

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

Jai Hind College

1.2 Address Line 1

23-24 Backbay Reclamation

Address Line 2

'A' Road Churchgate

City/Town

Mumbai

State

Maharashtra

Pin Code

400020

Institution e-mail address

contactus@jaihindcollege.com

Contact Nos.

02222040256/02222839630

Name of the Head of the Institution:

Dr. A. G. Wadia

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Tel. No. with STD Code:

02222041095

Mobile:

09820612400

Name of the IQAC Co-ordinator:

Dr. Sreela Dasgupta

Ms. N K Jyothi

Mobile:

9869532727

9892338615

IQAC e-mail address:

jhcqac15@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

NAAC/WR/GH/MHCOGN10368/2015

1.4 NAAC Executive Committee No. & Date:

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

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

1.5 Website address:

www.jaihindcollege.com

Web-link of the AQAR:

http://

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	'A'	-	29 th April 2003	28 th March 2010
2	2 nd Cycle	'A'	3.26	28 th March 2010	27 th March 2015
3	3 rd Cycle	'A'	3.52	19 th January 2016	18 th January 2021
4	4 th Cycle				

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1.7 Date of Establishment of IQAC: DD/MM/YYYY

05/12/2005

1.8 AQAR for the year (for example 2010-11)

2016-17

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

- i. AQAR _____ 24/04/2011 _____ (DD/MM/YYYY)
- ii. AQAR _____ 04/05/2012 _____ (DD/MM/YYYY)
- iii. AQAR _____ 17/10/2013 _____ (DD/MM/YYYY)
- iv. AQAR _____ 29/09/2014 _____ (DD/MM/YYYY)
- v. AQAR _____ 22/08/2016 _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

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1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

B.Sc. (IT), BMS, BMM, BBI, BAF, BFM, & M.Com.

1.12 Name of the Affiliating University (*for the Colleges*)

University of Mumbai

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

Autonomy by State/Central Govt. / University NA

University with Potential for Excellence N

UGC-CPE

N

DST Star Scheme

N

UGC-CE

N

UGC-Special Assistance Programme

N

DST-FIST

Y

UGC-Innovative PG programmes

N

Any other (*Specify*)

N

UGC-COP Programmes

N

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2. IQAC Composition and Activities

- 2.1 No. of Teachers
- 2.2 No. of Administrative/Technical staff
- 2.3 No. of students
- 2.4 No. of Management representatives
- 2.5 No. of Alumni
- 2.6 No. of any other stakeholder and
community representatives
- 2.7 No. of Employers/ Industrialists
- 2.8 No. of other External Experts
- 2.9 Total No. of members
- 2.10 No. of IQAC meetings held
- 2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others
- 2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

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2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

In keeping with the theme of NAAC in 2016-17, the IQAC conducted a workshop on TLE.

The India Study Program 2017 was a resounding success, conducted especially for visiting students from the Carleton University, Canada.

A Soft- skills program was organised for the teachers of Maharashtra in association with RUSA and UGCHRDC.

In a bid to have a judicious mix of experience and youth, the IQAC as an innovative measure, appointed Senior faculty members as mentors of each criterion.

The DST FIST grant of seventy lac rupees was utilised to buy high-end instruments to facilitate and promote the research culture in the college. Several workshops were conducted to train in-house faculty as well as PhD, postgraduate and undergraduate students in the operation of these instruments.

The Centre of Research became fully functional and teachers were encouraged to design their research projects around the application of these instruments. These comprised of UGC/BCUD/Industry projects as well as small projects designed for students as part of their curriculum.

New skill-based cells were initiated to provide a platform for the expression and transmission of students' immense latent talent.

The two newly constituted courses - B.Voc. Travel & Tourism Management, and B.Voc. Software Development, both successfully completed a year. The former signed a prestigious MOU with Kuoni Academy who are now the knowledge partners.

Language labs were conducted to enhance language proficiency of students. Non-teaching staff were also motivated to attend.

Workshops were conducted for CAS promotions. Committees were constituted and teachers due for further placements were promoted under CAS.

The Wellness Cell which was inaugurated in February 2016, became fully functional and conducted a total of 8 group workshops for the development of the emotional and mental well-being of students, teachers and more importantly, the non-teaching staff. It also successfully conducted a staggering 96 individual counselling sessions.

All staff-members, teaching or otherwise, with 25 years or more of service were felicitated by the Management as a token of appreciation for their services towards the institution.

As a part of paperless venture and a green initiative, a new ERP was tested successfully for the admission of students and payment of fees.

The Alumni Association launched a 'Leadership Series' lecture to educate and empower the students' of today for the world tomorrow. The first in this series was rendered by the then Honourable Union Cabinet Minister for Coal, Petroleum and Energy, Mr. Piyush Goel.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

As per the recommendations of the NAAC peer team, the college has held several meetings with the teaching/non-teaching/administrative staff as well as the students to discuss and plan progression towards the autonomous status of the college. The college also arranged for lectures by eminent academicians of other autonomous national institutes so as to understand and have a clear view of the process.

Plan of Action	Achievements
1.To study the autonomous status of various colleges and understand the process of autonomy	Invited lecture by Dr Subhashini from St. Joseph's College, Bengaluru Informal discussion also held with Principal, Criteria Heads, Mentors and IQAC Coordinators
2.To conduct a seminar/workshop under the aegis of NAAC	Workshop on TLE conducted under IQAC
3. To promote research culture	Amongst faculty, 2 UGC minor research projects have been completed while a few others are ongoing. Students have been encouraged and inspired to work in collaboration with the faculty in certain research projects.
4. To promote Industry collaborative projects	1 project has been completed by the Chemistry Department while the second is ongoing.
5. To organize events under the DST FIST program	Involvement of students at undergraduate and postgraduate levels, in small research projects, based on the application of the instruments purchased through the FIST grant.

* Attach the Academic Calendar of the year as Annexure. (Annexure 1)

2.15 Whether the AQAR was placed in statutory body

Management

Y

Syndicate

Any other body

Provide the details of the action taken

Inculcation of research from the undergraduate level; students were encouraged to work on small projects based on concepts involving different the instruments purchased through FIST grant

Research encouraged amongst the younger faculty; many of them were encouraged to submit their applications for grant of BCUD minor research projects

Initiation of the process of autonomy: Departments have been asked to identify possible BOS members for their individual subject

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD*	01	-	-	-
PG**	04	-	01	-
UG	11	-	08	07
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	11	-	11	07
Others	02(Skill-based)	-	-	02 (Skill-based)
Total	29	-	20	16

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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PhD*: 01 (Botany)

PG**: 04 (Chemistry by papers, Chemistry (analytical) by Research, Botany by Research, Commerce (Advanced Accountancy)

UG: B.A., B.Sc., B. Com., B.M.S., B.M.M., B.B.I., B.A.F., B.F.M., B.Sc. (IT), B.Sc. (Computer Science), B.Sc. (Biotechnology)

Certificate Courses: Annexure 1

Skill-based: B Voc (Sanctioned by the UGC, New Delhi) (2015):

1. Travel & Tourism;
2. Software Development

1.2 (i) Flexibility of the Curriculum: ~~CBCS~~/Core/Elective option / ~~Open options~~

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4+11+2
Trimester	-
Annual	-

1.3 Feedback from stakeholders*: Alumni: Parents: Employers Students
(On all aspects)

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

***Please provide an analysis of the feedback in the Annexure (Annexure 2)**

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

The syllabi of all subjects, both undergraduate and post graduate, are revised after every five years, in theory, as well as in practical component (wherever applicable), as per the recommendations of the respective Board of Studies of individual subjects. The syllabi were revised and the pattern changed from CBCS to CBSGS. The examination pattern was revised from 75 marks to 100 marks with no internal component, excepting for the Foundation Course of all faculty. Apart from the first year of undergraduate course across all disciplines which was revised, the syllabi of the following courses were also revised:

- S.Y.B.Sc. (Physics and Computer Science)
- S.Y.B.A. (Commerce)
- S.Y.B.Com. (B.F.M.)
- T.Y.B.Sc. (Microbiology and Mathematics)
- T.Y.B.A. (Commerce)
- T.Y. B.Com. (B.M.S.)

Salient features of the revised syllabi of all programmes:

- Incorporation of emerging trends
- Course content in alignment with the essence of Choice Based Semester Grading System.
- Application oriented theory
- Development of practical skills to empower eligibility in the employment sector.

Syllabi revision: **Annexure 3**

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: Aided

Total		Asst. Professors		Associate Professors		Professors		Others	
Aided	Unaided	Aided	Unaided	Aided	Unaided	Aided	Unaided	Aided	Unaided
52	31	36	31	13	-	-	-	Librarian: 01 Part time: 02	-

2.2 No. of permanent faculty with Ph.D.

Aided	Unaided
19	06

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

	Assistant Professors		Associate Professors		Professors		Others (Adhoc)		Total	
	R	V	R	V	R	V	R	V	R	V
Aided	02	05	-	-	-	-	-	-	02	05
Unaided	10	-	-	-	-	-	02	-	12	-

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

Department	Number
Visiting Faculty:	
BFM	16
BBI	19
BAF	16
BMM	21
BMS	24
M.Com	05
B.Voc (SD)	01
B.Voc (IT)	10
UA	01
Temporary faculty:	
Chemistry	01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	11	38	32
Presented papers	13	11	1
Resource Persons	1	5	12

Annexure 4: Workshop, conferences attended

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

<p>Innovations in teaching</p> <p>Educating aspects of domestic violence through role play – collaborative venture with Majlis and WDC</p> <p>Practical exposure of preservation of archival materials</p> <p>Understanding application of Digital technology in exhibitions -visit to Personalia Museum-Nehru Centre</p> <p>Involvement of internal faculty (Chemistry department) – Learning Carbon-dating in archaeology (TYBA)</p> <p>Field trips to world renowned literature festivals</p> <p>MOODLE (an open source software learning management system) – in teaching learning and evaluation</p> <p>Flipped classroom technique adopted in classroom teaching</p>

'Fun with Physics', 'Circuit Express' and 'Robotic workshop' as collaborative ventures with TIFR and IIT-B

Application of the concepts of psychology to interpret popular sitcom characters – to progress beyond the curriculum and inculcate open- box thinking

Launch of theatre groups and Jai Hind Music Café to unearth and unleash talent

Online course in entrepreneurship and conduct of 'Entrepreneurship Summit'

An innovative 'Tree hunt' with selfie as evidence

Innovations in Evaluation

Creation of question bank by self-framing questions on Applied Component Chemistry to give a clearer concept of the topic as well as the matter that has to be given in answer to a particular question

Understanding 'Noise Pollution' through collection of noise pollution data

Use of MOODLE to conduct and assess online quiz

Innovations in Class

Case studies as presentations

Theme based presentation for applied component students in Travel & Tourism

Peer mentoring and collaborative problem solving sessions

"Ice-breaker" – an innovative method for better team building and effective communication

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, Online Multiple Choice Questions)

Continuation of the previous evaluation pattern such as continuous assessment, internal assessment as assignments and tests, semester-end exams, online assessment

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

Department	BOS	Syllabus Development	Curriculum Development Workshop
Psychology	-	-	02
Accountancy	01	-	-
Maths	02	02	02
Botany	01	05	-
Biotechnology	-	01	-
Chemistry	-	05	-
Life Sciences	-	04	04
Microbiology	01	02	03
Computer Science	-	-	02
IT	-	-	03
BMM	-	01	01
TOTAL	05	20	17

2.10 Average percentage of attendance of students

60- 85%

2.11 Course/Programme wise distribution of pass percentage:

Course/ Programme	Total No of students appeared	Total No of students passed	Grade							Absent	Pass %.
			O	A	B	C	D	E	F		
T.Y.B.A	176	169	56	68	33	06	04	00	04	03	95.90%
T.Y.B.Com	350	321	32	165	84	29	11	00	27	02	91.70%
T.Y. B.Sc.	125	107	28	56	19	03	01	00	18	01	85.60%
B.Sc (IT)	59	43	19	22	01	01	00	00	16	00	72.89%
M.com(Sem I)	05	04	00	02	00	01	01	00	00	01	80.00%
M.com(Sem II)	21	20	00	02	03	06	01	00	08	01	95.24%
M.com(Sem III)	38	29	07	12	05	03	02	00	09	00	76.32%
M.com(Sem IV)	08	07	00	01	04	01	01	00	01	07	87.5%

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	Total No of students appeared	Total No of students passed	Distinction	1st Class	2nd Class	Fail	Absent	Pass %.
BAF	69	64	25	28	11	05	00	92.75%
BFM	67	65	30	31	04	02	00	97.01%
BBI	66	60	26	25	09	06	00	90.90%
BMM	99	94	25	59	10	05	00	94.94%
BMS	134	131	82	37	11	04	00	97.76%

Course (10 Credits.)	Total No of students appeared	Total No of students passed	O	A+	A	B+	B	C	D	Fail	Pass percent.
M.com (Sem I)	62	50	00	05	18	16	08	03	00	12	80.64%

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

The Principal, Management representatives, Senior faculty, HODs and representative students are a part of the IQAC team.

Quality measures are enunciated.

Academic processes reviewed and restructured, if required.

Inputs from all stakeholders taken at regular intervals and attempts are made to implement suggestions wherever possible

Best practices in TLE are shared and institutionalized.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	04

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Staff training conducted by other institutions	13
Summer / Winter schools, Workshops, etc.	08
Others	12
Total:	45

2.14 Details of Administrative and Technical staff:

Category		Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	Aided	42	03	01	Class 4: 07 Class 3: 03
	Unaided	29	-	-	-
Technical Staff	Aided	35	-	-	-
	Unaided	02	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Funding from a Management Committee member, Mr Nanik Rupani – annual corpus of Rs 1,00, 000/- for all staff members pursuing research (Ph.D.) continues as in previous years with about Rs 30, 000/- being allotted individually

Initiative from the Principal - concession granted to staff members pursuing Ph.D. with respect to the number of hours to be completed in college

Application submitted to DBT for Star College grant

DST-FIST laboratories now fully functional with the procurement of several high-end instruments with the FIST grant

Facilities at the Centre of Research being actively utilised by staff members for their individual project/doctoral research work as well as for small projects of undergraduate/postgraduate students as part of their curriculum or otherwise

Projects from industry are being encouraged to be pursued

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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL*	NIL	NIL	NIL
Outlay in Rs. (Lakhs)	NA	NA	NA	NA

NIL* (UGC portal for major projects has not opened since last academic year)

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	07	07	10
Outlay in Rs. (Lakhs)	2,95,000/-	2,02000/-	2,02000/-	300000/-

Annexure 5: Research projects

3.4 Details on research publications

	International	National	Others
Peer Review Journals	25	13	
Non-Peer Review Journals	02	01	
e-Journals	03	02	
Conference proceedings	01		

Annexure 6: Research publications

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	NA	NA	NA
Minor Projects	2014-2016 (Completed)	UGC	2,95,000/-	1,90,000/-
Interdisciplinary Projects	NIL	NA	NA	NA
Industry sponsored	2016-2017	Chempure Labs	8,000/-	8,000/-

Projects sponsored by the University/ College	2016-2017	BCUD	2,02,000/-	2,02,000/-
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			5,05,000/-	4,00,000/-

Annexure 7: Other research projects

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

ii) Without ISBN No.

Annexure 8: Publications -Books

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	-	-	03*		
Sponsoring agencies			Lady Tata Memorial Trust		

* Workshops conducted **Annexure 9**

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

Annexure 10

3.13 No. of collaborations: International National Any other 02

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: NIL

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

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year: **Annexure 11**

Total	International	National	State	University	Dist	College
06	02	04				

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

Annexure 12

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

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[Type text]

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 Institutional Social Responsibility

Jai Hind College is committed to education which signifies the need to be progressive and sensitive to the needs of the underprivileged and disadvantaged. The core values are revisited time and again so as to enhance respect for a pluralistic and multicultural outlook which forms the base of a healthy society. This helps produce good citizens and leaders, who will work towards national development and form the core of the growth that the college envisages. In this direction, the CSR team of the college spearheads all activities which inculcate and promote institutional social responsibility. Several societies and cells such as the CSR, Extension activity Cell, Rotaract Club and many such like-minded societies lend helping hands to NGO's working in varied fields.

A summary of such events has been collated in **Annexure 13**

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	2903.03 sq.m. (31,248.21 sq.ft)	NIL		
Class rooms		-	-	
Laboratories		-	-	
Seminar Halls	02			
No. of important equipments purchased (1-0 lakh) during the current year.		Refrigerated Centrifuge Rota- 3R	Lady Tata Memorial Trust	Rs.2,08,425/-
		Fluorescent attachment for Binocular microscope	Lady Tata Memorial Trust	Rs.1,72,000/-
		Eliza reader	Lady Tata Memorial Trust	Rs.1,20,000/-
		FTIR	College Fund	Rs.7,45,000/-
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others		Rs.4,60,000	SEA	Rs.4,60,000

4.2 Computerization of administration and library

- Wi-Fi facility for students and staff
- Online Public Access Catalogue
- Facility of e-Library accessible on the Intranet
- Internet access for research purposes for students and teachers (inlibnet)
- Library server
- SLIM PLUS library software
- Fully automated library
- Online feedback survey of students and teachers
- Online form filling and registration of students at undergraduate and post graduate students

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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	652	85426	88	23952.25	740	109378.25
Reference Books	46970	9016456.80	371	252220.55	47341	9268677.30
e-Books	**	**	**	**	**	**
Journals	135	193758	61	96549	184	278211
e-Journals	*15	38328	*8	21600	24	59928
Digital Database	**	**	**	**	**	**
CD & Video	709	149661	-	-	709	149661
Others(Inflibnet, Mathematica Software)	**	5000	**	11500	**	10750

*E-journals includes print plus online access

** Library has access to the INFLIBNET wherein e books, e-journals and databases are referred by the library users in addition to the existing collection

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	220	04	30Mbps	08	36	35	117	32
Added	60	01	0	0	0	0	0	0
Total	280	05	30Mbps	08	36	35	117	32

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

- Lap tops have been provided to all departments
- Projectors have been provided in each classroom
- Free wi-fi has been provided to all faculty on campus
- Faculty trained in using 'MOODLE LMS' to facilitate virtual learning
- Implementing ERP software for academic purposes, Admission procedures and preparation of Examination schedules
- Microsoft Software licensed
- Hi-speed printers provided in laboratories
- Future training for student and faculty on use of ERP

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4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 6, 50, 987
ii) Campus Infrastructure and facilities	Rs. 23, 56, 000
iii) Equipments	Rs. 3, 65, 543
iv) Others	-
Total:	Rs. 3, 372, 530

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Major College Student Support Services are:

- Student Council
- Literary and Debating Society
- Social and Dramatic Union
- Magazine Committee
- Gymkhana
- National Social Service
- College Social Responsibility
- Rotaract Club
- Women's Development Cell
- Ragging Prohibition Committee
- Sexual Harassment Prohibition Committee
- Extension Cell Grievance Cell
- Placement Cell
- Entrepreneurship Cell
- Reading Room
- Nature Club
- Wellness Cell
- Outstation Student Support Cell (newly introduced)
- Music club (newly introduced)
- Dance club (newly introduced)
- Photography club (newly introduced)

In addition to the above support services, individual departments also have departmental associations/societies/cells/forums which conduct various co-curricular and extra-curricular activities pertaining to the subject albeit beyond the prescribed curriculum.

Awareness of these support systems is given through messages on What's app groups, Face book groups, announcements in class by the Class representatives, notices put up at various places on the college notice boards and on the College website.

A special initiative to provide a support system for all outstation students has been initiated in the form of establishing an **Outstation Student Support Cell** to provide a substitute local family support network. Apart from this, it facilitates processes such as document submissions and information pertaining to college academics, admissions, leave, session durations and the like.

5.2 Efforts made by the institution for tracking the progression

Student Progression is tracked at two stages:

- During college tenure –

Through continuous assessment, periodic assignments, compilation of attendance by Class Teachers followed by Parent-Teachers' meetings based on the Defaulters' List, counselling sessions, if required, by college counsellor. Parents are updated on a regular basis regarding the progress of their wards.

- Post college-

At the departmental level, a track record of the past students and their progression is kept through efficient social networking.

Periodical meetings are held by the Alumni Association to assess and suggest improvements in the quality of education imparted either as an integral part of IQAC or as a College Board of Studies member.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3416	112	03	NIL

(b) No. of students outside the state

04

(c) No. of international students

02

No	%
1615	45.78

Men

No	%
1913	54.22

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3384	107	09	122	41	3663	3089	116	20	161	30	3416

Demand ratio:

Programme	Number of Applications	Numbers Admitted	Demand Ratio
UG			
FYBCom	2834	451	6.28:1
FYBA	1535	237	6.48:1
FYBSc	1276	202	6.32:1
FYBAF	1450	72	20.14:1
FYBFM	878	72	12.19:1
FYBBI	559	59	9.47:1
FYBMM	1763	139	12.68:1
FYBMS	3452	138	25.01:1
FYBSC-IT	667	65	10.26:1
FYBVOC-TOURISM	60	53	1.13:1
FYBVOC-SOFTWARE DEVELOPMENT	50	41	1.22:1

Dropout %: NIL

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

Students are given formal coaching for about 3 hours each Saturday for various competitive entrance examinations conducted post B.Sc. such as JAM (Chemical Sciences); JAM (Biotechnology, Chemistry section); JGEEBILS (Biological Sciences, Chemistry Section), by a faculty member of the Department of Chemistry. Papers of past entrance exams are also solved and regular doubt solving sessions are conducted. Reference material is suggested for further reading to build problem solving skills.

To motivate students and to make them aware of the solemnity of Civil Services examination, a lecture was organized especially for students of History & Political Science by Shiv Vidya Prabohini Institute, Dadar. This institute also conducted an entrance exam, qualifying which would entitle free coaching for a year. 6 students of Jai Hind appeared for this exam and 1 was selected from TY BA, History Majors (2016-17).

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Besides these structured coaching schemes, students were also given constant informal support by way of learning to write a SOP (Statement of Purpose), face a PI (Personal Interview), GD (Group Discussion) as well as how to design and work on a research project. Several such endeavours were made by the Departments of Biotechnology and Botany. Likewise, the department of Physics is a registered centre for the NGPE (National Graduate Examination in Physics) entrance examination. The department informally guides students for the same and other such entrance exams such as the JAM for M.Sc. in Physics.

No. of students beneficiaries

Annexure 14: List of student beneficiaries for JAM & JGEEBILS

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text" value="01"/>	GATE	<input type="text" value="01"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="04"/>

5.6 Details of student counselling and career guidance

Personal and Group Counselling

- There were 12 major group programs to nurture emotional wellness on varied topics viz. ‘Coping with Learning Disability’; ‘Exam Stress Management’; ‘Goal Setting’; ‘Universal Transformation’; ‘Self-love and Acceptance’; ‘Sexual Wellness’; ‘Emotional Transformation’; ‘Life Skills’ and ‘Body Image’.
- 4500 students participated in the above group sessions
- 396 Individual Personal Counselling Sessions were conducted

Career Guidance

- Career planning is designed in accordance with students’ aptitude
- Question and Answer Sessions are conducted to address career related queries
- Aptitude tests for all age groups assist students choose the correct career path
- Guidance is provided to find the right academic match for higher education in accordance with their aptitude, academic profile, budget and vision.
- All matters related to further education in universities of national/international repute such as the application process, fee structure, eligibility, etc. are resolved
- Guest lectures by visiting faculty from leading international universities
- Information is provided on opportunities for scholarships and/or research
- The College provides the facility of an in-house career counsellor
- In addition, sessions are also conducted for specific needs such as the Department of Psychology had conducted career counselling specifically for its third year students by a recent Psychology alumnus who is also the Founder of the Outreach Foundation
- Besides, career guidance and student counselling is also provided at an individual level on an informal basis by the faculty of various departments

No. of students benefitted

1880*

*1880 students have availed of counselling sessions in the academic calendar 2016-17.

The detailed break-up is as provided below:

- Guidance on careers and higher education in India or abroad: **900**
- Individual Q & A Sessions for Career Guidance: **250**
- Resume building, curretted skill training and applications for internships: **650**
- Aptitude testing for course selection: **25**
- Guidance provided for application towards overseas courses: **55**
- Seminars on ‘Career options after TY’; ‘Resume building’; ‘Higher Education options in India and abroad’: **18** (Chiefly students of BA, BAF, BMS, BFM and BBI)

Actual admits received till date for studies abroad:

USA: 20; UK: 2; Australia: 10; Canada: 15; Other countries: 3

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
7		47 (+5)*	Yet to Begin

Annexure 15: List of Campus Placements

5.8 Details of gender sensitization programmes

To celebrate ‘Nari Mukti Divas’, the **Women’s Development Cell** organized ‘Pragati’ on Saturday, 10th January, 2017 as part of its annual programme. The theme being ‘Evolution’, it highlighted the evolution of women in Indian Society. A talk show was also held in collaboration with the **Student Council** and **Wellness Cell**, on 30th November, by renowned sexologist, Dr. Rajan Bhonsle, on sex, sexuality, and sexual wellness.

The **Extension Cell** of the College held a one-day fair ‘Bachat Gat’, where ‘gats’ by women’s self-help groups exhibited and sold their products. This initiative aims to help women from economically disadvantaged sections. A survey was also conducted on the ‘Status of Women in Indian society’.

The **Department of History** explored and debated current issues such as the Triple Talaq and the amendments IPC post the Nirbhaya case, while teaching the history of the Women's Liberation Movement as a part of its curriculum. The **Indian Cultural Heritage Certificate Course** conducted by the Department of History, organizes various talks by resource persons covering issues related to women and gender, which highlight the contribution of women to the cultural heritage of India. These included talks on 'Colonial Women's writing in India'; 'Reforms in Marriage laws'; Education and daily life in the time of Purdah; and 'Widow re-marriage'.

On 5th August, 2016, the **Department of English** conducted a workshop in collaboration with 'Fem Positive' on 'Gendered Spaces in the Digital Age' which discussed various options of how one can deal with online abuse, creative ways of defying the silencing of marginalized voices in society and the importance of self-preservation. The Annual English Play, 'The Truman Show', a stage adaptation of the award-winning Jim Carey film, was gender-blind: Parts in the play were assigned as per the merit of one's acting talent and not as per one's gender, or the gender of the character projected.

The Department of English is the only English department in the city to offer **Women's Studies** as an Applied Component course. Its core curriculum strives to sensitize students to a number of women's issues. Through class discussions, students explore issues of 'consent', the 'Zero FIR' and 'women's rights while in custody'. Students collaborated with Safe City, an NGO, to further the cause of Sexual Harassment Prevention. Workshops in schools in the Govandi area and Navi Mumbai were conducted to create awareness on child sexual abuse. They also were a part of social media campaigns by Safe City and Red Elephant on Twitter, Facebook and Internet blogs, to define safe and unsafe spaces for women. Some students were a part of the audit team of Safe City's research on whether public spaces in general, are safe for women.

Beside these structured formats, several departments cover 'Women's Rights', and the 'Status of women' as curricular topics. A number of issues related to women's development such as the Constitutional Rights and Safeguards of Women, Eco feminism and Women's Education, are thereby highlighted and debated.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

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

Cultural: State/University level National level International level

[Annexure 16: Medals/Awards from Sports]

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	182	Rs. 2,58,000
Financial support from government	215	Rs. 5,06,525
Financial support from other sources	240	Rs. 11,47,405
Number of students who received International/ National recognitions	03	

Financial support from government:

- a) Students selected- 215
- b) Students applied- 106
- c) Students approved-78
- d) Total amount sanctioned- Rs. 50, 6525/-

[Annexure 17 : Scholarships and Prizes]

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

The College did not hold any fairs or exhibitions at the state/national or international level. However, there has been a number of local level festivals such as the 'Psync-Insight', 'Mindscape' and 'Chittrakatha' by the Department of Psychology, 'Kani: A Cultural Gathering' by the Department of English, 'Arthonomics' by the Department of Economics and 'JAF' by the Department of Commerce. A few of

these festivals have also had exhibitions as part of the events, or as independent intra-collegiate exhibitions.

The Extension Cell held two exhibitions - the Annual Poster Competition and Exhibition, displaying posters and charts on various career options; and 'Bachatgat' an exhibition-cum-sale wherein four NGOs the 'Child Welfare Committee', 'Welfare of Stray dogs', the 'Kalbag Rehabilitation Centre', and the 'Amhi Udyogini' (Vashi, Savera) participated.

'Psyc-Insight' is the city's first psychology-based festival, while 'Mindscape' presents students with an opportunity to apply well-known personality tests onto a popular theme. This year, the theme was 'Television Shows'. 'Chitrakatha', a short-film exhibition by the Department of Psychology, showcased two short films by ex-students. One of these, 'Marriage: A Necessary Evil', had been nominated for the Filmfare Awards in the short-films category.

'Kani: A Cultural Gathering' collaborated with a number of cultural groups and distinguished personalities. Some of these included: 'Thespo', the internationally acclaimed youth theatre organization; the J.J. School of Art; Abhishek Thakore, Co-founder of the Blue Ribbon Movement, and Jehan Manekshaw, Founder-Director of 'The Drama School', Mumbai. There was a talk and workshop conducted on 'Deep Communication' to strengthen emotional ties and inter-personal relationships. Students were introduced to the concept of 'Blue Ribbon Movement', a social movement that aims to invigorate intellectual leadership and propel the same to mobilize social causes of different kinds. Students from Whistling Woods, Wilson College, K.C. College, St. Xavier's College, Sophia College, and Mithibai College, attended 'Kani'. An exhibition of photographs taken by our students was also put up as a part of the festival decor. Numerous art works were produced in the festival's non-competitive art segment 'Art Factory' and exhibited. Finally, there was an exhibition 'Tell Tale', which presented all literary work which had been written anonymously by our students. The resounding success of this last exhibition gave it an opportunity to be show cased at 'The Hive', Mumbai. It was also revised and re-presented with Christmas and New Year Stories at Mockingbird Cafe, Churchgate.

'Arthonomics', the annual national festival of the Economics Department, invited colleges from intra- and inter-state. Eminent institutions across the country like Lady Shri Ram College, New Delhi; Symbiosis, Pune; Christ University, Bengaluru; HR College of Commerce, Mumbai; and St. Xavier's College, K.C. College, Mithibai College, N.M. College, Sophia's College, Hinduja College, Ramnarain Ruia College, Elphinstone College, K.J. Somaiya College, Poddar College, Sydenham College and Government Law College from Mumbai participated keenly in this festival.

The Jai Hind Advertising Festival (JAF), organized by the Department of Commerce, reaches out to all streams, Arts, Commerce and Science. It is the largest intra-collegiate festival of Jai Hind College, and is a pioneer in its own right in terms of its conceptualization to provide a platform to the students to showcase their creativity in terms of displaying their knowledge of advertising. JAF has over fifty ten-member teams, making the participation count to a staggering 500 participants.

Other noteworthy festivals organized by the self-financed section of the college, are 'Detour', 'Entourage' and Talaash'. 'Genaces' and 'Shoutt'.

5.12 No. of social initiatives undertaken by the students

49

43 initiatives have been carried out by the **National Social Service** Unit of our College.

[List of events and initiatives undertaken by the NSS unit attached as Annexure]

Other notable cells and societies which provide a platform to the students to conduct varied activities pertaining to current social causes are RCJC, CSR, Extension Activity Cell.

The Department of Philosophy undertook a field visit to the **National Association for the Blind** (NAB), Worli, to sensitize the students towards their social responsibility to the physically challenged. They were made to realize the importance of living a life of dignity despite odds.

Psyc-Insight, the festival of the Department of Psychology, had a former student Varun Gwalani address students about issues pertaining to anxiety and 'Obsessive Compulsive Disorder' or OCD. A skit was also staged by students of various disciplines, to present the condition of Post-Traumatic Stress Disorder. The association also organised 'Chitrakatha' which showcased movies based on social issues. One such movie was "Marriage: A Necessary Evil".

Kani, a Cultural Gathering, a festival organized by the Department of English, put up stalls for NGOs such as '*Goonj*' and '*Welfare for Stray Dogs*'. Students were sensitized to the causes that these organizations represented, and helped raise funds for them. At the stall for '*Goonj*', eco-friendly, reusable cotton menstrual pads made by tribal women were sold. The proceeds went towards the financial assistance of tribal women in Maharashtra, as well as towards Goonj's initiative to remove the stigma and exclusion that women in rural areas suffer during menstruation.

Additionally, both during **Kani** and the **Department of English Annual Fundraiser 2016**, the students, in association with the Sexual Harassment Prohibition Committee, carried out a survey to gauge whether there was awareness amongst the

young about sexual harassment, and other related issues such as eve-teasing and adam-teasing.

The **Jai Hind Advertising Festival (JAF)** observe several social issues in their advertising booths. This year, *Victoria Memorable Blind School*, and the *Swacch Bharat Abhiyan* were some of the many causes covered at the festival. An '**Anti-smoking Drive**' and a '**Don't Drink and Drive**' awareness campaign were carried out during the festival as well. Over 500 students participated and were sensitized to the causes showcased.

'**Bachat Gat**', an event by the Extension Cell of the College, was a one-day fair, where 'gats' by women's self-help groups exhibited and sold their products. This initiative helps women from economically disadvantaged sections.

The Social and Dramatic Union in collaboration with the NCC unit and CSR cell of the College organised a programme along with the Lakshya Foundation "Soldier-My Valentine". It was designed and presented to sensitize the young minds with our soldiers.

In addition to sports, the Gymkhana promotes social awareness among the masses through its various events. This year, the social cause of its opening event 'The Treasure Hunt' was "Helping the Under-privileged" while its most awaited event, "The Monsoon Marathon" supported the cause "Say No To Drugs".

The Rotaract Club or RCJC adopted an entire slum in Agripada, Mumbai. Some of the activities organized for the slum dwellers were street plays to create awareness amongst the masses on varied social issues such as hygiene, family planning, pest control, education; and donation of food, stationery, sanitary napkins, etc to them. In pursuance of their campaign against women trafficking, the RCJC through its programme 'Cheekh', performed depictive flash mobs, highlighting the atrocities faced by women.

Entourage started its year on a social note with an online movement called 'A Click of Colours' which aimed at celebrating the festival of Holi especially with those who are not so fortunate. It led all the college contingents in the 'I for India' march which aimed to demand a seat for India in the Security Council of the U.N. In association with the NGO 'Ray of Hope', a donation drive was carried out for 10 days on the college campus to enable faculty and students to donate books, toys, clothes and stationery to be distributed to needy children. A flash mob was organised at 9 prime locations across the city on the occasion of Independence Day to rekindle the spirit of patriotism amongst the citizens. Team Entourage in association with The Lions Club of Bombay (Gateway) entertained the children of Gunjan Foundation, an NGO for the under privileged, at Smaaash, for a day of fun and games, as well as a ferry ride at the Gateway of India.

Enactus continued with its excellent work of "Recycling Waste" through its ongoing project 'Inayat'. Waste denim is used to make strong, low-cost bags with the help of creative

and skilled women from the economically weaker sections of society. Sustainability is bolstered through creation of contracts for supply of raw materials, sale of completed products, improving financial literacy amongst the beneficiaries, implementing self-sufficiency and promoting marketing for hand-made goods made locally.

Some of the activities organized by the CSR were:

1. Organized NGO Fair.
2. Organized Voter Registration Campaign.
3. Participated in Voter Awareness Campaign initiated by the State Election Commission.
4. Participated in Posture making Competition organized by The Confederation of Indian Industries under Swatchh Mumbai Institute.
5. Supported the Social & Dramatic Union initiative 'Soldier – My Valentine.'
6. Supported 'Marathi Vangmay Mandal' initiative 'Marathi Bhasha Gaurav Din' with a view to preserve and enrich the local language.
7. Supported International Yoga Day Celebration
8. Organised training session for Swatchh Mumbai

5.13 Major grievances of students (if any) redressed:

A sexual harassment case was reported which was successfully resolved by the Sexual Harassment Prohibition Committee.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision Statement: To provide world class education.

The Mission Statement: To be the institution of choice for students and the employers alike, known for producing good citizens and leaders by providing a well-rounded education of international standards.

6.2 Does the Institution have a management Information System

The institution has a well-integrated MIS operating at various levels. A new ERP was introduced recently to integrate all entities of the institution under a single platform. However, it did not meet its requirements on being put to test. Currently, the system which is in prevalence is as follows:

a) Student Data:

As a Green Initiative, paperless forms are used to collect student data. Pre admission forms are also filled on-site.

b) Accounts Data:

TALLY ERP 9 is used for maintaining details of various transaction components under Accounts Section.

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c) Faculty & Employee Salary data:

SPINE is used for management of Salary details of Faculty.

d) Faculty Attendance Data:

Faculty attendance is recorded by Biometric System and the data stored in an MS Access Data Base.

e) Student Class Test and Faculty TAQ Data:

To maintain and uphold high standards of quality, a service provider 'Trutech' conducts an online survey of the faculty by students.

The Department of Computer Science and IT use "Moodle" LMS to conduct internal assessment of its students.

f) Library Data:

The Library uses the package SLIM PLUS for maintaining records of books, journals, etc. which can be accessed by all stake holders.

g) Institution Computing Data:

- Intranet Site for entering and viewing the Computing infra structure of the college
- Department of Computer Science and IT have developed a intranet site for safe-keeping of the MIS of the Computing Infrastructure of the college. This intranet site enables the institution to have a central access to the entire hardware and software MIS. This facility also has the ability to update all data stored. All daily calls which are attended to by the Engineer is also recorded through this system.

h) Learning Management System:

The departments of Computer Science and Information Technology use a "Moodle" based LMS system. Several courses are uploaded using this to enable the student to experience a virtual learning environment at home.

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

6.3.1 Curriculum Development

Many amongst the faculty are either on the Board of Studies or on Syllabus revision committees of various subjects of the University of Mumbai.

Various syllabus revision workshops have also been conducted by the Jai Hind faculty.

Many of them have been invited as resource persons for such workshops in other colleges also.

The Course Syllabus for the third year students of B. Voc. Travel & Tourism and Software Development which was successfully initiated was designed and framed by the Coordinators of these courses with an emphasis on gaining experience from industry.

Add-on /bridge courses are conducted for students in the self-financing programmes which enrol students from different disciplines such as accounting, financial markets, International Relations, etc.

Parent interactions were conducted by the Principal and the Vice Principals to communicate specific areas of concern to parents regarding the progress of their ward.

Parent –teacher meetings are also conducted by individual departments so as to make the parents aware of their ward’s progress as well as to share their achievements and success.

In the self-financed courses, parents strive to contribute to the overall improvement of the various aspects of the course.

The academic calendar has a well-balanced distribution of academic and co- curricular activities.

A few self-financed courses such as BMS, BMM, BBI, BAF and BFM have formed their respective ad-hoc Board of Studies. Constructive inputs from the BOS are then suggested to the University Board of Studies of individual subjects for inclusion in the syllabus.

Specific areas of interest pertaining to the applied field of some courses were identified by the faculty which was then included in curriculum execution

6.3.2 Teaching and Learning

Faculty was given training on “How to use Moodle” as a learning tool.

Teachers regularly attend workshops/seminars/conferences especially on innovative teaching-learning methodologies for which the College bears the registration fees of these interactive sessions.

Seminars conducted by the departments of Life Sciences, Microbiology and Accountancy gave an opportunity to both students and teachers to broaden their horizon with respect to current trends in research as well as industry/market in their respective fields.

A continuous and ongoing evaluation system enables teachers to adapt and improve their teaching methods according to the needs.

'Google groups for Education', virtual classrooms like 'Edmodo, video conferencing, smart-boards, cloud technology and intranet are some of the innovative tools used by our faculty which incorporate the use of ICT in teaching-learning.

Co-curricular activities seamlessly blend with curricular aspects to benefit the student.

Innovative projects are encouraged to enable students to become independent learners.

'Language lab' is conducted on a need basis to improve communication skills.

Mentoring students for holistic development is an established practice across all departments.

Laboratories are well-maintained and upgraded on a regular basis.

Seminars conducted by the Teachers' Academic Forum encourage the faculty to share their research work.

"Goal setting" followed by a review of the same, Teacher Assessment Questionnaire and student feedback from Exit poll analysis, all such mechanisms gear towards monitoring the progress of the institution.

Wi-fi connection provided to students and faculty is used effectively to enhance the teaching-learning process within the classroom.

Blended learning is effected through a judicious mix of classroom resources and digital information such as inflienet.

6.3.3 Examination and Evaluation

The First year of the Undergraduate studies in Arts, Science and Commerce streams adopted the 100 mark pattern of external evaluation in keeping with the changes introduced in the semester pattern by the University of Mumbai.

However, the Foundation course was allowed to retain the 75 -25 pattern with respect to semester exam and internal assessment respectively.

For formative and summative assessment, the faculty use several innovative methods like multiple choice questions, projects, quizzes, problem-solving, tutorial, cross-words, and the like, as internal evaluation component.

Regular tests are conducted especially for the Third Year undergraduate students to evaluate and monitor their progress.

The examination committee re-works the time-table sent by the University, as much as is permissible, to suit the inherent needs of its students.

6.3.4 Research and Development

Industrial collaborations established by the institution with several companies such as S Kant, Chempure and Eureka Forbes are being continued.

The Management continues to provide financial assistance to all teachers who are pursuing doctoral research.

The newly-established 'Centre for Research' has immensely helped the faculty to do quality research work.

Teachers are also provided with financial assistance to enable paper presentation at leading national/international conferences.

All students who have participated in research-oriented projects have been given certificates of appreciation to encourage them further.

Undergraduate students are encouraged to involve themselves in research by participating in 'Avishkaar', a Mumbai University initiative, and 'X'plore', an innovative science exhibition of the College, as well as at different intercollegiate research meets like 'Konark', 'Jigyasa', 'Collosum', etc.

Research papers written by students, under the able guidance of their teacher mentors are presented at conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- Wi-Fi facility for students and staff with emphasis on online teaching-learning.
- "My Info" service introduced on the Web Online Public Access Catalogue which allows online reservation of books as well as online request to propose new books for library.
- E-Library facility available on Intranet with access to past question papers of examinations, and College magazine 'Saraswati' from 1948 onwards.
- Internet access for research purposes; NLIST available through remote access with personalised user id and password for members.
- Use of SLIM PLUS library software.
- All library facilities made fully automated.
- Multimedia facility with headphones to enable viewing of CD-ROMs, received along with some reference books, or lectures/study materials.
- Online feedback survey of to improve library facilities

- ‘Digital Ink’ intercollegiate competition held in December under three categories – Short Story Writing, Poetry Writing, and Book review
- ‘Fiction Fest’ held in September on Exhibition cum Sale of fiction books allowed members to browse through new arrivals and also avail them at discounted price
- “Book Donation Drive” organized on the 23rd and the 24th of August, 2016 had a staggering 900 books on display and an overwhelming 176 participants comprising staff and students

Information and Computer Technology

- High-end photographic equipment purchased for recording of lectures
- Providing departmental laptops and up-gradation of desktop monitors
- Wi-fi connectivity in classrooms, library & staffrooms both for students and faculty
- Smart Board Projectors
- Interactive learning centre with latest IT facilities
- Public Wi-fi in entire campus
- Four computer laboratories available to all staff as and when required
- Projectors installed in majority of class rooms on each floor in addition to two mobile projectors

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	220	04	30Mbps	01	36	35	117	32
Added	60	01	0	07	0	0	0	0
Total	280	05	30Mbps	08	36	35	117	32

Physical Infrastructure/Instrumentation

- Insurance cover provided for all basic Infrastructure required to run the institution
- The newly inducted computer lab at a cost of Rs 20 lacs is being used to its maximum capacity
- All existing Laboratory Instruments/items are serviced at frequent intervals; procurement of new instruments are done as per requirement
- All Laboratories/Class Rooms/Fans/Lights/ Water Coolers on each floor, undergoes maintenance at regular intervals
- Provision of PNG Gas Line through Mahanagar Gas Ltd. has completely replaced LPG cylinders in all Laboratories
- White/Green Boards /projector screens made available in almost all classrooms
- Annual Maintenance Contract has been signed for the upkeep and maintenance of Computers, Projectors, Air Conditioners and other machinery items
- A full-time electrician and carpenter available on campus
- Floor-in-charge appointed and complaint register maintained on each floor; complaints are addressed on a daily basis

6.3.6 Human Resource Management

- Ex-vice principal appointed as HR mentor
- Felicitation award instituted for teaching as well as non-teaching staff with more than 25 years of dedicated service to the institution
- Goal-setting exercise initiated for all teaching faculty
- CAS related promotional interviews successfully completed for deserving teachers
- Arrears received from Higher Education department of government duly dispersed to staff
- Recreational trip organised for non-teaching staff

- All festivals such as Diwali, Ganesh Chaturthi, Dussehra, Diwali and Christmas celebrated with great fervour even amongst the administrative staff
- Special counselling session held for Group C and D employees
- Interactive session followed by lunch organised for Group D employees
- Active grievance redressal mechanism constituted
- Loan facility available for non-teaching staff
- Service book, employee record, incoming and outgoing formalities maintained as per requirement
- In case of overtime, compensatory off provided to Class IV employees.
- Self Appraisal/PBAS forms and TAQ help in assessment of the faculty; facilitates right decision to retain new appointees and ad-hoc staff

6.3.7 Faculty and Staff recruitment

- Faculty and Staff recruitment under the purview of HR
- Full- time appointments made as per University norms and management guideline
- Visiting faculty appointed on the basis of professional experience, academic qualifications and teaching ability

Standard operating procedure for the process of selection and recruitment:

- Advertisement in leading newspapers as well as in regional papers
- Resume application collection
- Screening of application by respective department HOD
- Scheduling of interview
- Conducting interview by prescribed panel as per guidelines of University
- Communicating offer of employment to selected candidate

6.3.8 Industry Interaction / Collaboration

- To acquaint students with the requirements in an industrial job sector, almost all departments conduct industrial visits annually
- Students attend internships as summer trainees in institutions like Ree Labs, Bombay Hospital, Hinduja Hospital, Jaslok Hospital, Masina Hospital and Homi Bhabha Centre for Science Education.
- Several industries also sponsor college events/festivals
- Placement cell arranges interviews for campus placements by reputed industries/organizations/institutions
- Various certificate courses have industrial/institutional tie-ups like 'RISK Management' by KPMG; also 'Basics in Stem Cell Biology' with Wockhardt Hospitals, 'Basic Pathology' with Ree labs, B.Voc. program like 'Travel and Tourism' with MTD, EXPLORERS, KUONI, HP and others.
- Industry experts like Bharat Dhabolkar and Ms Chopra share their experiences with students by agreeing to judge student-related co- and extra-curricular activities
- Industrial tie-ups developed with several industries such as S.Kant, Chempure, Eureka Forbes
- Department of Microbiology continues its collaboration with Nirmala Niketan College of Home Science

6.3.9 Admission of Students

- Admissions are conducted strictly as per the guidelines prescribed by the University of Mumbai
- Reservation quotas are filled as per mandatory requirements
- In-house candidates are given first preference
- A physical copy of the University application form is submitted along with the online form of the College by all applicants who are not in-house candidates
- Lists are displayed in accordance of merit under all prescribed categories
- Online admission helps attract good students from across the country and beyond
- All details pertaining to the admission process including the merit lists are reflected on the college website
- Counselling of students by 'Teachers' Panel' at the time of admission, help in making the process more accessible

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Financial assistance given as an incentive to teachers pursuing research • Encouragement in terms of participation & presentation of research papers at seminars/conferences/ workshops by providing reimbursement of registration fees paid thereat • Monetary/or otherwise cooperation extended for organization of seminars/ conferences/ workshops at the college • Wards are encouraged to join the institution by way of extending admission on a priority basis • Yoga counselling & Training Sessions organised on a regular basis for stress management • Three faculty members elected to LMC to address any issues related to grievances of teachers • Teachers involved in Management Committee to encourage involvement in major decision- making processes • Doctor-on-call available in case of emergency situations
Non-teaching	<ul style="list-style-type: none"> • Eye- testing camp organised annually • Physical check-up camp organised on an annual basis • Laundry allowance and uniforms reviewed for class IV employees • Loans, admissions and fee-waiver for their children • Financial help provided to Class IV employees for medical treatment • In case of an unfortunate demise, family members of Class IV employees are offered employment on grounds of compassion • College pays the premium for the Prime Minister's Suraksha Yojana (Insurance) • Yoga Counselling & Training Sessions organised • A member of a non-teaching staff is elected to LMC to address their issues & grievances, if any • A member of the non-teaching staff is represented at the Management Committees for better involvement in decision-making processes • Availability of a doctor-on-call in case of emergencies
Students	<ul style="list-style-type: none"> • Career counselling facility available on campus • Educational counselling provided • Mentoring of the weak ad marginalised students • Campus placements conducted as well as off-campus recruitment details provided • Outstation student-help group created to address problems, if any • Language labs conducted on a regular basis • Three new skill societies created to nurture talent • Seminar on sexual well-being conducted by well known mental health specialist

	<ul style="list-style-type: none"> • Adequate and appropriate space provided on campus to conduct rehearsals for intra- and inter-collegiate events • Health camps conducted for sensitisation to common health problems • Blood donation camps conducted to check haemoglobin levels as well as thalassemia • Doctor-on-call in case of an emergency • Gymkhana facilitates practice of indoor and outdoor games • Campus made available for sporting activities and cultural events • Students' Council encouraged to participate in the Management Committee for better involvement in the decision-making processes • Yoga counselling & Training Sessions as well as sessions on other mental health activities organised • Initiatives undertaken for Placement, Career Opportunity, Personality Development, Self-Defence specially for girl students
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6.5 Total corpus fund generated Rs. 3, 024, 91, 203.99

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes (TAQ)	Principal
Administrative	Yes	Office of the JD	Yes	Principal + Management

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- ATKT examinations held twice a year as per the provisions laid down by the University of Mumbai
- Additional exams also held for third year students who are unable to appear for regular exams on medical/other permissible grounds
- The VC/BOS Chairman/Paper Setters/Controller of Exams hold meetings with all examiners for smooth and efficient conduct of examinations
- De-centralized clusters for assessment and moderation for some subjects
- Uploading of internal assessment marks of third year undergraduates on university portal
- Corrections if any, in the University papers of the first and third year undergraduates, are uploaded by the paper setters directly on the University portal at the Control Room, Examination Section, University and are received by the respective colleges.

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

The College is gearing towards autonomous status as per the recommendations of the last NAAC peer team visit

6.11 Activities and support from the Alumni Association

- Provide funding for scholarships in their respective names to be given to deserving students
- Certificate program in Forensic Science conducted by an Alumnus
- Helps in procurement of summer internships in blood banks, basics of stem cells research
- College students inducted to manage the office of the alumni office and various functions organized thereof for which Certificate of Appreciation awarded by the alumni association
- Sponsorship of the Alumni functions, financially or otherwise
- Organization of 'Freshers' Party' for the First Year undergraduates as well as a 'Farewell party' for the third year students
- An annual function conducted every year for all alumnus
- On the whole, an extremely enthusiastic and supportive alumni

6.12 Activities and support from the Parent – Teacher Association

- Parents invited to interact with the faculty, Vice-principals and Principal to share any issues of concern regarding their ward
- Parent-Teacher meetings conducted at department the course, curriculum, student progress and/or achievement, shortcomings, if any, discussed
- Parents of students whose name appear on the Defaulters List for lack of regularity in attendance, are summoned before the Principal for justification, if possible, of the same
- Active support by parents towards student fests by way of guidance

6.13 Development programmes for support staff

- Skill-training workshops for lab attendants conducted
- Counselling Sessions on “Stress Management” for improvement in inter-personal relationships
- Language labs for Class III & IV Staff
- Yoga sessions conducted by ‘Wellness Cell’
- Staff made to attend programs to create awareness of any new University policies and technical developments
- Orientation for new ERP software

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

- Terrace garden with indoor medicinal plants
- Building eco-sensitiveness amongst staff and students through lectures, demonstrations, nature treks, botanical activities
- Eco-friendly standard procedures used to dispose of hazardous waste
- Chemicals used in laboratories carefully diluted before disposal.
- Organized collection and disposal of e-waste
- Outdated computers and/or their parts given to recycling firms
- As far as possible, the institute tries to inculcate the principle of restore, recycle and reuse students and staff alike to minimize waste generation

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.

New Initiatives

Innovations in Academics

- Theme based student seminar on Dr Babasaheb Ambedkar attracted the attention of Maharashtra State Archives which resulted in their collaboration with the Department of History to hold an exhibition on Dr Babasaheb Ambedkar. This has opened new avenues for further such collaborations.
- Field visits to the Personalia museum and digital exhibition has created an interest in the subject taught.
- History department conducted a workshop on Numismatics
- Interdisciplinary interaction promoted by inviting a Chemistry faculty to elaborate the nuances of Carbon Dating to the TYBA students
- Guidance given to the students of the Psychology Department to innovate personality tests for the interpretation of popular sitcom characters which was then applied to other students of the college. This was a novel but enjoyable way to learn the various uses of personality measures and its practical applications.
- Semester I University exam coaching given to ATKT students in the subject of Physics
- Theory attendance monitored and linked with the practical; regular such monitoring resulted in zero defaulter for TYBSc students
- Parents of FYBSc students were personally contacted and informed about lack of attendance and academic performance of their wards
- ‘Fun with Physics’ and ‘Circuit Express’; events introduced in the Annual Science Exhibition ‘PHYZEX’
- Peer mentoring in a one-to-one manner for the quantitative paper in economics
- Introduction to basic research methodology in economics by an alumnus

- Prof. Huzurbazar Memorial lecture by the renowned mathematician Prof. Chandrasekhar Khare from UCLA conducted by the Mathematics department
- Workshops on ‘Techniques in Molecular Biology’ and ‘Techniques in Proteomics’ conducted by the Microbiology department for both UG and PG students
- Certificate courses conducted on “How to file Income tax and GST”
- JAF collaborated across almost all departments to put up a cross faculty advertising fair
- Free Wi-Fi facility for staff extended to both buildings
- The Department of Chemistry once again made a laboratory manual after standardization of protocols for the experiments of S.Y. B.Sc. on syllabus revision of the same by the University
- Teacher training conducted on Moodle LMS for virtual learning

Governance Initiatives

- New IQAC team constituted with a long-term outlook; each criterion provided with a senior faculty as ‘Mentor’
- All departments/cells/societies to document any active CSR initiative
- Departments to encourage students from under-privileged schools to come, interact and learn through fun activities

Principal’s initiatives

- Awards instituted for all staff, teaching/non-teaching/administrative, for rendering 25 years of service to the institution
- Indo-Canadian guest lecture organised in collaboration with Carlton University
- Participation by students in research activities recognised and awarded
- Encouragement given to sports through addition of new facilities and procurement of equipments
- Soft skills program for Mumbai University faculty conducted in collaboration with RUSA and UGCHRDC

Alumni association's initiatives:

- Alumni association plays a pro-active role in the welfare of students
- Hosts freshers'/farewell party for first year and final year students
- Conducts value-added programs by luminary alumni in various walks of life who give lectures to share their expertise
- Provides opportunities to our deserving talented students by way of appropriate placements in their organizations
- Involving current students to work as interns for the alumni office to gain experience in management and organisation of events; Certificate of Appreciation awarded on successful completion of one year of work
- Initiated the 'Leadership Series' lecture; the inaugural speech being given by the Honourable cabinet Minister Shri Piyush Goyal

Office initiatives:

- New office ERP tested successfully
- Payment of fees in an online format executed
- Workshop on PBAS conducted by registrar
- Office staff extended complete support and cooperation in the smooth conduct of the Soft skills program, thereby building new work-skills in coordinating with the UGCHRDC
- Office emphasises development of soft skills (organisation of Office picnic and Christmas party)

Sports:

- New equipments purchased like Basketball pole, volley-ball pole, etc
- Local conveyance reimbursed to students in case of participation in sports activities
- Sports-Kits supplied to deserving students
- Provision of training and coaching facilities.

- Attendance condoned at the time of participation in tournaments
- Outstanding sports students given credits based on University Directive
- Achievers felicitated in during ‘Victoire’ ceremony in College as well as Achievers’ Nite
- Monsoon marathon race with social theme ‘Help the under-privileged children’ (distribution of sweets, books and stationeries, T-shirts) as a mark of CSR activity from Gymkhana
- Treasure Hunt annual feature continued with overwhelming response from students

CSR initiatives:

- All cells and societies such as NSS, CSR, NEN, Gymkhana, WDC, Extension Committee, Wellness Cell, RPC, Rotaract Club, Talaash, Entourage, Detour, conduct CSR activities in some form or other
- Peer learning encouraged amongst students: Students of S.Y.B.Sc. extend help to the F.Y.B.Sc. students and MSc students from Nirmala Niketan to learn basic techniques especially in practical work
- Student-centric approach: accessible and co-operative faculty

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

Action plan	Action taken
Seminar on Teaching, Learning and Evaluation	Conducted NAAC seminar in the month of April 2017
Alumni association plans to conduct lecture series on curricular and co-curricular aspects by eminent alumnus in respective fields	‘Leadership Series Lecture’ initiated; Inaugural speech by Honourable Cabinet Minister Shri Piyush Goyal
Yoga classes and enhanced gymnasium / sports facilities are planned	21 st July celebrated as ‘Yoga day’ and yoga sessions conducted for all
Workshops on stress busters for staff members	Conducted in association with Wellness Cell

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

Practice 1

To initiate Skill-based cells to discover and nurture latent talent amongst students

Practice 2

To initiate teaching-learning methodologies based on newer techniques using ICT

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Create a plastic-free campus
- To increase tree plantation in and around the campus
- Sensitisation to environmental issues through various programmes conducted by Nature Club/NSS/CSR/Rotaract
- Safe disposal of biological waste by degradation / autoclaving
- Environment green audit was carried out in the surrounding areas of 'A' and 'B' Road by a few Gymkhana volunteers
- The Brihanmumbai Municipal Corporation was intimated about uprooted trees and a request made to make suitable replacements
- Water used as a coolant during various extraction procedures is re-circulated and reused
- Disbursement of information through E-alerts, Whatsapp and e-mails by the Librarian / teachers / office staff as a Green initiative
- Online survey via Google forms by Library
- College conducts Teacher Assessment through an online survey
- Clean up drive at Girgaum Chowpatty following Ganesh Visarjan

7.5 Whether environmental audit was conducted? Yes No

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

Strength: Cooperative and understanding Management, Approachable Faculty, State- of-the-art Infrastructure, Modern technological devices in library

Weakness: Space constraints being in South Mumbai region prevent the growth of post graduate departments and research laboratories

Opportunity: Initiate PG courses in as many branches due to presence of highly qualified faculty, most of whom are recognised PG teachers

Gearing towards autonomy

Threat: Fall in student strength due to migration of families to suburbs

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

The College wishes to promote research considering that the DST FIST centre is now fully operational and has already started planning in this direction

To increase employability skills amongst students through conduct of various certificate/diploma/short term courses

To strengthen the bond between the institution and the alumni by engagement of the body in various activities related to the college

Name **Dr. Sreela Dasgupta**

Name **Dr. Ashok G Wadia**



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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