

Guru Nanak Khalsa College of Arts, Science & Commerce
Matunga, Mumbai - 400019

Annual Quality Assurance Report (AQAR) of the IQAC:
2015-16

Part – A

1. Details of the Institution:

1.1 Name of the Institution	Guru Nanak Khalsa College of Arts, Science & Commerce
1.2 Address Line 1	Nathalal Parekh Marg,
Address Line 2	King's Circle, Matunga (E)
City/Town	Mumbai
State	Maharashtra
Pin Code	400 019
Institution e-mail address	gnkhalsa@yahoo.com
Contact Nos.	(022) 24096635; (022) 24096234
Fax No.	(022) 24016815

Name of Head of the Institution:	Dr. Kiran Vishnu Mangaonkar
Tel. No. with STD Code:	(022) 24096635; (022) 24096234
Mobile:	09833835824
Name of the IQAC Co-ordinator:	Dr Davinderpal Kaur Bhasin
Mobile:	09892781626
IQAC e-mail address:	gnkciqac@gmail.com
1.3 NAAC Track ID	MHCOGN10991
1.4 NAAC Executive Committee No. & Date:	EC/52/RAR/25 Dated 28th March 2010
1.5 Website address:	www.gnkhalsa.edu
Web-link of the AQAR:	http://www.gnkhalsa.edu.in/pdf/aqar/aqar2015-16.doc

1.6 Accreditation Details

No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	--	2004	February 2009
2	2 nd Cycle	A	3.22	2010	27 th March 2015
3	3 rd Cycle	A	3.54	2016	24 th May 2021

1.7 Date of Establishment of IQAC:

10/12/2008

1.8 AQAR for the year:

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

Year	Submission Date	Mode
2010-11	28/07/2011	Offline
2011-12	28/03/2013	Online
2012-13	26/11/2013	Online
2013-14	07/11/2014	Online
2014-15	05/09/2015	Online

1.10 Institutional Status:

University

State

√

Affiliated College

Yes

√

Constituent College

No

√

Autonomous college of UGC No ✓

Regulatory Agency approved Institution Yes ✓* *UGC

Type of Institution Co-education ✓

Urban ✓

Financial Status Grant-in-aid ✓

UGC 12B ✓

UGC 2(f) ✓

Grant-in-aid + Self Financing ✓

1.11 Type of Faculty/Programme

Arts ✓

Science ✓

Commerce ✓

1.12 Name of the Affiliating University:

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

UGC-CPE ✓

DST Star Scheme ✓

DST-FIST ✓

UGC-Innovative PG programmes --

Any other

2. IQAC Composition and Activities:

2.1	No. of Teachers	14
2.2	No. of Administrative/Technical staff	03
2.3	No. of students	02
2.4	No. of Management representatives	02
2.5	No. of Alumni	02
2.6	No. of any other stakeholder and Community representatives	02
2.7	No. of Employers/ Industrialists	00
2.8	No. of other External Experts	02
2.9	Total No. of members	27
2.10	No. of IQAC meetings held	20
2.11	No. of meetings with various stakeholders:	
	Total No.	72
	Faculty	15
	Non-Teaching Staff	05
	Students	20
	Alumni	05
	Others (PTM)	1 per department

.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. : 07

International: Nil ; National: Nil; State :Nil

Institution Level 07

(ii) Themes

- New National Education Policy Workshop for Mumbai Region
- Maharashtra University Act Workshop
- Quality Enhancement in Teaching-Learning (03)
- Generating Financial Resources (02)

2.14 Significant Activities and contributions made by IQAC

- Feedback of teachers from students
- Feedback of HOD and Principal from teachers
- Student Satisfaction Index (SSI) (**Annexure – 1**)
- Solar Energy Proposal
- Streamlining the Grant utilization process of DST-FIST and DBT STAR

2.15 Plan of Action by IQAC/Outcome

IQAC plans the line of action at the beginning of the year aiming at quality enhancement and the outcome achieved by the end of the year. *

- Research and social outreach programme.
- Utilisation of received grants.
- UG Research Project and presentation.
- Organising Conferences and workshops.
- Applied to NIRF but proposal of colleges was not considered
- Preparation for 3rd Cycle of Re-accreditation

Plan of Action	Achievements
Social Outreach Program	Continuation of Social Outreach Program as Best Practise
Implementation for DST-FIST	Augmenting teaching learning facilities of various departments
DBT-STAR	Enhancement of Laboratory facilities and hands on experience for students
CPE	Awarded and grant awaited from UGC
SIRO Certificate	Recognition till 2017
Research/ Presentations	UG Research encouraged, documented, presented and published Faculty Research Papers compiled in the form of Compendium (5 volumes)
Allied Services	Encouragement to students to choose and excel in the chosen field
Value Added and Certificate Courses	Substantial improvement in the number and type of courses offered
Performance Improvement Program(PIP)	Enhancement in academic results

* Academic Calendar of the year attached as **(Annexure 2)**

2.16 Whether the AQAR was placed in statutory body Yes

Management

Provide the details of the action taken

AQAR was discussed with the Principal and Management and respective statutory bodies. The comments and suggestions were incorporated in the final draft.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of Program	Existing Programs	Programs added during the year	Self-financing programs	Value added / Career Oriented programs
PhD	07	01 (Marathi)	-	-
PG * P-16 ** R-06	22	01(IDOL Marathi)	12	-
UG	24	01(IDOL English)	08	-
PG Diploma	01 (RFID-UGC)	-	-	01-RFID&PLC
Advanced Diploma	-	-	-	-
Diploma	01	-	01(IT)	-
Certificate	15	-	15	Data Analysis – UGC
Others	12	-	12	-
Total	86	-	-	-

Interdisciplinary	15			
Innovative	06			

PG* By papers ** By research.

1.2 (i) Flexibility of the Curriculum: Credit Basis Semester Grading System as prescribed by University is followed.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG 24 and PG 22 = 46
Trimester	Nil
Annual	08 (Ph. D)

1.3 Feedback from stakeholders (On all aspects)

Alumni and Parents

Manual Feedback during Meetings

Students*

Online questionnaire once a year

Mode of feedback:

Online

03

Manual

25

Co-operating schools (for PEI)

-

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

Semester wise Credit Based System continued for all Programmes/Departments
Syllabi Revision was done for many subjects keeping in tune with the changing trends

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty: 97

Total	Asst. Professors	Associate Professors	Professors	Others
97	73	24	-	-

2.2 No. of permanent faculty with Ph.D. 55

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

	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
Aided	-	07	--	--	--	--	--	--	-	07
Unaided	-	-	--	--	--	--	--	--	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest: 37
Visiting: 45
Temporary: 08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	14	13	07
Presented papers	18	03	03
Resource Persons	06	07	07 local

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

- Teaching through Smart Boards and MOODLE
- Nodal Centre for Virtual Lab in collaboration with IIT-B
- Encouraged Book Review for UG students
- Encouragement to Undergraduate Research and publication
- Experiential learning through social outreach programs

2.7 Total No. of actual teaching days during this academic year. **180**

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

- Photocopy of answer books for FY and SY students on request.
- Revaluation
- Online multiple choice questions on current affairs for TYBA Prelims

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

Restructuring – 02	Revision – 09	Syllabus development - 05
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2.10 Average percentage of attendance of students: **75%**

2.11 Course/Program wise distribution of pass percentage: UG - Sem VI PG – Sem IV

Course/Prog	No. of students appeared	GRADES						Pass %
		0	A	B	C	D	E	
TYBA	122	11	31	23	17	04	-	70.49
TYBSC	468	92	171	78	23	13	-	80.56
TYBMM	53	-	6	9	17	17	-	92.45
TYBMS	59	-	6	15	14	10	-	76.27
TYBCOM	179	9	58	49	26	12	1	86.03
PG	185	23	94	41	19	7	1	99.46

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

- Motivates departments to plan seminars/workshops/symposia for the year
- Suggests concerned committee to organise social and environment awareness programmes
- Initiates and executes assessment of Teachers, HODs and Principal ensuring overall quality of teaching – learning process and administration
- Monitors maintaining of academic diary by faculty members
- Oversees Performance Improvement Programme (PIP) and Remedial PIP
- Monitors effective implementation of grants received from DST-FIST, DBT – STAR and UGC.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programs	Number of faculty benefitted
Refresher courses	04
UGC – Faculty Improvement Program	00
HRD programs	00
Orientation programs	06
Faculty exchange program	00
Staff training conducted by the university	00
Staff training conducted by other institutions	10
Summer / Winter schools, Workshops, etc.	10
Others (CAS/NAAC)	07

2.14 Details of Administrative and Technical staff

Category	Permanent Employees	Vacant Positions	Permanent positions filled during the Year	Positions filled temporarily
Administrative Staff	46	07	00	52
Technical Staff	52	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

- Encouragement to promote research culture amongst faculty and students
- Streamlined the admission process for PhD as per UGC norms
- Designed and conducted the in-house research methodology course work for the students who have enrolled for PhD
- Preparation of research compendium of published papers by faculty members at various levels for the year
- Conducted student research meet of PhD students
- Encouraged students to participate in research conventions
- UG Students motivated to do survey cum research internship on Mumbai Water Distribution Improvement Programme with SUEZ Environment India Pvt Ltd – A survey conducted through e-technology.
- Students were encouraged to undertake socially relevant projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	07	-	01
Outlay in Rs. Lakhs	8,61,000	90,21,800	-	19,00,000

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	08	01	15	14
Outlay in Rs. Lakhs	1,63,000	1,00,000	31,78,000	47,15,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	31	15	03
Non-Peer Review Journals	-	-	-
e-Journals	02	-	-
Conference proceedings	05	02	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-17	UGC DST		12,92,000
Minor Projects	2015-17	UGC, Mumbai University	31,78,000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (<i>other than compulsory by the University</i>)	Projects on social issues- 42 students	John Kapoor Foundation	7,35,000	7,35,000
Any other(Specify)	--	--	-	-
Total			39,13,000	20,27,000

3.7 No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from - NA

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	01	-
Sponsoring agencies	-	UGC	-	G.N.Khalsa College	-

3.12 No. of faculty served as experts, chairpersons or resource persons: 11

3.13 No. of collaborations- International: Nil; National: 07; Any other : Nil

3.14 No. of linkages created during this year:

3.15 Total budget for research for current year in lakhs:

From funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
02	01	01	-	-	-	-

- 3.18 No. of faculty from the Institution who are Ph. D. Guides:
 And students registered under them in current year:
- 3.19 No. of Ph.D. awarded by faculty from the Institution
- 3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
 JRF SRF Project Fellows Any other
- 3.21 No. of students Participated in NSS events:
 University level State level
 National level International level
- 3.22 No. of students participated in NCC events:
 University level State level
 National level International level
- 3.23 No. of Awards won in NSS:
 University level State level
 National level International level
- 3.24 No. of Awards won in NCC:
 University level State level
 National level International level
- 3.25 No. of Extension activities organized
 University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Sports

- Sporting facilities made available to neighbourhood schools.
- Sports Summer Camp held for the children of the vicinity
- Hockey Coaching Camp
- Youth Leaders as change makers Fellowship in collaboration with Gunavati Kapoor Foundation and Pukar awarded to 41 Students
- Personality Development Programmes in collaboration with Don Bosco Centre
- College premises is made available to Music Circle *Swaranjali*
- Sports ki Pathshala for street kids by Ashtrangunj, NGO by alumni and sports department

Criterion – IV**4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.71 acres	-	-	-
Class rooms	42	-	-	-
Laboratories	30	-	-	-
Seminar Halls	1 + 1	-	-	-
Important equipments purchased (\geq 1-0 L) (14-15)	85+8=93	125	College Star and Fist Grant	71.58
Value of the equipment purchased during the year (Rs. in Lakhs)	26.47+ 5.79 = 32.26	74.17	College Star and Fist Grant	106.44

4.2 Computerization of administration and library: Library services

	Existing		Newly added		Total	
	No.	Value in Rs.	No.	Value in Rs.	No.	Value in Rs.
Text Books	10,492	7,70,095	255	32318	10747	8,02,413
Reference Books	66039	73,64,905	446	3,99,015	66485	77,63,920
e-Books	6,000	5000	6000	5000	6,000	5000
Journals	62	34,198	08	62,950	70	62,950
e-Journals	97,000	5000	97000	5000	97000	5000
Digital Database	21	5000	21	5000	21	5000
CD & Video	1059	**	38	**	1097	**
Others (specify)	British Council Library membership	16,000	British Council Library, American Library Membership	16000+ 2000	British Council Library American Library Membership	16000+ 2000

Note: *Library is the subscriber of UGC – INFONET’S Nlist Consortia which gives access to e-books, e-journals. ** CDs are the part of purchased books and journals.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Others Laptops etc
Existing	310	09	254	01	25
Added	31	01	61	00	16
Total	321	10	315	01	41

Technology up gradation (Office/Accounts)

	Total Computers	Upgradation
Existing (upto 2014)	12	RAM upgradation to 2 GB
Total	12	--
Partial upgradation	Physics & IT Dept.	Direct connection from server room

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

Sr. No	Program Title	Department	Total
1.	Two Day workshop on MOODLE	Computer Science & IT	1
2.	Computer operating-Hands on training to non-teaching staff		2 (sessions)
3.	Virtual Lab	Bio informatics , computer science and IT	5 (sessions)
4.	Training and browsing by OPAC, for library resources and other online database Resources	Library	1
5.	TECHNOLOGY CENTER for job oriented short term courses	Library	1
6.	Special sessions by librarian for research /M.Sc. and PHD students for use of Zotero, NLIST,easy-to-use research tools	Library	1
7.	Eddify System For institutional level communication-Teachers and students	IT	1
	TOTAL		12

4.6 Amount spent on maintenance in lakhs:

i) ICT	28.03
ii) Campus Infrastructure and facilities	26.60
iii) Equipments	33.53
iv) Others	12.69
Total:	1, 00.86

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- **Orientation Program for students to provide information about the Sports, Library, Extension Units and Book Bank facility.**
- **Awareness drives regarding Government Freeships, Scholarship, Financial Support by the College Management, Departmental Support in terms of books, e-learning sources and other study material.**
- **Awareness regarding academic and personality enhancement programs**
- **Identifying the potential of the students and training them to participate in Intra & Inter-collegiate Curricular, Co-curricular and Extra-curricular activities**
- **Mentorship and guidance Programme**
- **Grievance cell, personal, career counselling and placement cell**
- **Feedback from different stakeholders**
- **Students' Council**

.2 Efforts made by the institution for tracking the progression:

IQAC works towards tracking the progression of the institution and the students.

- **Meetings between Principal, Registrar and HODs on regular basis.**
- **Parent-Teachers' Meet**
- **Result Analysis and remedial action**
- **Presentation of the progress of the Departmental Reports**
- **Regular Test Series for TY Students**
- **Feedback from Stake holders (Parents, Alumni etc.)**
- **Encourage and motivate students to participate in co-curricular and extra-curricular activities**
- **Identifying funding agencies for college development in various niche areas.**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Total
3240	414	10	3664

(b) No. of students outside the state

17

(c) No. of international students

-

Men

No	%
1663	45.39

Women

No	%
2001	54.61

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3365	260	03	271	00	3899	2464	238	03	39	01	2745

Demand ratio 1:2

Dropout % Negligible

5.4 Details of student support mechanism for coaching for competitive examinations (If any)**Guest Lectures/ Workshops, Certificate course, Book Exhibition****No. of students beneficiaries 630 approximately**

Department	Activity	Brief	Date	No of students participated
History	Guest Lecture	Mrs. Parvinder Kaur presentation and interaction on Guidelines for Civil Services Examinations	28 th Sept 2015	95
Maths	Guest Lecture	Job opportunities in govt. sector	11 th Sept 2015	65

BMM/BMS	Counselling & Guidance	Guidance for MCA Entrance Exam and different aptitude test of Campus recruitment		10
Computer Science	Counseling & Guidance	Guidance on aptitude test and GD		51
	Career Guidance	Guidance on aptitude test and GD by Relic academy for TYBSC CS students.	10 th Aug 2015	40
	Career Guidance	Career Guidance in field of databases considering Oracle.		50
Biotech	Workshop	Personality Development	12 th Dec. 2015	25

5.5 No. of students qualified in these examinations nil

NET	<input type="text" value="01"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="01"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="03"/>

5.6 Details of student counselling and career guidance

No. of students benefited - 998 students

- College has a professional counsellor whom the students can avail the services.
- Career guidance workshops, exhibition,
- Industrial visits and guest lectures
- Need based personal counselling and mentor by teachers

Department	Event	Beneficiaries
History	Aptitude Test & awareness of professional courses by Pearl Academy	80
Hindi	Guidance for B.Ed. & Bank exam by department faculty	20
	Career counselling & guidance	15
Chemistry	A lecture on Career Guidance for T.Y.B.Sc. students By Energia Wellbeing Pvt. Ltd on 11th June 2015	100
Maths & Stats	Discussion of last year JAM paper with students " IIT JAM"	04
	Organized a lecture on "Job opportunities in Government sector"	65

Maths & Stats	Organized an invited talk by Mr Mayur Ankolekar, a leading actuarial, on 'Actuarial Sciences'	95
BMS/BMM	Seminar conducted by Mr. Harshad Kamath for CET	70
	Career Counselling by Mr. Harshad Kamath	70
Computer Sci	Guidance for MCA entrance exam and different aptitude test of campus recruitment	10
	Guidance on aptitude test and GD	51
	Guidance on aptitude test and GD by Relic academy on (10/8/15) for TYBSc CS students	40
	Career Guidance on Database by Rajadas Gupta, Head, Workforce Development program & Certification Oracle University	50
IT	Career Guidance program by Ministry of Skill Development & Entrepreneurship, Govt. of India and National Skill Development Corporation	95
	Preparation for aptitude, GD/PI for placement in various industries by Relic Academy	82
GNIRD- Nutraceutical	Invited talk by Dr. Anuradha Prakash from Food Science Program, Chapman University, California	40
Microbiology	Students requiring counselling were identified and referred to the college counsellor	02
	Two group counselling sessions were conducted for TY BSc students by the college counsellor Ms Binaifer Sahukar on stress management and anger management	62
	Recommendation to students applying for jobs or higher studies in India or abroad.	05
BAF/BBI/BFM	Career guidance in Web designing & Computer – Junior College & Degree College	100
Botany	Guidance on NET preparation by Dr. Mahavir Gosavi - SIES College	30
	Career Guidance by faculty member	100
Bioinformatics	Series of lectures on Preparation for NET examinations conducted every week	12
Total		998

5.7 Details of campus placement:

Department	Organizations Visited	On campus	
		Participated	placed
Chemistry	Analytical solutions	8	8
Philosophy	Nature basket	50	13
IT	iGate Patni	17	3
	Infosys	17	5
	Accenture	17	6
	Tech Mahindra	17	1
	TCS	17	1
	ATOS	26	04
BMM and BMS	Aircel	60	10
	J P Morgan	20	1
	ICICI	20	2
Computer Science	Wipro	7	2
	Copper Gate	117	05
M. Sc. Nutraceuticals	Others	13	3
Bioanalytical Sciences	Rubicon Research	40	6
	Jansen	8	0
	Life san	5	0
Commerce Aided, BAF, BBI and BFM	ICICI	120	40
	JP Morgan	120	4
	TCS	100	17
	BAJAJ Capital	84	35
	Syntel	50	30
Bioinformatics	Cenveo publisher	17	0
TOTAL		950	201

5.8 Details of gender sensitization programs – 06 programs

Guest Lecture/Skit/Poster Competition/	Speaker/ Agency/ Dept	Students Benefited
Discussion on Aristotle's idea on 'The Status of Women' for SYBA on 23 rd July, 2015	Philosophy	25
Debate on "Aristotle vs Mill's views on Status of Women" for SYBA , 30 th July, 2015	Philosophy	30
Plato on Gender Equality for TYBA, 3 rd Dec, 2015	Philosophy	6
Revisiting Plato's Notion on Philosopher Kings and Queens, 5 th January, 2016	Philosophy	6
Women safety and security in Mumbai	Women development cell	110

5.9 Students Activities**5.9.1 No. of students participated in Sports, Games and other events:****Sports**

State/ University level National level International level

Cultural events**Total Participation in Cultural Events - 2000****Cultural:**

State/ University level National level International level

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

State/ University level National level International level

5.10 Scholarships and Financial Support

	Students	Amount
Financial support from institution	60	2,80,720
Financial support from government	-	-
Financial support from other sources	65	5,45,300
Students received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives : 12**Fairs :**

State/ University level :Nil National level: Nil International level : Nil

Exhibition:

State/ University level :Nil National level: Nil International level : Nil

College level -: 12

5.12 No. of social initiatives undertaken by the students: 13**5.13 Major grievances of students redressed:**

- The demand for replacement of fans and tube lights in the classrooms and library have been complied with.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- **Our Vision** – To instill the idea of “*Service to Humanity*” in young Khalsaites; maximize their civic and sensitivity quotient and uphold the Ambedkarian ideal by making education accessible to students of the lower socio-economic strata.
- **Our Mission** – To impart quality education to students; moulding their holistic development, igniting young minds to foster the spirit of humanism *in sync* with the Teachings of *Guru Nanak Devji*, helping them to imbibe the “*Essence of Wisdom*” and develop a secular outlook, becoming harbingers of a new social order. The Institution is powered by the drive of quality consciousness in its pursuit of excellence. In our bid to enhance the outreach of educational services, the College has single-mindedly focused on a multidisciplinary approach, keeping in mind the prerequisites of quality assurance.
- **Quality Policy:** To attain excellence in all our endeavour viz. Teaching, research and continuing education; adopt self-evaluation as a measure for continuous improvement; and ensure accountability.

6.2 Does the Institution have a Management Information System

- **Administration and Accounts:** CCMS Software from ITMS Company enables record keeping and processing of admission, student records and issuing of identity cards.
- **Examination:** CCMS Software from ITMS Company enables student registration for examination, classroom allocation, result processing for generating grade cards.
- **Library** information management is facilitated via Automated Library Administration and Management System like SLIM 21

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

6.3.1 Curriculum Development

- The syllabus prescribed by Board of Studies in the respective subjects at the University level is followed.
- Faculty members serve in the capacity of members of Board of Studies and Syllabus Revisions Committees by University of Mumbai
- Teachers communicate their suggestions for modification of syllabus to the Chairperson / Member, Board of Studies, University of Mumbai
- Faculty members have designed short term and certificate courses as skill enhancement avenues for students

6.3.2 Teaching and Learning

- Virtual Laboratory facility
- Movie screenings to support course content
- Special coaching for slow and advanced learners catering to their separate needs
- Revision and practice examination in theory and practical, Performance Improvement Program (PIP) to enhance paper solving skills of students, Remedial PIP for unsuccessful students
- UG research projects to provide insight of research to young students
- Industrial visits are arranged for students to give first-hand experience of industrial needs, technologies and advancements
- Use of Smart Boards

6.3.3 Examination and Evaluation

- CCMS Software has enabled smooth conduct of examination and declaration of results
- Continuous evaluation through class tests, assignments and presentations; Performance Improvement Program (PIP) to enhance paper solving skills of students, Remedial PIP for unsuccessful students
- Unfair means committee and flying squads for fair conduct of examination
- Centralised Assessment, Moderation (internal and external) and Revaluation of answer papers as per University norms

6.3.4 Research and Development

- Publication of a research compendium of published works of the faculty is being done.
- Encouraged the faculty to collaborate with agencies like Institute of Chemical Technology (ICT), Agharkar Institute, Haffkine Institute, Envirovigil, Biogenomics, Tata Institute of Fundamental Research (TIFR), etc.
- Research Scholar's Meet organized giving research scholars an opportunity to share preliminary findings and stimulate discussion within the research community.
- Screening of research proposals before sending them to funding agencies.
- Dissemination of information on funding opportunities for which departmental members are eligible through presentation/ newsletters/ display in the College website.
- Financial support is given to students for attending seminars, workshops, conferences and research based competitions.
- Financial assistance (seed money) is provided to undergraduate students to take up under-graduate projects mentored by teachers.
- Certificate course on statistical analysis with hands on training in SPSS to help researchers to deal with research data.
- Research methodology course as a part of course work is offered to in-house Ph. D. students.
- Students are encouraged to participate in seminars/workshops and research paper presentation competitions, which have brought laurels to the College.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automated Library Administration and Management System like SLIM 21
- Library is a member of INFLIBENT N-LIST Consortia, in which our library can access about 6000 peer reviewed journals and over 97000 E-Books from reputed publishers and institutions
- OPAC (Online Public Access Catalogue)
- Electronic resource management package for E-Journals
- Teaching and learning process is supported by procurement of new LCDs
- Classrooms and UG laboratories are equipped with public speaking systems
- Research grants obtained by faculty members has served to upgrade the infrastructure through procurement of new equipment
- Renovations and up gradation of physical infrastructure in accordance with needs of various departments

6.3.6 Human Resource Management

- Administrative responsibilities are shared through Principal, Vice Principals, Heads of Departments, and Class In-charges
- Faculty members are actively involved in administrative work, extra and co-curricular activities
- Overall development of students is monitored through continuous counselling of students via mentorship scheme
- Administrative and accounts responsibilities shouldered by Registrar and head clerks
- Inclusion of teaching and non-teaching staff representatives in LMC

6.3.7 Faculty and Staff recruitment: As per UGC and Mumbai University guidelines

6.3.8 Industry Interaction / Collaboration

- Collaboration with premier institutes such as ICT, BARC, Microtest Innovations and NEERI
- MOU with Godrej industries
- Industrial visits are arranged for students to give them insight into industrial needs, technologies and advancements
- Training for students in various industries
- Students volunteer at NGO - Marathi Vidnyan Parishad
- Guest lectures, work-shops and seminars by experts in industries
- Sponsorships for co-curricular and extra-curricular events by industry
- Campus placement drive with the participation of internationally reputed companies

6.3.9 Admission of Students

Information disseminated through prospectus and website.

- Based on merit
- Help Desk and student counselling
- All the norms laid by university for admissions are strictly followed

6.4 Welfare schemes for:

Students	<ul style="list-style-type: none"> • Accident Insurance Policy • Free-ships and scholarships extended through Govt. Schemes • Book bank scheme • Endowment prizes • Counsellor available on campus for personal & career counselling • Mentorship program • Performance Improvement Program (PIP), mentorship programs and test series for TY students to enhance academic performance. • Remedial PIP is conducted for slow learners.
Non-teaching Staff	<ul style="list-style-type: none"> • Accident Insurance Policy • PNB-Oriental Insurance Medi-claim Policy Cover for 70 non-teaching staff member with family • Co-operative credit society • Non-teaching staff welfare fund • Financial help to non-teaching staff members from teaching and non-teaching staff to support their medical treatment expenses • Non-teaching staff council • Free education to children of non-teaching staff • One-day salary to Retiring member
Teachers	<ul style="list-style-type: none"> • Staff Council

6.5 Total corpus fund generated

40,54,550/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Auditors	Yes	IQAC
Administrative	YES (Accounts audit)		Yes (Accounts audit)	Auditors

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

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

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

6.11 Activities and support from the Alumni Association

- Scholarships
- Annual Alumni Meeting
- Guest Lectures by alumni
- Assisting placements
- Financial contributions made by the Alumni : Rs. 50000 (Jimmy Mehta – for students scholarship)

6.12 Activities and support from the Parent – Teacher Association

- The Parents meeting is conducted by all departments and parents are continuously apprised the progress of their child and also about various career opportunities available
- Felicitation program for meritorious TY students is organized to encourage the students and to inspire the students appearing for final year university examination

6.13 Development programmes for support staff

- Support staff is encouraged to continue higher education
- Administrative staff members attended workshop on e-administrative program

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

- Sensitization of students towards environmental issues is attempted via discussion on rituals and practices reflecting environmental concerns in Indian Religions – Hinduism, Jainism, Buddhism and Sikhism and in Semitic Religions – Zoroastrianism, Islam, Judaism and Christianity as a part of lecture series “Religion and Environment” organised by Philosophy department
- Lectures to create awareness about environmental pollution and control measures are conducted by various departments
- Paperless administration encouraged
- River Rejuvenate Conference organised by BMM/BMS department to discuss future of Mumbai rivers
- Tree plantation drive by TY students done in college campus (Computer science, IT)

- Workshop and lecture at microbiology department on solid waste management creating awareness towards solid waste handling
- Seminar on zero waste (NSS)
- Green ganesha workshop for making eco-friendly ganpati
- Biorangoli, botanical selfie, greeting card using dry material, poster and model making on renewable energy resources, skit on promotion of herbal cosmetic products organized during Gloriosa Fest
- Recovery and recycling of certain chemicals in chemistry laboratories and safe disposal of biology and chemistry laboratory wastes
- Optimised use of air-conditioning units on campus
- Composting pits for waste materials in canteen kitchen and garden wastes

Criterion – VII**7. Innovations and Best Practices****7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

- Initiated solid waste management program
- Augmented UG research projects under FIST and STAR DBT sponsored
- Institute of Distance and Open Learning (IDOL) centre started for UG and PG in the subject of English and PG in the subject of Marathi
- Interdepartmental activities enhanced

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

- Social Outreach Program to be in progress as part of the Best Practise
- Enhancing teaching learning facilities in various departments through implementation for DST-FISTand DBT-STAR
- Enhancing laboratory facilities and hands on experience for students
- Encourage UG Research and motivate students to present, document and publish their work
- Initiative to compile Faculty Research Papers in the form of Compendium (5 volumes)
- Allied Services encourage students to choose and excel in the chosen field
- To substantially increase the number of Value Added and Certificate Courses
- Performance Improvement Program(PIP) to be continued to enhance the academic results

7.3 Give two Best Practices of the institution Annexure 3

- Gunvati J Kapoor Foundation's Scholarship Program to help financially weak students continues
- Promoting research culture

7.4 Contribution to environmental awareness / protection

- Tree plantation students participated
- Lectures on environment and control measures by various depts.
- Seminar on zero waste by NSS
- Green Ganesha workshop
- River Rejuvenate conference

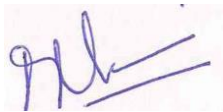
7.5 Whether environmental audit was conducted? Yes

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

8. Plans of institution for next year

- To continue implementation of FIST and STAR scheme programs
- Implementation of CPE
- To make college self - sustained in energy usage by installation of solar cells
- To increase linkages and collaboration
- Increase research grants for UG and PG
- To enhance social outreach programs

Dr. (Mrs) Davinderpal Kaur Bhasin



Signature of the Coordinator, IQAC

Dr. Kiran Mangaonkar



Signature of the Chairperson, IQAC

Annexure 1

FEEDBACK

The institution has a well-structured feedback mechanism to perceive performance and quality. It has a customized and computer based performance appraisal system to collect feedback on principal from teachers (PAPT), Head of the Department from the teaching staff of the concerned Department (PAHT) and an extensive feedback mechanism of the performance of the teachers by students (PATS). Under PATS, for each teacher, around 40-50 students are taken randomly from the classes where the teacher teaches and a pre-designed questionnaire is supplied to students. They give their feedback online, which are analyzed by specially designed indigenous software and the report is given to the teachers, with ranking in the College. Student satisfaction index (SSI) is also calculated to get a quantitative assessment from the student on the services provided by the Institution.

Annexure 2**Academic Calendar 2015 – 16**

9 th June 2015	College re-opening
June	Orientation of FYBA
June (4 th week)	Orientation and PTA for TY classes
15 th August	Independence Day Celebration
August	Namdeo Birth Anniversary celebration
	Internal Assessment for UG courses
	DLE Orientation
	National Sports Day Celebration
	Annual Prize Distribution
	Degree Distribution Ceremony.
	Academic Audit conducted by University team
September	Hindi Divas Celebration
	Teachers' Day Celebration
	Semester-I & III Examinations
October	Reading Inspirational Day
22 nd October to 15 th November	Diwali Vacation
10 th November	World Science Day Celebration
November	Guru Nanak Jayanti Celebration
1 st December	World AIDS day Awareness program.
10 th December	Human Rights Day & Constitutional Day Awareness program
December	DLE Orientation and Project Display
20 th December	NCC Celebration
December	Guru Nanak Devji Lecture Series
15 th to 19 th December	Departmental Co-Curricular activities
21 st and 22 nd December	College Cultural Program "NAZRANA"
December	College Sports Day
25 th December to 1 st January	Winter Break
January 2016	Internal Assessment for UG courses
January	Alumni Meet
4 th February	Cancer Awareness program
19 th February	Shivaji Jayanti celebration
8 th March	Women's Day celebration.
28 th March to 30 th March	3 rd Cycle of Reaccreditation by NAAC Peer Team.
March - April	Semester-III & IV examination + Result + admission process.
	Ambedkar Jayanti Program
1 st May	Maharashtra Day celebration
2 nd May	Summer Vacation

Best Practice Annexure 3

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional objectives and/or contributed to the quality improvement of the core activities of the College.

Best Practices

1. Gunvati John Kapoor's 'Youth Leaders as Changemakers Fellowship':

Students were identified to undertake socially relevant research projects. The program was sponsored by Gunvati John Kapoor Medical Charitable Trust and the NGO 'PUKAR'. As per the program students were expected to devote around 250 hours on a chosen socially relevant project. PUKAR was entrusted with providing necessary training program. The students were divided into different groups and each was allowed to select a topic of their interest. They worked with the chosen community using modern research skills and different data collection techniques. The results obtained were analyzed and the research report was documented as part of the study. On successful completion of the projects students were given certificate and a fellowship amounting Rs. 15000 and reimbursement of their expenses incurred during the period. The successful fellows presented their findings through interactive sessions/skits before a selected gathering at the college. 41 students were benefited by this best practice.

Three research groups namely Shine Group, Sunshine Group and Young Star's Group were formed. Following were the topics chosen by the teams –

- Shine Group – Understanding problems of single parenting.
- Sunshine Group – Understanding gender discrimination in families.
- Young Stars' Group – Understanding hardships of LGBT community.

2. Promoting research culture

The College has seen a marked improvement in every aspect of research since the previous accreditation. In the year 2014-15 number of minor projects sanctioned were 24 with funding amount received being Rs. 39,48,000 and are in progress. One major project with funding of Rs 14,00,000 was sanctioned. There have been a substantial number of minor and major research proposals submitted and sanctioned during 2015-2016.

- **Publications of research papers and books has increased from 43 to 60**
- **Number of research guides has increased to 34 and around 30 students have registered for the Ph.D course**
- **Representation of teachers and students in national and international conferences, workshops and symposiums has been good.**
- **Promotion of research culture has helped the College to get recognition from different Government/academic bodies: Best College Award of University of Mumbai, Star College Award and FIST grant and recognition as SIRO by DST.**
