

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
*(For Affiliated/Constituent Colleges)*

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year.(For example, July 1, 2017 to June 30, 2018)*

**Part – A**

**Data of the Institution**

*(data may be captured from IIQA)*

**1. Name of the Institution**                      Vidyavardhini's Annasaheb Vartak College of Arts,  
Kedarnath Malhotra College of Commerce & E. S. Andrades College of Science

- Name of the Head of the institution :    Dr. Santosh A. Shende
- Designation:    In-charge Principal
- Does the institution function from own campus:    Yes
- Phone no./Alternate phone no.:            02502332017
- Mobile no.: 9850487002
- Registered e-mail: t23avcollegevasai@gmail.com
- Alternate e-mail : avct23\_principal@rediffmail.com
- Address        : Navghar Road,
- City/Town     : Vasai Road (W), Dist. Palghar
- State/UT       : Maharashtra
- Pin Code       : 401202

**2. Institutional status:**

- Affiliated / Constituent: Affiliated to the University of Mumbai
- Type of Institution: Co-education/Men/Women:    Co-education
- Location : Rural/Semi-urban/Urban: Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing  
(please specify)

Our college is recognized under the UGC 2f and 12 (B) norms. It is a government-aided college, funded by the Government of Maharashtra and affiliated to the University of Mumbai. After the first cycle of NAAC, the college started 5 self-financed courses, all affiliated to the University of Mumbai.

- Name of the Affiliating University: University of Mumbai
- Name of the IQAC Co-ordinator : Dr. Gangambika C. Savagaon
- Phone no. : 02502332017

Alternate phone no. 8879421221

- Mobile: 9869638510,
- IQAC e-mail address: iqac@avc.ac.in
- Alternate Email address: avct23\_principal@rediffmail.com

**3. Website address: avc.ac.in**

Web-link of the AQAR: (Previous Academic Year):

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

[http://avc.ac.in/naac/AQAR\\_2018-19.pdf](http://avc.ac.in/naac/AQAR_2018-19.pdf)

**4. Whether Academic Calendar prepared during the year? Yes**

Yes/No....., if yes, whether it is uploaded in the Institutional website:

Weblink: [http://avc.ac.in/naac/Academic\\_calendar\\_2018-19.pdf](http://avc.ac.in/naac/Academic_calendar_2018-19.pdf)

**5. Accreditation Details:**

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B+	77.20	2004	from:16/02/2004 to: 16/02/2009
2 <sup>nd</sup>	B++	2.83	2016	from:04/11/2016 to: 04/11/2021
3 <sup>rd</sup>				from: to:
4 <sup>th</sup>				from: to:
5 <sup>th</sup>				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 14/ 07/ 2004

**7. Internal Quality Assurance System**

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries

Nil		
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**Note: Some Quality Assurance initiatives of the institution are:**

**(Indicative list)**

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Department of English (FDP)	Salary Grant	UGC	2018-19 (Grant for 2017-18)	Rs. 66,5784/-
			2018-19 (Grant for 2018-19)	Rs. 62,3074/-
Department of English (FDP)	Contingency Grant	UGC	2018-19 (Grant for 1 year)	Rs. 15,000/-
National Service Scheme (NSS)	NSS activities and annual camp	Ministry of Youth & Sports Affairs, Government of India	2018-19	Rs. 85000/-

**9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No:**

\*upload latest notification of formation of IQAC

**10. No. of IQAC meetings held during the year: Nil**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No

(Please upload, minutes of meetings and action taken report)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No ✓**

If yes, mention the amount: Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

\* Nil

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\*

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Nil	

14. Whether the AQAR was placed before statutory body? ~~Yes~~ /No

Name of the Statutory body:      Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

~~Yes~~/No

Date:

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2018-19

Date of Submission: 26 December 2018

17. Does the Institution have Management Information System?

Yes ✓

No

If yes, give a brief description and a list of modules currently operational.  
(Maximum 500 words)

The college is part of the MIS of the Directorate of Higher Education, Maharashtra State. Its user name is Principalavc. It has been using the System since the last few years. It uses 2 modules, viz., of Staffing Information and Academic Information. The college fills up the requisite information, usually, in the month of February. The following heads are filled under the Staffing Information:

1. General details of the office/institute
2. Details of courses conducted in the institute
3. Total approved seats
4. Details of approved seats, designation-wise
5. Details of approved seats, subject-wise

The following heads are filled under the Academic Information:

1. Details of research activities in the institution – PhD
2. Details of M.Phil. students
3. Details of student enrolment in different courses
4. Details of minority students enrolment

5. Details of physically handicapped students enrolment
6. Details of hostel facility
7. Details of scholarship availing students
8. Details of availability of Physical Education facilities
9. Details of library
10. Details of physically handicapped students and expenditure thereon
11. Details of examination results
12. Breakup of fees received
13. Expenditure status of Plans Scheme

The college also follows the guidelines of online admissions and enrolment of students with the University of Mumbai. The results of the first and second year are also sent online to the University for consolidation at the third year level (the University grants degrees to students on the cumulative performance of all 6 semesters).

The marks of the Internal Tests / Projects of third year students are filled in online at the University of Mumbai portal for the same.

The question papers of the semester end exams of all three years are sent online by the University by the Digital Exam Paper Delivery (DEPD) system i.e. Web link delivery of question papers.

## **CRITERION I – CURRICULAR ASPECTS**

### **1.1 Curriculum Planning and Implementation**

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum of all the academic programmes is followed by the college as per the recommendation of the Board of Studies of the University. Many senior teachers are the members of the Boards of Studies who meet periodically and update the curriculum in accordance with social relevance and demand of the time. The college has the following tools for effective delivery of curriculum.

- a. The Principal of the college holds a general meeting of the teaching staff at the beginning of every year and appraises the essentials of curriculum planning.
- b. The Heads of different Departments call departmental meetings wherein the syllabus and the papers are discussed and the teaching process is planned.
- c. Number of lectures and the weightage of the topics are followed as per the guidelines in the syllabus.
- d. The timetable committee furnishes a well-assembled timetable for each course of both Undergraduate and Post graduate classes.
- e. Each Head of the Department draws up a timetable of his/her department and it is formally approved by the Principal.
- f. Faculty members prepare their lectures as per the syllabus and teach according to the allocated time-table under the guidance and watch of the Head of the Department.
- g. Each faculty member submits syllabus completion form at the end of every semester.
- h. The institution has got a well-equipped and extremely rich library for the advantage of the students.
- i. The learners are encouraged to visit the library and avail the resources like books, magazines, eBooks, online journals subscribed by the library.
- j. Appropriate and sufficient instrumentation service is provided to the students in Science section for their practical classes.
- k. The Computer Science and Information and Technology Departments are fully equipped with latest computers and internet services for the practicals of the students.
- l. Industrial visits and field visits are organised by different departments to make the implementation of the curriculum effective.
- m. Besides, the classroom instruction methods comprises of conventional as well as advanced methods i.e. use of Information and Technology as per the requirements of different disciplines.
- n. For the effective delivery of the curriculum, the following teaching methods are used by the teachers:
  - i. Chalk and talk method
  - ii. Circulation of hand-outs in the classroom by the teachers
  - iii. Group discussion and debates among the students during the class
  - iv. Just in time teaching
  - v. The teachers make WhatsApp groups of the students and to share articles and videos pertaining to their subjects.
  - vi. The students are also assigned to write projects with the intention of inculcating research culture in them.
  - vii. PPTs, Skit Presentations, Seminars, film shows on the prescribed texts
  - viii. Guest Lectures

ix. The students are encouraged to refer department libraries						
1.1.2 Certificate/ Diploma Courses introduced during the Academic year						
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development		
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<b>1.2 Academic Flexibility</b>						
1.2.1 New programmes/courses introduced during the Academic year						
<b>Programme with Code</b>		<b>Date of Introduction</b>	<b>Course with Code</b>	<b>Date of Introduction</b>		
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1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.						
Name of Programmes adopting CBCS		<b>UG</b>	<b>PG</b>	Date of implementation of CBCS / Elective Course System	<b>UG</b>	<b>PG</b>
All programmes of B.A., B.Com., B.Sc., B.Sc. (IT), B.Sc. (CS), B.Sc. (Bio-Tech), B.M.S., B.B.I. of all three years		For all three years as per University of Mumbai guidelines.	M.A. (History), M.A. (Economics), M. Com.	June 2016 for first year June 2017 for second year June 2018 for third year	All three years	History (from 2017-18), Economics (from 2016-17), M.Com. (from 2016-17)
Already adopted (mention the year)						
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year						
No of Students	Certificate		Diploma Courses			
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<b>1.3 Curriculum Enrichment</b>						
1.3.1 Value-added courses imparting transferable and life skills offered during the year						
Value added courses		Date of introduction		Number of students enrolled		
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1.3.2 Field Projects / Internships under taken during the year						
Project/Programme Title			No. of students enrolled for Field Projects / Internships			
TYBSc. (Zoology)(Project- Marine Science)			21			
Department of Biotech (Project - CTREC, STP, Shirgaon Beach)			25			
<b>1.4 Feedback System</b>						
1.4.1 Whether structured feedback received from all the stakeholders.						
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents		
Yes/ No	Yes/ No	Yes/ No	Yes/ No	Yes/ No		
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)						
At present some departments collect feedback from the students regarding course content, teacher's						

quality of teaching, syllabus completion and organisation of lectures. All the students submit their individual opinion by means of specific questionnaires. The feedback is collected by the departments at the end of the academic year. The Head of each department facilitates the distribution of these forms among the students for the purpose of evaluation. The data and feedback forms are collected back for the entry and analysis at the departmental level using discussion method amongst colleagues. If there is any deficiency on the part of the teacher, it is communicated to the concerned teacher by the Head of the Department. Attempt is made to improve the situations and finally making teaching and learning more enjoyable and effective. Although the feedback system for the stakeholders like employers, alumni, and parents is in a formalizing stage, the informal responses conveyed to the Principal, Vice Principals, teachers and the office staff of the college are taken into consideration and efforts are made to make teaching learning process more student oriented.

**CRITERION II-TEACHING-LEARNING AND EVALUATION****2.1 Student Enrolment and Profile****2.1.1 Demand Ratio during the year**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
1. F.Y.B.A.	480	409	408
2. S.Y.B.A.	360	355	309
3. T.Y.B.A.	360	230	225
4. F.Y.B.Com.	480	756	504
5. S.Y.B.Com.	480	446	422
6. T.Y.B.Com.	480	549	341
7. F.Y.B.Sc.	240	488	267
8. S.Y.B.Sc.	240	177	161
9. T.Y.B.Sc.	240	163	150
10. F.Y.B.Sc. IT	138	178	109
11. S.Y.B.Sc.IT	138	87	87
12. T.Y.B.Sc. IT	120	70	70
13. F.Y.B.Sc. CS	72	97	62
14. S.Y.B.Sc.CS	72	56	56
15. T.Y.B.Sc. CS	60	36	36
16. F.Y.B.Sc. Biotechnology	42	44	39
17. S.Y.B.Sc. Biotechnology	42	27	27
18. T.Y.B.Sc. Biotechnology	35	28	28
19. F.Y.B.M.S.	132	149	121
20. S.Y.B.M.S.	120	107	107
21. T.Y.B.M.S.	72	60	60

22. F.Y.B.B.I.	132	157	103
23. S.Y.B.B.I.	120	97	97
24. T.Y.B.B.I.	72	56	56
25. M.Sc.IT Part-I	23	21	21
26. M.Sc.IT Part-II	20	6	6
27. M.Sc. CS Part-I	20	0	0
28. M.Sc. CS Part-II	20	7	7
29. M.Com. Part-I	72	62	62
30. M.Com. Part-II	60	40	40
31. M.A. Economics Part-I	72	64	64
32. M.A. Economics Part-II	60	32	32
33. M.A. History Part-I	100	61	61
34. M.A. History Part-II	100	42	42

## 2.2 Catering to Student Diversity

### 2.2.1 Student-Fulltime teacher ratio (current year data)

Year	Number of students enrolled in the institution(UG)	Number of students enrolled in the institution(PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	3845	335	89	Nil	26

## 2.3 Teaching-Learning Process

### 2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems(LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used

120	34	<ul style="list-style-type: none"> <li>•As the library makes available.</li> <li>•Social networking sites like YouTube, WhatsApp</li> <li>•PowerPoint presentation</li> <li>•Projector</li> <li>•Laptop</li> <li>•Computers</li> <li>•CD's</li> <li>•Flex</li> <li>•Wifi router</li> </ul>	07	01	<ul style="list-style-type: none"> <li>•Films based on novels and plays prescribed for study are shown to students</li> <li>•We encourage students to share good YouTube films on grammar or English language and share these on our WhatsApp group.</li> <li>•Recommended for watching specifics syllabus videos.</li> <li>•Movies, dramas and videos shown</li> </ul>
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**2.3.2 Students mentoring system available in the institution? Give details.(maximum500words)**

All the staff do their bit of mentoring students, but we have not kept a written record of the same.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
4180	115	1:36.35

**2.4Teacher Profile and Quality**

**2.4.1Number of fulltime teachers appointed during the year**

No. Of sanctioned positions	No. Of filled positions	Vacant positions	Positions filled during Thecurrentyear	No.offaculty WithPh.D
67	50	17	Nil	20

**2.4.2Honours and recognitions received by teachers** *(received awards, recognition, fellowships at State, National, International level from Government, recognised*

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2018-19	Prof. Dr. K. N. Ghorude	Principal	Dr. A. P. J. Abdul Kalam Lifetime Achievement National Award
<b>2.5 Evaluation Process and Reforms</b>			

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
FYBA	3A00141	I	10.12.2018	09.01.2019
	3A00142	II	13.05.2019	13.06.2019
FYBCOM	2C00141	I	10.12.2018	05.01.2019
	2C00142	II	13.05.2019	10.06.2019
FYBSC	1S00141	I	10.12.2018	05.01.2019
	1S00142	II	13.05.2019	10.06.2019
SYBA	3A00143	III	20.11.2018	04.01.2019
	3A00144	IV	04.05.2019	11.06.2019
SYBCOM	2C00143	III	20.11.2018	29.12.2018
	2C00144	IV	04.05.2019	23.05.2019
SYBSC	1S00143	III	20.11.2018	26.12.2018
	1S00144	IV	04.05.2019	21.05.2019
FYBMS	2M00151	I	10.12.2018	16.01.2019
	2M00152	II	13.05.2019	16.05.2019
FYBBI	2C00341	I	10.12.2018	03.01.2019
	2C00342	II	13.05.2019	16.05.2019
FYIT	1S00251	I	10.12.2018	03.01.2019
	1S00252	II	13.05.2019	07.05.2019
FYCS	1S00151	I	10.12.2018	03.01.2019
	1S00152	II	13.05.2019	07.05.2019
FYBT	1S00161	I	10.12.2018	09.01.2019
	1S00162	II	13.05.2019	10.05.2019
SYBMS	2M00153	III	20.11.2018	05.01.2019
	2M00154	IV	04.05.2019	17.05.2019
SYBBBI	2C00343	III	20.11.2018	09.01.2019
	2C00344	IV	04.05.2019	17.05.2019
SYIT	1S00253	III	20.11.2018	26.12.2019
	1S00254	IV	04.05.2019	10.05.2019
SYCS	1S00153	III	20.11.2018	26.12.2019
	1S00154	IV	04.05.2019	17.05.2019
SYBT	1S00163	III	20.11.2018	26.12.2019
	1S00164	IV	04.05.2019	20.05.2019
TYBCOM	2C00145	V	03.11.2018	29.01.2019
	2C00146	VI	11.04.2019	29.06.2019
TYBA	3A00145	V	27.11.2018	21.02.2019
	3A00146	VI	02.05.2019	15.06.2019
TYBSC	1S00145	V	27.11.2018	05.03.2019
	1S00146	VI	10.05.2019	15.07.2019
TYBSC (IT)	1S00255	V	28.11.2018	22.02.2019
	1S00256	VI	11.05.2019	06.08.2019
TYBMS	2M00155	V	29.11.2018	22.02.2019
	2M00156	VI	07.05.2019	19.09.2019
TYBBI	2C00345	V	28.11.2018	06.03.2019
	2C00346	VI	07.05.2019	26.06.2019
TY (Comp.Sc.)	1S00155	V	29.11.2018	18.02.2019
	1S00156	VI	10.05.2019	06.09.2019
TYBioT	1S00165	V	27.11.2018	13.02.2019
	1S00166	VI	10.05.2019	12.06.2019

2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level(250 words)

- Institutions are bound with University rule of conducting internals of 25 marks in some subjects.
- Teachers have conducted class test but no official record is available.
- Presentation topics were also given to students to improve their presentation ability.
- Quiz Tests and seminars are conducted
- Some of the staff regularly conduct tests on general knowledge so that students are aware of the world around them. This helps in shaping their perspective to life.
- Some departments give practice lessons and feedback given according to the work done.
- In the English department, students are guided for making notes
- Some of the departments maintain a library of sorts where library books are lent to them for longer periods
- Students are encouraged to refer to good reference books and making their own notes and are asked to make presentation on them. This results in developing a deeper understanding of the concerned text as also developing their oral and cognitive skills.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

An academic calendar is prepared by the IQAC at the beginning of the year and a copy of it is given to all departments. This helps the teachers plan their lectures to cover the entire syllabus on time as well as prepare question paper sets whenever necessary. It helps students plan their schedule of study.

Notices of different activities in the college are displayed from time to time on the board as well as on the LED display for the same.

**2.6 Student Performance and Learning Outcomes**

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://sites.google.com/site/vartakcollegeorg/Home>

## 2.6.2 Pass percentage of students

Program me Name	Programme Code	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
FYBA	3A00141	381	101	26.51%
	3A00142	338	140	41.42%
FYBCOM	2C00141	498	287	57.63%
	2C00142	473	251	53.07%
FYBSC	1S00141	242	48	19.83%
	1S00142	225	92	40.89%
SYBA	3A00143	302	124	41.06%
	3A00144	290	196	67.59%
SYBCOM	2C00143	416	234	56.25%
	2C00144	417	295	70.74%
SYBSC	1S00143	155	101	65.16%
	1S00144	152	128	84.21%
FYBMS	2M00151	121	47	38.84%
	2M00152	121	89	73.55%
FYBBI	2C00341	103	32	31.07%
	2C00342	103	71	68.43%
FYIT	1S00251	109	27	24.77%
	1S00252	99	39	39.39%
FYCS	1S00151	61	25	40.98%
	1S00152	57	28	49.12%
FYBT	1S00161	37	15	40.54%
	1S00162	35	26	74.29%
SYBMS	2M00153	106	93	87.74%
	2M00154	105	77	73.33%
SYBBI	2C00343	96	73	76.04%
	2C00344	95	84	88.42%
SYIT	1S00253	86	47	54.65%
	1S00254	84	51	60.71%
SYCS	1S00153	53	34	64.15%
	1S00154	51	40	78.43%
SYBT	1S00163	26	25	96.15%
	1S00164	26	26	100.00%
TYBA	3A00145/46	224	167	74.55%
TYBCOM	2C00145/46	340	278	81.76%
TYBSC	1S00145/46	149	106	71.14%
TYBSc IT	1S00255/56	69	47	68.12%
TYBMS	2M00155/56	60	46	76.67%
TY BBI	2C00345/46	56	52	92.86%
TY CS	1S00155/56	36	32	88.89%
TY BT	1S00165/66	28	24	85.71%

<b>2.7 Student Satisfaction Survey</b>				
2.7.1 Student Satisfaction Survey(SSS) on overall institutional performance (Institution may design The questionnaire)(results and details be provided as weblink)				
<p>Although some departments take feedback from students, the college has not made a survey of student satisfaction. We have uploaded a sample of the Student Feedback form of the Dept. of Information Technology. The webpath of the same is <a href="http://avc.ac.in/iqac/studend%20feedback%20form%202016-17.pdf">http://avc.ac.in/iqac/studend%20feedback%20form%202016-17.pdf</a>.</p>				

**CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION****3.1 Resource Mobilization for Research**

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

**Nil**

Nature of the Project	Duration	Name of the funding Agency	Total grant Sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects ( <i>other than compulsory by the College</i> )				
International Projects				
Any other(Specify)				
Total				

**3.2 Innovation Ecosystem**

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
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3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Dr.A.P.J. Abdul Kalalm Life Time Achievement National Award	Dr. K.N. Ghorude	International Institute For Social and Economic Reforms(R) Bengaluru	2 <sup>nd</sup> June 2018	

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
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Name of the Start-up	Nature of Start-up	Date of commencement	
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<b>3.3 Research Publications and Awards</b>			
3.3.1 Incentive to the teachers who receive recognition/awards			
State	National	International	
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3.3.2 Ph. Ds awarded during the year ( <i>applicable for PG College, Research Center</i> )			
Name of the Department	No. of Ph. Ds Awarded		
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3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National			
International	1. Mr. K.B Kailash Datir (Economics)	01	7.36
	2. Dr. R. N. Jadhav	02	5.87 and 5.971
	3. Dr. Sunil Avhad	01	5.7631
	4. Dr. Manish Tirpude	02	5.327
	5. Mrs. Amrita Jadhav	01	7.36
	6. Dr. Abhilasha Magar	01	7.119
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year			
Department		No. of publication	
1. Mrs. Bhavna Chavan (B.M.S., B.B.I.)		05 books/ 02 Chapters	
2. Dr. Sunil Avhad (Zoology)		01	
3. Mrs. Meghna Gaglani (Mathematics)		01 (Chapter)	
4. Mr. Manohar Bhagirath (Mathematics)		01 (Chapter)	
5. Mrs. A. M. Bane (Mathematics)		01 (Chapter)	

6. Mrs. Shobha Gupta(Biotech)	01
7. Dr. Abhilasha Magar (IT)	

### 3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
--	--	--	--	--	--	---

### 3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
--	--	--	--	--	--	--

### 3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	07	06	08	18
Presented papers				04
Resource Persons				02

### 3.4 Extension Activities

#### 3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers <b>co-ordinated</b> such activities	Number of students participated in such activities
-------------------------	---	--	--

#### NCC

Traffic Control	Manikpur Police station	03	30
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#### NSS

International yoga day	Shree Ambika Yog Kutir	10	75
Krushidina and Van Ustav	College	01	05

Blood Donation Camp	Nair Hospital Mumbai	04	57
Essay Competition	College	01	65
Road Safety Rally	Traffic Police, Vasai	04	80
A Survey on perception about effective policing in Vasai-Virar	College	02	32
Eco-friendly day	College	05	54
Elocution competition on National Youth Day	College	03	69
Gandhi Jayanti	College	04	64

### 3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
<b>NCC</b>			
100 Meters Running	Gold Medal	Vasai Virar Kala Krida competition	01

### 3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
<b>NCC</b>				
Rally	Vasai Railway Police Station	AIDS Awareness Rally	03	45
<b>NSS</b>				
Swachh Bharat Abhiyan(Swachh hatapakhvada)	College	Cleaning of Vasai Bus Depot	02	95
Gender Equality	College	Gender Equality Awareness	04	61

<b>3.5 Collaborations</b>				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity		Participant	Source of financial support	Duration
--		--	--	--
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
--	--	--	--	--
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	
Oriental Insurance Company Ltd.	27/09/2018	Group Insurance for students	4180	

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES****4.1 Physical Facilities**

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3011445	3160000

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	45670sq.mt.	45670 sq.mt.
Class rooms	40	-
Laboratories	IT-3,CS-3,B+Z-3,PHY-3,CHEM-3,BIOTECH-2, H/W - 1 TOTAL 17 LABS	-
Seminar Halls	02	-
Classrooms with LCD facilities	01	-
Classrooms with Wi-Fi/ LAN	05	-
Seminar halls with ICT facilities	02	-
Video Centre	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	27	-
Value of the equipment purchased during the year (Rs. in Lakhs)	790411	-
Others	1210127	-

**4.2 Library as a Learning Resource**4.2.1 Library is automated {Integrated Library Management System -ILMS} **YES**

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul	Partially	2.0	2005

4.2.2 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33353	NA	2647	379016	36000	379016
Reference Books	71601	NA	1674	535056	73275	535056
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	103	137227	NIL	NIL	103	137227
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	1	5900	NIL	NIL	1	5900
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Library automation	NIL	NIL	NIL	NIL	NIL	NIL
Weeding (Hard	NIL	NIL	NIL	NIL	NIL	NIL

&Soft)						
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

### 4.3 IT Infrastructure

#### 4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	278	06	VCPL	05	01	02	22	02	NIL
Added	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	278	06	VCPL	05	01	02	22	02	NIL

#### 4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

04 MBPS (Computer Lab) and 10 MBPS (Library)

#### 4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL	NIL	NIL	NIL

### 4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
439000	749943	3110000	2909718

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

The Purchase Committee meets as per requirement in a year to take note of the equipments and instruments needed in laboratories, sports, furniture, fixtures and fittings. It calls for quotations from different organizations and purchases goods from the best bidder. There is regular hardware maintenance for computers and software needed for laboratories, office and various departments is uploaded as and when needed. The translation of the Minutes of the Purchase Committee meetings has been uploaded on our website at the weblink [http://avc.ac.in/naac/Minutes\\_of\\_Purchase\\_Meeting\\_2018-19.pdf](http://avc.ac.in/naac/Minutes_of_Purchase_Meeting_2018-19.pdf). The original documents are in Marathi.

The procedures and policies for maintaining and utilizing the library have also been uploaded on our website at the weblink [http://avc.ac.in/naac/Library\\_Policies.pdf](http://avc.ac.in/naac/Library_Policies.pdf).

Computers are bought along with the licensed copies of Windows OS. All computers have Antivirus

software.

Regular pest control is done in library and college office.

A summary of the Annual Maintenance Contracts has also been uploaded on the college website at the weblink [http://avc.ac.in/naac/AMC\\_Detail\\_2018-19.pdf](http://avc.ac.in/naac/AMC_Detail_2018-19.pdf).

Since there are a lot of power cuts in our area, the college has installed a generator to cater to the needs of computer labs, the office and classrooms.

**NOTE:**

- 1. LAB5 IS DEVELOPED WITH 16 COMPUTERS.**
- 2. INTERNATE OF THINGS (IOT)(PAPER OF TYIT SEM 5 ) 05 KITS ADDED WITH ITS INTERFACE.**

**CRITERION V - STUDENT SUPPORT AND PROGRESSION****5.1 Student Support****5.1.1 Scholarships and Financial Support**

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	1. Late Padmashree Bhausahab Vartak Scholarship	1 Adivasi student	Rs. 250/-
	2. Late Shri C. R. Rajani Scholarship	1) 1 student who secures the first rank at the T.Y. B.Sc. Examination. 2) 1 student who secures the first rank at the T.Y.B.com Examination.	Rs. 250/- Rs. 250/-
	3. Rotating Trophy in the name of Late Shri C. R. Rajani	1) 1 student displaying remarkable talent in curricular & extra-curricular activities including College/University Examination. 2) 1 student whose proficiency in Elocution Competitions and Essay Competitions conducted at the Inter-College or Inter-University level is recognised.	
	4. Late Shri Damutatya J. Patil Scholarship	1) 1 student securing the highest number of marks in Rural Development at the T.Y.B.A. Examination. 2) 1 student securing the highest number of marks in Marathi (Special) six papers at the T.Y.B.A. Examination.	Rs. 250/- Rs. 250/-
	5. Late R.M. Choudhari Scholarship	1) 1 student who secures the First rank at the T.Y.B.A. Examination. 2) 1 student obtaining highest number of marks at T.Y.B.A. in each of the following subjects: i) Economics (6 papers)	Rs. 300/- Rs. 250/- each



	SC Freeship	21	Fund not received
	EBC	05	
	STC	-	
	Ex-Serviceman	01	
	NSP National Scholarship	14	
	ST Freeship	14	44800
	SBC Scholarship		
b) International	NIL	NIL	NIL

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
SKILL INDIA	12/01/2019	NA	MAAC
Personal Counselling(B.Com)	January 2019	42	Times Group
Bridge Course(Comp.Sci)	01/08/18	05	
Bridge Course Mathematics(Bio-tech)	10/12/2018	12	Maths Dept. of College

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
		33(BMS)	--	NA	NA
		124(BBI)	--	NA	NA
		46(Accountancy)	--	-	NA
			55(Computer Sci.)	--	10

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Grievances of staff and students, if they arise, are addressed to by the Principal or the staff member as soon as they are reported. However, this year 2 cases of harassment were received by the Internal Complaints Committee (ICC), which were redressed in about 5-1/2 months.

Total grievances received	No. of grievances redressed	Average number of days for grievance
---------------------------	-----------------------------	--------------------------------------

		redressal
02 (Sexual harassment)	02	170

## 5.2 Student Progression

### 5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
			Capegemini, Wipro, Infosys	157	45

### 5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
	64	B.A	Economics	Vidyavardhini's An nasaheb Vartak College, affiliated to University of Mumbai	M.A-Part I
	28	B.A	Economics		M.A-Part II
	61	B.A	History		M.A-Part I
	42	B.A	History		M.A-Part II
	09	B.A	English	University of Mumbai	M.A/LLB
	62	B.Com		Vidyavardhini's An nasaheb Vartak College, affiliated to University of Mumbai	M.Com-Part I
	48	B.Com			M.Com-Part II
	93	B.Com	Accountancy	University of Mumbai	MBA, CA, CS, ICWA
	09	B.Sc	Physics	Colleges affiliated to University of Mumbai, Homi Bhabha University	M.Sc(Physics)
	16	B.Sc	Maths	Colleges affiliated to University of Mumbai,	M.Sc (Maths), B.Ed
	21	B.Sc(IT)	Information technology	Vidyavardhini's An nasaheb Vartak College, affiliated to University of	M.Sc(IT)-Part I
	06	B.Sc(IT)	Information technology		M.Sc(IT)-Part II

	00	B.Sc(CS)	Computer Science	Mumbai	M.Sc(CS)-PartI
	07	B.Sc(CS)	Computer Science		M.Sc(CS)-PartII
	06	BMS		IDOL,University of Mumbai,MIT Pune,	M.Com,MBA
	05	BBI		IDOL, University of Mumbai	M.Com
	18	B.Sc(Bio-tech)	Biotech	University of Mumbai,	M.Sc

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET(Political Science)	01	192011907
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

5.2.4 – Sports and cultural activities / competitions

Activity	Level	Participants
Sports (carron)	College	28
Sports (chess)	College	25
Sports (table tennis)	College	36
Sports (cricket)	College	330 (22 teams)
Cultural	College	150

### 5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
	Bronze Medal	International	Karate			Gharu Siddhi Ramesh
	Selected	National	Chess			Sutar Pradip

2018-19						Raghunath
	Bronze Medal	National	Athletics			Ritika Gayan Singh
	Bronze Medal	National	Boxing			Akanksha Surjeet Pratap Singh

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a number of committees to help in the administration of the college. Some of these committees, viz., the Cultural Committee, NSS, NCC and DLLE have student representatives. The Cultural Committee selects one boy and one girl as Student Representatives from among those participating in cultural activities. These two help in encouraging fellow students to participate in various cultural activities and help the Committee when organizing an event or sending students for one in other institutes. The National Service Scheme or the NSS has one representative per unit of 100 students. In our college, we have 2 units and so, 2 representatives. The Department of Lifelong Learning and Extension (DLLE) of the University has a centre here and the committee has one representative for every 20 students. The new Maharashtra Universities Act came into force this year and we have been waiting for directives from the University regarding the formation of the new Students Council.

### 5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

**No**

5.3.2 No. of ~~registered~~ enrolled Alumni: **NA**

5.3.3 Alumni contribution during the year (in Rupees) : **NA**

5.3.4 Meetings/activities organized by Alumni Association : **NA**

## **CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 Institutional Vision and Leadership**

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Marathi VangmayaMandal (Marathi Literary Association) is mainly managed by students. Various activities are held and teachers from the Marathi department guide students for these activities.

In the Self-financed departments and departments of Physics and History, the staff is granted permission to take students on study tours not related to the curriculum. In the Self-financed departments, the staff chooses the places to take students on industrial tours.

The management sponsors BITS, an inter-collegiate fest organized and run by the students of the Self-financed departments.

The management has full faith in the teachers in guiding students and believes that the reputation of the college depends on their dedication. Therefore, there is minimum or no interference by them in teaching activities. Sanctioning of teaching aids is done wherever required. The office is headed by a Registrar who assists the Principal in the administrative affairs of the college.

#### **Participative Management**

The college management gives funds to various science departments for purchasing and maintaining instruments and chemicals. Through Knowledge Resource Centre (Library) informs departments of budgetary provision for books to each department.

The college has built a state-of-the-art auditorium exclusively for the students where programmes are arranged for the students.

Departments are encouraged to arrange guest lectures for students.

Various committees manage the smooth running of the annual practices like cultural activities, sports, NSS, NCC, DLLE. There are committees like the Anti-ragging and the Women Development Cell for students. The Campus Development committee looks after the requirements of the campus. The Examination Committee oversees the smooth conduct of the exams and declares results in record time. These committees also give suggestions that help in institutional development.

The management felicitates teachers on Teachers' Day.

### **6.1.2 Does the institution have a Management Information System (MIS)?**

**Yes/No/Partial:**

YES

Management information system has been implemented in college as per recommendations of Government of Maharashtra with the basic objective is to understand educational status of colleges and to implement educational planning for future generation. Our Examination Centre also puts up the results on the college website. Question papers of all three years of UG and two years of PG are downloaded on the day of the exam by the Digital Exam Paper Delivery (DEPD) system of the University. Teachers fill in marks of Internal Tests/ Projects of the third year online at the University of Mumbai portal.

## 6.2 Strategy Development and Deployment

### 6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ **Curriculum Development:**

In our institution, some senior staff members work as members of syllabus restructuring committees in the university like History, Zoology, English, Physics and Economics. Some are members of Board of Studies in the university. The institution strictly follows the guidelines of the University.

❖ **Teaching and Learning:**

While PPT, Debate, Group discussion, Lecture based teaching practices are carried out in our institute, teachers also deliver lectures and take practicals using ICT based technology. Some of the departments regularly take feedback from the students.

❖ **Examination and Evaluation:  
Quality development strategies**

**Choice Based Credit System CBCS** (10 point) examination system has been implemented by college as per University of Mumbai's guidelines.

**The Digital Exam Paper Delivery (DEPD) system** i.e. Web link delivery of question papers was introduced for all Semesters from the first to third year exams during this academic year. College has implemented the above system for the smooth conduct of the examinations.

During the academic year 2016-17, onscreen marking was started by the University. The college adopted the On Screen Marking (OSM) system for the TY exam assessment. This is a system of assessment implemented for the final year Degree and PG exams.

Centralized Assessment Program CAP for F.Y. /S.Y. examination was implemented as per university norms. The Examination Committee declares results within the stipulated time. The committee also facilitates for photocopying and revaluation of papers to address the grievances of the students. An Unfair Means Committee scrutinizes the malpractices committed by students during the exam and due punishment is given to the defaulter.

**OSM Centre:** During academic year 2016-17, on screen marking (OSM) was adopted by the University of Mumbai for the third year and PG exam assessment. To meet with OSM requirement, the college has taken a proactive initiative and set up a well-furnished OSM centre for onscreen marking for the TY and PG exam assessment in academic year 2018-19. Teachers from other college who stay near by avail of this facility in our college as this is permitted by the University.

❖ **Research and Development:**

A research and RUSA committee is appointed by the Principal of the college to strengthen and motivate the faculty members for improving and enhancing the standard of learning and research. In our college there are two approved research centres, one in Economics and other in Zoology. Both the departments are well equipped and faculty is highly qualified with many research paper publications in national and international journals to their credit.

Students are encouraged to participate in events organized by other colleges and the University to enhance

<p>their research activity among them.</p>
<p>❖ <b>Library, ICT and Physical Infrastructure / Instrumentation:</b> Our college library has organized various activities like book fair, internal library book exhibition, best user awards, library orientation programme, multi-purpose hall programme for getting knowledge and to attract more students in learning process. The Dept of Zoology and Self-financed Courses liberally use ICT in teaching.</p>
<p>❖ <b>Human Resource Management:</b> The institution has various committees that help in the administration of the college like the Timetable committee, Campus Development Committee, Discipline Committee, Admission Committee, Examination Committee, etc., the members of which are teachers who work in addition to their teaching and assisting students. The college celebrates International Yoga Day, Diwali Pahat, Women's day, Voters Day, Constitutional Day, etc. The purpose of these events to create awareness in students and teachers. Teachers are encouraged to participate in national and international workshops, seminars and conference and various faculty development programmes.</p>
<p>❖ <b>Industry Interaction / Collaboration : No</b></p>
<p>❖ <b>Admission of Students:</b> Admissions to the institutions are online as per University norms. Students then buy the prospectus and fill in the form therein. Students are admitted purely on merit basis. The admission are filled in with proper government roster and guidelines by the university.</p>
<p><b>6.2.2 : Implementation of e-governance in areas of operations:</b></p>
<p>❖ <b>Planning and Development:</b> Our administrative staff has computer and internet facility. The college uses the MIS for administrative purposes. Question papers of semester end exams of the college including PG courses and practical exams of Computer Science and Information Technology are sent online by the University. College library is equipped with Wi-Fi facility for the use of staff and students. Students can access information and some necessary documents on college web site. The college premises are under CCTV surveillance. All teaching and non-teaching staff records their attendance through biometric system.</p>
<p>❖ <b>Administration:</b> The Principal is the administrative and academic head of the institution. He is assisted by the Registrar of the college in the administration. With an efficient office staff to manage the everyday affairs of the college and dedicated teachers and sincere students, the college has earned a reputation of being one of the best colleges in the University of Mumbai. It was awarded the Best College citation by the University in 2015-16.</p>
<p>❖ <b>Finance and Accounts:</b> Fully equipped computerized methods are followed to keep records of all finances of the college. Advanced software is used to keep scanned documents and budget transactions accurate. The management checks, verifies the finance and accounts section periodically. Accounts are maintained regularly and in accordance with the Act and rules. Receipts and disbursements are shown correctly in the accounts. The cash balance and vouchers are in agreement with the accounts. A register of movable and immovable properties is maintained and changes in it are communicated to the regional office from time to time. Tenders are invited for repairs or construction involving expenditure exceeding Rs. 5000/-. The budget is filed in the form provided by Rule 16A.</p>

❖ **Student Admission and Support:**

The college follows the admission procedure as per University norms. An Admission Committee of teachers spearheads the admission procedure in the college. The college adheres to the admission schedule sent by the University. The fees charged are also as per University guidelines only, with concessions given to the Reserved Category students. The management has a Students Aid Fund for the benefit of economically backward students irrespective of caste.

❖ **Examination:**

Implementation of e-governance in examination:

An exclusive room is provided with CCTV surveillance to maintain confidentiality according to University norms. The room is equipped with computers and laptops with webcams, printers and photocopiers.

To meet with OSM requirement, the college has taken a proactive initiative and set up a well-furnished OSM centre for onscreen marking for the TY and PG exam assessment. Our college OSM centre is utilized by teacher examiners from the neighbouring colleges and teachers from far-off colleges who stay close by.

**6.3 Faculty Empowerment Strategies**

**6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year**

Teachers are permitted to attend workshops, seminars and conferences at University, State, national and international levels. They are encouraged to participate in Orientation Programmes, Refresher Courses and Short Term Courses. Their travel allowances are reimbursed by the college. Teachers avail of Faculty Development Programme of the UGC. Delay in the payment of UGC funds is taken care of by the management, which makes part payment to the concerned teacher.

Year <b>2018-19</b>	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support		
1	Mr. Sagar Mane	National seminar	Institute of Science, Mumbai	560/-		
2	Mr P. Dhangada	National seminar	Institute of Science, Mumbai	560/-		
3	Mr. N. Bangar	International conference	A. E. Kalsekar College, Thane	1701/-		
4	Mr V Bansode	i) National Workshop ii)International conference	i) Smt. P. N. Doshi Women's College, Mumbai & ELTAI (Mumbai Chapter) ii) A. E. Kalsekar College, Thane	2541/-		
5	Miss M Bhatu	International conference	Information Not Available	2000/-		
6	Dr. G. C. Savagaon	One day workshop	G. G. College, Vasai & University of Mumbai	600/-		

7	Dr. A. Ubale	One day workshop	C.K.T. College, New Panvel	500/-		
8	Dr. S Avhad	Refresher course	Somaiya College & University of Mumbai (RUSA)	1000/-		
9	Mr. V Samudre	One day workshop	G. G. College, Vasai & University of Mumbai	600/-		
10	Dr. S Dakhore	i) One day workshop ii) One day seminar	i) Bhavan's College, Mumbai ii) Dnyansadhana College, Thane	700/-		
11	Mr. M Pawar	One day seminar	Somaiya College, Mumbai	1500/-		
12	Dr. G.C. Savagaon	One day seminar	Royal College, Thane	620/-		
13	Dr. M Andhale	One day seminar	Bhavan's College, Mumbai	390/-		
15	Miss M Bhatu	One day workshop	Bhavan's College, Mumbai	580/-		
16	Dr. Willy Shah	One day workshop	Bhavan's College, Mumbai	580/-		
17	Mr. S. Dhodi	One day seminar	Pillai College of Arts, Commerce & Science, New Panvel	350/-		
18	Dr. A. Shelke and Dr. Pradnya Prabhu-Karwatkar	One day seminar	Dept. of Physics, University of Mumbai	1755/-		
19	Dr. G. C.Savagaon	IQAC workshop	University of Mumbai	3760/-		
20	Mr. M Bhagirath	One day workshop	H. R. College of Commerce & Economics, Mumbai	730/-		
21	Dr. K Ghorude	Seven day, Principal's Association	Panjab University, Chandigarh	8000/-		
22	Mr. D Maule	One day workshop	H. R. College of Commerce & Economics, Mumbai	770/-		
23	Mr. P Dhangada	Conference	IUAC, Delhi	8036/-		
24	Dr. K Ghorude	Seven day, Principal's Association	Panjab University, Chandigarh	15537/-		
25	Dr. R Jadhav	One day workshop	Information Not Available	1050/-		
26	Dr. M Tirpude	One day seminar	B. K. Birla College of Arts, Science & Commerce, Kalyan	700		
27	Dr. D Katre	One day seminar	Podar College, Mumbai	500		
28	Mr. P Dhangada	One day seminar	B. K. Birla College of Arts, Science &	880		

			Commerce, Kalyan		
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
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6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended	Date and Duration (from – to)		
Teacher's Fellowship under FDP		01	From 1 <sup>st</sup> February 2017 to 31 <sup>st</sup> January 2019 (2 years)		
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
	Teaching		Non- teaching		
Year	Permanent	Fulltime	permanent	Fulltime	
	51	51	63	63	
6.3.5 Welfare schemes for					
Teaching				Nil	
Non teaching				Nil	
Students				Students' Aid Fund (SAF)	
<b>6.4 Financial Management and Resource Mobilization</b>					
6.4.1 Institution conducts internal and external financial audits regularly (within 100 words each) The financial audit is carried out by Mr Padhye & Co. for external audit and internal audits carried out by Mr. R. G. Divekar. Receipts and payments are properly and correctly shown in the account books. This is verified by the auditors during the audit.					
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)					
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)					

Our institution has not received funds from any of the above-mentioned bodies. The daily affairs of the college are maintained through the amount sanctioned by the University from the students' fees which are collected under different headings. In this table, "individuals" in the first column refers to students; Column 2 states the amount received from them under the said heading.

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Gymkhana & Other Fee	874160	Sports facilities, sports gear & T-shirts, Cultural activities, NCC activities. Food provided daily to sportspersons, food provided to cultural students when practising for an event, and to NCC students during practice and events. Travel expenses of all sports and cultural students. Remuneration for director. Rent for musical instruments.
E-Charges	57020	Internet
Laboratory Fee/ Breakages	255200	Purchase and maintenance of Equipments and consumables
Library Fee	272417	Purchase of Books & furniture
T. C. Fee	112660	Establishment expenditure
TYBCom/ BSc Computer Fee	335800	Training for the subject of Computer Application
Rural Development Fee	54810	Rural Development Camp & Practical
College magazine	157920	Publication of College magazine
Self-Financed Courses	29154023	Salaries of staff, purchase of books in the library, computer lab equipment & maintenance, Industrial visits/ field study trips of students of these courses
Ministry of Youth Affairs & Sports	85000/-	NSS activities and camp

#### 6.4.2 Total corpus fund generated

Rs. 400000/-

### 6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University of Mumbai (submitted form)	No	--
Administrative	Yes	M. R. Padhye & Co.	Yes	R G Divekar

#### 6.5.2 Activities and support from the Parent – Teacher Association (at least three)

Several departments in the institute generate defaulters' list and display on notice board then the institute sends the letters to their parents and later, arranges meeting with them.

6.5.3 Development programmes for support staff (at least three)

Nil

6.5.4 Post Accreditation initiative(s) (mention at least three):

As before, the college encourages staff to take up Faculty Development Programmes. Mr. Shriram Dongre from the Department of English was permitted to go on the UGC FDP programme for Ph.D. from 1st February 2017 for a period of 2 years.

The college NSS and NCC units actively support government agencies during the Ganapati Visarjan and for any other programme that they are called for.

The college continues its dedication for rural development in adopting a village and having an annual camp there through its NSS unit. The students' bond with the villagers is a sight to see. The Rural Development department also organises visits to remote villages.

The college updates its software in the office, library and laboratories to the latest technology as per requirement.

The procedure for expansion of Computer Science, Information Technology and Bio-Technology at the undergraduate level is on the anvil due to the growing demand of the industry.

This year a fully functional and air-conditioned OSM/ CAP centre with high bandwidth Wi-fi was established with 33 high end desktops.

6.5.5

a. Submission of Data for AISHE portal : (Yes /No)

Our college office has a login ID at the AISHE portal since 2011-12. The college feeds data on various broad items for e.g., basic details of the institution, teachers' details, details of non-teaching staff, programmes conducted under various departments, centres, students enrolled in these programmes, examination results of each programme of the year, financial information such as receipts and expenditure under various heads, availability of infrastructure and scholarships, loan and accreditation.

b. Participation in NIRF : (Yes /No)

c. ISO Certification : (Yes /No)

d. NBA or any other quality audit : (Yes /No)

6.5.6 Number of Quality Initiatives undertaken during the year:

Year	Name of quality initiatives by IQAC	Date of conducting activity	Duration(from— to--)	Number of participants
2018-19	--	--	--	--

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
Lecture on “Gender equity” by NSS Speaker: Mr. Daniel Mandosa	29 <sup>th</sup> November 2018	15	35
Competition on “Laws related to women” by WDC	20 December 2018	66	00
Workshop on “sexual harassment at work place” by WDC	14 January 2019	35	10

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:  
Percentage of power requirement of the College met by the renewable energy sources

- Vermiculture and recycling of waste from trash bottles by Department of Zoology
- Restricted utilization of double glass distillation to conserve water by Department of Zoology
- Decomposition of plants used during practical by Department of Botany
- Solar powered lamps in the garden area of the campus

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	04
Provision for lift	Yes	04
Ramp/ Rails	Yes	04
Braille Software/facilities	No	
Rest Rooms	Yes	04
Scribes for examination	Yes	04
Special skill development for differently abled students	No	
Any other similar facility	Yes	04

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
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7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Students' Prospectus	Beginning of each academic year	An annual booklet provides all the details related to the vision and mission of the college. A detailed description of the courses is given along with the syllabus and fee structure. The rules and regulations to be followed by the student also find a mention. The facilities and services the student can avail of are mentioned. The examination pattern and the grading scheme are also provided. The college staff regularly checks the facilities provided to students and reports to the concerned authorities whenever the need arises. The Exam Dept. adheres strictly to the rules laid out by the University.

#### 7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
National Yoga Day	20 <sup>th</sup> June 2018	Approx.30
College Founder's Birth anniversary celebrated as "Prerna Day"	14 <sup>th</sup> July 2018	All Staff and Students (590)
Students celebrate "Teachers Day"	5 <sup>th</sup> September 2018	22 Department
NCC students celebrated Unity Day at group HQ	31 <sup>st</sup> October 2018	40
NCC students participated in the "Tribute Run" held at Worli , Mumbai	26 <sup>th</sup> November 2018	60
Blood donation camp	19 December 2018	74 bottles of blood collected from staff and student donors
NSS students volunteered in competition "District Youth Parliament Section Pune "	24 <sup>th</sup> January 2018	50
Camp organized by Rural Development Department	4 <sup>th</sup> to 5 <sup>th</sup> march 2019	
Special lectures organized by Marathi Dept	During Academic year	
Organised Plant exhibition of aromatic and medicinal plant, forest trees and products	31 st July 2018	Department of Botany (23)

#### 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Camp at Krishi Vigyan Kendra Gholvad, Dahanu, organized by Dept of Rural Development
- Save Beach program organized on Earth Day( 22nd April 2019) by NCC with 45 NCC Cadets participating.
- Lecture organized on 12th November, 2018 by NSS. Title: 'Plastic Bandi'. Speaker: Prof. Snehal Raut. 50

volunteers participated.

- Scrap bag paper and cloth bag competition organized by Dept. of Commerce.

## 7.2 Best Practices

Describe at least two institutional best practices

- NSS volunteers celebrate their birthday with “Niradhar Pratishtan”, a home for the aged and homeless, at Virar.
- NSS volunteers celebrate Diwali with “Niradhar” at Virar.
- The Rural Development Dept. encourages students to use public transport and bicycles to commute to college
- The teachers counsel students and help them in their difficulty
- Study of biodiversity of birds/insects etc in college is done regularly by the Zoology Department. The college has a very green campus.
- The staff encourage students to participate in intercollege activity and programmes
- Emphasis on certification program and short term courses and competitive exam to enhance their skills

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[http://www.avc.ac.in/naac/Best\\_Practice\\_2018-19.pdf](http://www.avc.ac.in/naac/Best_Practice_2018-19.pdf)

## 7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust  
Provide the weblink of the institution in not more than 500 words

The college provides equal rights, opportunities and benefits to the girl students in all aspects of education, this being the main motive of the college. 60% or more of our students are girls. A large number of students belong to the socially deprived class and pay the minimum fees as per University norms. There is a special reading room for girls in the library. A sanitary pad dispenser has been placed in 2 of the girls' washroom enclosures. Lady teachers are assigned to take care of girl students at outdoor camps.