of Computer Applications at the T.Y.B.Com class.

- 1) Members of Board of Studies, University of Mumbai, design the curriculum and regularly revise the syllabus to suit the requirements of changing times and ensure the overall development of students.
- 2) Curriculum, designed by University of Mumbai, has relevance to regional and national needs.
- 3) Theoretical aspects of the curriculum are supported through activities such as presentations, seminars, discussions, assignments, workshops, computer education, industrial visits and field surveys which give them practical exposure and prepare them to contribute to the needs of the region and the nation at large.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

Some staff members are working in the committees formed by university to restructure the syllabus. Principal Dr. M. Johri is co-author of the text book of F.Y.B.Com Environmental Studies. Vice Principal Ms. S.G. Kelkar was a member for F.Y.B.Com. Statistics Syllabus for the University of Mumbai which was revised in 2011-12. Dr. B.B. Kamble is co-author of the study material for the students of commerce of Institute of distance learning (IDOL). Prof. S. S. Darole has also co-authored text book of Accountancy and Financial Management for T.Y.B.Com.

All our senior faculties are working as paper setters, moderators and / or examiners in the university in their respective subjects. These books are well appreciated by teachers and students.



**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

The college ensures that the academic programmes are in line with the institution's goals and objectives. To achieve the stated goals and objectives, the following steps are taken.

- 1) Our admission procedure ensures the admission to the institution of a reasonable number of socially, economically and physically under-privileged students.
- 2) The college also provides financial aid to economically backward but bright and promising students through 'Students Aid Fund'.
- 3) Some faculty members have contributed to curriculum design and development through memberships in University bodies. Whenever a new syllabus is framed or existing syllabus is restructured the faculty communicates their suggestions to the Board of Studies. The faculty actively participates in the workshops or curriculum design and restructuring conducted by University or other institutions.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university)by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.**

One of our faculty Dr. B.B. Kamble is invited by Institution of Distance & Open Learning (IDOL) to be a member for framing the syllabus for F.Y.B.Com.

**1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

In order to ensure that the curriculum is properly implemented the teaching staff prepares Teaching Learning Plans which is in accordance with the learning objectives stated by the University in the syllabus of each subject. Departmental meetings are conducted to ensure that syllabus in the classes is fulfilling the stated objectives and are achieved while implementing.

If for some unforeseen reasons if a particular teacher is unable to complete the syllabus then extra lectures are arranged. The college regularly deposes the teachers to attend orientation programs conducted by the University for Syllabus Revision and the objectives of a particular curriculum is discussed in great detail in these workshops.

**1.2 Academic Flexibility:**

The college is affiliated to the University of Mumbai and have very limited flexibility in academics. As per the prescribed University pattern of Choice Based Credit and Grading System of examination the college conducts 40 marks Internal examination wherein test, viva voce, presentation and project work is also given to the students. Participation of students in regular classes is also given due weightage.

**1.2.1 Specifying the goals and objectives give details of the certificate/ diploma/ skill development courses etc., offered by the institution.**

The college offers undergraduate course in commerce and related areas such as Financial Markets, Management Studies, Banking And Insurance, Accounting and Finance .

**1.2.2 Does the institution offer programs that facilitate twinning/dual degree? If 'yes', give details.**

No

**1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability**

- **Range of Core /Elective options offered by the University and those opted by the college**

i) Details of core and elective subjects offered by University of Mumbai and opted by the college

**Course: Bachelor of Commerce**

**Programs under the Faculty of Commerce (CGPA)**

**Title of the Program: - Bachelor of Commerce (B.Com.)**

Year	Semest	Course	Title of the Course	Credits
I	I	<b>Core Courses</b>		
		1	Accountancy and Financial Management-I	3
		2	Commerce-I (Business Development)	3
		3	Business Economics-I	3
		<b>Allied Courses</b>		
		4	Business Communication-I	3
		5	Environmental Studies-I	3
		6	Mathematical and Statistical Techniques-I	3
		<b>Interdisciplinary Courses</b>		
		7	Foundation Course-I	2
I	II	<b>Core Courses</b>		
		1	Accountancy and Financial Management-	3
		2	Commerce-II (Business Development)	3
		3	Business Economics-II	3
		<b>Allied Courses</b>		
		4	Business Communication-II	3
		5	Environmental Studies-II	3
		6	Mathematical and Statistical Techniques-	3
		<b>Interdisciplinary Courses</b>		
		7	Foundation Course-II	2
II	III	<b>Core Courses</b>		
		1	Accountancy and Financial Management-	3
		2	Commerce-III (Mgmt and Finance)	3
		3	Business Economics-III	3
		<b>Allied Courses</b>		
4	Business Law-I	3		

		<b>Applied Component Courses</b>		
		5	Any One Course – Advertising/Company Secretarial Practice.	3
		<b>Interdisciplinary Courses</b>		
		6	Foundation Course-III	2
<b>II</b>	<b>IV</b>	<b>Core Courses</b>		
		1	Accountancy and Financial Management-	3
		2	Commerce-III (Mgmt and Finance)	3
		3	Business Economics-III	3
		<b>Allied Courses</b>		
		4	Business Law-I	3
		<b>Applied Component Courses</b>		
		5	Any One Course – Advertising/Company Secretarial Practice.	3
		<b>Interdisciplinary Courses</b>		
		6	Foundation Course-III	2
<b>III</b>	<b>V</b>	<b>Core Courses</b>		
		1	Paper -V	4
		2	Paper -VI	4
		3	Related Applied Component- Any Two Courses: 1. Export Marketing 2. Direct & Indirect Taxation/ 3. Elements of Operations Research 4. Computer Systems & Applications 5. Organizational behaviour at work	3
		<b>Core Courses I Commerce Discipline</b>		
		4	Commerce-V (Mktg & Human Resource) Business Economics-V	3
		<b>Applied Component Courses (Any Two)*</b>		
		5	Any One Course from the list	3
		<b>Interdisciplinary Courses</b>		
		6	Foundation Course-III	3
<b>III</b>	<b>VI</b>	<b>Core Courses</b>		
		1	Paper -VI	4
		2	Paper -VII	4
		3	Related Applied Component	3
		<b>Core Courses I Commerce Discipline</b>		
		4	Commerce-VI (Mktg & Human Resource) Business Economics-VI	3
		<b>Applied Component Courses (Any Two)*</b>		
		5	Any One Course from the list	3
		<b>Interdisciplinary Courses</b>		
		6	Foundation Course-IV	3

**Course: Bachelor of Management Studies****Title of the Program: - Bachelor of Management Studies (B.M.S.)**

Year	Semest	Course	Title of the Course	Credits	
<b>I</b>	<b>I</b>	<b>Core Courses</b>			
		1	Foundation of Human Skills	3	
		2	Introduction to Financial Accounts	3	
		3	Principles of Management-I	3	
		<b>Allied Courses</b>			
		4	Business Law	3	
		5	Business Statistics	3	
		6	Business Communication	3	
<b>I</b>	<b>II</b>	<b>Core Courses</b>			
		1	Business Environment	3	
		2	Industrial Law	3	
		3	Managerial Economics-I	3	
		4	Business Mathematics	3	
		5	Introduction to Cost Accounting	3	
		<b>Allied Courses</b>			
		6	Computer Applications in Business	3	
<b>II</b>	<b>III</b>	<b>Core Courses</b>			
		1	Management Accounting	3	
		2	Managerial Economics-II	3	
		3	Marketing Management	3	
		4	Materials Managements	3	
		5	Principles of Management-II	3	
		<b>Allied Courses</b>			
		6	Effective Communication	3	
<b>II</b>	<b>IV</b>	<b>Core Courses</b>			
		1	International Marketing-I	3	
		2	Elements of Direct & Indirect Taxes	3	
		3	EXIM Procedures & Documentation	3	
		4	Management of Small Scale Industries	3	
		5	Productivity & Quality Management	3	
		6	Public Relations Management		
		<b>III</b>	<b>V</b>	<b>Core Courses</b>	
1	Human Resource Management			3	
2	Service Sector Management			3	
3	Financial Management			3	
4	Elements of Logistics and Supply chain			3	
5	Business Ethics and Corporate Social			3	

		<b>Elective Courses (Any One)</b>		
		6	Special Studies in Marketing	3
		7	Special Studies in Finance	3
		8	E Commerce	3
		<b>Project Work</b>		
		9	Project Work – I	3
<b>III</b>	<b>VI</b>	<b>Compulsory Courses</b>		
		1	Entrepreneurship & Management of Small	3
		2	Operations Research	3
		3	International Finance	3
		4	Indian Management Thought and	3
		5	International Marketing	3
		6	Retail Management	3
		<b>Applied Component Courses (Any Two)</b>		
		7	Investment Analysis & Portfolio	3
		8	Econometrics	3

**Course: Bachelor of Commerce – Accounting and Finance**  
**Title of the Program: - Bachelor of Commerce (B.Com. A. & F.)**

<b>Year</b>	<b>Semest</b>	<b>Course</b>	<b>Title of the Course</b>	<b>Credits</b>
<b>I</b>	<b>I</b>	<b>Core Courses</b>		
		1	Financial Accounting-I	3
		2	Cost Accounting-I	3
		3	Economics-I	3
		4	Commerce-I	3
		<b>Allied Courses</b>		
		5	Information Technology-I	3
6	Business Communication-I	3		
7	Foundation Course-I	3		
<b>I</b>	<b>II</b>	<b>Core Courses</b>		
		1	Financial Accounting-II	3
		2	Auditing-I	3
		3	Financial Management-I	3
		4	Taxation-I	3
		<b>Allied Courses</b>		
		5	Business Law-I	3
6	Quantitative Methods for Business-I	3		
7	Business Communication-II	3		
<b>II</b>	<b>III</b>	<b>Core Courses</b>		
		1	Financial Accounting-III	3
		2	Cost Accounting-II	3
		3	Auditing-II	3
		4	Economics-II	3
		5	Management-I	3

		<b>Allied Courses</b>		
		6	Business Law-II	3
		7	Foundation Course-II	3
<b>II</b>	<b>IV</b>	<b>Core Courses</b>		
		1	Financial Accounting-IV	3
		2	Management Accounting-I	3
		3	Taxation-II	3
		4	Commerce-II	3
		<b>Allied Courses</b>		
		5	Business Law-III	3
		6	Information Technology-II	3
		7	Quantitative Methods for Business-II	3
<b>III</b>	<b>V</b>	<b>Core Courses</b>		
		1	Financial Accounting- V	3
		2	Cost Accounting- III	3
		3	Financial Accounting-VI	3
		4	Management Accounting- II	3
		5	Taxation- III	3
		6	Economics-III	3
<b>III</b>	<b>VI</b>	<b>Core Courses</b>		
		1	Financial Accounting- VII	3
		2	Cost Accounting -IV	3
		3	Auditing- III	3
		4	Financial Accounting- VIII	3
		5	Taxation-IV	3
		6	Management-II	3

**Course: Bachelor of Commerce – Banking and Insurance**  
**Title of the Program: - Bachelor of Commerce (B.Com.B. & I.)**

<b>Year</b>	<b>Semest</b>	<b>Course</b>	<b>Title of the Course</b>	<b>Credits</b>
<b>I</b>	<b>I</b>	<b>Core Courses</b>		
		1	Environment and Management of Financial Services	3
		2	Principles of Management	3
		3	Economics-I (Micro)	3
		<b>Allied Courses</b>		
		4	Effective Communication-I	3
		5	Qualitative Methods-I	3
		6	Introduction to Computer Systems	3
<b>I</b>	<b>II</b>	<b>Core Courses</b>		
		1	Principles and Practices of Banking and	3
		2	Financial Accounting	3

		3	Economics-II (Micro)	3
		<b>Allied Courses</b>		
		4	Effective Communication-II	3
		5	Qualitative Methods-II	3
		6	Business Law	3
<b>II</b>	<b>III</b>	<b>Core Courses</b>		
		1	Laws Governing Banking and Insurance	3
		2	Financial Management-I	3
		3	Management Accounting (Tools and Techniques, Focus on Banking and Insurance)	3
		4	Customer Relationship Management in	3
		5	Taxation of Financial Services	3
		6	Organizational Behaviour	3
		<b>Allied Courses</b>		
		7	Information Technology in Banking and	3
<b>II</b>	<b>IV</b>	<b>Core Courses</b>		
		1	Universal Banking	3
		2	Financial Management-II	3
		3	Innovations in Banking and Insurance	3
		4	Cost Accounting of Banking and Insurance	3
		5	Entrepreneurship Management	3
		6	Financial Markets (Equity, Debt, Forex and	3
		<b>Allied Courses</b>		
		7	Corporate Law and Laws Governing	3
<b>III</b>	<b>V</b>	<b>Core Courses</b>		
		1	Marketing in Banking and Insurance	3
		2	Financial Services Management	3
		3	International Banking and Finance	3
		4	Financial Reporting and Analysis (Corporate Banking and Insurance)	3
		5	Security Analysis and Portfolio	3
		6	Auditing 3	3
		<b>Project Work</b>		
		7	Project on Banking	3
<b>III</b>	<b>VI</b>	<b>Core Courses</b>		
		1	Strategic Management (Banking and	3
		2	Central Banking	3
		3	International Business (Banking and	3
		4	Human Resource Management in Banking and Insurance	3
		5	Business Ethics and Corporate	3
		6	Turnaround Management	3
		<b>Project Work</b>		



		7	Project on Insurance	3
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**Course: Bachelor of Commerce – Financial Markets**  
**Title of the Program: - Bachelor of Commerce (B.Com. F. & M.)**

Year	Semest	Course	Title of the Course	Credit	
<b>I</b>	<b>I</b>	<b>Core Courses</b>			
		1	Principles of Investment	3	
		2	Micro- Economics	3	
		3	Financial Accounting	3	
		4	Business Environment	3	
		<b>Allied Courses</b>			
		5	Basic Statistics	3	
		6	Basic Computer Skills	3	
<b>I</b>	<b>II</b>	<b>Core Courses</b>			
		1	Environment of Financial System	3	
		2	Macro- Economics	3	
		3	Management Accounting	3	
		4	Principles of Business Management	3	
		<b>Allied Courses</b>			
		5	Statistical Applications	3	
		6	Communication Skills	3	
<b>II</b>	<b>III</b>	<b>Core Courses</b>			
		1	Debt Markets	3	
		2	Corporate Finance- I	3	
		3	Equity Markets- I	3	
		4	Banking in Financial System	3	
		5	Business Ethics	3	
		6	Organizational Behavior	3	
		<b>Allied Courses</b>			
7	Computer Applications in Investments	3			
<b>II</b>	<b>IV</b>	<b>Core Courses</b>			
		1	Commodities Markets	3	
		2	Corporate Finance- II	3	
		3	Equity Markets- II	3	
		4	Financial Services	3	
		5	Taxation for Investments	3	
		6	Security Analysis	3	
		<b>Allied Courses</b>			
7	Business Law	3			
<b>III</b>	<b>V</b>	<b>Core Courses</b>			
		1	Global Capital Markets	3	
		2	Regulations of Securities Markets	3	
		3	Insurance (Fund) Management	3	

		4	Derivative Markets	3
		5	Foreign Exchange Markets	3
		6	Portfolio Management	3
		<b>Allied Courses</b>		
		7	Project - I	3
<b>III</b>	<b>VI</b>	<b>Core Courses</b>		
		1	Risk Management	3
		2	Corporate Governance	3
		3	Computer Applications in Financial	3
		4	Marketing of Financial Services	3
		5	Mutual Fund Management	3
		6	Customer Relationship Management in	3
		<b>Allied Courses</b>		
		7	Project - II	3

- **Semester Based Credit and Grading System and range of subject options**

University of Mumbai has introduced Semester Based Credit and Grading System from the academic year 2011-12 at the First year level to be extended to higher classes in subsequent years. Accordingly in the academic year 2012 -13 the Semester Based Credit and Grading System has been implemented for the first year.

- **Courses offered in modular form**

All seven courses offered by the college are in a modular form.

- **Credit transfer and accumulation facility**

As per Semester Based Credit and Grading System implemented by the University of Mumbai, each module of an academic programme has been assigned specific credit points and also has a certain scheme of learner evaluation as well as certain specific criteria defining successful completion. Credit completion or Credit acquisition is considered to take place after the learner has successfully cleared all the evaluation criteria with respect to a single course. A learner keeps on adding more and more credits as he completes successfully more and more courses. Thus he 'accumulates' course wise credits.

The process of accumulating Credits over a period of time, leads to the idea of a 'Credit Bank'. Credit Bank in simple terms refers to stored and dynamically updated information regarding the number of Credits obtained by any given learner along with details regarding the course/s for which Credit has been given, the course-level, nature, etc.

Under Semester Based Credit and Grading System there is provision for learners mobility through credit transfer.

- **Lateral and vertical mobility within and across programs and courses:**

Lateral and vertical mobility within and across programs and courses is possible by Credit Transfer. It implies that credits earned at one institution for one or more courses under a given program are accepted under another program either by the same institution or another institution. In practice this means that it is accepted that a certain chunk of learning has already been successfully completed by a learner. This acceptance of earlier acquired credits may be reflected in one of two ways:

1. Direct Performance Transfer, or 2. Course Exemption

**1.2.4 Does the institution offer self-financed programs? If 'yes', list them and indicate how they differ from other programs, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

Yes, the College offers self-financing programs as under:

1. Bachelor of Management Studies
2. Bachelor of Commerce – Accounting and Finance
4. Bachelor of Commerce – Financial Markets
5. Bachelor of Commerce – Banking and Insurance

**Admission Procedure:**

Admission for all above courses is done on merit basis and as per the guidelines issued by the University of Mumbai.

**Curriculum**

For both regular and self-financed courses, the University prescribes the syllabus. Projects/assignments are conducted according to the University guidelines.

**Fees Structure**

It is different for both the types of courses, according to the rules of the University.

**Teachers' Qualification**

It is according to the existing UGC guidelines.

**Salary**

It is according to the existing UGC guidelines.

**1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If 'yes' provide details of such program and the beneficiaries.**

NO

**1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?**

NO

### **1.3 Curriculum Enrichment**

#### **1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programs and Institution's goals and objectives are integrated?**

The curriculum prescribed by the University cannot be changed. However, the College makes sincere efforts by providing additional knowledge and information through organizing various activities which helps to develop their personality.

#### **1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?**

The purpose of any education system is to provide students the basic understanding and knowledge that will help mould their personality and enable them to stand on their own feet in a dynamic employment market. Since the college cannot modify any curriculum prescribed by the University, it attempts to prepare the learners in computer applications, soft skills, etc; and help them to get gainful employment. Career Guidance Cell organizes group discussions, interviews and talks that helps students prepare for job market. Industrial visits are organized. Various events are conducted by student volunteers to improve their organizational skills.

#### **1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

The Woman Development Cell of the college has done a lot towards gender sensitization among the students. The cell organized a poster making competition for the F.Y.B.Com students on issues related to women and children. The institution also has conducted seminars

inviting teachers and students of other colleges as well as the parents of students. As far as possible major problems faced by students and parents specially in the urban areas are discussed.

Students of F.Y.B.Com and S.Y.B.Com are studying a paper on Foundation Course which deals with Human Rights, Gender, ICT etc. Similarly F.Y.B.Com students have a compulsory paper on Environmental Studies.

#### **1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?**

##### **Career and Guidance Cell:**

Career planning is an important step in everyone's life. Education is a step in the direction of deciding ones career. Training the young students for future employment is thus one of the major objectives of higher education. With this aim in mind a Career Guidance Cell is instituted with the intention of promoting employment. Working towards this end the Cell conducts various lectures, workshops, aptitude tests etc. at regular intervals. The companies and corporate approach the college with the vacancies and the cell ensures that the information is passed on to majority of the students by displaying it prominently on the notice board.

#### **1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

##### **a) Students:**

Feedback from students is collected with the help of questionnaire. It is distributed to students periodically and accordingly corrective measures are taken in case of difficulties. The questionnaire is prepared in line with the sample by NAAC.

**b) Alumni:**

The college Alumni is a registered body. Feedback is also obtained from the alumni in their meetings with the present students and teachers. Alumni hold their meetings regularly. Most of the college alumni members are in the field of accountancy and management and makes certain suggestions about the curriculum and which is considered by the college and implemented to the extent it is possible. Our alumni comprises of numerous well known personalities in the field of dramatics and cinemas. They constantly provide guidance to budding artists of our college.

**c) Parents:**

The college regularly organizes parent teacher meetings to exchange the view points on the student progress in academic as well as non academic fields. Suggestions given by the parents are duly considered and implemented to the extent it is possible. Parents are free to meet the principal, vice principal and the teachers as and when need arises.

**d) Employers/Industries:**

None.

**e) Academic Peers:**

None

**1.3.6 How does the institution monitor and evaluate the quality of its enrichment Programs?**

The feedback collected from the staff and students and from other agents is properly studied and whenever necessary it is being informed to the concerned body of the university through the elected representatives of the board of studies.

## 1.4 Feedback System

### 1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

There is very less scope for curriculum enrichment as the syllabus is framed by the University, however, the College implements the new syllabi as and when the University introduces/revises it. Though the curriculum is designed by the University, the goals and objectives of the College are transmitted to the students by the efforts of the faculty by teaching beyond class room and the curriculum. To enable the students to develop their personality, the college organizes numerous activities throughout the year. Many of these activities are totally curricular (seminars, guest lecture etc.), co-curricular (elocutions, debates, exhibitions etc.) while some are extracurricular (sports, dance, drama, singing etc.)

### 1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programs?

There is no formal mechanism for obtaining feedback from the students and other stakeholders however the college authorities do follow a system of collecting feedback from the students by questionnaire method where the students anonymously fill the feedback form. The form is then analyzed and accordingly the teachers are given suggestions for improvements.



**1.4.3 How many new programs/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programs?)**

**1. Bachelor of Commerce – Financial Marketing**

was introduced in the academic year 2008-09.

**2. Bachelor of Commerce – Accounting and Finance**

was introduced in the Academic year 2003-04

**3. Bachelor of Commerce–Banking and insurance**

was first introduced in the Academic year 2005-06

**4. Bachelor of Management Studies-**

was introduced in the year 2003-04 and an additional division was introduced from 2006-07

**Any Other Relevant information regarding curricular aspects which the college would like to include:**

**BEST PRACTICES IN CURRICULAR ASPECTS :**

1. Sustenance of quality of teaching is taken care of by appointing qualified, dedicated teachers acceptable to the students.
2. Teaching programme is channeled through proper planning of academic activity well in advance through academic calendar, teaching plans in each subject, portion completion schedules, etc. H.O.Ds co-ordinate and control such schedules by regular departmental meetings and through informal feedback from students so that our effort to sustain the quality of education is successful.
3. Quality enhancement is taken care by various methods such as regular class tests, presentations, industrial visit, seminars, etc.
4. Faculty from professional fields and higher learning centers are invited regularly for guest lectures.
5. Teachers are encouraged to participate in seminars, present papers in such seminars, attend workshops regarding syllabus, for quality improvement.
6. Periodical assessment of the performance of every department is done and corrective measures are taken wherever necessary.

## **CRITERION – II**

### **TEACHING-LEARNING AND EVALUATION**

#### **2.1 Student Enrolment and Profile**

##### **2.1.1 How does the college ensure publicity and transparency in the admission process?**

The admission of students is done through transparent admission process based on merit as per the Government and University guidelines. The College is well known in the vicinity of Andheri. Our college issues prospectus along with the admission forms which contains complete information about the institution.

The College maintains complete transparency in the admission procedure. Moreover our admission policy is mentioned in our College website. The admission is made purely on merit basis within the Government and University guidelines. The list of the students to be admitted to various classes, along with the percentage of marks they have scored for the purpose of seeking admission, is put up according to the schedule prepared by the University. The entire process is supervised by the Principal and the Registrar.

**2.1.2 Explain in detail the criteria adopted and process of admission****(i) merit****(ii) common admission test conducted by state agencies and national agencies****(iii) combination of merit and entrance test or merit, entrance test and interview****(iv) any other to various programmes of the Institution.**

Admissions to Degree course in Commerce is done as per the University norms.

1. Merit list is prepared and displayed on the Notice Board

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

The admission of the students is carried on strictly according to the conditions laid down by the University of Mumbai.

**Table 2.1****The Minimum and Maximum Percentage of Marks for Admission at Entry Level for Each of the Programmes Offered by the College**

Colleges/ Courses	Dahanukar	Sathaye	Tolani	R.S.S	G.P. Mishra
B.Com.	74.17	72	70.15	55	50
BMS	74	74	72	58	52
BAF	75	NA	70	50	NA
BBI	70.17	NA	60	50	50
BFM	60	NA	60	NA	NA

Overall, looking at the entry point for each of the programmes offered by the College, it was found that the applications received were steady. Going by newspaper reports and informal discussions with other College teachers and Principals, it is understood by the College that though some colleges have higher cut off percentage the other major Colleges in the vicinity are having almost the same cut-off percentage as that of our College.

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

The admission process, last dates for applications, display of merit list are all followed strictly according to government and university regulations. As and when these regulations change the college incorporates them in the existing process.

Each year, the process is reviewed by the Principal and Registrar to smoothen it so that admissions are streamlined and the process functions properly, with the least inconvenience to students.

Teachers are involved in the admission process so that students can easily fill in the forms and submit it effortlessly.

Special attention is given to parents' orientation to make them understand the newly introduced **CBCGS** (Choice Based Credit and Grading System) by the University of Mumbai. This was essential and helpful because from 2010-11 the University has changed the system of examination to semester. The university was following annual system for a long period.

This process has made the admission transparent and easy to understand. The admission process has improved and has become more streamlined over the years.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

**Aided Section**

<b>Category</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
SC/ST (21%)	13	17	09	08
OBC/NT/SBC (27%)	9	36	16	31
Any Other (3%)	-	-	-	-

**Un-Aided Section**

<b>Category</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
SC/ST (21%)	5	07	11	08
OBC/NT/SBC (27%)	4	16	21	13
Any Other (3%)	-	-	-	-

**SC/ST**

Students from SC/ST are allotted seats as per prevailing government rules.

Fees exemption and other benefits are provided to them. Book Bank facilities and free ship facilities are also provided.

**OBC**

Students from other backward classes are allotted seats as per prevailing government rules. Fees exemption and other benefits are provided to them.

Book Bank facilities and free ship facilities are also provided.

**Women**

Women students are allotted seats as per prevailing government rules.

Women students are provided with equal opportunity.

**Differently able**

There is reservation for students belonging to differently able categories as per government regulations. Their requirements and the needs are given a special care and attention.

**Economically weaker sections**

Students from economically weaker sections are allotted seats as per prevailing government rules. They are provided with equal opportunity. Fees exemption and other benefits are provided to them. Book Bank facilities and free ship facilities are also provided community.

**Any other**

Since our college has exclusively only degree classes. We don't have in-house students. All are admitted on merit basis.

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase /decrease and actions initiated for improvement**

Following data shows demand ratio for four years at entry level i.e. First Year Classes. Normally all successful students take higher classes i.e. Second and Third Year of under graduate courses.

**Academic year 2010-2011**

<b>COURSE</b>	<b>Number of Applications</b>	<b>Number of Admissions</b>	<b>DEMAND RATE (%)</b>
B.Com.	1311	543	2.41
Bach. In Mgt. Studies	234	120	1.95
B.Com(Accounts and Finance)	237	60	3.95
B.Com.(Banking and Insurance)	69	50	1.38
B.Com.(Financial Markets)	30	37	81.08

**Academic year 2011-2012**

<b>COURSE</b>	<b>Number of Applications</b>	<b>Number of Admissions</b>	<b>DEMAND RATE (%)</b>
B.Com.	376	105	3.58
Bach. In Mgt. Studies	158	106	1.49
B.Com(Accounts and Finance)	89	58	1.53
B.Com.(Banking and Insurance)	39	19	2.05
B.Com.(Financial Markets)	32	11	2.90

**Academic year 2012-2013**

<b>COURSE</b>	<b>Number of Applications</b>	<b>Number of Admissions</b>	<b>DEMAND RATE (%)</b>
B.Com.	276	121	2.28
Bach. In Mgt. Studies	142	110	1.29
B.Com(Accounts and Finance)	108	60	1.80
B.Com.(Banking and Insurance)	48	34	1.41
B.Com.(Financial Markets)	19	-	-

**Academic year 2013-2014**

<b>COURSE</b>	<b>Number of Applications</b>	<b>Number of Admissions</b>	<b>DEMAND RATE (%)</b>
B.Com.	630	340	1.85
Bach. In Mgt. Studies	236	105	2.24
B.Com(Accounts and Finance)	163	59	2.76
B.Com.(Banking and Insurance)	118	-	-



## 2.2 Catering to Diverse Needs of Students

### 2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The College is sensitive towards the needs of the differently abled students. The teachers give special attention during lectures. When needed topics are explained to them after regular lectures. Teachers are available to the parents of the differently abled students so as to communicate their needs and any others problems related to academics. During examination they are given extra time and if needed a writer is also provided to them.

### 2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

The college conducts orientation programme for the students during the beginning of academic year. They are being informed about the available courses and given an opportunity to opt for the subject of their choice.

### 2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/ Remedial/ Add-on/ Enrichment Courses, etc)

At the First Year B.Com. level all the seven subjects are compulsory. At the Second Year level five subjects are compulsory and have optional papers for one subject. Since the subject of advertising is very interesting and beneficial for commerce students, we have introduced this subject as a common paper for all students of S.Y.B.Com. However at the T.Y.B.Com. level many optional subjects are provided by the University of Mumbai. Since the large majority of students are

conversant with Computers, they prefer Computer Systems and Applications. Secondly Mumbai is the commercial capital of India and students generally go for C.A. and M.B.A. they prefer Direct & Indirect Tax as another optional paper. Therefore we provide these two subjects to all students of T.Y.B.Com.

**2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

We have a Women Development Cell in our college which is very much active. Every year the cell organizes numerous activities in the college to sensitize the female students about issues like sexual harassment at work place, self-defence programs, personal hygiene, save the girl child etc.

The college organizes poster making competition on environmental issues so that students realize the importance of environment and our surrounding.

**2.2.5 How does the institution identify and respond to special educational/ learning needs of advanced learners?**

Since our college is an exclusively commerce college, many students go for C.A., M.B.A., C.S., I.C.W.A. etc. We have our classes in the morning from 7.30 a.m. to 12.15 p.m. so that those who pursue professional courses can devote enough time for their advancement. However for the last two years all classes commence at the same time.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?**

Academic performance is collected through class tests, presentations by students, and grade marks. Potential Drop outs are identified and we try to prevent it by providing supportive measures. The supportive initiatives are Book Bank facilities, part payment of fees, installment facility for payment of fees, encouragement to avail scholarships/ freeship provided by University, reference and text books provided by teachers on their library cards. Students are encouraged to approach their respective teachers in case of any difficulties in the teaching- learning process. It has become an effective tool to strengthen healthy dialogue among stakeholders. This has led to creating a more meaningful relationship between the teachers and the students over the years.

We conduct extra lectures for slow learners and also arrange extra practical sessions for their better understanding. For economically weaker students; we allow part payment facility of fees for all courses.

## **2.3 Teaching-Learning Process**

### **2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

An Academic Calendar is prepared prior to the commencement of the academic year by the Principal in consultation with Heads of Departments. The important aspect of educational process is Teaching – Learning Plan (TLP). The monitoring of this process is done through the review of Teaching – Learning Plan and by a feedback to faculty by the Principal. Knowledge assimilation of students after implementation of TLP is gauged through classroom tests and by other suitable means. Records of tests and feedback are properly maintained. The IQAC has put in place methodology for receipt, analysis and improvement of feedback received from the students on academic management including resource facilities. The IQAC collects on regular basis feedback from the students on quality of education, provision of resources etc.

Students’ feedback are analysed and improvement plans are initiated to enhance quality of education. The feedback is discussed and reviewed between teachers and the Principal in a confidential manner. Students can also give their feedback through the suggestion boxes placed in college premises. Alumni are also a good source to give an honest appraisal about the various matters of the College.

### **2.3.2 How does IQAC contribute to improve the teaching –learning process?**

The department submits their teaching learning plan along with the infrastructural requirement if any to the IQAC through the principal. IQAC advises the principal to take necessary steps so that teaching learning becomes more effective and enjoyable. The college collects feedbacks from the students and these feedbacks are analyzed and

report is forwarded to the IQAC. Based on the student's feedback if required IQAC has a dialog with the teacher and guides the teacher to improve or overcome

**2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

For ensuring interactive learning students are regularly attending lectures where they interact with the teachers and peer. The assignments given to students under the 60:40 patterns ensures that the learning is student centric, practical and the assessment of the student is more individually relevant than a one shoe fits all pattern of assessing which was followed earlier. The assignments facilitate independent learning. The college ensures proper learning facilities like well-equipped classrooms, laboratories, and library etc. to make learning effective. The College also ensures proper implementation and monitoring of teaching-learning plan and conducts internal tests, assessment etc. to gauge the level of assimilation of knowledge by the students. Final examination is also conducted as stipulated by the regulatory bodies. Based on the result of first term exams, suitable remedial measures are initiated by the faculty after discussion with students (Extra coaching, Special classes, Mentoring etc).

**2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

To provide the Chinai College students and teachers' recent and relevant information, resources to support their research, teaching and learning activities, we have a huge multi-faceted and thoroughly updated library.

The mission of the Library is to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services.

The Library is meant to identify, acquire, preserve, organize and disseminate information from a variety of sources and location with priority being given to support its vision.

There is a well-equipped conference room where seminars are organized for the students to make the lectures livelier.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

Our College supplements the lecture method of teaching with learner-centered methods like giving assignments, conducting seminars, project submission, etc.

Besides, OHP and Audio-visual aids are used to supplement classroom teaching.

Seminars, group discussions, projects, excursions and industrial visits help to generate students' interest in the subject.

Reading habit is encouraged among teachers and students. A variety of books, magazines, journals and internet facilities are made readily available in the library.

**2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

Teachers are participating in various seminars, conferences, workshops and lectures conducted by various colleges or institutions. Students are encouraged to participate in various academic competitions, quiz and workshops.

The Special coaching sessions by guest faculties, the Career Guidance Cell, the Competitive Examinations Guidance Cell, the Intensive Coaching sessions and the local and outstation Industrial visits are a reflection of our forte as a continuous learning Institution that provides overall education through innovation and excellence.

**Seminars/Workshops :**

A seminar on “Financial Planning Roadmap” was conducted for the students of SY & TY BAF and BFM in the First floor Auditorium on 31<sup>st</sup> July, 2010 from 10.00 a.m. to 12.00 noon. The speaker Ms. Shilpa Jain has been associated with the training industry for the past seven years. She has trained more than 6000 people till date and associated with accompanys like ICICI Prudential Life, CIEL Reliance, NJ India Invest etc. On the academic front she is associated with Welingkar Education for ‘Marketing of Financial Services’ and ‘Portfolio Risk Management’ with ICFP for Financial Planning. She is associated with Manipal University and N..L. Dalmiya Management Institute.

A Seminar was organized for the students of self financing courses on 16<sup>th</sup> & 17<sup>th</sup> January, 2013 on “financial markets and entrepreneurship. A well known personality Mr. Akhil Aryan, Co-founder of ION education spoke on the topic.

A seminar on “Entrepreneurship and Management of small and medium enterprises” was conducted for the students of TYBMS by Mr. Neeraj Arya on 9<sup>th</sup> December, 2013.

**2.3.7 Detail (process and the number of students\benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/ academic advises) provided to students?**

There is a counselling cell in the college under the charge of a qualified counsellor.

The counsellor assists students to overcome the various problems encountered by them at the college level.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

Most of the teachers supplement the lecture method of teaching with other innovative methods of teaching such as use of OHP, LCD projectors, visualizes and interactive panel regularly. presentations, group discussions, film shows, field trips and industrial visits are also conducted.

The College organises several workshops and training to encourage the faculty to adopt new approaches to teaching.

With regular teaching method of chalk and talk, the use of ICT has encouraged students not only to pay attention and understand the subject better but also to grasp and remember it for a longer time. This has also led to increase in attendance and participation of students in the lessons taught and learnt. Quiz competitions based on subject knowledge are organised by some departments.



**2.3.9 How are library resources used to augment the teaching-learning process?**

The college has a well-equipped, well-furnished & spacious library with latest books, CD's, journals, magazines and newspaper. We also have reference books, which are course related and also on other general topics. Students are encouraged to use these reference books for their projects, presentations, assignments and group discussions.

Variety of books written as per the prescribed syllabi of University of Mumbai as well as the reference books are stacked department wise and subject wise. More over there are separate counters for the Self Financed Section as well as the Degree Section for issue and return of library books. This helps to provide ease in administration process. Assignments are given to the students, the matter to which can be obtained from reference books and various websites. For this, internet facility is also provided to the students. Guest speakers and subject experts are invited to speak on various relevant topics. Seminars in collaboration with Board of studies and other Professional Bodies are attended by faculty members. They are also encouraged to go for refresher courses and orientation programmes.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

Most of the curriculum is complete within the time frame & the calendar as per the teaching plan prepared at the beginning of the year itself. However, in case of any unforeseen situations if the need arises then extra lectures are conducted by the respective subject teacher as per the convenience of the students.

### 2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

Feedbacks related to the teaching methods used in the classrooms is collected from all the students at all the levels for each semester. The teachers are then given feedback about their performance by the Principal on a one to one basis and necessary counseling is provided for improving their performance.

## 2.4 Teacher Quality

### 2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

#### Aided Section

Highest qualification	Professor / Principal		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
D.Sc./ D.Litt	-	-	-	-	-	-	-
Ph.D.	-	1	-	-	1	-	2
M.Phil.	-	-	-	2	-	-	2
PG	-	-	1	1	-	-	2
<b>Temporary Teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-
<b>Clock Hour Basis Teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	2	2

**Un-Aided Section**

Highest qualification	Professor / Principal		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
D.Sc./ D.Litt	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-
<b>Temporary Teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	1	4	-
<b>Clock Hour Basis Teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

**2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced ? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

To cope with the scarcity of qualified faculty to teach the emerging area of study we have experienced faculty to assist us in supervising the conduct of such courses. For the purpose of regular lectures and practical that need to be conducted we have a team of visiting faculty, regular teachers, and laboratory assistants. Few part time faculties are appointed on annual basis. We also organize guest lectures by experts. We are also offering other new relevant and emerging areas of study like Financial Markets, Banking and Insurance and Accounting and Finance. Being a Commerce and Management Studies faculty for these courses are maintained without much difficulty.

**2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

**a) Nomination to staff development programmes**

Academic Staff Development Programmes	Number of faculty Nominated			
	2010-11	2011-12	2012-13	2013-14
Refresher courses	1	-	-	-
Orientation programmes	-	-	-	-

**Teaching learning methods/approaches**

In the class room the traditional chalk and board method of teaching is practiced. Most of the sessions are interactive and students are encouraged to ask questions in class rooms. In case of practical subjects like accounts, mathematics, statistics students are given problems to solve in class and to practice at home. In case of theory subjects students are asked to make either group wise or individual presentations.

**Handling new curriculum**

Whenever there is a revision in curriculum, University of Mumbai organizes workshops for the faculties and explains in detail limitations and scope of syllabus. Faculty members are deputed to attend these workshops. These workshops are specially meant to acquaint the teachers regarding the objectives of the new syllabus and how teachers can effectively impart the knowledge for the benefit of the student community. Before University finalizes the curriculum, it is circulated among college teachers and a seminar is conducted in which views of the college teacher are considered. Teachers from our college actively participate in such seminars and put forward their valuable inputs about the new curriculum in order to keep pace with the changing needs of the society & the industry. Senior teachers of our college also participate in framing of the new curriculum and some are nominated in the syllabus restructuring committee.

Two of our staff members have published reference books based on the recommended syllabus. These books are of great help to the students and teachers across colleges in University of Mumbai.

### **Content/knowledge management**

Teachers are deputed to attend refresher courses & orientation programmes organized by the University from time to time. Moreover teachers are encouraged to present papers at National & International seminars organized by various colleges. The college also organizes a number of seminars and workshop wherein expert from different fields of advertising, commerce and environment are invited.

### **Selection, development and use of enrichment materials**

The college has well equipped library. There are numerous books on varied subjects like Commerce, Economics, Accounts, Management, Mathematics, English/Hindi/Marathi literature, fiction, biographies etc.

### **Assessment**

Assessment of answer books is carried out as per the University pattern where there is Central Assessment Pattern.

### **Audio Visual Aids/multimedia**

Teachers are encouraged to make use of Audio Visual Aids for effective teaching. Students are taken to the auditorium where we have the facility to use LCD projectors.

### **c) Percentage of faculty**

invited as resource persons in Workshops /Seminars /Conferences organized by external professional agencies	participated in external Workshops/Seminars/ Conferences recognized by national/international professional bodies	presented papers in Workshops /Seminars / Conferences conducted or recognized by professional agencies
<b>NIL</b>	<b>10%</b>	<b>10%</b>

**2.4.4 What policies/systems are in place to recharge teachers?**

**Study Leave** : NIL

**Training Programme** : NIL

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.** : NIL**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

Feedbacks are collected from all the students at all the levels for each semester. The teachers are given the feed back about their performance, by the principal on one to one basis and necessary counseling is provided for improving the performance if required.

**2.5 Evaluation Process and Reforms****2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes? Prospectus:**

The college prospectus has an elaborate and detailed mention about the evaluation criteria for every stream and every level.

**Orientation Programme:** At the beginning of the year an orientation programme is held for the benefit of the new entrants where in the details of the evaluation process are explained. During the program students are given clear instructions about the Allowed To Keep Terms rules and eligibility for being promoted to the next level. Different benefits available under the University of Mumbai Ordinances are explained during the program.

**Communication by Teachers:** All the respective subject teachers also communicate the information on evaluation, examination, assessment, passing standards & Allowed To Keep Terms rules to the students at the beginning of the academic year.

**Display of University Circulars on the notice board:** The university circulars are displayed on the respective class notice boards for ease of the students. University also displays these ordinances on its website.

**2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

**Choice Based Credit and Grading System (CBCGS)** : The UGC, the NAAC and the Distance Education Council have time and again come out with the recommendations for improving the quality of higher education. To judge the learner's performance the University of Mumbai decided to develop CBCGS in tune with global trends and the adoption of sound grading system. Accordingly the college implemented CBCGS from the academic year 2011-2012 for entry level students.

**Paper-Setting:** 3 mutually exclusive set of papers are taken for each subject as per the pattern prescribed by the University. Model answers along with the marking scheme are also provided to standardize the assessment process.

**Assessment:** The system of centralized assessment is followed strictly. UGC guidelines regarding assessment and moderations are implemented properly.

**Seat number, masking and coding:** Every student is assigned a separate seat number for the examination purpose though we are unable to go for masking and coding due to lack of man power.

**Unfair Means:** The College has an unfair means enquiry committee set up according to UGC guidelines to deal with unfair means resorted by the students/ teachers during or after the examinations. If found that the student has resorted to the use of unfair means during or after the examinations they are punished as per the UGC guidelines to maintain the sanctity of examination system.

**Medical/ Additional Examination:** The College conducts the medical/ additional examination for the absentees, as per the university norms.

**Result Declaration:** The results are declared within the stipulated time as stated by the University.

**Verification and Revaluation:** As per the University norms the facility of verification, Xerox copy of assessed answer book and revaluation is made available to the students after the declaration of the results to ensure transparency in examination.

### **2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

For effective implementation of the evaluation reforms teachers are made aware of rules and regulations to be implemented as per University guidelines. Assessment of all examination including internal is being done in centralized programme. Rules of gracing, moderation and condonations are followed as per University guidelines. As per the



University norms the facility of verification, Xerox copy of assessed answer book and revaluation is made available to the students after the declaration of the results to ensure transparency in examination.

**2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

Regular formative evaluation is done by the teachers in the classroom. Each subject teacher uses formative means suitable for their subject to enable the student to grasp the subject matter.

Techniques like question answers during the lecture, presentations, group presentations, surprise tests etc are used for the better understanding of student. At the end of the term the learners are specifically informed on the methodology of studying, the question paper pattern, marks allotted for each module, marking and evaluating system that will be adopted. This helps the students to improve their performance in the exam that is conducted at the end of each semester. For summative evaluation, university pattern of evaluation is followed. The performance of each learner (student) is evaluated in two components. Internal Assessment component carries 40% marks and the external component, consisting of semester examination, carries 60% marks. Internal assessment component includes two class tests (10 marks each), assignment/project presentation, active participation and overall impression. An additional class test is conducted for students remaining absent on genuine grounds. An additional semester examination is also held for students who may have failed in any subject(s) or remained absent in semester examination on genuine grounds such as, medical.

For the T Y B Com students a yearly based credit and grading system was introduced from the last academic year. The performance of each

learner would be evaluated in two components. Internal assessment component carries 40% marks. The external component of 60% marks would be included in the annual examination conducted by university of Mumbai in the month of March. For Internal assessment (40%), three class tests of 10 marks each are conducted during the academic year and the performance in the best two would be considered. Internals also include assignment/project preparation, active participation and overall impression. Internal Assessment of 40% in each course will be sent to the University in a prescribed format. Annual examination of 60% marks in each course will be held in the month of March by the University of Mumbai and the results are declared by it. Examination schedule for the academic year is prepared strictly on the basis of University guidelines.

**Result analysis for last four years i.e. 2009-10 to 2012-13**

Class	Year 2009-10	Year 2010-11	Year 2011-12	Year 2012-13
F.Y.B.Com.	46.27	70.99	19.64	60.58
S.Y.B.Com.	62.32	91.11	72.86	71.77
T.Y.B.Com.	91.37	87.41	82.55	84.39
F.Y.B.M.S.	90.59	98.33	69.16	91.81
S.Y.B.M.S.	97.39	98.22	91.73	94.11
T.Y.B.M.S.	90.68	62.60	69.23	64.72
F.Y.B.Com. (Accounting & Finance)	100	96.66	68.22	100
S.Y.B.Com. (Accounting & Finance)	98.33	100	93.88	94.91
T.Y.B.Com. (Accounting & Finance)	94.33	96.61	94.40	90
F.Y.B.Com. (Banking & Insurance)	100	96.07	81.03	100
S.Y.B.Com. (Banking & Insurance)	96.01	96.00	100	95.65
T.Y.B.Com. (Banking & Insurance)	97.82	97.82	93.85	97.39
F.Y.B.Com. (Financial Markets)	100	100	83.33	-
S.Y.B.Com. (Financial Markets)	100	100	91	100
T.Y.B.Com. (Financial Markets)	-	89.74	81.82	80.64

**2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weight ages assigned for the overall development of students (weight age for behavioral aspects, independent learning, communication skills etc.**

Class test of 20 marks is held as per a time table displayed well in advance. Individual course teachers collect the assignments and conduct viva from the learners during the lectures.

**2.5.6 Does the institution and individual teachers use assessment/ evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

Yes, in the present system of evaluation under the Choice Based Credit and Grading system there is provision of evaluating students on the basis of active participation in the classroom, and overall conduct as a responsible learner, mannerism, articulation and exhibit of leadership qualities in organizing related academic activities. Under the internal examination scheme separate 10 marks have been reserved for these attributes of which 5 marks are reserved for active classroom participation of the learner and another 5 marks for overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities.

**2.5.7 What are the mechanisms for redressed of grievances with reference to evaluation both at the college and University level?**

The college examination committee constituted as per the Maharashtra Universities Act looks into the grievances of students. Students are given enough opportunities for availing the facility of revaluation and verification of assessed answer books. Same procedure is followed by university for the examination conducted by University.

## 2.6 Student performance and Learning Outcomes

### 2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Yes the college has clearly stated learning outcomes. These details are printed on the college prospectus.

### 2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

As per the stated learning outcomes printed in the college prospectus, the college endeavors to make teaching and learning more fruitful. Learners are expected to become responsible citizen of the country by inculcating values like honesty, empathy, environmental consciousness, law abiding citizens, scientific temperament, patriotism, socially sensitive etc.

Teaching methods are a mix of lecture method and interactive method. Teaching is made student centric, which helps them to understand the concepts in a better way and also make learning more interactive and a two way process.

**Tests-** Periodical tests are conducted to review the performance of the students. Care is taken to test the clarity of concepts the students in each subject.

**Assignments-** The students are given home assignments, which they are required to submit to the teachers on the date assigned. The students are required to write answers, definitions and conceptual testing questions in theory subjects and solve sums and case-studies in practical

**Subjects.** Online assignments are given to students in the subject of Information Technology.

**Projects and Presentations-** The students are assigned individual and group projects in case of self financing courses. They are required to conduct primary data research, compile notes and visit experts from the industry to get corporate view on various topics. They are then required to make presentation on the submitted project.

**Group discussion-** Topics are given to students to discuss in groups. The students highlight the pros and cons of the given topics. This helps them to keep themselves updated with current events and affairs.

**Industrial Visits** – Local one day visit to different industries are organized on the regular basis and Out-Station industrial visit of 5 to 6 days duration are also conducted so that students can get the benefit of actual day-to-day functioning and working of corporate world.

### **2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance of the courses offered?**

One of the objectives of education is to prepare the learners for future life. Making the learners economically independent is of prime importance. Numerous corporate approach the college offering placement service/summer jobs/article ship etc. College encourages the students to earn while they learn and regularly displays these vacancies on the college notice boards. Teachers also individually approach the economically weaker learners and encourage them to avail of these facilities so that financial constraints should not be a hurdle in achieving a goal and reaching to the pinnacle of success in life.

**2.6.4 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?**

After the results are declared the result analysis is done and negative trends or patterns if any are identified and necessary steps are taken.

The subject teacher is consulted and accordingly remedial lectures are arranged for the benefit of the students.

**2.6.5 How does the institution monitor and ensure the achievement of learning outcomes**

Students feedback and the result analysis are indicators of learning achievements.

**2.6.6 What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

The Chinaites get the opportunity to acquire professional and cultural skills that enable them to adapt themselves in different environments. The graduates develop cultural, environmental, social and ethical awareness and skills. The education imparted has holistic approach to learning, students are involved in various activities that create social awareness and better quality in education. The College ensures that by the time the students become graduates, they become active and lifelong learners, capable of increasing their knowledge and skill to match their career needs. The students are encouraged to “Think Global and Act Local” The College confirms that the graduates get an opportunity to develop creative and innovative ways of knowing, thinking and doing and always applies an observant mind and sophisticated approach in their professional life.

In short, we can say that the College helps the student to develop useful skills, qualities and abilities which he might never have discovered if he had not come to Chinai College.

**CRITERION – III****RESEARCH, CONSULTANCY AND EXTENSION****3.1 Promotion of Research****3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?**

No.

**3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

No.

**3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?**

The college has a huge library with a total of 35883 books and 03 Journals, and 09 periodicals published at state and national levels is the major source that encourages research activities on the college campus. This collection is useful for encouragement for research activities on the campus. Besides, the library has provided separate space for teachers for their reading and research-related work. Staff members are granted duty leave / travel allowances to participate in outstation conference seminars.

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

There is a computer labs with more than 60 computers with Internet facilities which are also used by the students for their researches related to the project works. This facility is given to the students free of cost. The students of B.M.S., B.Com (Banking and Insurance), B.Com (Financial Market) are encouraged to go for field work, interviews and presentation



of their project work in a specified manner as prescribed by the University. All the projects are kept in the library for further references and reading.

This work is done by them as a part of their course curriculum. Other than this all students of B.Com and Self-Financing sections i.e. B.M.S., BAF, BBI and BFM have to compulsorily complete Project Work for all subjects for each semester.

**3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

The teachers doing Ph.D. degree

Mrs. S.K.Narayan in Economics

Ms. S. G. Kelkar in Statistics

Teacher awarded Ph.D. degree

Dr. B.B. Kamble in Commerce

**3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbining research culture among the staff and students.**

NIL

**3.1.7 Provide details of prioritized research areas and the expertise available with the institution.**

NIL.

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

Seminars, lectures and talks are regularly organized by the college for the benefit of the students and the teachers. The participants are encouraged to actively participate in these sessions and enrich their knowledge.

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

NIL.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/ advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)**

NIL

**3.2 Resource Mobilization for Research**

NIL.

**3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

NIL

**3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

NIL

**3.2.3 What are the financial provisions made available to support student research projects by students?**

NIL

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

NIL.

**3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

The college Library has a total of 35883 books and 17 Indian journals and 19 periodicals published at state and national levels is the major source that encourages research activities on the college campus. There are 2000 books on research methodology and statistics on various related matters. This collection is useful for encouragement for research activities on the campus. Besides, the library has provided separate space for teachers for their reading and research-related work.

**3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

NIL.

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of on-going and completed projects and grants received during the last four years.**

NIL

### **3.3 Research Facilities**

**3.3.1 What are the research facilities available to the students and research scholars within the campus?**

The college Library has a total of 35883 books and 17 Indian journals and 19 periodicals published at state and national levels is the major source that encourages research activities on the college campus. There are 2000 books on research methodology and statistics on various related matters. This collection is useful for encouragement for research activities on the campus. Besides, the library has provided separate space for teachers for their reading and research-related work.

**3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

To provide the Chinai College students and teachers' recent and relevant information, resources to support their research, teaching and learning activities, we have a huge multi-faceted and thoroughly updated library. The mission of the Library is to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services.

The Library is meant to identify, acquire, preserve, organize and disseminate information from a variety of sources and location with priority being given to support its vision.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.**

NIL

**3.3.4 What are the research facilities made available to the students and research scholars outside the campus/ other research laboratories?**

NIL

**3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?**

NIL

**3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

A service that helps you to make full use of the resources in the library.

It includes:

Guidance in the use of information resources and services.

Instructions for accessing Online Public Access Catalogue (OPAC)

Library Orientation Programmes

**3.4 Research Publications and Awards**

**3.4.1 Highlight the major research achievements of the staff and students in terms of**

NIL

**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

NIL

**3.4.3 Give details of publications by the faculty and students:  
Books with ISBN/ISSN numbers with details of publishers:**

Prof(Ms) S.G. Kelkar published following research centre :

1. Estimation of the Parameters of Binomial distribution in the presence of outliers - Nova Science Publishers Inc. ISSN : 1067 -5817
2. Semi Bayes estimation of the Parameters of Binomial distribution in the presence of outliers - Gowas Publishing House ISSN : 1538 - 7887

**3.4.4 Provide details (if any) of**

- \* **Research awards received by the faculty**
- \* **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- \* **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

NIL.

**3.5 Consultancy****3.5.1 Give details of the systems and strategies for establishing institute industry interface?**

NIL

**3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

NIL

**3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

NIL

**3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

NIL

**3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

NIL

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

**3.6.1 How does the institution promote institution-neighborhood community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

NIL

**3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles**

NIL

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

NIL

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.**

NIL

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The college has a unit for lifelong learning and extension activity under this student have to perform extension work activity for minimum 120 hrs. during a given year. Some of our students have taken keen interest in this activity and successfully completed the project assign to them.

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

Through the extension activities students work at the grass root levels and thus have a better understanding about the problems of the underprivileged section of the society. They develop leadership qualities, empathy and become more socially responsible and a global citizen.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

College has actively co-operated with Government and nongovernment agencies. The colleges have been providing premises for dispersion of election cards and conducting election during the election period.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

NIL

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

NIL

**3.7 Collaboration :**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

NIL



**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

NIL

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment /creation/ up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories /library/ new technology /placement services etc.**

Students of F.Y.B.Com, S.Y.B.Com and T.Y.B.Com are taken for industrial visits where they actual get to experience the practical applicability of the theory they study in the classrooms. Various work shops and seminars are organized by students which help them develop their organizing skills, polish their communications skills, helps them to learn how to deal with various people and qualities like coordination and cooperation.

Placements help the students in getting jobs according to their liking and aptitude along with job options. It also help the students to know where they stand in the job market. The Career guidance and Placement cell was officially constituted in the academic year 2004-05 to guide the students for placements.

Recruitment requirements from various institutes and companies looking for suitable graduates are displayed on the notice board.

Cell has arranged campus interviews for ICICI Prudential Life Insurance, Wipro and J.P Morgan

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

NIL

**3.7.5 How many of the linkages/collaborations have actually resulted informal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –**

Nil

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.**

The college has taken keen initiative to have collaborations with the industrial organization by conducting industrial visits, organizing seminars and workshops to students. In spite of our sincere efforts, we could not establish sound collaboration with them, however, we are now in the process of doing the same.

**CRITERION – IV****INFRASTRUCTURE AND LEARNING RESOURCES****4.1 PHYSICAL FACILITIES :****4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The College has an effective policy in place in order to create and enhance the infrastructure that facilitates effective teaching and learning. This policy consists of ensuring maximum and optimum utilization of the space and infrastructure so that the end user gets the best out of the available.

With the aim of providing quality education the college has made provision for the latest technological facilities available to enhance the teaching learning process. The college has an auditorium with LCD projector and portable LCD and OHP. Air conditioned staff room with two LEDs ensure conducive atmosphere for the faculty members to maximize their teaching efficiency.

The college always endeavors to provide quality education to the student community. Keeping this in mind the college has updated the various infrastructure facilities within the college premises. All the classrooms have been ICT enabled to make teaching learning more effective. Also the college premises have been re developed to make it more appealing to the eyes and more space economic. The staff rooms have been made air conditioned to increase the work efficiency of the teachers. CCTV have been installed in the college premises where were necessary to make it more safe for the students and staff.

#### 4.1.2 Detail the facilities available for

Located at the vantage point near Andheri station, easily accessible through train and bus routes, the college has a sprawling campus spanning over 57340sq.ft. area .

##### a) Curricular and co-curricular activities –

**Classrooms:** There are 12 classrooms spread over two floors and each classroom is well Equipped to use OHPs and LCDs. The various classrooms have the capacities to accommodate number of students ranging from 60-120.

**Seminar halls:** We have two seminar halls.

**Technology enabled learning spaces :** The college has well equipped computer lab having seating capacity of 40 students at a time. Each student is provided with state of the art computer. All computers are connected through LAN to facilitate teaching and learning.

##### b) Extra –curricular activities

**Sports :** The college has a big playground (Area22,000sq.ft) Various sports activities like football, cricket are conducted here. Over and above we also have a tennis court behind the college building. The college has separate gymkhana room for indoor games like Chess, Carom, and Table Tennis.

The college playground is utilized for conducting inter collegiate and university sports events like boxing and football.

**Auditorium:** The college has two auditoriums on ground floor and first floor with the seating capacity of 220. The cultural activities are held in both the auditoriums. The first floor auditorium which is equipped with

LCD projector is used for holding seminars, conferences and guest lectures.

**Cultural Activities :** The Kala Vilas of the college headed by a Sr. Teacher and students' representatives conduct variety entertainment programmes throughout the year. Competitions like dance, drama, singing and fine arts are held and as a token of appreciation and encouragement prizes are awarded to the best participants. In certain cases cash prizes and certificates are also conferred on winners. Annual day and Talent Contest are held where students are given a platform to exhibit their extra- curricular talents.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years College Building :**

The college has a huge compound and this is utilized to the fullest extent. Annual sports meet is held in this ground only.

**Security measures :** Entire college premises including classrooms, staff rooms, offices, laboratories, library under surveillance of Close Circuit Television (CCTV). These are installed in important localities. Thus measure was taken in view of safety of the students community.

**LCD Projectors :** To make teaching learning process more effective and interesting the college has installed LCD Projectors in the seminar hall. Teachers are encouraged to use the facility.

**Library** : The main library is situated in the second floor with ample space for the students and staff to sit and study. The Self-financing students have a separate library in the first floor. At a time more than 200 students can be seated in the main library. The library has an open access system whereby the students can actually go through open cupboards & select the books.

**Display** : Important notices and information are displayed on the notice board. Each topic has a separate notice board with numbers. Self financing has a separate section.

**Computers** : We have extended computerization on the premises.

**Health and Hygiene**: One water cooler with water purifier has been installed for providing safe and clean drinking water. There are separate sanitation facilities for girls and boys on alternate floors.

**Air Conditioning**: The computer lab, staff room, the office, principal's, vice principals and the conference rooms have been air conditioned to make work environment more work conducive. Auditorium is also having the facility.

#### **4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

Though there is no facility available presently for physically challenged, the college is planning to carry out the necessary measures in that direction.

**4.1.5 Give details on the residential facility and various provisions available within them:**

The college does not have any residential facility which is not required as the students are generally local residents.

**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

First aid facility is available on campus. The college has a counselor to deal with psychological problems. In case of emergency the college ensures that the students are given immediate medical attention in the neighboring dispensaries and hospitals.

**4.1.7 Details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit :**

**IQAC:** IQAC meetings are regularly held and hearings of Grievance Redressal Cell are held in the conference room.

**Women's Cell:** Women's cell meetings are held in any of the available classroom.

**Counseling:** Counseling sessions are held on alternate days in any of the classrooms so that teacher and students can avail the facility on a regular basis.

**Career Guidance, Placement Unit:** Career guidance and Placement cell programmes are organized either in the classrooms or auditorium depending on the student strength. The college has appointed professor-in-charge to look monitor the activities of the cell and coordinate with the companies and industries for conducting placement interviews.

**Canteen:** The college has a spacious canteen on the ground floor of the building and it serves hygienic and subsidized food for both staff and students.

**Staff Room:** There is a big air conditioned staff room provided with television and computers with printers. Within the staff room each faculty is provided with the cubicles for their daily academic activities.

**Safe drinking water facility:** Purified drinking water is available on all the floors through water cooler .

**Auditorium:** The college has two auditoriums on ground floor and first floor with the seating capacity of 220. The cultural activities are held in both the auditoriums. The first floor auditorium which is equipped with LCD projector is used for holding seminars, conferences and guest lectures.

## **4.2 LIBRARY AS A LEARNING RESOURCE:**

### **4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

Yes...

The Advisory Committee for the Library consists of the Principal, Librarian and the Heads of Various Departments. The various Heads of Departments responsible for ordering new books whenever there is change in syllabus.



**SHRI CHINAI COLLEGE OF COMMERCE & ECONOMICS****LIBRARY COMMITTEE MEMBERS:**

Sr.No.	Name	Designation
1	Prof(Mrs) S.K. Narayan	Principal
2	Prof(Ms) S.G. Kelkar	Vice Principal
3	Dr. B.B. Kamble	Lecturer
4	Mrs. Victoria D'souza	Librarian

**4.2.2 Provide details of the following:**

The college library operates from two rooms one each on first floor and second floor.

- **Total area of the library:** 2440 (Degree) and 1150 (BMS) Square foot
- **Total seating capacity:** 200 students can be accommodated at a time.
- **Working hours:** The college library is opened from 8.30 am to 4pm from Monday to Saturday throughout the year. The college reading hall and home lending facility is also made available to the bonafide students..

**Layout of the library :** In order to render better service to the students, the college purchased 'SOUL SOFTWARE' (Software for Universalities, Libraries). This software is approved and is recommended by the UGC and NAAC. In order to operate this system efficiently, the library staff was deputed for specialized training.

**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

Heads of the various Departments and the Faculty members are asked to recommend books from the publisher catalogue.

**THE AMOUNT SPENT ON NEW BOOKS & JOURNALS DURING LAST FIVE YEARS BOOKS.**

Library holdings	2010-11		2011-12		2012-13		2013-14	
	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
Text books	100	18,096	1	559			825	89437
	1 DVD	800						
Reference Books	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
	12	21,201						
Journals / Periodical	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
	20	30880	21	26577	19	25572	17	5970

**Un-aided Section**

Library holdings	2010-11		2011-12		2012-13		2013-14	
Text books	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
Reference Books	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
	641	135080						
Journals / Periodical	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost

On monthly basis library receives the new catalogue by most of the publishers which is available to the staff.

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

The college library uses SOUL software. It provides the following services :

- List of Additions
- News items display

**4.2.5 Provide details on the following items:**

- Average number of walk-ins:** 300 per day
- Average number of books issued/returned:** 175
- Ratio of library books to students enrolled:** 1:10
- Average number of books added during last three years:** In the Aided section an average of 984 Books and Reference Books were added to the library and in the Un-Aided Section 1504 Books and Reference Books were added to the library.
- Average number of login to opac (OPAC):** 15 per Day
- Number of information literacy trainings organized :** 2 to 3 program a year.
- Details of “weeding out” of books and other materials :**  
The outdated and old books of various subjects are regularly weeded out after due consultation with the respective Heads of Departments .

**4.2.6 Give details of the specialized services provided by the library**

- Reference :** The college has an excellent collection of books including text books , reference books, biographies , encyclopedias on various subjects
- Reprography :** This facility is not available at present and students can get this facility just outside the college gate.
- ILL (Inter Library Loan Service):** Our college staff can borrow books from a neighboring college MV& LU college.  
The individual staff members of the various departments are also members of Mumbai University’s central library.
- Information deployment and notification:** The library has number of racks to display new arrivals of books and magazines, journals.

- **User Orientation and awareness:** Orientation Programs are conducted for the new students at the beginning of the academic term to make them aware of the rules and regulations of the library.
  
- **Assistance in searching Databases:** The students can seek the help of library assistants in accessing books , reading the catalogues and borrowing books.

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college:**

**Internet facilities for students:** At present the students do not have an access for internet within the library.

**Reprographic facility:** The reprographic facilities are available just outside the college gate.

**OPAC (Online Public Access Catalogue):**

The library is computerized, which helps students to search the books, title wise, subject wise, publisher-wise & through keyword.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.:**

No such specific facilities are available. Wherever the need arises the library staff physically helps them in searching the books or references of their interest.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services.**

There is a suggestion box kept in the library where in the students put in their suggestions, recommendations, complaints, grievances.

**4.3 INFORMATION TECHNOLOGY INFRASTRUCTURE:**

**4.3.1. Give details on the computing facility available (hardware and software) at the institution.**

**Number of computers with Configuration: 61**

**Annexure7A** : Configuration of Computers

**Annexure 7B** : Software Licenses

**Computer-student ratio** : 1:9

**Stand alone facility** : NO

**LAN facility** : 13 Nos

**Licensed software** : We have licensed Windows Operating System Sp3 & Microsoft Office 2007.

**Number of nodes/ computers with Internet facility: 7 Nos**

**Any other: 1 Projectors**

**4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

The computer lab is well equipped the state of the art computers for the students.

Each of the administrative staff is provided with the computer and printer. The office in-charge has a computer with scanner and printer and internet facility.

There are 3 laptops and 2 notebooks and principal's office is also provided with Wi-Fi facility.

#### **4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

The college is planning to upgrade the existing computers and also procure more computers and laptops and LCDs

##### **Degree**

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Procurement	<b>74610</b>	<b>292162</b>	<b>476262</b>	-	-
Up gradation	<b>75109</b>	<b>42074</b>	<b>44758</b>	<b>26964</b>	<b>14000</b>
Maintenance	-	-	-	-	-
Annual Budget	<b>220000</b>	<b>480000</b>	<b>226039</b>	<b>323153</b>	<b>339653</b>

##### **Self Finance**

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Procurement	<b>623000</b>	<b>169709</b>	<b>545269</b>	-	-
Up gradation	-	-	-	-	-
Maintenance	-	-	<b>530174</b>	<b>514449</b>	<b>486366</b>
Annual Budget	<b>1250000</b>	<b>1000000</b>	<b>1000000</b>	<b>2500000</b>	<b>575000</b>

**4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution :**

**Degree**

	2008-09	2009-10	2010-11	2011-12	2012-13
Procurement	74610	292162	476262	-	-
Up gradation	75109	42074	44758	26964	14000
Maintenance	-	-	-	-	-
Annual Budget	220000	480000	226039	323153	339653

**Self Finance**

	2008-09	2009-10	2010-11	2011-12	2012-13
Procurement	623000	169709	545269	-	-
Up gradation	-	-	-	-	-
Maintenance	-	-	530174	514449	486366
Annual Budget	1250000	1000000	1000000	2500000	575000

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

The faculty are encouraged to use power point presentations and audio visual aids to make their lessons more interesting. Students are also encourage to give mock presentation of their project work using ICT.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed by the institution place the student at the Centre of teaching-learning process and render the role of a facilitator for the teacher.**

In subjects like Information technology , Computer applications which involve practical work , the faculty and students are encouraged to use computers to make the teaching learning more effective.



**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

We are planning to work in that direction.

**4.4 MAINTENANCE OF CAMPUS FACILITIES**

**4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities ( substantiate your statements by providing details of budget allocated during last four years)?**

**Degree**

Head of Expenditure	2009-10	2010-11	2011-12	2012-13	2013-14
Building- Rent, Taxes, Repairs & Maintenance	-	174262	183922	54249	-
Furniture	-	292162	-	-	-
Equipment	-	58500	-	-	-
Computers	-	167165	145544	141330	-
Air conditioner & C.C.T.V	-	125600	-	-	-

**Self Finance**

Head of Expenditure	2009-10	2010-11	2011-12	2012-13	2013-14
Building-Rent, Taxes, Repairs & Maintenance	-	1520697	4677767	1689605	1746927
Furniture	-	404669	-	56979	-
Equipment	-	-	-	24952	-
Computers	-	-	-	-	-
Air conditioner & C.C.T.V	-	140600	-	-	-

**4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

**Building:** As our college building is 50 years old, repair work has begun and one wing of the college building is totally renovated. The college has outsourced the house keeping facility to maintain health and hygiene in the college premises.

**Furniture:** Each class room is provided comfortable seating arrangement both for the students and staff.

**Equipment:** The maintenance of drinking water coolers, electrical appliances and CCTVs etc. are done on a regular basis

**Computers:** A full time hardware engineer is available to trouble shoot all the computer related problems.

**Safety and Security:** There is a 24 hours security agency to ensure the safety of the college campus.

Over and above the college has Close Circuit Cameras (CCTV) for surveillance.

Fire extinguishers are installed at vantage points.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?**

Being the single discipline (commerce) institution, the college does not have instruments to be calibrated.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment ?**

The college has uninterrupted power supply from the TATAs and regular water supply from Brihat Mumbai Municipal Corporation. Regular maintenance of water coolers ensures the supply of safe and hygienic drinking water to the staff and students. Fire extinguisher are installed at vantage points and maintained regularly .The college has a separate electric meter room. The copier machine exclusively used for examination purposes is kept in a separate room under tight security.

**Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.**

The college has started renovation process which is in various stages of progress.

The college is also planning to start non university affiliated self financing courses

**The quality sustenance and enhancement measure with regard to Infrastructure and Learning Resource are –**

- Housekeeping agency responsible for Campus maintenance and gardening
- Computer laboratory with latest technology
- Well stocked library

## **CRITERION – V**

### **STUDENT SUPPORT AND PROGRESSION**

#### **5.1 STUDENT MENTORING AND SUPPORT**

The mission of the college is to impart quality education to all students, instill and sustain love for learning among students. To this end, the college endeavors to provide a conducive teaching and learning environment with the help of the college staff. All departments and committees put continuous efforts by conducting various curricular and extra-curricular activities in addition to their regular academic schedule prescribed by the university.

##### **5.1.1 Does the institution publish its updated prospectus/ handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

**Yes**, the college prints annually the updated version of the prospectus. The contents of the prospectus include a brief history of the college, name of the trustees and the list of board members, details of faculty and administrative staff. The prospectus also gives the detail description of the courses conducted and their fee structure, their syllabi and the required reference material. It also provides pattern of examinations, admission procedure, rules and regulations pertaining to attendance and discipline. It also enlists various facilities and co-curricular activities provided for the students. It also details the activities of industrial visits, annual day functions and other important events held during the previous academic year.

**5.1.2 Specify the type, number and amount of institutional scholarships/ freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

The college provides financial assistance to the needy and deserving students by way of scholarships and freeships from the funds allocated by the government for the same purpose.

Following are the details of free ships scholarships and other financial aid given to the students during the last four years:

**2010-11**

<b>Freeship</b>	<b>Amt. in Rs</b>	<b>No. of Students</b>	<b>Scholarship</b>	<b>Amt. in Rs.</b>	<b>No. of Students</b>
SC	27820	5	SC	82530	9
OBC	-	-	OBC	84610	9
NT	-	-	NT	37880	3
SBC	-	-	SBC	-	-
ST	-	-	ST	-	-
Total	-	-	Total	-	-

**2011-12**

<b>Freeship</b>	<b>Amt. in Rs</b>	<b>No. of Students</b>	<b>Scholarship</b>	<b>Amt. in Rs.</b>	<b>No. of Students</b>
SC	-	-	SC	46790	3
OBC	40390	4	OBC	-	-
NT	-	-	NT	65060	5
SBC	-	-	SBC	-	-
ST	-	-	ST	-	-
Total	-	-	Total	-	-

**2012-13**

<b>Freeship</b>	<b>Amt. in Rs</b>	<b>No. of Students</b>	<b>Scholarship</b>	<b>Amt. in Rs.</b>	<b>No. of Students</b>
SC	-	-	SC	32395	3
OBC	-	-	OBC	-	-
NT	14455	1	NT	-	-
SBC	-	-	SBC	32410	2
ST	-	-	ST	-	-
Total	-	-	Total	-	-

**2013-14**

<b>Freeship</b>	<b>Amt. in Rs</b>	<b>No. of Students</b>	<b>Scholarship</b>	<b>Amt. in Rs.</b>	<b>No. of Students</b>
SC	-	-	SC	-	-
OBC	-	-	OBC	17225	1
NT	-	-	NT	-	-
SBC	-	-	SBC	12885	1
ST	-	-	ST	-	-
Total	-	-	Total	-	-

**Year 2011-2012**

The college also felicitates meritorious students from all the fields both academic and co- curricular by giving medals , trophies and cash prizes.

**5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?**

<b>Year</b>	<b>Percentage of students getting financial assistance from State, Central Government and other National Agencies.</b>
<b>2009-10</b>	<b>5.34</b>
<b>2010-11</b>	<b>5.34</b>
<b>2011-12</b>	<b>23.80</b>
<b>2012-13</b>	<b>23.96</b>
<b>2013-14</b>	<b>4.20</b>

**5.1.4 What are the specific support services/facilities available for students from SC/ST, OBC and economically weaker sections:**

The college has a book-bank facility for economically weaker section. The college has a student-aid fund which provides financial support for needy students.

- Students from SC/ST,OBC and economically weaker sections  
Students with physical disabilities
- Overseas students
- Students to participate in various competitions / National and International
- Medical assistance to students: health care, health insurance etc.
- Organizing coaching classes for competitive exams
- Skill development (spoken English, computer literacy, etc.,)
- Support for “ slow learners”
- Exposures of students to other institutions of higher learning/ corporate/ business house etc
- Publication of student magazine

**Students from SC/ST,OBC and economically weaker sections  
Students with physical disabilities**

Being a Gujarati linguistic minority college, the students admitted under these categories are minimal. The college provides necessary financial and academic assistance to these students by way of giving installment fee paying facility , book banks etc. Although presently there is no special facility for the physically challenged students, the college is planning to build ramps and special wash rooms.

**Overseas students**

The college has never received any application from overseas students. Also the college does not have any student exchange programme with foreign education institution.

**Students to participate in various competitions / National  
International**

The students participating in various competitions both national and international are given travelling allowance and concession in attendance. The students are also given benefit of additional examination on producing valid documents.

**Medical assistance to students: health care, health insurance etc.**

So far the college has not faced any such consequence where students required special assistance but we will introduces group insurance scheme.

**Organizing coaching classes for competitive exams**

Did not introduce any such facility.



**Skill development (spoken English, computer literacy, etc.,)**

With the well equipped computer lab the college provides computer literacy to the students and staff alike.

**Support for “ slow learners”**

The college has no special facility for slow learners but the faculties are ever willing to give all assistance to the needy students.

**Exposures of students to other institutions of higher learning/ corporate/ business house etc**

The college on a regular basis organizes guest lectures by professors from different management institutes .It also organizes industrial visits to different corporate houses viz Bombay Stock Exchange, Garment Industry Ludhiana???

**Publication of student magazine**

The college has been publishing magazine since 1963 upto 2011 , but for the past 3-4 years the publication has been discontinued due to lack of staff . The college plans to restart the publication at the earliest.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

As one of the major goals of education is to provide effective work force for the society, the college organizes campus interviews in collaboration with various companies and industries to ensure proper placement for the students. Some of the college alumni are entrepreneurs, chartered accountants and television and film personalities. These alumni arrange industrial visits, organize lectures and offer placement too. The college

invites the alumni in the field of fine arts as judges for competitive cultural events held in the college.

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

The students participating in various competitions like youth festivals, dramatics, sports etc .both national and international level are given travelling allowance and concession in attendance . The students are also given benefit of additional examination on producing valid documents. The college also felicitates meritorious students from all the fields both academic and co- curricular by giving medals , trophies and cash prizes. University also provides 10 grace marks to the winners at these events.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.**

The college provides guidance lectures for preparation of entrance examinations for courses like MBA, Chartered Accountancy and Company secretary. The college library is equipped with the books needed for these preparatory examinations. The faculty also volunteer to give maximum guidance and moral support to the students.

**5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)**

A faculty member of the college from the department of psychology doubles up as a counselor during college hours. Specific time slot of two hours duration is allotted on alternate days of the week during which both the students and the staff are free to meet the counselor and discuss their personal, social and study/career related problems.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students ?If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers**

The college has a full fledged career placement cell.

Many private firms and companies do visit our campus like WIPRO, ICICI Prudential etc. Though a few selections were being held, students found them to be non-lucrative.

**5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

Yes . The grievance redressal committee is formed as per the requirement of the University of Mumbai. The students are free to air their grievances to the faculty in charge of the cell and get their problem solved.

**5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?**

The college has a Women Development Cell. The cell has been formed as per the directives of the University of Mumbai for making them aware of various issues related to women safety, empowerment, and self-reliance.

The committee of the WDC comprises of

1. The Principal of the college as the President
2. One senior teacher nominated by principal as the chairperson
3. One senior female teacher
4. One non-teaching staff representative as a member
5. One advocate
6. Two student representatives.

The main function of the cell is to look into issues related to sexual harassment at work place for both the female students as well as the staff. The college had invited eminent lawyer Dr. Chandra Krishnamurthy eminent lawyer to address the students regarding their rights in case of sexual harassment.

**5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

The college has an anti-ragging committee as per the University directive. The college is proud to state that in its long history of 51 years not a single ragging case has been registered.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

**Insurance:** The college collects Rs 40 as premium towards the group insurance scheme of the University. In case of fatal and crippling accident the family is fully is given compensation.

**5.1.14 Canteen Facility:**

The college has a spacious canteen on the ground floor of the building and it serves hygienic and subsidized food for both staff and students.

**5.1.15 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

Yes, The college has an alumni association with prominent personalities in the field of business, entertainment etc. They do help our students in different areas. Shri Anil Murarka, an industrial sponsored trophies for students excelling in sports.

**5.2 STUDENT PROGRESSION****5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.**

The college does not voluntarily keep track of the progress of the students who have passed out from the institution. But students do come back to apply for transfer certificates , recommendation letters and transcripts in case of overseas studies. The college ensures that their requests are fulfilled at the earliest.

**5.2.2 Provide details of the program wise pass percentage and completion rate for the last four years. Furnish program-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.**

Result analysis for last four years in terms of percentages of successful candidates i.e. 2009-10 to 2012-13

<b>Class</b>	<b>Year 2009-10</b>	<b>Year 2010-11</b>	<b>Year 2011-12</b>	<b>Year 2012-13</b>
F.Y.B.Com.	46.27	70.99	70.25	60.58
S.Y.B.Com.	62.32	91.11	72.86	71.77
T.Y.B.Com.	91.37	87.41	82.85	84.39
(Univ. Pass percentage of T.Y.B.Com)	63.67	62.96	81.53	
F.Y.B.Com. (Accounts & Finance)	100	96.66	81.03	100
S.Y.B.Com. (Accounts & Finance)	98.33	100	100	94.91
T.Y.B.Com. (Accounts & Finance)	94.33	96.61	93.85	90
F.Y.B.M.S.	90.59	98.33	69.16	91.81
S.Y.B.M.S.	97.39	98.26	91.73	94.11
T.Y.B.M.S.	90.68	62.60	69.23	64.72
F.Y.B.Com. (Banking and Insurance)	100	96.07	68.42	100
S.Y.B.Com. (Banking and Insurance)	100	96.00	93.88	95.65
T.Y.B.Com. (Banking and Insurance)	94.82	97.82	94.40	100
F.Y.B.Com. (Financial Markets)	100	100	83.33	-
S.Y.B.Com. (Financial Markets)	100	100	91	100
T.Y.B.Com. (Financial Markets)		89.74	81.82	80.64

**5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?**

While discussing the scope of the subject the faculty inform the students about the career option in the subjects, various post graduate and diploma courses available in their field.

The college also conducts seminars , workshops , placement interviews and guest lectures by eminent scholars and industrialists in different fields to enlighten the students about the various career prospects in their chosen discipline.

**5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

The college has insignificant dropout rate over the years, more so in the present pattern of credit base system grading system (CBSGS), the dropout rate is minimal as the students are given repeated chances to appear for additional examination in the subject they have failed. In the subject like mathematics& statistics and business communication the college has been conducting tutorial lectures for a smaller batches of 30 students each ensuring intensive coaching for all the students. Though presently due to acute faculty crunch the college is unable to continue the practice, the existing faculties are ever willing to render all possible help and guidance in their individual capacities.

### 5.3 STUDENT PARTICIPATION AND ACTIVITIES

#### 5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The students of our college participate in numerous sports, games, cultural and extra-curricular events organized by the University of Mumbai and other State and National levels.

The calendar for every year is almost same and has been enlisted as:

Sports Activities Organized by University of Mumbai for the academic year 2012-2013:

Sr.No.	Event (male/female)	Month of Participation	No. of Participants from the college	Result
N I L				

#### 5.3.2 Furnish the details of major student achievements in co-curricular, Extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

To ensure the persistent overall development of the students during their academic tenure in the college, various co-curricular and extra-curricular activities are conducted in the college. These activities involve Literary Events, Dramatics, Fine Arts, Music, Indoor and Outdoor Sports Activities, which are incorporated in our Academic Calendar.

#### 5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

Though in the past the college used to circulate feed back forms to the students , now a days students are encouraged to give feed back through emails, sms and direct letters to the principal.



The college also invites comments, criticisms and suggestions from agencies who have conducted placement interviews and absorbed student clientele.

**5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

The magazine editorial board arranges various activities throughout the year like poster making competitions, wallpapers based on certain themes like poems, essays and articles on topics like bomb blasts, social issues, social discourse etc. are displayed. Cartoon competition, short story Competitions are arranged through this committee. Publishing the annual magazine “The March” gives students a way to express their creative writing potential.

**5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

Yes, the college has a Students’ Council. The council is formed as per the guidelines of the University of Mumbai and Maharashtra Universities Act. The members of the Council are as under:

Principal of the college	President
Senior teacher nominated by the Principal	Chairperson
Teacher in charge of Gymkhana	Member
Programme Officer – Department of Lifelong & Extension	Member
All Merit Scholars at First year, Second Year and Third Year Classes	Member
Student Representatives	a) Cultural Committee Secretary b) Gymkhana Secretary Members
Two lady students nominated by the Principal	Member

The council plays major role in planning and execution of curricular and extra-curricular programs.

### 5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Student representatives actively participate in the following Committees.

SR. NO.	ACADEMIC/ADMINISTRATIVE BODY	ACTIVITY
1	Students' council	To plan and conduct various Activities throughout the year
2	College Women's Development Cell	To deal with complaints related to sexual harassment and gender bias.
3	Cultural committee/ Dramatics/ Literary Association	To plan, organize various Cultural events/Dramatic / Literary events
4	Gymkhana committee	To plan and conduct sports events in and outside the college.
5	Magazine committee	To display wall papers on current issues. To collect articles for the magazine.

**5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

The Alumni association meets once in a year on the college premises. During the meet the cultural programmes are organized and refreshment is provided to the members.

The present alumni members have also donated substantial amount towards student welfare fund. The college also encourages the present students to become member of alumni.

## **CRITERION – VI**

### **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### **6.1 Institutional Vision And Leadership**

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

**Vision:**

1. To impart relevant and quality education to students in general and the students around Andheri (East).
2. To inculcate values of regularity, punctuality and discipline so that students grow up to be responsible citizens.
3. To promote overall personality development of students via extra-curricular activities like sports, dramatics, music etc.
4. To develop and prepare students for facing challenges in the competitive world by using their potential in academics and co-curricular activities.
5. To generate a sense of belonging towards the institution by mutual interaction between past and present students.
6. To utilize the college infrastructure for the total well being of the students as well as the neighbourhood community.

**Mission:**

The mission of the College is to impart quality education for all students in general. Activities reflecting the goals and objectives of the institution and to mould students into rational thinkers and model citizens.

To achieve our goals , all the departments and committees put continuous efforts, by conducting various programmes in addition to its regular academic schedule by the University.

### **6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

Our Management is highly committed and dedicated to the service of catering to the contemporary requirements of higher education. The Management gives sufficient freedom to the Principal to function in order to fulfill the vision and mission of the college. The Management provides required infrastructure for proper functioning of the institute. The responsibilities of each member are communicated to the faculty through regular staff meetings. The Top Management, Principal and faculty of the college improve effectiveness through a Quality Management System. The Top Management is committed to ensuring conformity and compliance to international standards.

The principal of our college, as a part of her daily duties comes in contact with the education department, students, lecturers, and a range of services in the community and at the same time is responsible for the day today running of the college. This needs strong leadership qualities to motivate all the stakeholders namely the teachers, the staff, the students, the management and the community at large to ensure that quality enhancement in the institution continues and there are more and more beneficiaries.

As the figure head of the college and the principal, she has the vision and leadership ability to keep the college developing as a structure and

building up relationship. She has foresight, management focus and a firm grasp of the financial, learning as well as human resources.

### **6.1.3 What is the involvement of the leadership in ensuring?**

#### **The policy statements and action plans for fulfillment of the stated mission:**

The Management gives sufficient freedom to the Principal, who is the academic Head of the Institution to function in order to fulfill the vision and mission of the Institution. The responsibilities are communicated to the faculty members through staff meetings.

Statutory Committees such as Examination Committee, Unfair-means Committee, Students Council, Gymkhana, NSS, Women Development Cell, Library Committee, etc. are performed as per the guidelines of the University of Mumbai. Non Statutory committees such as Attendance committee, Discipline committee, Magazine Committee etc. are also work towards attainment of the institution's stated goal and vision.

The college assesses its ability to execute the plan with a resource based approach. These are both human and monetary resources. To execute a plan a realistic time frame is essential and if there are many tasks to be achieved, they are prioritized. Our key important goal is to encourage students to develop skills and acquire knowledge to emerge as a successful individual in the competitive world. We also believe in developing them as worthy citizens with a national spirit.

They believe in employee satisfaction which will lead to student satisfaction. Even though all activities are student centric they are delivered through the employees. There is clarity of vision, passion for work and excellence. The senior leaders believe in empowerment, proper delegation of work by identifying the right person for the right job, motivating them to achieve excellence, recognizing them, allowing them to be recognized at public forums, and felicitating the achievers. To

encourage teachers to take up research and publish in peer reviewed journals they are given cash incentives. The supporting staff is encouraged to participate in inter and intra collegiate sports meet and cultural activities. They are awarded prizes at the annual prize distribution function. All the staff members were given a shield with their names inscribed on it when the college was re accredited as a token of appreciation for their contribution towards achieving higher grade. The members of the staff are encouraged to participate in faculty development programs. There is emphasis on sensitivity to less privileged. Readiness to change for the sake of institutional gain has been encouraged. All these have led to a sense of belonging among all those who join our college. The Head of the Institution believes in frank two way communication with the staff at all levels. This encourages employees to render innovative ideas that would go a long way in student support and services. RJC believes in two way quality communication with all stakeholders to ensure high performance.

**Reinforcing the culture of excellence:**

We believe in striving for excellence. For this, we offer ourselves and our faculty to scrutiny by forwarding our applications for awards, given by authentic authorities and academic bodies. This way we ensure that we are on the right track towards achieving academic excellence.

**6.1.4 What are the procedures adopted by the institution to monitor and**

**evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

The College is having some committees to monitor the procedure adopted by the institution and evaluate the policies and plans. Following are some of the statutory bodies formed to monitor college functions, suggest action plans and implement it.

**Standing Committee:** This committee is formed by the governing body of the institution. The members are as under.

- i) Honorary Secretary of the governing body
- ii) Four members of the governing body
- iii) Principal as Member secretary
- iv) Vice Principal ( By Invitation)

The Standing Committee meets every month and discusses all issues such as development of infrastructure, maintenance, recruitments, admissions, discipline, budget, financial problems etc. pertaining to the smooth functioning of the college.

**Local Managing Committee:**

The Local Managing Committee is formed as per Maharashtra Universities Act.

The Constitution of the Committee is as under.

- a) President or Chairman of the management or his nominee as Chairman;
- b) Secretary of the management or his nominee;
- c) Three local members representing different fields of the area, nominated by the management;
- d) Three teachers, elected by the teachers of the college or institution;
- e) One non-teaching employee, elected by the non-teaching employees of the College or institution;
- f) Principal as member-Secretary.
- g) One representative of the Management



**This committee meets twice a year and the powers and duties of the local managing committee are:**

- a) Prepare the budget and financial statements;
- b) Recommend to the management the creation of the teaching and other posts;
- c) Determine the programme of instruction and internal evaluation and to discuss the progress of studies in the college;
- d) Make recommendations to the management for the improvement of the standard of teaching in the college;
- e) Formulate proposals of new expenditure not provided for in the college budget;
- f) Advise the principal regarding the intake capacity of various classes, preparation of time-tables, distribution of the available teaching workload and such other matters relating to the internal management of the college and discipline of the college students as may be referred to it by, the principal, from time to time.
- g) Consider and make recommendations on the inspection report, if any;
- h) Consider and make recommendations on the report of the local inquiry committee, if any;

In addition to above bodies following are some of the statutory bodies formed at college levels

**Examination Committee:** This committee is formed as per Maharashtra Universities Act and consists of minimum five members appointed by The Head of the Institution and one of them is designated as chairman and responsible to conducts all examinations held at college levels.

The Examination Committee ensures proper organization of examinations and tests of the university, including moderation, tabulation and the declaration of results.

In particular and without prejudice the committee exercises the following powers and performs the following duties, namely :-

- a) Prepares examination calendar in the beginning of Academic year
- b) Appoints paper-setters, examiners and moderators
- c) Undertakes and prepares the schedule of dates for holding examinations and declaration of the results. And implements examination reforms;

In short the Committee deals with all the matters related to the conduct of examinations and making policy decisions in regard to organizing and holding examinations.

**Unfair Means Inquiry:** For the purpose of the investigating unfair means resorted to by the students at the examination held by the college, The Unfair Means Inquiry Committee appointed by the college shall consists of five teachers (Other than the Principal) and other than examination committee member to be nominated by the Principal one of whom shall be designated as Chairperson.

The Unfair Means Inquiry Committee functions as recommendatory body and submits its recommendations in the form of the report to concerned competent authority, which issues final order with regard to the penal action to be taken against the student/s after taking into account the reported facts and findings of the case by the Committee and after ensuring whether reasonable opportunity has been given to the implicated student in his/her defense. The principle of natural justice has been followed and the recommended quantum of punishment is in accordance with the guidelines laid down on its behalf.

**Right to Information Cell:** The college has information cell to provide the information sought by the people according to Right To Information Act 2005. The cell consists of Principal as Appellate Authority, Vice Principal as Information Officer and Senior clerk as Assistant

Information Officer. College provides information to information seekers as per Right To Information Act 2005.

**College Women Development Cell:** The College Woman Development Cell constantly works towards gender sensitization and awareness of sexual harassment at work place amongst the girl students and staff members. The cell is formed as per the University of Mumbai provisions and proactively participates in activities related to gender sensitization. The college conducts workshops, seminars and competitions to create greater awareness in this area.

**Grievances cell and Anti-Ragging Committee:** The grievances committee has been formed as per the University of Mumbai guidelines and deals with the grievances of teachers and other employees of the institution to hear and settle grievances as far as may be practicable and make a report to the Management Council. The Anti- Ragging Committee is also formed in the college to ensure that no untoward incidences of ragging happens in the college. The names of both the committees are printed in the prospectus so that the students, teachers and other staff members of the institutions has access to the committee members.

#### **6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The top management is always supportive towards academics and academic work in the College. The faculty members are invited for meetings and discussions about various issues. This creates a healthy working atmosphere. The staff is given the authority and responsibility to complete the desired academic task in the best possible manner within the stipulated time. The Principal is very vigilant about discipline, commitment and devotion towards the work allotted to the staff. This blend of control with active participation of the staff is the distinguishing

feature of our College which has allowed the head to get the spontaneous and unrequited support from the staff. This kind of leadership has generated a sense not only of belonging but also of dedication among the staff members.

#### **6.1.6 How does the college groom leadership at various levels?**

All the staff members are involved in all the activities in the College. The senior staff members are appointed as conveners of various committees and are given full autonomy in decision making. Various co-curricular and extra-curricular activities are conducted through student committees with office-bearers. In this way the College grooms leaders at higher levels, teaching staff, non-teaching staff and students.

#### **6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

A decentralized functioning mechanism empowers the departments to function with a greater flexibility and at the same time they share the responsibilities. Departments are provided budget for their recurring and non-recurring expenses and also for purchase of library books. They spend the amount judiciously as per the requirement and approval of the purchase committee. Departmental heads also delegate work to their colleagues to ensure smooth completion of work in the expected time frame.

**6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.**

- One of the most important managerial concepts the college has implemented is that the college administration is managed by appointing teachers as chairpersons and members of various committees which also have student representation. This has created a sense of involvement and responsibility among all the staff members resulting in efficient administration of the college.
- Committees having staff from various departments.
- All functions involve many staff members working in various committees and providing their individual creativity and skills.
- Inter departmental support during seminars/workshops/ programmes.
- Staff academy which is a forum for the staff, by the staff involves exchange of ideas and sharing of experiences.
- Inter departmental teaching.
- Faculty development programmes are organized for enhancing faculty skills in emerging areas.

## 6.2 Strategy Development and Deployment

### 6.2.1 Does the Institution have a formally stated quality policy? How is It developed, driven, deployed and reviewed?

Our College is committed to impart Quality education to the youth enabling them to develop the right attitude, professional competence and inculcating the right ethical values. We have a formally stated Quality Policy.

#### **Quality Policy:**

We are committed to imparting quality education in the field of basic and professional courses to create empowered, socially responsible youth to face the changing needs of the society and times. By adopting and continuously improving core and support functions.

The quality policy is developed by the top management in consultation with the stakeholders. It is deployed across all the sections and is reviewed once in five years while framing the strategic plan for the Institution.

### 6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The institute has a perspective plan which considers the following aspects:

- Strengthening of student support services
- Improvement of students' performance in academics, co and extracurricular activities.
- 100% computer literacy among staff and students
- Encouraging community based research
- Eco friendly campus
- Improving the soft skills of students
- Centre of excellence in education

**6.2.3 Describe the internal organizational structure and decision making processes.****Laxmi Charitable Trust**

Our College is managed by Laxmi Charitable Trust, which has its governing body to take care of all educational institutions, run by this management. However, the administration of Shri Chinai College is the responsibility of the Principal who is directly accountable to the parent body. The Managing Council of LCT controls and plans the finance and approves the schemes of development.

**Principal and Vice Principal**

The Principal and Vice Principals are involved in overlooking the implementation of the plans of the College. They ensure that regular day to day operations are properly conducted, through feedback from conveners, teaching and non-teaching staff.

**Local Management Committee(LMC)**

The Local Management Committee is the Statutory Body, formed as per Section 85 of the Maharashtra Universities Act, 1994. The powers and duties of LMC are stated in the same. The LMC comprises elected representatives of teaching and non-teaching staff, Chairman, Secretary and a representative of Management and experts from various fields. This Committee can make recommendations for the improvement and up gradation of existing academic and extracurricular activities.

**Heads of Departments**

The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically.

**Committees for co-curricular and extra-curricular activities**

The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the co curricular activities that enhance overall development of students.

**Administrative Committees [Examinations, Unfair Means Inquiry, Scholarships, Purchase, Discipline, Gymkhana, Admissions, Attendance, Library, etc.]**

For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following**

Following strategies are adopted for quality improvement in the specific areas:

- **Teaching & Learning:** Staff is encouraged to be a lifelong learner by continuously enhancing their skills. They are encouraged to attend workshops to acquire new knowledge and improve their practical skills. Faculty is encouraged to use ICT as an effective teaching tool and are trained wherever needed. Staff members who attend training programs share what they have learnt. Faculty is also encouraged to visit other institutions of academic excellence and adopt their best practices in teaching and learning.
- **Research & Development:** Student are encouraged research by providing them small projects related to the curriculum or of societal interest.



- **Community engagement:** Inculcating social responsibility in staff and students.

- **Human resource management:** The progress of an organisation depends upon the Human resource.

The College has adopted a mandatory Self-Appraisal Method to evaluate the performance of the faculty in teaching, research and extension programmes. At the end of the academic year every teacher is given an Academic Performance Indicator (API) form on the basis of the UGC regulations. The form requires the teacher to give his/her self-evaluation of the academic, co-curricular and extra-curricular work done during that year. It also requires the teacher to enumerate the papers presented at conferences, seminars, refresher courses and orientation programmes he/she has attended. The report to be filled in by each teacher is also evaluated and it analyses the duties performed with respect to lectures completed as per the teacher's planned lecture schedules, lectures taken. The Principal appreciates during monthly staff meetings notable performance of any faculty member and then persuades the other faculty members to follow such best practices in the interest of the College and self-development. The evaluation of teaching faculty by the student and the peers has been adopted in our college which helps in self-evaluation and development. The IQAC has taken up a Quality Objective of providing six man days training to the staff based on competency based skilled matrix.

- **Industry interaction:** We believe in a smooth transition for our students from campus to corporate.

We engage with the industry in mutually beneficial dialogues and we implement their suggestions.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

To review and analyze its performance and capabilities a systematic approach is used. The management, senior leaders and committees use a wide array of data, information and reports to review organizational performance on a regular basis. The process is designed to monitor and improve performance at all levels.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

Our ethos of participatory management is reflected in decentralized administration. Involving the members of the teaching and supporting staff in the activities of the college. Identifying the right people for the right job and empowering them to excel ensures the effectiveness and efficiency of the institutional processes.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

The managing committee resolved to upgrade the computers in the college in view of the changing requirements and this was promptly done.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

Yes, our Institution believes in involving all the stakeholders in the decision making process. Our University provides autonomy for conduct of first and second year evaluation process. Since many staff members are involved in curriculum design and the University has implemented the credit based and CBCGS semester system as of now we have not applied for autonomy.

**6.2.9 How does the Institution ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?**

Precautionary measures are taken to abet complains these are as follows:

- Stake holders have information easily available to them by visuals, notice boards, web site, newsletters, college magazine, enquiry counter, help desk during admission time.
- The college conducts an induction program for the first year students wherein they are provided with all the relevant information which will make their campus life a memorable one.

However in case there is dissatisfaction over an issue

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

Nil

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

Our institution conducts an annual student satisfaction survey for assessing the institutional performance. The students also fill a feedback form which provides inputs on facilities they like and give suggestion for improvising in some areas. These are analyzed, discussed and implemented on a priority basis. following channels are used:

- There is an open door policy. Students, staff can approach the Principal and any of the Vice Principals for problems which require immediate attention and they are immediately attended to. Appreciation box is available to appreciate efforts of our colleagues. The student council has selected representatives from each class. They convey the requirements of the students to the authorities.
- There is a duly formed grievance redressal cell for students, teaching and non-teaching staff members.
- The Local Managing Committee has elected representatives from the teaching and non-teaching staff, management and the Principal. The complains of the teachers and supporting staff are conveyed by these representatives during the LMC meetings which are held at least four times a year and the issues are amicably resolved. There are suggestion boxes which are reviewed regularly. Issues which are non-value are sorted out those which need immediate actions are resolved. Students also provide information through feedback forms and also by responding to the information sought through our website.

## 6.3 Faculty Empowerment Strategies

### 6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

We as an Institution have evolved an excellent work culture of respecting each other and thus creating an ambience congenial for academic and personal growth. We believe that when the staff grows the Institution also grows.

Steps for professional development of teachers:

- Workshops and talks for team building, time management, stress management, enhancing ones IQ, EQ and SQ are conducted.
- Faculty is encouraged to register for Ph.D and avail leave under UGC FDP.
- Facilitating sanction of travel grant for attending conferences abroad.
- Timely information is provided on deadlines for research grants.
- Orientation on career advancement schemes for teachers and ensuring smooth processing of their applications.
- Periodic staff get together
- Recognition of the achievements of the staff at appropriate forums.
- Our extremely supportive nonteaching staff is encouraged to hone their technical, academic and soft skills.
- Workshops to train them in acquiring computer skills.
- Encouraging them to participate and organize intercollegiate competitions.
- Encouraging them to acquire higher qualifications.
- Training in new areas like Tally for accounts department, SOUL software when it was implemented.
- Training for supporting staff by the departments in specific areas like preservation of plants and animals, preparation of stock solutions, chemicals, storing of chemicals, safety in laboratories, maintenance of electrical equipment's to name a few

**6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

- Orientation of new recruits
- Workshop on funding agencies and how to write a research proposal
- Faculty development programs for teachers on specific areas
- Encouraging teachers to organize and/or participate in workshops, conferences at National and International levels
- Training in new areas whenever the curriculum is revised/upgraded

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

- Teachers are evaluated by students by filling structured feedback forms, self-appraisal is done by filling self-appraisal forms, evaluation by the Heads of the Departments and Head of the Institution. The

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

Performance reports are analyzed by IQAC and communicated to the top management. Those who have satisfactory performance are appreciated at appropriate forums, corrective measures are taken wherever needed.

**6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

- Payment of advance through management support, whenever the salary grant is delayed.
- Festival advance for members of supporting staff payable in easy installments before the financial year ends.
- Annual celebration of Ganesh festival
- Tuition fee waiver and book bank support..
- The class IV employees are given free uniforms. The color and quality of the cloth is left to their choice.
- Encourage staff to participate in programs organized by our college and other colleges.
- Deserving wards of retiring/deceased members are given preference in jobs.
- Non-teaching staff welfare fund which receive liberal donations from members of teaching staff on their superannuation.
- Free computer literacy and training for non-teaching staff.
- Admission to the wards of staff and faculty.
- Staff welfare fund for teaching staff.
- Processing of loan application of staff and faculty.
- Encourage supporting staff to participate in intercollegiate sports and cultural activities.

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

- Fair procedure for the selection and recruiting staff.
- Encouragement of staff to participate in various faculty development programs.
- Transparent administration, identifying the right person for the right job.

- Congenial working conditions
- Providing facilities as per the requirements of the eminent faculty and giving them freedom to work.

## **Financial Management and Resource Mobilization**

### **6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The institution prepares yearly budget for allocation of funds for optimal utilization of available resources.

### **6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

Our college has an institutional auditor who audits all the accounts yearly. The audit reports are sent and there have been no major objections. The Government auditor also audits our accounts. There are no adverse comments on the accounts.

### **6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

The major sources of the institutional receipts are the salary grants received from the State Government, the fees collected from the students under various heads as prescribed by the University of Mumbai, the fees received from the self-financing courses, the grants from funding agencies like UGC, DST, industry etc and to minimal extent the sponsorships for various activities of the college.



**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

N O

**C. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

Yes, three external members have been inducted on the IQAC committee. All of them have made significant contributions:

- Shri Neeraj Arya (alumni), is an industrialist who has his industry situated in Ludhiana, had been very generous in inviting our students to his firm.

Our students enjoyed the industrial visit. He also was a honorarm visiting faculty for the unaided courses.

- Shri. Manish Dedhia another alumni of our college has his consultancy as “M – tech consultancy.” Every year he visits our institution for recruiting our students in his firm.

- Shri. Anil Murarka has been sponsoring trophies to the college to be awarded to students who excel in sports activities.

**D. How do students and alumni contribute to the effective functioning of the IQAC?**

Student and alumni are represented in the IQAC. They give suggestions during the meetings of the IQAC. Student representative

**E. How does the IQAC communicate and engage staff from different constituents of the institution?**

As mentioned earlier the constitution of the IQAC is dynamic and the departments are represented in the

IQAC who communicate the decisions taken to their colleagues. In addition there is excellent communication at all levels. There are frequent

meetings with the staff members at various forums and these meetings ensure that all staff are engaged in the quality policy making and implementation of the same in the Institution.

## 6.5 Internal Quality Assurance System (IQAS)

### 6.5.1 Internal Quality Assurance Cell (IQAC)

- A. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Our college IQAC is vibrant and is constituted as per the norms of NAAC. It has representation from most of the departments and has an amalgam of senior and junior teachers. The meetings are held frequently. These meetings help in reviewing our bench strength and ensuring institutionalization of the quality assurance process.

- B. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

With a highly responsive management all the decisions of the IQAC have been implemented.

- 6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization?**

The institution has an integrated framework for Quality assurance of the academic and administrative activities through a long term strategic plan and an annual operative plan.

- Budget to support the planned operations

**6.5.3 Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If 'Yes', give details enumerating its impact.**

NAAC Self Study

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions?  
If 'yes', how are the outcomes used to improve the institutional activities?**

Sustenance of quality of teaching is taken care of by appointing qualified, dedicated teachers acceptable to the students.

Teaching programme is channeled through proper planning of academic activity well in advance through academic calendar, teaching plans in each subject, portion completion schedules, etc. H.O.Ds co-ordinate and control such schedules by regular departmental meetings and through informal feedback from students so that our effort to sustain the quality of education is successful.

Quality enhancement is taken care by various methods such as regular class tests, presentations, industrial visit, seminars, etc.

Faculty from professional fields and higher learning centers are invited regularly for guest lectures.

Teachers are encouraged to participate in seminars, present papers in such seminars, attend workshops regarding syllabus, for quality improvement.

Periodical assessment of the performance of every department is done and corrective measures are taken wherever necessary.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

- The Internal quality assurance mechanism involves all the members of the teaching and non-teaching staff who are oriented through the IQAC members to maintain high quality standards in all the processes and operations of the institutions.
- The suggestions made by the NAAC peer team members are taken into consideration for planning, implementing, reviewing and continuously improving to meet the requirements of the relevant quality assurance/regulatory authorities.
- We work with our own campus partners and external agencies to ensure compliance with regulatory, safety, accreditation and legal requirements.
- Key Processes, Measures and Goals meeting regulations and requirements

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

- We as an Institution firmly believe in imparting quality education to all our students by continuously innovating on the programs to be offered and the teaching learning techniques to be employed to meet the diverse student community that we are catering.
- The teaching learning process is continuously reviewed by the top management, the Head's of the departments and the teacher mentors.
- Structured feedback is taken from the student theses are analyzed and appropriate action is taken to meet the standards

- Student-Parent-teachers meetings are conducted at the departmental level and the suggestions relating to teaching learning process are considered for further improvement.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

- The communication regarding the quality assurance policies, mechanisms and outcomes is carried out through the members of the teaching, non-teaching staff and students.
- The QA policies and mechanisms and outcomes are communicated to all the stakeholders through various forums like meetings with them, programs,

## **CRITERION – VII**

### **INNOVATIONS AND BEST PRACTICES**

#### **7.1: Environment Consciousness:**

The college has an environmental friendly campus in which we have variety of plants and trees.

Keeping the importance of an healthy environment, we take extra precaution in maintaining eco friendly surrounding.

#### **7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

The Institution as of now doesn't do a green audit of its campus and facilities but we intend to start the healthy practice in the near future.

#### **7.1.2 What are the initiatives taken by the college to make the campus eco-friendly ?**

##### **Tree Plantation :**

Tree plantation initiatives, presentations, projects etc. are introduced and thereby we have ensured the maintenance of adequate flora and fauna in our surroundings, including campus, in the best way possible.

##### **Energy Conservation**

We train young minds to think responsibly by switching off the lights and fans when not required. We ensure that the latest technological equipment in keeping with the infrastructural requirements are used in an optimum way with minimal environmental harm and reduced carbon emissions by enforcing discipline, responsibility and accountability. Not switching off the LCD Projectors after use can result in penalty. Similarly, we ensure that there is no wastage of power and water.

With the concept of green chemistry being practiced no hazardous waste is generated.

**e-waste management:**

We promote e waste management by practicing buy back offers. Non-teaching staff members whose children use computers are given the old computers. Whenever computers are purchased we request the vendors to buy back the old system so that it is recycled. Similarly we advocate to the staff and students to give their old mobiles and purchase new ones from stores where they have such offers. CD's are used to a very less extent staff have been provided with pen drives to store data.

**Hazardous waste management**

There are no hazardous chemicals used in the college laboratory. The minimal wastage is drained after reasonable treatment so as to make it non hazardous.

**7.2 Innovations**

The Special coaching sessions by guest faculties, the Career Guidance Cell, the Competitive Examinations Guidance Cell, the Intensive Coaching sessions and the local and outstation Industrial visits are a reflection of our forte as a continuous learning Institution that provides overall education through innovation and excellence.

**7.2.1 Give details of innovations introduced in the last four years which has created a positive impact on the functioning of the college.**

- i. The College encourages teacher – friendly atmosphere which helps the students in becoming better performers in the examinations. Special Guidance lectures are held for the final year students where in subject experts from various colleges are invited to guide the learners to perform better.
- ii. The Circulars received from the university as well as the college notices concerning examination, attendance record, list of defaulters are circulated in the related classrooms and displayed on the notice-board as

well as put on the electronic display which is strategically located right near the entrance. It helps in avoiding confusion during examinations and in keeping the students well informed about recent developments.

iii. The college regularly conducts local as well as outstation industrial visits to get firsthand information on the functioning and working of industry and corporate sector.

## **7.3 Best Practices**

### **1. Title of the Practice**

#### **Improving Teaching and Learning Process**

### **2. Goal**

To achieve the principles of the teaching / learning process which are multi-fold. The principles on the basis of which this best practice was decided was – to raise the curiosity of a student in a particular topic, to encourage the students to question the obvious and to increase the interaction in the class.

Focus is given to improve the quality of education and evaluation. The faculty are encouraged and sponsored to attend various seminars/conferences held in different colleges across the country so as to inculcate the best practices in education and for their self-development. Although no structured programme exist to estimate the efficacy of faculty participation an informal process exist wherein participants debrief the entire faculty on their experience and take away from attendance at the seminar.



**BEST PRACTICES****1. Job – Oriented Seminars and Workshops**

2. **Goal** – The college is situated at a place which connects the entire Mumbai City. Since the city is the commercial centre of India, there are job opportunities for all, specially the commerce students. In order to provide the students, as insight about the job opportunities, skills, training etc. the college conducts seminars and workshops along with industrial visits periodically.

**3. Context –**

In the present day rapid development of the economy there are variety of job opportunities available specially in the service sector. It is the responsibility of the institution along with parents to guide the students at the right direction. In this context it becomes almost obligatory on the part of the institution to provide information about the prospective job opportunities.

**4. Practice –**

Every year the college prepares academic planning calendar in which we write the activities to be conducted in the course of the year. These are planned well in advance, students are informed about the seminar or workshop. They actively take part and clarify their doubts. They also can prepare themselves for their future when they are still in the learning process.

**5. Evidence –**

There are many firms and small scale units visiting the college and interacting with students. Many students were able to focus on their objectives, identify their skills and work towards their goals.

### **6. Problems encountered –**

Though we provide all necessary requirements sometimes it becomes difficult to co-ordinate the time schedule. Due to the present system of examination, students are more into their education (academics) and show little indifference. Their interest in these co-curricular activities remain low.

### **3. The Context –**

Rapid advancement in technology is one of the major issues that affect the teaching/learning process. The facilitators find it difficult to keep pace with the techno-savvy learners. Further there is rapid change taking place in technology which aggravates the problem. Keeping the audience captivated throughout the lecture is another challenge. The facilitator is required to use a variety of tools to keep the learner engaged in the learning process. Having access to a variety of tools all the time may not be possible. Today knowledge is just a click away to the learner; a challenge faced by facilitators is to keep pace with the latest news and happenings.

The teaching/learning process is given immense importance in the institute. The institute is as good as its students. The students are as good as the teachers. The institute trains their facilitators continuously to help them enhance their teaching abilities. The learning imparted to the teachers is implemented in enhancing the learning experience of the learner.

### **4. The Practice**

The teaching /learning process starts with designing of a lecture plan by the facilitator. The lecture plan is given in advance to the learners. The facilitator initiates a discussion or tells a story or questions the learners before defining the objectives. The objectives of the lectures

are defined to specify to the learner the learning outcomes. During the lecture, discussions and questioning is encouraged.

A major limitation of the teaching /learning process is the time constraint. The facilitators have various ideas which they would like to implement in their class, however due to paucity of time all of them cannot be implemented.

### **5. Evidence of success**

The evidence of success is visible, qualitatively as well as quantitatively. The qualitative indicators are a more positive outlook towards life, improvement in etiquettes and desire to understand things rather than learning by the rote. The quantitative indicators for learners who actively participate in co-curricular activities are that they show improvement in academic performance. Students who have passed out have done extremely well in the corporate world. Some students have put their learning into application by starting their own businesses.

The results bring some prominent factors to light. Some of the factors are that students when shown the right direction and given the right encouragement can achieve the goals they desire. Holistic development rather than only academic success contributes in creating socially sensitive individuals which is a prominent requirement of educational institute.

### **6. Problems encountered and Resources Required**

The non-availability or non-workability of technology is one of the major problems encountered in the teaching learning process. Further, encouraging discussions in the lecture becomes self-obliterate towards its aim, at times. Questions posed by learners may not be to find an answer to the problem but to test the knowledge of the facilitator. The span of interest of the learners is very short.

Teachers today have to play the role of an educator and entertainer combined, rather than just an educator. Resources in terms of finance are continuously required to upgrade technology requirements. This is not available consistently. In a city like Mumbai, space is another constraint. Activity based games cannot be implemented due to paucity of space.

**Strengths:**

- Driven by our mission statement of imparting knowledge to all
- Harmonious relationship among the members of the management, staff, students and parents
- Illustrious faculty, student-centered teaching
- Teachers firmly believe in lifelong learning
- Integration of teaching and research
- Proactive Career and Placement cell and professional counselor for student support
- High success rates in examinations as compared to University results
- Wide range of extension, co-curricular and extra-curricular activities
- Student feedback analyzed and used for improvement in all processes
- Optimum utilization of resources
- Teaching aids for ICT enabled teaching
- Student-friendly services
- Concern and facilities for differently abled
- Gender-friendly premises
- Eco-friendly premises
- Vibrant IQAC members

**Weakness:**

- Limitation of space
- Diverse student community

- Due to the economic background of students and the paucity of time available to them, limitation on implementing of value added courses
- Paucity of time for the teachers for research work

**Opportunities:**

- Vocational advantage for strengthening academia-industry linkages
- Streamlining collaborations and consultancy
- Exploring possibility of collaborative research with research institutions

**Challenges:**

- Keeping pace with the rapid changes in higher education
- Sustaining quality along with access
- Providing resources for marginalized students
- Generation of resources for upgradation of infrastructure

**7. Notes**

The Academic Calendar is prepared before the beginning of the academic year. This aids the facilitators and the learners in understanding the time schedule for implementation of the learning process. Dedicated teaching and non-teaching staff are the pillars of strength of the teaching/learning process. Without a dedicated team, success cannot be achieved. The principal with her dynamic leadership style and constant guidance and support gives a prominent shape to the teaching/learning process.

**8. Contact Details**

Name of the Principal: - Prof(Ms) Shailaja G. Kelkar

Name of the Institution: - Shri Chinai College of Commerce & Economics

City: -Mumbai

Pin Code: -400069

Work phone: 022 - 66992025

Mobile: 9869481739

Website: shrichinaicollege.com

E-mail : shrichinaicollege\_1963@yahoo.co.in

**Other details reqd in points 30-32:**

1. Details of Infrastructural facilities

1. **Library:**

The library is well equipped with seating capacity of 200.

Library reading hall is open from 8.00 a.m to 4.30 p.m. on weekdays and from 8.00 a.m. to 4.00 p.m. on Saturdays.

Total no of books: 35883

Journals & magazines: 30

Newspapers: 12

2. **Internet facilities for Staff & Students:**

College has provided one computer lab for the degree and the SFC students.

3. **Class rooms with ICT facility:**

There are 19 classrooms and one computer lab.

4. **Laboratories :**

i) One Computer Lab at ground floor having 40 computers without net connections. The lab is open from 8.00 am to 2.00 pm on 6 days a week.

2. Number of students receiving financial assistance from college, university, government or other agencies: there are 1524 students from SFC getting financial assistance.

3. Details on student enrichment programme (special lectures/ workshops / seminar) with external experts:

Lifelong extension activity of the University of Mumbai is conducted by the college for developing the skills of the students.

Our students also take active part. Apart from this there are guest lecture arranged in various streams to provide practical knowledge to the students.

## **POST ACCREDITATION INITIATIVES :**

1. Since we have introduced additional courses in the un-aided sections (like BFM) we could not start Post Graduate courses, but will do the needful in the near future.
2. We have introduced one new class room in the first floor with all modern equipment.
3. Faculty improvement programme in the form of workshops and seminars were conducted.
4. Inter – disciplinary and collaborative research project will be done in due course of time since college has certain basic difficulties.
5. Internet facility is provided in the college office, library, computer lab and staff room.
6. College has appointed a professional counsellor who visits college periodically.
7. Career guidance lectures and placement of students in the organized sector is held on regular basis.
8. We could not start any diploma and short term certificate courses due to lack of manpower, but in future we will try to introduce.
9. Remedial coaching and intensive coaching classes are held regularly.
10. Teachers do attend and present papers in state, national and international seminars and workshops Alumni of our college Mr. Manish



Dedia and Mr. Neeraj Arya have taken keen interest in the college activities and also introduced linkage programme with our institution.

11. Publication work has been undertaken by the faculty periodically.
12. Many of our students are working under Chartered Accountants and Industrial Sectors to gain experience and training.
13. Internal Quality Assessment Cell has been constituted  
(detail is in RAR)



*Laxmi Charitable Trust*

## **Shri Chinai College Of Commerce & Economics**

(Associate College : Sheth L. U. Jhaveri College Of Arts & Sir M. V. College Of Science & Commerce)

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069. Tel. : 6699 2025 Fax : 6699 2026

Ref. No.: \_\_\_\_\_

Accredited by NAAC : B++

Date : \_\_\_\_\_

### **DECLARATION BY THE HEAD OF INSTITUTION**

I certify that the data included in this Re-Accreditation Report (RAR) are true to the best of my knowledge.

This RAR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this RAR during the peer team visit

Date : 19.1.2015  
Place : Mumbai



*S. Kelkar*  
I/C PRINCIPAL  
Prof(Ms) Shailaja G. Kelkar  
Shri Chinai College of Com. & Eco.  
Andheri (E), Mumbai 400 069.

# SWOC Analysis

## **Strengths:**

- Driven by our mission statement of imparting knowledge to all
- Harmonious relationship among the members of the management, staff, students and parents
- Illustrious faculty, student-centered teaching
- Teachers firmly believe in lifelong learning
- Integration of teaching and research
- Proactive Career and Placement cell and professional counselor for student support
- High success rates in examinations as compared to University results
- Excellence in sports
- Pioneers in offering professional courses like Biotechnology, Computer Science and Information Technology
- Representation by a large number of faculty members in Board of Studies contributing to curriculum design and implementation
- Wide range of extension, co-curricular and extra-curricular activities
- Student feedback analyzed and used for improvement in all processes
- Optimum utilization of resources
- Teaching aids for ICT enabled teaching
- Student-friendly services
- Concern and facilities for differently abled
- Gender-friendly premises
- Eco-friendly premises
- Vibrant IQAC members

**Weakness:**

- Limitation of space
- Diverse student community
- Due to the economic background of students and the paucity of time available to them, limitation on implementing of value added courses
- Paucity of time for the teachers for research work

**Opportunities:**

- Locational advantage for strengthening academia-industry linkages
- Streamlining collaborations and consultancy
- Exploring possibility of collaborative research with research institutions

**Challenges:**

- Keeping pace with the rapid changes in higher education
- Sustaining quality along with access
- Providing resources for marginalized students
- Generation of resources for upgradation of infrastructure

## D. Evaluative Report – Department-wise

### (I) Evaluative Report of the Department Of

#### Mathematics and Statistics/Computers

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Mathematics and Statistics,  
Computer System.
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered** : B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce
5. **Annual/Semester/ choice based credits system (programme wise)**  
: Semester and choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** : Faculty participates in seminars workshops and syllabus restructuring.
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	-	-
Associate Professors	1	1
Asst. Professors	1	-

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof(Ms) Shailaja Kelkar	M.Sc. , M.Phil	Associate Professor	Mathematical Statistics	30	-

- 11. List of senior visiting faculty** : NIL
- 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : NIL
- 13. Student – Teacher Ratio (programme wise)** : 120 : 1
- 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Central Administrative staff
- 15. Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./M.Phil/PG** :
- Prof(Ms) Shailaja Kelkar M.Sc., M.Phil (Statistics)
- 16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NIL

**17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received : NIL**

18. Research Centre / facility recognized by the University

**19. Publications :**

- A) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students
  - Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
  - Monographs
  - Chapter in Books
  - Books Edited
  - Books with ISBN/ISSN numbers with details of publishers
  - Citation Index
  - SNIP
  - SJR
  - Impact factor
  - H-index
1. Title of research paper Estimation of the Journal SSN Number  
Parameters of Binomial distribution in the Publishers 1067-5817  
Presence of outliers vol(4) 19,2011 Applied Statistical  
Science – Nwa Science  
Publishers Inc.
  2. Semi Bayes estimates of the parameters Journal of ISSN  
Of Binomial distribution in the presence of Statistical theory  
1538-7887 Outliers and Practices  
VO (2) 11, 2012 Gowas Publishing House

**20. Areas of consultancy and income generated : NIL**

**21. Faculty as members in :**

- a) National Committees b) International Committees C) Editorial Boards :

Prof(Ms) S.G. Kelkar was a member for revising syllabus in the subject of “Mathematical and Statistical Techniques” – F.Y.B.Com. of University of Mumbai

Prof(Ms) S.G. Kelkar as a member for revising syllabus in the subject of “Statistical Methods” – Post Graduate diploma in Actuarial Science – University of Mumbai.

**22. Student projects**

- a) **Percentage of students who have done in-house projects including inter departmental/programmme** : NIL  
 b) **Percentage of students placed for projects in organizations outside the** : NIL

Institution i.e. in Research laboratories/Industry/other agencies

**23. Awards/recognitions received by faculty and students** : NIL**24. List of eminent academicians and scientists/visitors to the department** :

Student profile programme/course wise

Academic Year	Course	Male	Female	Total
2013-14	FYBCom (Maths & Stats)	179	162	341
2013-14	TYBCom Computer Systems & Applications	79	61	140

**25. Seminar/Conferences/Workshops organized and the source of funding** :

- a) National  
 b) International



Participation in half day workshop on 'Revision of Syllabus for TYBCom (Computer System & Applications) SYBCom/B.A. (Computer Programming)

Organised by K.P.B. Hinduja College University of Mumbai –  
9<sup>th</sup> April, 2009

Attended two days workshop on "R Software" organized by Dept of statistics, University of Mumbai – 16<sup>th</sup> & 17<sup>th</sup> Jan 2012

**26. Student profile programme/course wise :**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	

\*M - Male \*F - Female

**Passing Percentage of students in the academic year 2013-14**

Class	Subject	No.of students appeared	No. of students passed	% of Passing	% of Failure
FYBCom Sem - I	Mathematical & Statistical Techniques	341	152	44.57%	55.42
FYBCom Sem - II	Mathematical & Statistical Techniques	341	288	84.46%	15.54%
TYBCom Sem - V	Computer Systems & Application	137	123	89.78%	10.22%
TYBCom Sem - VI	Computer Systems & Application	138	129	93.48	06.52%

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc.****29. Student progression**

Student progression	Against % enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	--
Entrepreneurship / Self-employment	--

**30. Details of Infrastructural facilities**

- a) Library : Central library
- b) Internet facilities for Staff & Students : Available in Principal's Office
- c) Class rooms with ICT facility : Auditorium has ICT facility
- d) Laboratories : One Computers Laboratory with LAN

**31. Number of students receiving financial assistance from college, university, government or other agencies**

- 32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts**
- 33. Teaching methods adopted to improve student learning**
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

N I L

**35. SWOC analysis of the department and future plans**

**Strength** : Being a Commerce college a knowledge of Mathematical & Statistical techniques is useful to understand application in the subject of Economics and Commerce

**Opportunities** : Expose of Computer software like MySQL, Excel at TYBCom as one of the applied component give an opportunity of getting employment in ITCS

**Neatness** : Being a compulsory subject at FYBCom students to have opted for Secretarial Practice as optional subject find it difficult to cope up.

**Challenges** : To create greater interest and compability of the students in the subject

Prof(Ms) Shailaja G. Kelkar - Vice Principal & Head Dept of the department has been actively involved in numerous institutional activities for smooth functioning of the college.

1. Member of Admission Committee
2. Member of Examination Committee
3. Member of Grievance Cell and Students' Council
4. Member of Attendance Committee
5. Member of NAAC committee & IQAC Co-ordinator

An Information Officer to provide information under RTI ct 2002

## Evaluative Report of the Departments

### Business Economics

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Business Economics
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** : UG, B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce
5. **Annual/Semester/ choice based credits system (programme wise)**  
: **Semester** : Choice Based Credit and Grading System.
6. Participation of the department in the courses offered by other departments : **Seminars, workshop, Restructuring of Syllabus**
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	Nil	Nil
Associate Professors	1	1
Asst. Professors	Nil	Nil

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof(Mrs) Sunanda Narayan	M.A. , M.Phil	Associate Professor	Economics	34 Yrs.	Nil
Prof(Mrs) V.U. Thakurdesai	M.A.	Part Time Associate Professor	Industrial Psychology	33 Yrs.	Nil

11. **List of senior visiting faculty** : NIL

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty**  
: NIL

13. **Student – Teacher Ratio (programme wise)** : **120 : 1**

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Central Administrative staff

15. **Qualification of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/PG :**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof(Mrs) Sunanda Narayan	M.A. , M.Phil	Associate Professor	Economics	34 Yrs.	Nil

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**

Applied for Minor Research Project of UGC

**17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received :** NIL

**18. Research Centre / facility recognized by the University :** NIL

**19. Publications :**

- A) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students : NIL
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
- Monographs : NIL
- Chapter in Books : NIL Co-authorized Two-books (year)
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

**20. Areas of consultancy and income generated :** NIL

**21. Faculty as members in :**

a) National Committees b) International Committees C) Editorial Boards :  
College Committee:

Prof( Mrs) S.K.Narayan : Examination, Attendance, Admission,  
Women's Development Cell, CEBA,  
Anti-Ragging, NAAC

Prof(Ms) Vijaya Thakurdesai : Unfair means, Exam., Anti-ragging,  
WOC

**22. Student projects**

- a) **Percentage of students who have done in-house projects including inter departmental/programmme** : NIL
- b) **Percentage of students placed for projects in organizations outside the** : NIL  
Institution i.e. in Research laboratories/Industry/other agencies

**23. Awards/recognitions received by faculty and students** : NIL**24. List of eminent academicians and scientists/visitors to the department** : NIL

Student profile pogramme/course wise :

Academic Year : 2012-13

Academic Year	Course	Male	Female	Total
2013-14	FYBCom	179	162	341
2013-14	SYBCom	38	68	106
2013-14	TYBCom	79	61	140

**25. Seminar/Conferences/Workshops organized and the source of funding** : NIL

- a) National  
b) International

**Attended one national seminar organized by Shailendra college.**

**Attended a Workshop organised by N.M.College on the Credit Based System.**

**26. Student profile programme/course wise :****Academic Year : 2012-13**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
F.Y.B.Com. - Eco	341	341	179	162	80.93%
F.Y.B.Com. - FC	341	341	179	162	
S.Y.B.Com. - Eco	106	106	38	68	98.92%
S.Y.B.Com. - FC	106	106	38	68	
T.Y.B.Com. -	140	140	79	61	

\*M - Male \*F - Female

**Passing Percentage of students in the academic year 2013-14**

Class	Subject	No. of students appeared	No. of students passed	% of Passing	% of Failure
FYBCom Sem - I	Economics	341	276	80.93%	19.06%
FYBCom Sem - II		341	276	83.95%	16.05%
SYBCom Sem - III		106	104	98.92%	01.08%
SYBCom Sem - IV		106	104	98.95%	01.05%
TYBCom - Sem - V		140	123	89.13%	10.86%

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc.**



**29. Student progression**

Student progression	Against % enrolled
UG to PG	√
PG to M.Phil	√
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	√ √
Entrepreneurship / Self-employment	√

**30. Details of Infrastructural facilities**

- a) **Library** : Central library
- b) **Internet facilities for Staff & Students** : Internet facility available in Principal's Office
- c) **Class rooms with ICT facility** : NO available in Auditorium
- d) **Laboratories** : One Computer Lab

**31. Number of students receiving financial assistance from college, university, government or other agencies** : As mentioned in the college profile

**32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts:**

Guest lectures are conducted to guide students before appearing university examinations.

**33. Teaching methods adopted to improve student learning :**  
Internal coaching & remedial coaching

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Nil

**35. SWOC analysis of the department and future plans**

Prof(Mrs) S.K. Narayan - In-charge Principal been actively involved in numerous institutional activities for smooth functioning of the college.

In-charge Principal Prof(Ms) S.K. Narayan.

**Strength** : Economics is a subject which has universal applicability.

It helps every person to plan and frame ideas.

**Opportunities** : Subject which has opportunities in diversified fields.  
Ample job opportunities in Banking & financial sector

**Challenges** : Subject itself is a dynamic subject

**Future Plan** : To encourage students to take up higher studies in the field and become an asset to the economy.

## Evaluative Report of the Departments

### Business Communication

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Business Communication
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** : B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce
5. **Annual/Semester/ choice based credits system (programme wise)**  
: Semester : Choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** : NIL
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	1	1
Clock Hour Basis	-	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Ms. Vibha Tripathi	M.A. , B.Ed., PGDJC	Asstt. Professor	English		Nil

11. **List of senior visiting faculty** : NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 100
13. Student – Teacher Ratio (programme wise) : 120 : 1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Central Administrative staff
15. **Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M.Phil/PG** : M.A. English
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NIL
17. **Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : NIL
18. **Research Centre / facility recognized by the University** : NIL
19. **Publications :**
  - A) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students : NIL
  - Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare

- Database – International Social Sciences Directory, EBSCO host, etc.)  
NIL
- Monographs : NIL
  - Chapter in Books : NIL Co-authorized Two-books (year)
  - Books Edited
  - Books with ISBN/ISSN numbers with details of publishers
  - Citation Index
  - SNIP
  - SJR
  - Impact factor
  - H-index
20. **Areas of consultancy and income generated** : NIL
21. **Faculty as members in** :
- a) National Committees b) International Committees c) Editorial Boards :
22. **Student projects**
- a) Percentage of students who have done in-house projects including inter departmental/programmme : NIL
- b) Percentage of students placed for projects in organizations outside the : NIL  
Institution i.e. in Research laboratories/Industry/other agencies
23. **Awards/recognitions received by faculty and students** : NIL
24. **List of eminent academicians and scientists/visitors to the department** : NIL
25. **Seminar/Conferences/Workshops organized and the source of funding** : NIL
- a) National
- b) International

26. **Student profile programme/course wise :**  
**Academic Year : 2012-13**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	

\*M - Male \*F - Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc.**

29. **Student progression**

Student progression	Against % enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	--
Entrepreneurship / Self-employment	--

30. **Details of Infrastructural facilities**

a) Library :

b) Internet facilities for Staff &amp; Students :

c) Class rooms with ICT facility :

d) Laboratories :

31. Number of students receiving financial assistance from college, university, government or the agencies :

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts :

33. Teaching methods adopted to improve student learning : Internal coaching &amp; remedial coaching

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

N I L

35. **SWOC analysis of the department and future plans**

**Strength** : Being a college of Commerce and Economics, knowledge of Business Communication is a very quintessential tool of students to improvise on their English language, communication skills , they get to learn various skills of how to appear for interviews, learning different types of business lectures which improves their letter writing skills, Learning business presentation skills and gets an opportunity to strength their hold an English language, learning command in their overall personality and being more confident to face the future challenges.

**Opportunities :** Communication plays a very vital role in today's Business world. So, if a student has strong knowledge of Business Communication, then they can be a good corporate communicator or a strong public relation officer which is a need of today's corporate world and that employee will be proved to be an asset for the organization.

**Neatness :** Being a compulsory subject at F.Y.B.Com. level only and not continued thereafter, there is no scope for further development in the subject. This subject is bit theoretical which at times makes the subject boring. More practical concepts related to Business Communication should be added in the portion to attract the interest and attention of students.

**Challenges :** In India, English is a language which a child basically learns after his/her mother tongue. So, it's a challenge for educators to train the students to communicate in English accurately. Also, to make students speak and write, English language, grammatically correct is a huge challenge as generally they find it tedious or uninteresting



**Teaching Method :**

1. Lectures are conducted on regular basis.
2. Questioning method, Interactive method, writing and reading method, explanation methods are used.
3. Evaluation Method is used after completing every chapter to test how much a student has understood.
4. To teach chapter like interview and group discussion, mock interview sessions here conducted in class and students were divided into group to get a feel of group interview and discussions.
5. As a part of internal examination pattern, student are supposed to compulsory submit their assignments. Maximum 3 topics are given to them out of which they are supposed to write on 1 topic of their choice. This helps to test their creativity, imagination and writing skills. It helps them to do research work, and explore their ideas and view points.

## Evaluative Report of the Departments

### Commerce

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Commerce
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** : B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce
5. **Annual/Semester/ choice based credits system (programme wise)**  
: Semester : Choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** :
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.** : NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	1	1
Clock Hour Basis	-	-

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. B.B. Kamble	M.Com., B.Ed., Ph.D.	Asstt. Professor		15	Nil

11. **List of senior visiting faculty** : NIL
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 90%
13. **Student – Teacher Ratio (programme wise):** 1 : 120
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Nil
15. **Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M.Phil/PG** : Ph.D.
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : N.A.
17. **Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : N.A
18. **Research Centre / facility recognized by the University** : N.A.

**19. Publications :**

- A) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students : **NIL**
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)  
**NIL**
- Monographs : **NIL**
- Chapter in Books : **NIL**
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

**20. Areas of consultancy and income generated** : N.A.

**21. Faculty as members in :**

- a) National Committees b) International Committees c) Editorial Boards :

**22. Student projects**

- a) Percentage of students who have done in-house projects including inter departmental/programmme : **95-100%**
- b) Percentage of students placed for projects in organizations outside the : **NIL**  
Institution i.e. in Research laboratories/Industry/other agencies

**23. Awards/recognitions received by faculty and students** : NIL

**24. List of eminent academicians and scientists/visitors to the department :**

**Dr. Vinita K. Pimple for syllabus discussion & suggestions for Teaching**

25. **Seminar/Conferences/Workshops organized and the source of funding** : College level workshop for Teachers placement
- National
  - International

26. **Student profile programme/course wise :**  
**Academic Year : 2012-13**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
Advertising	106	106	38	68	-

\*M - Male \*F - Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc.**

29. **Student progression**

Student progression	Against % enrolled
UG to PG	√
PG to M.Phil	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	√ √
Entrepreneurship / Self-employment	√

**30. Details of Infrastructural facilities**

- |  |   |                     |
|--|---|---------------------|
| a) Library                                   | : | Yes                 |
| b) Internet facilities for Staff & Students: |   | Yes                 |
| c) Class rooms with ICT facility             | : | --                  |
| d) Laboratories                              | : | Computer Laboratory |

**31. Number of students receiving financial assistance from college, university, government or the agencies :****32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts:** Intensive Coaching**33. Teaching methods adopted to improve student learning :**  
Lecturing & Q & A**34. Participation in Institutional Social Responsibility (ISR) and Extension activities****35. SWOC analysis of the department and future plans**

## Evaluative Report of the Departments

### Accountancy

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Commerce
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** : B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce
5. **Annual/Semester/ choice based credits system (programme wise):**  
Semester : Choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** :
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	-	-
Associate Professors	1	-
Asst. Professors	-	-
Clock Hour Basis	-	-

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof. S.S. Darole	M.Com. ,	Asso. Professor		24	Nil

11. **List of senior visiting faculty** : NIL
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 90%
13. **Student – Teacher Ratio (programme wise):** 1 : 120
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Nil
15. **Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M.Phil/PG** :
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : N.A.
17. **Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : N.A
18. **Research Centre / facility recognized by the University** : N.A.



**19. Publications :**

- A) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students : **NIL**
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)  
**NIL**
- Monographs : **NIL**
- Chapter in Books : **NIL**
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

20. **Areas of consultancy and income generated** : N.A.

**21. Faculty as members in :**

- a) National Committees b) International Committees c) Editorial Boards :

**22. Student projects**

- a) Percentage of students who have done in-house projects including inter departmental/programme : 95-100%
- b) Percentage of students placed for projects in organizations outside the : NIL  
Institution i.e. in Research laboratories/Industry/other agencies

23. **Awards/recognitions received by faculty and students** : NIL

24. **List of eminent academicians and scientists/visitors to the department** :

25. **Seminar/Conferences/Workshops organized and the source of funding** : College level workshop for Teachers placement  
 a) National  
 b) International

**26. Student profile programme/course wise**

Academic Year	Course	Male	Female	Total
2012-13	FYBCom (Accounts - I)	179	162	341
2012-13	SYBCom (Accounts - II)	38	68	106
2012-13	TYBCom Accounts - I Accounts - II Accounts - III Taxes			140

Passing Percentage of students in the academic year 2012-13

Class	Subject	No. of students appeared	No. of students passed	% of Passing	% of Failure
FYBCom Sem - I	Accounts - I	341	312	91.50%	8.50%
FYBCom Sem - II	Accounts - II	341	270	79.18%	20.82%
SYBCom Sem - III	Accounts	106	99	93.40%	06.60%
SYBCom Sem - IV	Accounts	106	92	86.79%	20.82%
TYBCom - Sem - V	Accounts - I	138	89	64.96%	35.04%
	Accounts - II	138	110	80.29%	19.71%
	Accounts - III	138	114	83.21%	16.79%
	Taxes (Direct & Indirect)	138	127	92.70%	7.30%
TYBCom - Sem - VI	Accounts - I	138	122	88.41%	11.59%
	Accounts - II	138	123	89.13%	10.87%
	Accounts - III	138	109	78.99%	21.01%
	Taxes (Direct & Indirect)	138	134	97.10%	02.90%

**Student profile programme/course wise :****Academic Year : 2012-13**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	

\*M - Male \*F - Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00-

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc.****29. Student progression**

Student progression	Against % enrolled
UG to PG	√
PG to M.Phil	-
PG to Ph.D.	-
Ph.D. to Post-Coctoral	-
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	√ √
Entrepreneurship / Self-employment	√

**30. Details of Infrastructural facilities**

- |   |   |          |
|---|---|----------|
| a) Library                                  | : | Yes      |
| b) Internet facilities for Staff & Students | : | Yes      |
| c) Class rooms with ICT facility            | : | --       |
| d) Laboratories<br>Laboratory               | : | Computer |

31. **Number of students receiving financial assistance from college, university, government or the agencies :**
32. **Details on student enrichment programmes (special lectures/workshops/seminar) with external experts :**  
Intensive Coaching
33. **Teaching methods adopted to improve student learning :**  
Lecturing & Q & A
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**  
N I L
35. **SWOC analysis of the department and future plans :**

## Evaluative Report of the Departments

### Business Law

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Business Law
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** : B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved:** Commerce
5. **Annual/Semester/ choice based credits system (programme wise)**  
: Semester : Choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** :
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Clock Hour Basis		

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof. A.J. Bharsakle	M.Com. , G.D.C.H. A., SET.	Asstt. Professor	Accountancy	10	Nil

**11. List of senior visiting faculty** : M.Com., Accountancy

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 90%

**13. Student – Teacher Ratio (programme wise)** : 120 : 1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Nil

**15. Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./M.Phil/PG** : PG

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : N.A.

**17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : N.A

**18. Research Centre / facility recognized by the University** :N.A.

**19. Publications :**

- A) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students : NIL
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare

Database – International Social Sciences Directory, EBSCO host, etc.)

**NIL**

- Monographs : **NIL**
- Chapter in Books : **NIL**
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- H-index

**20. Areas of consultancy and income generated** : N.A.

**21. Faculty as members in** : National Committees b) International Committees c) Editorial Boards :  
Adult Education. Womens Development, Placement Cell, University Extension Activity

**22. Student projects**

- a) Percentage of students who have done in-house projects including inter departmental/programmme : NIL
- b) Percentage of students placed for projects in organizations outside the : NIL  
Institution i.e. in Research laboratories/Industry/other agencies

**23. Awards/recognitions received by faculty and students** : NIL

**24. List of eminent academicians and scientists/visitors to the department** :  
**Student profile programme/course wise**

Academic Year	Course	Male	Female	Total
2012-13	SYBCom (Business Law)	38	68	106

**25. Seminar/Conferences/Workshops organized and the source of funding : NIL**

- a) National  
b) International

Class	Subject	No. of students appeared	No. of students passed	% of Passing	% of Failure
SYBCom Sem – III	Business Law	106	98	92.45%	7.55%
SYBCom Sem – IV	Business Law	105	104	99.05%	0.95%

**26. Student profile pogramme/course wise :**

Academic Year : 2012-13

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
FYBCom - A/c	Sem. I	341	179	162	14.66
	A.T.K.T. - I	275	149	126	10.91
SYBCom – B. Law	Sem. - III	106	38	68	55.66
	A.T.K.T. - III	38	26	12	57.8
TYBCom. – A/c					

\*M - Male \*F - Female

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00



Student progression	Against % enrolled
UG to PG	-
PG to M.Phil	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	-
Entrepreneurship / Self-employment	-

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc.**

**29. Student progression**

**30. Details of Infrastructural facilities**

- a) Library :
- b) Internet facilities for Staff & Students: Computer Lab /  
Principal Office
- c) Class rooms with ICT facility  
: Available in  
Auditorium
- d) Laboratories :

**31. Number of students receiving financial assistance from college, university, government or the agencies:** Freeship & Scholarship

**32. Details on student enrichment programmes (special lectures/ workshops/seminar) with external experts :**

Students participate in curriculum & external activity

**33. Teaching methods adopted to improve student learning :**

Intensive Coaching & remedial coaching

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities :**

NIL

**35. SWOC analysis of the department and future plans :**

Life long learning extension Activity, University of Mumbai

## Evaluative Report of the Departments

### Environmental Studies

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Geography
2. **Year of Establishment** : 1963
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** : B.Com.
4. **Names of Interdisciplinary courses and the departments/units involved:** Commerce
5. **Annual/Semester/ choice based credits system (programme wise)**  
: Semester : Choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** : N I L
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.** : NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Clock Hour Basis	-	1

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof(Ms) Jharna Das	M.A. Geography	Lecturer	Environmental Studies	6 Yrs.	Nil

- 11. List of senior visiting faculty** : Nil
- 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : Nil
- 13. Student – Teacher Ratio (programme wise)** : 120 : 1
- 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Nil
- 15. Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M.Phil/PG** : See Item No. 10 PG
- 16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : N.A.
- 17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : N.A
- 18. Research Centre / facility recognized by the University** :N.A.
- 19. Publications :**
- A) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students : NIL

- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)

**NIL**

- Monographs : **NIL**
- Chapter in Books : **NIL**
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- H-index

**20. Areas of consultancy and income generated** : N.A.

**21. Faculty as members in** : National Committees b) International Committees c) Editorial Boards : N I L

**22. Student projects**

- a) Percentage of students who have done in-house projects including inter departmental/programmme : NIL
- b) Percentage of students placed for projects in organizations outside the : NIL  
Institution i.e. in Research laboratories/Industry/other agencies

**23. Awards/recognitions received by faculty and students** :

NIL

**24. List of eminent academicians and scientists/visitors to the department** : N I L

25. **Seminar/Conferences/Workshops organized and the source of funding** : NIL

- a) National
- b) International

26. **Student profile pogramme/course wise :**

Academic Year : 2012-13

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
FYBCom - EVS	341	341	179	162	80.93%

\*M - Male \*F - Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com.	95%	5%	00

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc. : N I L**

29. **Student progression**

Student progression	Against % enrolled
UG to PG	-
PG to M.Phil	-
PG to Ph.D.	-
Ph.D. to Post-Coctoral	-
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	-
Entrepreneurship / Self-employment	-

**30. Details of Infrastructural facilities**

- a) Library :
- b) Internet facilities for Staff & Students : Computer Lab /  
Principal Office
- c) Class rooms with ICT facility  
: Available in  
Auditorium
- d) Laboratories :

**31. Number of students receiving financial assistance from college, university, government or the agencies:** As mentioned in the college profile

**32. Details on student enrichment programmes (special lectures/ workshops/seminar) with external experts :** NIL

**33. Teaching methods adopted to improve student learning :**  
**Intensive Coaching & remedial coaching**

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities :**  
NIL

**35. SWOC analysis of the department and future plans :**

**Strength :** Being a Commerce student awareness in the subject is must so that in future environmental precaution can be taken and opportunities can be grabbed to save the planet earth.

**Weakness :** It is a compulsory subject at F.Y.B.COM. level only and not continued thereafter so it is not possible to pursue their career in this field.

**Opportunities :** There are only limited opportunities in the E.V.S. subject.

**Challenges :** To create sustained interest and compatibility of the students in the subject.

**Future Plan :** To encourage students towards EVS and protection of environment.



## Evaluative Report of the Departments

### **B.COM. (ACCOUNTING & FINANCE)**

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Bachelor of Accounting & Finance.
2. **Year of Establishment** : 2003-04
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** :  
B.Com. (Accounting & Finance)
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce, Banking & Insurance, Management, Accounting & Finance, Financial Markets
5. **Annual/Semester/ choice based credits system (programme wise)** : Semester and choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** : Teaching faculty participates in seminar, Refresher courses.
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons** : NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Full Time	02	02
Visiting	10	10

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof(Ms) Heena Yajnik	M.Com. , B.Ed.	Co-ordinator	Finance	31 Yrs.	NIL
Prof(Ms) Prasika Gaikwad	M.Com. , B.Ed.	Core faculty	Finance	08 Yrs.	NIL

11. **List of senior visiting faculty** : NIL
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : NIL
13. **Student – Teacher Ratio (programme wise)** : 15 : 1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** :  
Administrative staff
15. **Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M.Phil/PG** : Prof(Ms) Heena Yajnik, M.Com., B.Ed.
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NIL
17. **Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : NIL
18. **Research Centre / facility recognized by the University** : NIL

19. **Publications :** NIL
- a) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students
  - Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
  - Monographs
  - Chapter in Books
  - Books Edited
  - Books with ISBN/ISSN numbers with details of publishers
  - Citation Index
  - SNIP
  - SJR
  - Impact factor
  - H-index
20. **Areas of consultancy and income generated** : NIL
21. **Faculty as members in :**
- a) National Committees
  - b) International Committees
  - c) Editorial Boards : NIL
22. **Student projects**
- a) Percentage of students who have done in-house projects including inter departmental/programmme : NIL
  - b) Percentage of students placed for projects in organizations outside the : NIL  
Institution i.e. in Research laboratories/Industry/other agencies
23. **Awards/recognitions received by faculty and students :** NIL
24. **List of eminent academicians and scientists/visitors to the department :**
25. **Seminar/Conferences/Workshops organized and the source of funding :** NIL
- a) National
  - b) International

**26. Student profile programme/course wise :**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled * M *F	Pass percentage

\*M - Male \*F - Female

**27. Diversity of Students :** 100% students from the same state have been enrolled for last year.

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc. ?** NIL

**29. Student progression** NIL

Student progression	Against % enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	--
Entrepreneurship / Self-employment	--

**30. Details of Infrastructural facilities**

- a) Library : Self-Finance Course Library
- b) Internet facilities for Staff & Students : Available at Computer Lab
- c) Class rooms with ICT facility : No ICT facility
- d) Laboratories : Yes, Computer Lab with LAN and Internet Connection

**31. Number of students receiving financial assistance from college, university, government or other agencies****32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts**

- i) Soft Skill Development
- ii) Guest Lecture Series on Finance
- iii) Guest Lecture on I.T. by NITT

**33. Teaching methods adopted to improve student learning :**

- i) Case study
- ii) PPT Presentation
- iii) Games
- iv) Role Place

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities :****Strength :****Opportunities :****Neatness :****Challenges :**

## Evaluative Report of the Departments

### BACHELOR OF MANAGEMENT STUDIES

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. **Name of the Department** : Bachelor of Management Studies
2. **Year of Establishment** : 2001-02
3. **Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D. etc.)** :  
Bachelor of Management Studies
4. **Names of Interdisciplinary courses and the departments/units involved** : Commerce, Banking & Insurance, Accounting & Finance, Financial Markets
5. **Annual/Semester/ choice based credits system (programme wise)**  
: Semester and choice Based Credit and Grading System.
6. **Participation of the department in the courses offered by other departments** : Teaching faculty participates in seminars, Orientation, Workshop. Syllabus restructuring.
7. **Courses in collaboration with other universities, industries, foreign institutions. Etc.** : NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
: NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Full Time	03	03
Visiting	10	10

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt/Ph.D., M.Phil etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Prof(Ms) Heena Yajnik	M.Com. , B.Ed.	Co-ordinator	Finance	31 Yrs.	NIL
Prof(Ms) Prasika Gaikwad	M.Com. , B.Ed.	Core faculty	Finance	08 Yrs.	NIL
Prof(Ms) Shyamoli Narvekar	M.Com. , B.Ed.	Core faculty	Management	04 Yrs.	NIL

11. **List of senior visiting faculty** : NIL
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : Table
13. **Student – Teacher Ratio (programme wise)** : 30 : 1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Administrative staff
15. **Qualification of teaching faculty with DSc/ D.Litt/ Ph.D./ M.Phil/PG** : Table
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NIL
17. **Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received** : NIL
18. **Research Centre / facility recognized by the University** : NIL

19. **Publications :** NIL
- a) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students
  - Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
  - Monographs
  - Chapter in Books
  - Books Edited
  - Books with ISBN/ISSN numbers with details of publishers
  - Citation Index
  - SNIP
  - SJR
  - Impact factor
  - H-index
20. **Areas of consultancy and income generated :** NIL
21. **Faculty as members in :**
- a) National Committees
  - b) International Committees
  - c) Editorial Boards : NIL
22. **Student projects**
- a) Percentage of students who have done in-house projects including inter departmental/programmme : NIL
  - b) Percentage of students placed for projects in organizations outside the : NIL  
Institution i.e. in Research laboratories/Industry/other agencies
23. **Awards/recognitions received by faculty and students :**  
NIL
24. **List of eminent academicians and scientists/visitors to the department :**
25. **Seminar/Conferences/Workshops organized and the source of funding :** NIL
- a) National



b) International

**26. Student profile programme/course wise :**

Name of the Course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	

\*M - Male \*F - Female

27. **Diversity of Students** : 100% students from state of Maharashtra for

**academic year 2012-13.**

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense Services, etc. ?** NIL

29. **Student progression** **NIL**

Student progression	Against % enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	--
Entrepreneurship / Self-employment	

**30. Details of Infrastructural facilities**

- a) Library : Self-Finance Course Library
- b) Internet facilities for Staff & Students : Available at Computer Lab
- c) Class rooms with ICT facility : No ICT facility
- d) Laboratories : Yes, Computer Lab with LAN and Internet Connection

**31. Number of students receiving financial assistance from college, university, government or othe agencies****32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts**

- i) Soft Skill Development
- ii) Guest Lecture Series on Finance
- iii) Guest Lecture on I.T. by NITT

**33. Teaching methods adopted to improve student learning :**

- i) Case study
- ii) PPT Presentation
- iii) Games
- iv) Role Place

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities : NIL**

## Evaluative Report of the

### B.COM. (Banking and Insurance)

1. **Name of the department** : B.Com(Banking and Insurance)
2. **Year of Establishment** :2005-2006
3. **Name of the Programmes / Courses Offered:** UG (Banking and Insurance)
4. **Names of Interdisciplinary courses and the departments/units involved**  
: Commerce, Management , Information Technology, Accounting and Finance, Financial Markets.
5. **Annual/Semester/ Choice based Credit system (Programme wise ):**  
Semester and Choice Based Credit and Grading system.
6. **Participation of the department in the courses offered by other departments:** The teaching Faculty Participates.  
  
Seminars, Refreshers Courses, Orientation Courses, Workshops, syllabus Restructuring etc.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc:** Nil
8. **Details of courses/ programmes discontinued (if any) with reasons** : Nil.
9. **Number of Teaching Posts.**

Designation	Required	Filled
Asst. Professors	2	2
Visiting Faculty	-	6

**10. Faculty profile with name, qualification, designation, specialization (D.Sc./D. Litt /Ph.D./ M. Phil etc.,) (2012-2013)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guide for the last 4 years
Prof.Pravin Akolkar	M.J.M.C M.com-I M.M.S(HR) D.F.M B.COM	Coordinator	H.R Marketing Finance	5years	None
Prof. Rameshwari Akolkar	B.com, M.Com M.B.A(B& I)-I	Core Faculty	Management	2 years	None

**11. List of Senior Visiting faculty: (2012-2013)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guide for the last 4 years
Prof. Kapil Thakore	B. Com, ICAI	Visiting Faculty	Finance	8	None
Prof. Nitin Parab	B. Com, M. Com, G.D.C.A.	Visiting Faculty	Accountancy	3	None
Prof. Bhavisha Patel	M. Com, MCA	Visiting Faculty	Information Technology	5	None

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty.**

Programme	Percentage of Lectures by Temporary Faculty	Percentage of Practical's by Temporary Faculty
B. Com (Banking & Insurance)		Nil

**13. Student –Teacher Ratio (Programme wise) 2012-13**

Programme	Student Teacher Ratio
B. Com (Banking & Insurance)	12: 1

**14. Number of academic support staff(technical ) and administrative staff; sanctioned and filled:**

SFC Administrative Staff = 4

**15. Qualifications of teaching faculty with DSc/ D.Litt / Ph.D / M. Phil/ PG.**

Prof.Pravin Akolkar	M.J.M.C, M.com-I M.M.S(HR), D.F.M B.COM
Prof. Rameshwari Akolkar	B.Com, M.Com, M.B.A(B& I)-I

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :Nil****17. Departmental projects funded by DST-FIST;UGC , DBT , ICSSR, etc . and total grants received :Nil****18. Research Centre/facility recognized by the University: NA****19. Publications:**

a) Publications per faculty: NA

b) Seminars and workshops attended/papers presented by the Faculty:

Prof. Pravin Akolkar :-UGC Sponsored National Seminar on “Revitalising Agriculture in BIHAR :Prospects, Strategies and Challenges organized by University Department of Economics, Bihar University, **Muzaffarpur during 17<sup>th</sup> – 18<sup>th</sup> March, 2012.**

20. **Areas of Consultancy and income generated:** Nil .

21. **Faculty as members in:**

a) National Committees b) International Committees

c) Editorial Boards: NIL

22. **Students Projects**

a) Percentage of students who have done in-house projects including inter departmental/ Programme: NIL

b) Percentage of students placed for projects in organization outside the institutions i.e. in Research laboratories/Industry/Other agencies: NIL

23. **Awards /Recognitions received by faculty and students:** NIL

24. **List of eminent academicians and scientists/Visitors to the department:**

25. **Seminars /Conferences /Workshops organized & the source of funding:** NIL

26. **Students Profile programme /Course wise:-**

Academic Year 2012-13

No. of students Admitted	Male	Female	Total	Pass percentage	
				Oct. (%)	Mar. (%)
FYBCBI					
SYBCBI					
TYBCBI					

Academic Year 2012-13

No. of students Admitted	Male	Female	Total	Pass percentage	
				Oct. (%)	Mar. (%)
FYBCBI	20	32	52	100	100
SYBCBI	9	26	35	100	97.14
TYBCBI	4	19	23	39.13	Result Pending

27. **Passing Percentage of Students in the academic Year 2012-13**

Academic Year 2012-13

CLASS	N. of Students Admitted	Passed	Failed	% Pass	% Fail
FYBCBI					
SYBCBI					
TYBCBI					

28. **Diversity of Students** :-100% students from the same state have be enrolled for the last two years :NIL

29. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services.etc?** NIL

30. a) **Library** :Self Financing Course Library.

b) **Internet facilities for Staff & Students:** Available in College Computer Laboratories.

c) **Laboratories:** Yes two Computer Laboratories with LAN and Internet Connections.

31. **Number of students receiving financial assistance from college, university, government or other agencies.**

Sr. No.	CAST	No. of the students
		2012-13
1		
2		
3		
4		

**32. Details on student enrichment programmes (Special lectures/ workshops /seminar) with external experts:**

- a)
- b)

**33. Teaching Methods adopted to improve student learning:**

1. Case Study
2. Group Discussions.
3. Role Play
4. Games.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

- a) Prof. Pravin Akolkar is the Coordinator for B.Com Banking and Insurance Course and actively involved in the day to day administration of the course.
- b) He is also the member of admission committee.

**35. SWOT analysis of the department and Future Plans.**

<p><b>STRENGTH</b> B. Com (Banking &amp; Insurance) department emphasizes on enriching the knowledge relating to banking and Insurance field to keep them abreast of latest financial developments.</p>	<p><b>WEAKNESS</b> Although there is a variety of subjects in, on subject can be covered in depth due of limitation of time.</p>
<p><b>OPPORTUNITIES</b></p> <ul style="list-style-type: none"> <li>a. We also plan to have tie ups with corporate houses/Chartered Accountants and Banks for internship programmes.</li> <li>b. More books references and CDs will be acquired as teaching aids to keep up with the modified syllabus at all levels.</li> </ul>	<p><b>CHALLENGES</b> To create greater sustained interest and compatibility of the students in the field of Banking and Insurance.</p>



## Evaluative Report of the Department of B.Com.

### (Financial Markets)

1. **Name of the department:** B.Com in Financial Markets
2. **Year of Establishment:** 2008-2009
3. **Name of the Programmes / Courses Offered:** B.Com (Financial Markets)
4. **Names of Interdisciplinary courses and the departments/units involved:** Language, Commerce, Management, Mathematics & Statistics, Economics , Information Technology, Law .
5. **Annual/Semester/ Choice based Credit system (Programme wise ):** Semester and Choice Based Credit and Grading system.
6. **Participation of the department in the courses offered by other departments:** The teaching Faculty Participates.  
Seminars, Orientation Courses, Workshops etc.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc:** Nil
8. **Details of courses/ programmes discontinued (if any) with reasons :** Nil.
9. **Number of Teaching Posts.**

Designation	Required	Filled
Asst. Professors	2	2
Visiting Faculty	-	1

### 10. Faculty profile with name, qualification, designation, specialization (D.Sc./D. Litt /Ph.D./ M. Phil etc.,) (2012-2013)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guide for the last 4 years
Prof.Pravin Akolkar	M.J.M.C M.com-I	Coordinator	H.R Marketing	5years	None

	M.M.S(HR) D.F.M B.COM		Finance		
Prof. Rameshwar i Akolkar	B.comM.Com M.B.A(B&I)-I	Core Faculty	Management	2 years	None

### 11. List of Senior Visiting faculty: (2012-2013)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guide for the last 4 years
Prof. Kapil Thakore	B. Com, ICAI	Visiting Faculty	Finance	8	None
Prof. Harmindar Singh Oberoi		Visiting Faculty	Finance	20	None
Dr .C.V.Joshi		Visiting Faculty		15	None

### 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty.

Programme	Percentage of Lectures by Temporary Faculty	Percentage of Practical's by Temporary Faculty
B. Com (Banking & Insurance)		Nil

### 13. Student –Teacher Ratio (Programme wise) 2012-13

Programme	Student Teacher Ratio
B. Com (Financial Market )	11: 4

**14. Number of academic support staff(technical ) and administrative staff; sanctioned and filled:**

Male	Female	Self Financing Administrative Filled
3	1	4

SFC Administrative Staff = 4

**15. Qualifications of teaching faculty with DSc/ D.Litt / Ph.D /M. Phil/ PG.**

Prof.Pravin Akolkar	M.J.M.C, M.com-I M.M.S(HR), D.F.M B.COM
Prof. Rameshwari Akolkar	B.Com, M.Com, M.B.A(B& I)-I

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil**

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil**

**18. Research Centre/facility recognized by the University: NA**

**19. Publications:**

a) Publications per faculty: NA

b) Seminars and workshops attended/papers presented by the Faculty:

Prof. Pravin Akolkar:-UGC Sponsored National Seminar on “Revitalizing Agriculture in BIHAR: Prospects, Strategies and Challenges organized by University Department of Economics, Bihar University, and Muzaffarpur during 17<sup>th</sup> – 18<sup>th</sup> March, 2012.

**20. Areas of Consultancy and income generated: Nil.**

**21. Faculty as members in: Prof. Pravin Akolkar committee member for paper setting of T.Y.MFSM for the year 2011-12, 2012-13.**

Name of the subjects:-“Marketing Application and Practices.

a) National Committees b) International Committees

c) Editorial Boards: NIL

## 22. Students Projects :

a) Percentage of students who have done in-house projects including inter departmental/ Programme: NIL

b) Percentage of students placed for projects in organization outside the institutions i.e. in Research laboratories/Industry/Other agencies: NIL

23. Awards /Recognitions received by faculty and students: NIL

24. List of eminent academicians and scientists/Visitors to the department: NSE,BSE

25. Seminars /Conferences /Workshops organized & the source of funding: NIL

26. Students Profile programme /Course wise:-

Academic Year 2012-13

No. of students Admitted	Male	Female	Total	Pass percentage	
				Oct. (%)	Mar. (%)
FYBCBI	-	-	-		
SYBCBI	-	-	-		
TYBCBI	5	6	11		

Academic Year 2013-14

No. of students Admitted	Male	Female	Total	Pass percentage	
				Oct. (%)	Mar. (%)
FYBCBI	20	32	52	100	100
SYBCBI	9	26	35	100	97.14
TYBCBI	4	19	23	39.13	Result Pending

**27. Passing Percentage of Students in the academic Year 2012-13**

Academic Year 2012-13

CLASS	N. of Students Admitted	Passed	Failed	% Pass	% Fail
FYBCBI					
SYBCBI					
TYBCBI					

Academic Year 2013-14

CLASS	N. of Students Admitted	Passed	Failed	% Pass	% Fail
FYBCBI					
SYBCBI					
TYBCBI					

28. **Diversity of Students :-100% students from the same state have be enrolled for the last two years :NIL**

29. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defense services.etc? NIL**

30. a) **Library** :Self Financing Course Library.

b) **Internet facilities for Staff & Students:** Available in College Computer Laboratories.

c) **Laboratories:** Yes two Computer Laboratories with LAN and Internet Connections.

31. **Number of students receiving financial assistance from college, university, government or other agencies.**

FREESHIP SCHOLARSHIP 2012-13 & 2013-14			
Sr. No.	CATEGORY	No. of the students	
		2012-13	2013-14

1			
2			
3			

**32. Details on student enrichment programmes (Special lectures/workshops /seminar) with external experts:**

- a) Guest Lectures on Finance
- b)

**33. Teaching Methods adopted to improve student learning:**

1. Case Study
2. Group Discussions.
3. Role Play
4. Games.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

- a) Prof. Pravin Akolkar is the Coordinator for B.Com Banking and Insurance Course and actively involved in the day to day administration of the course.
- b) He is also the member of admission committee.

**35. SWOT analysis of the department and Future Plans.**

<p><b>STRENGTH</b> B. Com (Financial Market)that facilitates the in depth knowledge of Economics, Financial Markets .</p>	<p><b>WEAKNESS</b> Although the course requires mathematical base and in absence of the students face problems in scoring marks.</p>
<p><b>OPPORTUNITIES</b> Students can pursue more advanced courses like C.A., C.S , CFP , CFA ,M.B.A .Financial Engineering etc. would help them to be productively employed in the future life.</p>	<p><b>CHALLENGES</b> To create greater sustained interest and compatibility of the students in the field of Financial Market.</p>

**SHRI CHINAI COLLEGE****RE-ACCREDITATION REPORT**

17/02/10  
UGC  
File

Ph. 23236351, 23232701, 23237721  
23234116, 23235733, 23232317  
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)

UGC Website: [www.ugc.ac.in](http://www.ugc.ac.in)



SPEED POST

विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली-110 002  
UNIVERSITY GRANTS COMMISSIO  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110 002

F. No. 1-1/2004 (CPP-I)

February, 2010

The Principal,  
Shri Chinai College of Commerce & Economics,  
Andheri (East),  
Mumbai,  
Dist. Mumbai,  
**Maharashtra – 400 069.**

11 FEB 2010

**Sub: -Recognition of Shri Chinai College of Commerce & Economics,  
Andheri (East), Mumbai, Dist. Mumbai, Maharashtra – 400 069, under  
Section 2 (f) & 12 (B) of the UGC Act, 1956.**

Sir,

With reference to your letter No. UGC/179 dated 25-06-2009 on the above subject I am directed to say that the name of **Shri Chinai College of Commerce & Economics Andheri (East), Mumbai, Dist. Mumbai, Maharashtra – 400 069**, is included in the list of Colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non Government Colleges teaching upto Post Graduate Degree. The College is also eligible to receive Central assistance under Section 12 (B) of the UGC Act.

Yours faithfully,

**(Sunita Gulati)**  
Section Officer



UNIVERSITY GRANTS COMMISSION  
Western Regional Office  
Ganeshkhind, Pune. - 411007

Phones: (020) 25696897  
25691173  
Fax: (020) 25691477  
Web site: [www.ugc.ac.in](http://www.ugc.ac.in)

No. F.76-0409/14(WRO) XII Plan.

Dated:

The DDO  
University Grants Commission (WRO)  
Pune-411 007.

07 MAR 2014

Subject: Release of Grant under the Scheme of Establishment and Monitoring of the Internal Quality Assurance Cells (IQACs) in Colleges during XII Plan period.

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs.300000/- (Rupees Three Lakhs only) as seed money for the year 2013-2014 to SHRI CHINAI COLLEGE OF COMMERCE & ECONOMICS, MUMBAI- 400069 as an 100% grant for Establishment and Monitoring of the Internal Quality Assurance Cells (IQACs) in Colleges during the XII plan period.

NAME OF THE SCHME	HEAD OF ACCOUNT	UGC ALLOCATION	GRANT BEING NOW SANCTIONED	GRANT ALREADY RELEASED	TOTAL GRANT	BALANCE GRANT
IQAC	4(xvi)	300000	300000	NIL	300000	NIL

The sanction amount is debatable to head of account as detailed below.

XII Plan UGC Allocation	Amount sanction (Rs.)	For SC 15% (Rs.)	For ST 7.5% (Rs.)	For GENERAL (77.5%) (Rs.)
Grant-in-aid /Recurring (31)	240000	36000	18000	186000
Capital Assets (35)	60000	9000	4500	46500

- The allocation and sanctioned grant made now is 100%.
  - The grant shall not be used for self-financing/ non-grant/unaided courses & teachers.
  - If it come to our notice that the college is Self-finance. The entire amount has to be refunded to UGC (WRO), Pune with penal interest @ 10% per annum.
  - The XII Plan guidelines available in the UGC website [www.ugc.ac.in](http://www.ugc.ac.in) may be refered by the college for the composition of the committee, function and follow-up action of IQAC. The College shall incur expenditure on items as given in the guidelines.
- The sanctioned amount is debitale to the major Sector 4 (XVI) for General, 2D(i) for SC, 2D(ii) for ST respectively and is valid for the financial year 2013-14
  - The amount of the grants shall be drawn by the Account Officer/ Drawing and Disbursing Officer (DDO), UGC (WRO), Pune on the Grants-in-aid bill and shall be disbursed to and credited to the Principal of the college through Electronic mode as per the following details:

a	Details (Name & Address) of Accounts Holder:	THE PRINCIPAL, SHRI CHINAI COLLEGE OF COMMERCE & ECONOMICS, MUMBAI- 400069
b	Account No.:	1170004536
c	Name & Address of Bank Branch:	CNTRAL BANK OF INDIA, ANDHERI (EAST)
d	MICR Code:	
e	IFSC Code:	CBIN0280595
	Type of Account	Saving Bank Account

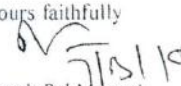
- The grant is subject to adjustment on the basis of Utilization Certificate in the prescribed Performa submitted by the College.
- The College shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on approved items of expenditure.

Sg. *Sg. K. K.*  
INCHARGE PRINCIPAL  
SHRI CHINAI COLLEGE OF COMMERCE &  
ECONOMICS ANDHERI (E), MUMBAI 400 069




5. The College may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provision of GFRs, 2005 and instruction/ guideline there under from time to time.
6. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
7. The assets acquired wholly or substantially out of UGC's grant, shall not be disposed of or encumbered or utilized for purposes other than those for which the grant was given, without proper sanction of the UGC, and should at any time the College cease to function, such assets shall revert to the University Grants Commission.
8. A Register of the assets acquired wholly or substantially out of the grant shall be maintained by the College in the prescribed proforma.
9. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned/ paid. In case non-utilization / part utilization thereof, the **simple interest @ 10% per annum** as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provision contained in General Financial Rules of Govt. of India will be charged.
10. The College shall follow strictly the Government of India/ UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal [for persons with disability etc.]] in teaching and non-teaching posts.
11. The College shall fully implement to Official Language Policy of Union Govt. and comply with the Official Language Act, 1963 and Official Languages (use for Official Purposes of the Union) Rules, 1976 etc.
12. The sanction issues in exercise of the delegation of powers vide Commission office order No. 130/2013 [F. No. 10-11/12 (Admn. IA & B)] dated 28/5/2013.
13. The College shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
14. The College shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).
15. The accounts of the College will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
16. The annual accounts i.e. balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
17. Funds to the extent are available under the Scheme.
18. This issues with the concurrence of IFD vide Diary No. 27959 and No. 7309 (IFD) dated 25.02.14 and 19.02.14
19. This issues with the approval of Head Office, Delhi vide Sanction File No F,5-10/2014(IQAC/RO) dated 28.02.2014.
20. An amount of Rs. \_\_\_ out of the grant of Rs. \_\_\_ sanctioned vide letter No. \_\_\_ dated \_\_\_ has been utilized by the College for the purpose for which it was sanctioned and noted in Grant-in-aid Register at page No. \_\_\_\_\_
21. The grant is sanctioned on the basis of the information/ documents provided by the College. In case of any discrepancy in the above information and the College is found ineligible for the above grant at the time of expert committee meeting, the college is liable to refund the grant along with interest.
22. The College shall ensure involvement of Technical advice on and Supervision of specifications and construction standards.


Yours faithfully

  
 (Naresh Pal Meena)  
 Education Officer

Copies forwarded for information and necessary action to:

- i)  The Principal,  
SHRI CHINAI COLLEGE OF COMMERCE &  
ECONOMICS,  
MUMBAI-400069
- ii) The Director, B.C.U.D./ C.D.C. , University of Mumbai
- iii) The Director/Commissioner, Higher Education, Govt. of Maharashtra, Central Building Pune-1.
- iv) Accountant General, Govt. of Maharashtra state, 101, Maharshi Karve Marg, Mumbai -20.
- v) Guard File.

Sr. No _____ Prog. Total. _____
------------------------------------

  
 (Naresh Pal Meena)  
 Education Officer





Bombay-400 052,  
5th March, 1980.

Dear Principal Naik,

I am writing this to inform you that application, No.Aff/866, dated 14th September, 1978, made by you for the permanent affiliation of your college for teaching the courses of study mentioned therein, together with the report of the Local Inquiry Committee thereon, was placed for consideration before the Academic Council at its meeting held on 28th December, 1979. The Academic Council approved the report of the Local Inquiry Committee and the recommendations contained therein and recommended to the Executive Council the permanent affiliation of the college. The resolution of the Academic Council (vide Appendix 'A') was approved by the Executive Council at its meeting held on 25th January, 1980. The report of the Local Inquiry Committee as also the recommendations of the Academic Council and the report of the Executive Council are now to be considered by the Senate at their meeting to be held on 25th March, 1980. I am sending herewith, for your information a copy of the report of the Local Inquiry Committee (vide Appendix 'B'). It will be seen that the permanent affiliation of the college for the teaching of the courses of study mentioned in the report has been recommended with <sup>retrospective</sup> effect from 16th June, 1979.

With regards,

Yours sincerely,

*Ram Joshi*  
( Ram Joshi )

*Ends - as above*

To

✓ Principal S.P. Naik,  
Chinai College of Commerce & Economics,  
Andheri (East),  
Bombay - 400 069.



University of Mumbai



AFFILIATION SECTION  
No. Aff./ICD/2015-16/  
August, 2015

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Laxmi Charitable Trust, Shri Chinai College of Commerce & Economics, Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai- 400 069, is affiliated to the University of Mumbai, and the following Courses are conducted in the said college.

Sr. No	Course	Affiliation (Permanent/ Temporary)	Period of Validity for the years (s)
1.	B.Com.	Permanent	—
2.	B.M.S.	Temporary	From 2000-2001 to 2015-2016
3.	B.Com. (A&F)	Temporary	From 2003-2004 to 2015-2016
4.	B.Com. (B&I)	Temporary	From 2003-2004 to 2015-2016
5.	B.Com. (F.M.)	Temporary	From 2008-2009 to 2015-2016

This Certificate is issued on the request of the Principal of the said College for submitting the same to the NAAC, Bangalore, accordingly.

**TRUE COPY**

*Sg. M.*  
INCHARGE PRINCIPAL  
SHRI CHINAI COLLEGE OF COMMERCE &  
ECONOMICS ANDHERI (E), MUMBAI - 400 069.

*Ashok H. Farde*  
(Dr. Ashok H. Farde)  
Deputy Registrar  
Affiliation Section



Laxmi Charitable Trust

## Shri Chinai College Of Commerce & Economics

(Associate College : Sheth L. U. Jhaveri College Of Arts &amp; Sir M. V. College Of Science &amp; Commerce)

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069. Tel. : 6699 2025 Fax : 6699 2026

Ref. No.: \_\_\_\_\_

Accredited by NAAC : B++

Date : \_\_\_\_\_

### RAR Submission Copy

Sr. No.	Particulars	
1	Name of the Institution	Laxmi Charitable Trust's Shri Chinai College of Commerce & Economics
2	Principal Name & Contact No.	Prof(Ms) Shailaja G. Kelkar
3	Co-ordinator Name & Contact No.	Prof. B.B. Kamble
4	Track Id	MHCOGN10671
5	Website	www.chinaicollege
6	Date of uploading SSR/RAR	17 <sup>th</sup> November, 2014

Regards,

*Shailaja G. Kelkar*  
In-Charge Principal  
Prof(Ms) Shailaja G. Kelkar





Laxmi Charitable Trust

## Shri Chinai College Of Commerce & Economics

(Associate College : Sheth L. U. Jhaveri College Of Arts & Sir M. V. College Of Science & Commerce)

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069. Tel. : 6699 2025 Fax : 6699 2026

Ref. No.: \_\_\_\_\_

Accredited by NAAC : B++

Date : \_\_\_\_\_

### Certificate of Compliance

#### (Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **SHRI CHINAI COLLEGE OF COMMERCE & ECONOMICS, ANDHERI (EAST), MUMBAI 400 069** fulfils all norms.

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.]  
and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.



Date: 19.1.2015  
Place: Mumbai

*Sgalka*  
Prof(Ms) Shailaja G. Kelkar  
In-Charge Principal/Head of the Institution  
(Name and Signature with Office seal)





Laxmi Charitable Trust

## Shri Chinai College Of Commerce & Economics

(Associate College : Sheth L. U. Jhaveri College Of Arts &amp; Sir M. V. College Of Science &amp; Commerce)

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069. Tel. : 6699 2025 Fax : 6699 2026

Ref. No.: \_\_\_\_\_

Accredited by NAAC : B++

Date : \_\_\_\_\_

### "MUMBAI UNIVERSITY"

Date: 3.8.2015

#### TO WHOM IT MAY CONCERN

This is to certify that **Shri Chinai College of Commerce & Economics, Andheri (E), Mumbai 400 069** is affiliated to the **Mumbai University** since **June, 1963** and recognized by the University Grants Commission (if applicable) and the following Courses/Subjects are taught in the said college as per approval.

Courses (for example: B.A. Hons in Hindi, Sanskrit, B.Com, M.Com. B.Ed, M.Ed, B.Sc in Physics, Mathematics, M.Sc in Chemistry, etc.)	Duration of the course	Affiliation (Permanent/ Temporary)	Validity period (with effect from 1968/ 2008-2009 to 2011- 2012/ till 2013-2014 etc.)
B.COM.	3 Year	Permanent	16 <sup>th</sup> June, 1979
B.M.S.	3 Year	Temporary 11 <sup>th</sup> May 2000	2000-2001 till 2015-16
B.Com. (Accounting & Finance)	3 Year	Temporary 16 <sup>th</sup> July, 2003	2004-2005 till 2015-16
B.Com. (Banking & Insurance)	3 Year	Temporary 16 <sup>th</sup> July, 2003	2004-2005 till 2015-16
B.Com. (Financial Markets)	3 Year	Temporary 24 <sup>th</sup> June, 2008	2008-2009 till 2015-16

**Competent Authority**  
(Registrar/ Dean College Development Council/ Director, Board College and University Development)  
(with Name, Designation, Seal and Signature)



Prof(Ms) *Sgalka* Shalaja Kelkar  
In-charge Principal/Head of the Institution  
(Name & Signature with office seal)

Date : 3.8.2015

Place : Mumbai

PS:

- Kindly note the format is only suggestive and any other letter structure can be used to convey the information in full.
- All Letters/Documents regarding affiliation/ recognition by statutory bodies etc., if not in the English language, then the institution is advised to provide an English translation of the same (and upload it along with the original letter/document) under the seal and signature of the Head of the Institution.

