

## **Smt. Mithibai Motiram Kundnani College of Commerce & Economics**

Adv. Nari Gursahani Road, T.P.S III, Bandra (W), Mumbai - 400 050  
Tel.: +91 22 2649 5230 Fax. : +91 22 2649 4510 Email : principal@mmk.edu.in  
Web : www.mmk.edu.in



### **SELF STUDY REPORT FOR REACCREDITATION - CYCLE III**

**(TRACK ID : MCHOGN11162)**

**Submitted to  
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
P.O. Box. No. 1075, Nagarbhavi, Bangalore: 560 072**

**2017**



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



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# Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## Part A: Preface

## Part B: Executive Summary and SWOC Analysis

## Part C: Profile of the College



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



## **PREFACE**

- ❖ It is my great privilege to present the Self-Study Report of Smt. Mithibai Motiram Kundanani College of Commerce and Economics to the National Assessment and Accreditation Council, Bangalore for comprehensive evaluation and re-accreditation – 3<sup>rd</sup> Cycle. The college has initiated steps as per the Peer Team Recommendations given at the end of last re-accreditation in January 2011. The college has gone through significant changes since the last accreditation. The changes have been both in academics, co-curricular as well as extra-curricular activities. The Self-Study Report submitted by us to NAAC to get evaluated for re-accreditation presents the efforts taken by the institution for expanding the academic, co-curricular and extra-curricular activities in the last five years.

The College is a Sindhi linguistic minority institution established in 1961 by the Hyderabad (Sind) National Collegiate Board to cater to the educational needs of students. It is permanently affiliated to the prestigious University of Mumbai. It is approved under Section 2(f) and 12(B) of the UGC Act. NAAC's re-accreditation score in 2010 (Second Cycle) is 3.29 of 4.00 CGPA. The college aims to provide university education for deserving students irrespective of caste and creed. Over the years, Smt. Mithibai Motiram Kundanani College of Commerce and Economics has established itself as one of the leading colleges in Mumbai. It has made rapid strides in diverse fields and has introduced a variety of courses in keeping with the plurality of student needs.

We have ICT-enabled modern classrooms with LCD projectors and sound system in all the classrooms. Our College has Wi-Fi facilities enabled at prominent places like library, staff room, Principal's Office, Vice-Principal's office, administration office, department rooms and offices of self-financing courses. We have two computer laboratories located on the ground floor and third floor, gymkhana, students' common room, reprographic facility on the campus, Counsellor's room, rehearsal area for cultural activities, disabled friendly washrooms and ICT-enabled seminar room with a seating capacity of 120 students. The infrastructure and ICT facilities are maintained through AMC contracts and upgraded regularly as per the changing times. The College has recently completed Green and Electrical audit done by an external agency and steps have been initiated towards making our campus greener and environment friendly.

Bachelor of Commerce in Financial Markets was introduced in the academic year 2010-2011. As the number of students getting admitted in the certificate course in Foreign Trade has fallen over a period of time and as it wasn't viable and the course had to be discontinued. In turn, we introduced the Certificate course in Travel and Tourism Management and Certificate Course in Fashion Designing in collaboration with IITC. The college is also proposing to start Certificate course in Interior Designing, Online Courses in strategic tie-up with Ambition Learning Solutions from the academic year 2016-2017.

A Research Centre in Commerce has been already established. The infrastructure and other facilities required for the Research Centre have already been created. Local Inquiry Committee completed its visit in September 2015. We are waiting for the final approval from the University of Mumbai and it is expected very soon. Our faculty is also encouraged to present and publish research papers in reputed national and



international journals. Adequate financial support is provided for the same purpose. It is required by our faculty to submit a research paper or attend one national/international conference per term in every academic year. This has resulted in increase in the number of ISBN and ISSN publications by our faculty in the last five years. Number of Minor and Major research projects have also been increased during the last five years. The newly recruited faculty is encouraged to enroll into Ph.D. course on completion of probation and actively get themselves in research. The number of doctorates on the campus has increased since the last peer team visit.

We strongly believe in student support activities in overall development of our students. Our support system includes remedial coaching for slow learners, mentoring for advance learners, counselling through an expert psychological counsellor, individual support services for differently-abled students and institutional financial support for socially disadvantaged students.

Smt. Mithibai Motiram Kundanani College of Commerce and Economics has an excellent reputation in extra-curricular and extension activities. Our students are among the top ten colleges in Mumbai in sports like Hockey, Football, Cricket, Chess and Volleyball. We have won many medals in district, state and national level games. Our students have represented national and international teams in major sport events. The participation of our college in extension activities also shows the importance we place on our responsibility towards society, nature and nation. Our College stood 2<sup>nd</sup> Best among all the colleges in the University of Mumbai. We collected 334 bottles of blood during the Blood Donation Camp in the Academic Year 2015-16 and broke our own record by collecting 348 bottles of blood in the current academic year. Our NSS student Ms. Kavita Vishnu Patil has been selected to represent the college in the State of Maharashtra Republic Day Celebrations.

Our future plans include introducing more skill based certificate courses, to host National and International Conferences, to organise programmes for Financial Inclusion and Digital Payments, to upgrade Library Resources and include more digital content.

We will continue with our efforts to encourage our faculty to provide Consultancy Services and motivate faculty to take advantage of the newly established Research Centre by helping the faculty to apply minor, major and doctoral research projects;

As a part of our green initiatives, we would undertake further initiatives in protecting and promoting our environment. We will strive to achieve Certificate of Potential for Excellence from UGC and get the college ISO Certified.

Finally, in conclusion, the profound thoughts of revered *Dada J.P. Vaswani* are expressed as follows, ***“Self Discipline, Punctuality and Time Management are very important, for life is short and every resource you have must be well utilized so that, you find enlightenment and liberation – Your Ultimate Goal”.***

**DR. A.C. Vanjani**  
**Principal**

### NAAC Steering Committee

| Name of the Faculty    | Position                        |
|------------------------|---------------------------------|
| Dr. A.C. Vanjani       | Principal                       |
| Mr. Manikandan N. Iyer | Co-ordinator and Vice Principal |
| Dr. Megha Somani       | M.Com Co-ordinator              |
| Dr. Aashish Jani       | BBI Co-ordinator                |
| Dr. Anjali Verma       | Member                          |
| Mr. Sanjay Dagia       | Member                          |
| Ms. Sharon Menezes     | BMM Co-ordinator                |
| Ms. Afsha Krikire      | BAF Co-ordinator                |

#### Criterion – I: Curricular Aspects

|                   |             |
|-------------------|-------------|
| Dr. Aashish Jani  | Chairperson |
| Dr. Meenakumari K | Member      |
| Ms. Sana Dhanani  | Member      |

#### Criterion – II: Teaching-Learning & Evaluation

|                      |             |
|----------------------|-------------|
| Mr. Shreekumar Menon | Chairperson |
| Mr. Sanjay Dagia     | Member      |
| Dr. Anjali Verma     | Member      |
| Dr. Jayesh Rana      | Member      |

#### Criterion – III: Research, Consultancy & Extension

|                     |             |
|---------------------|-------------|
| Dr. Megha Somani    | Chairperson |
| Dr. Sheetal Chaddha | Member      |
| Dr. Narinder Kaur   | Member      |



**Criterion – IV: Infrastructure and Learning Resources**

| Name of the Faculty  | Position    |
|----------------------|-------------|
| Mr. Vishal Tomar     | Chairperson |
| Ms. Ligimol Benny    | Member      |
| Ms. Harsha Hardasani | Member      |

**Criterion – V: Student Support and Progression**

|                      |             |
|----------------------|-------------|
| Mr. Shrinivas Aiyar  | Chairperson |
| Mr. Sushant Damodare | Member      |
| Ms. Ravneet Syan     | Member      |
| Ms. Prachi Raut      | Member      |

**Criterion – VI: Governance, Leadership & Management**

|                         |             |
|-------------------------|-------------|
| Dr. Sandeep Sahu        | Chairperson |
| Mr. Jinen Jadhav        | Member      |
| Mr. Satyaprakash Pandey | Member      |
| Ms. Vijaya Thakurdesai  | Member      |

**Criterion – VII: Innovations and Best Practices**

|                     |             |
|---------------------|-------------|
| Mr. Manikandan Iyer | Chairperson |
| Ms. Afsha Kirkire   | Member      |

## **EXECUTIVE SUMMARY**

Smt. Mithibai Motiram Kundnani College of Commerce and Economics, a Sindhi linguistic minority institution, was established in 1961 by the Hyderabad (Sind) National Collegiate Board to cater to the educational needs of students. Located in the queen of the suburbs, Bandra area, the college is named after the revered mother of Late Vidyasagar Principal K.M.Kundnani. The foresighted and feisty founding fathers of the College created an educational institution of lasting value, once they migrated to Mumbai and attempted to restart their lives again after partition.

The college is permanently affiliated to the prestigious University of Mumbai. It is approved under Section 2(f) and 12(B) of the UGC Act. The college aims to provide university education for deserving students irrespective of caste and creed. Over the years, MMK has established itself as one of the leading colleges in Mumbai. The institution has over 4000 students on its roll. It has made rapid strides in diverse fields and has introduced a variety of courses in keeping with the plurality of student needs.

The college is a premier institution in the city of Mumbai, providing excellence in education at the undergraduate and postgraduate levels in the fields of Commerce and Economics, with specialization in Accountancy, Management, International Business and other emerging areas. The college has a range of programme options and courses relevant to the local needs and in tune with the emerging national and global trends. Professionalization of higher education is a daily practice at the College and it has been our constant endeavour to prepare future graduates and postgraduates for global challenges who could make a meaningful difference in the society.

The mission of the institution is to impart education which suits the needs of business and industry, where fulfilling social responsibility is being increasingly recognized as crucial for the progress of society. We also strive to kindle intellectual curiosity in the students with a view to motivating them to achieve academic excellence, imbibe positive and healthy values and develop a well – balanced personality, capable of working harmoniously in teamwork and adjusting to the ever-changing environment.

The college has been offering Undergraduate course in Commerce and Management and Postgraduate courses in Commerce with specialization in Advanced Accountancy. Our College is permanently affiliated to the University of Mumbai and follows the Credit Based Semester and Grading System of teaching and assessment.

The College was re-accredited in 2011 with 'A' grade. All prerequisites for reaccreditation have been accomplished. The IQAC of the college is proactive and the AQAR for every year has been duly submitted. We are glad to submit the Re-Accreditation Report for the 3<sup>rd</sup> Cycle of accreditation by NAAC. It is our pleasure to record the initiatives taken for quality sustenance, quality improvement and quality enhancement of our students and faculty for the assessment period 2011-2012 to 2015-2016.

## **CURRICULAR ASPECTS:**

The **vision and mission** statement of the Institution are displayed at all strategic places, prospectus and also the college website. Our teachers do participate in various **Syllabus Revision Workshops and Seminars** organized by the University to improve Curriculum. The college has also initiated the smooth implementation of CBSGS as per the instructions of the University. Our faculty prepares **action plans** for effective implementation of the curriculum, with necessary support from the University as well as the College. Our Principal has been the resource person to other institutions as a part of Local inquiry committees. This exposure has helped to design and develop a good number of skill development initiatives to suit the need of all stakeholders.

The college offers a **wide range of programmes** and courses relevant to the local needs in tune with the emerging national and global trends. The academic programmes are in keeping with institutions goals and objectives as per the requirement of beneficiaries. The college has a **strategic alliance** with Future Global Academy (FGA) that pioneers in the course of BBA and BCA. Further to enhance skills and talent among students College has started **Skill oriented courses** like Interior Designing and Travel & Tourism Management in tie up with IITC. In order to meet growing **research needs**, the college has applied for a Research Centre and final approval is awaited from the University.

**Visiting faculty from industries and specialized fields** are invited to teach various subjects in our self-financed courses. **Industrial visits and academic field visits** are the regular features for all our aided and unaided courses. Each course of the college also organizes various industry oriented and **curriculum based seminars, workshops and conferences** for the benefit of students as well as teachers. It is very helpful in effective operationalization of the curriculum.

The college has been actively involved in **Internship Programmes** provided to students of BMS.

Apart from issues of academic flexibility and **diversity to suit different levels of learners**, the aspects on **career orientation** and **multi-skill development** are also gauged by the college. To take care of these **socially relevant issues**, the college has several committees. These committees organize various Seminars, Workshops, Street plays, debates, skits, etc. in order to sensitize the students and educate them about socially relevant issues.

As a part of curricular and co-curricular learning, **information about human rights, gender issues, right to information act** are imparted to the students. Further, to develop a holistic personality among students with **moral and ethical values** project work related to various social issues like child labour, disaster management; malnutrition; drug abuse and rehabilitation; rural education etc. were given, to give them real life experiences and learning about moral and ethical values.

The institution has a formal **feedback** system and it is obtained from all the stakeholders. Feedback about curriculum is obtained during discussions and interactions with chairpersons of technical sessions during seminars and conferences. Such feedback is passed on by our faculty members to the Board of Studies as suggestions for curriculum enrichment. Besides we also have a system to obtain feedback from alumni, parents, employees, industries, academic peers and the community at various platforms such as PTM, Alumni Meet and Placement Cell Meetings etc. informally from time to time.

### **TEACHING, LEARNING AND EVALUATION:**

The college ensures publicity and transparency in the admission process through various methods like Institutional Website and Prospectus. The Institution has a sound reputation as a centre of learning. Hence publicity occurs through word of mouth and the college is not required to advertise its courses in newspapers. To maintain transparency in the admission process, the college has an Admission Committee in place. The Admission Committee ensures that the admission process is carried out systematically and impartially on the basis of predetermined criteria and the college adopts a transparent admission process. Admission to the regular B.Com course and self-financed courses is purely merit based.

The admission policy of the institution ensures that all sections of the society including the reserved category, Women, Differently abled, Economically weaker sections, Minority community can access higher education. The institution caters to the needs of differently-abled students and ensure adherence to government policies in this regard.

The college ensures that all the existing infrastructure as well as future construction projects in the campus are made disabled friendly. During examination and assessment, such students are provided with writers and grace marks are allotted to the students as per the University of Mumbai guidelines. Both the slow learners and advanced learners are considered during the teaching learning process. Intensive coaching and remedial coaching are provided on a need based basis to the students to bridge the knowledge gap as per their requirements.

Sensitization of students on issues of social relevance is always given priority by the institution. Through various associations like N.S.S. and WDC, a wide range of programmes are organized for sensitization of students.

We believe in the enormous potential of the students and its reputation as a premier college attracts the best students. The foremost factor in ensuring academic performance of the highest order is a robust environment. We believe that without this the optimum effect of all else will not be reached. The College plans and organizes the teaching-learning and evaluation schedules by preparing Academic calendar, teaching plan and evaluation blueprint.

The Internal Quality Assurance Cell (IQAC) of the college ensures that teaching-learning methodology is enhanced by regularly conducting quality improvement programmes. The teachers use innovative methods along with the traditional lecture method to make teaching an exciting and interactive exercise. All categories of students (slow and advanced learners) are motivated to participate actively in the teaching-learning process.

Teaching-learning is made student-centric by giving our students every opportunity for independent as well as collaborative learning. The college has been continuously evolving pedagogy to meet the needs of net-savvy students who are flocking the campus. Keeping this generation in mind, ICT tools are used generously by the faculty. The college has projector-enabled classrooms and satisfactory computer students' ratio.

A major support system is the excellent library the college maintains. The Management provides ample opportunities for the professional development of the faculty. The College avails of the facility provided under the University Grants Commission and the HSNC Board schemes for faculty development. To enhance



the process of teaching-learning, newer ICT tools are made available to both the faculty and the students.

Students are encouraged to go beyond the syllabus and achieve their optimal potential. They participate in seminars and International Economics Convention where they present papers and involve themselves in research work, which inculcates a yearning for knowledge and a scientific temper. To ensure inclusive teaching-learning, slow learners and learners from disadvantaged groups are identified and are assisted by the teachers.

The College has an effective system of feedback. Through this system, the College seeks the students' observations on academic, administrative and extra-curricular activities of the College. This helps in quality assurance and enhancement in the teaching level in the Institution. This practice is followed in all the programmes.

Excellence in teaching is emphasized upon, and visiting faculty who are specialists in their field, are appointed to teach the subject in the area of their expertise, particularly in the self-financing courses. The management encourages professional growth of faculty by sanctioning leave/travel grants to teachers who are presenting papers in national and international conferences.

As an affiliated institution, the college conducts the recruitment process through a transparent process in accordance with the regulations laid down by the UGC, the University of Mumbai and the Government of Maharashtra from time to time.

The institution ensures that its stakeholders, especially students and faculty are aware of the evaluation processes. For professional courses and add-on courses, the respective course coordinators conduct Orientation programmes and publicize information regarding the curriculum, the faculty, and job prospects and evaluation process of their respective courses. The major evaluation reforms of the university that the institution has adopted is implementation of the CBSGS from 2010-11.

The institution has adopted the pattern guided by the University of Mumbai and introduced the Credit Based Grading System which started with 60:40. Rules regarding the conduct of internal assessment and its evaluation are made and communicated to its affiliated college/institution by the university which are then implemented by the college. Internal assessment gives weightage to student's class participation, presentation and performance in the class room. Graduate attributes include qualities like communication skills, leadership skills, team building skills, critical thinking and research aptitude. Student grievances regarding the evaluation system are addressed in a meticulous manner.

The progress and performance of the students is monitored through formative and summative assessment, through the duration of the course. The same are analyzed and communicated to the students. Through this analysis, the weak areas are identified for which remedial action is taken and the Teaching/Learning Strategies are accordingly structured to achieve intended learning outcomes. The assessment/evaluation strategies are based upon University pattern.

#### **RESEARCH, CONSULTANCY AND EXTENSION:**

Our College is known for its excellence and dedicated efforts in teaching and research. The College is diligently working to take research to the various sections of society and has been actively involved in developing a research culture among its teachers. The Faculty pursuing research has doubled during the last five years. The college has already applied to the University for an affiliated research center in Commerce. In this process, the Local Inquiry Committee has also visited the



college and the college has received satisfactory recommendation. At present, the research activities of the college are promoted and monitored by the research cell. In pursuance to the research activities, the research cell provides necessary guidance and support to the teachers in preparing research proposals. For facilitating smooth progress of research projects, complete academic autonomy is granted to the faculty in proposing and executing projects as well as a great deal of financial autonomy. The college also encourages teachers to include at least one or two research based projects as part of curriculum delivery. The college encourages and promotes interdisciplinary teaching and research. In addition to this, the faculty mentors students for International Economic Convention which motivates students to take up international and national research and make paper presentations. Several departments conduct workshops/training programmes to imbibe research culture among the staff and the students. Five percent of the faculty has utilized Faculty Improvement Programme for research activities. Our faculty has many publications to their credit. Indian Navy (MHS of WC) has published a major research project on Maritime Heritage of Kutch, Kathiawad and Gujarat of Mrs. Mary R. Edward. The award has been conferred by our honorable Prime Minister Mr. Narendra Modi.

Individual teachers are encouraged to apply for projects and get grants. The college has received the support from the University, UGC and Indian Navy which has helped to enhance the research facilities of the college. The college also has a seminar fund. It is utilized for supporting various conferences and seminars, including those dealing with research. The college management has made provisions in the budget to be used for research activities. The students who participate in research conventions are encouraged and provided with all financial and technical support. The faculty from different disciplines interacts with each other and exchange information on contemporary topics and emerging issues. Interdisciplinary seminars and conferences are held within various departments where the faculty and students organize and execute the events together.

The college has a large pool of computers with internet connectivity in the computer centre to be utilized for research by the faculty and students. Wi-Fi based connectivity is available for the staff and the students. Students are availing of the facilities for accessing relevant websites and completing projects as a part of the curriculum.

Research proceedings of national and international conferences are published in research publication carrying ISBN and ISSN numbers. Our faculty has also published papers in National and International peer-reviewed journals with impact factor. Our faculty is also engaged in publishing text books at the international, national and State level.

Industry representatives are invited to talk about employment opportunities in their sector and for holding campus interviews. College invites guest speakers from industry, various professional bodies such as ICAI, ICSI and NGO to have interaction with the students and faculty. The faculty extends consultancy services to SMEs and corporate sectors in their personal capacity. The Professional courses take their students for industrial visits.

The college conducts regular extension activities and services in order to benefit society at large. National Service Scheme (NSS) volunteers actively participate in the extension activities of the college. Annual camps are held to sensitize students towards community development. Seminars on environmental concerns, blood donation drives etc. are held to promote holistic development of students. Slum

adoption programme, rural campaigns, entertainment programmes for orphanages and peace walks are activities which are held consistently by the college through NSS and individual departments. The NSS wing of the college has been awarded the 2<sup>nd</sup> place in the University of Mumbai for the collection of 334 blood bottles during its Blood Donation Drive held in 2015-16.

New professional courses are offered such as MBA, BBA, and BCA. The college takes continuous efforts in creating linkages with various organizations. The Governing Board of the College, viz. Hyderabad (Sind) National Collegiate Board has entered into an MOU with University of State of Pennsylvania (USA). The college also has an Alumni Association which enables the college to maintain close links with past students. They are also invited to conduct workshops and guest lectures for the current students. This plays an important role in bridging the gap between the industry and the academia by sharing their expertise from the industry. In future, the college endeavors to involve more people from the industry and intends to develop a forum which would extend consultancy services in the neighborhood at large.

The college Placement Cell has actively supported industries to select appropriate candidates. The Placement Cell in association with IQAC has made it compulsory to have career awareness sessions in various fields every year for undergraduate and postgraduate students.

### **INFRASTRUCTURE AND LEARNING RESOURCES:**

The College has taken efforts for creating and enhancing infrastructure that will help in effective teaching and learning. Our College is located in Bandra (W) known popularly as Queen of Suburbs and is built on 1.02 acres of land in the heart of Mumbai city. College has ground plus three floors. It has a main and an additional building. Physical facilities of the institution are updated from time to time after valuable inputs from various stakeholders. The College provides excellent infrastructure to its students for conducive teaching learning environment through 26 ICT enabled classrooms, Academic Counselor's room, Health Center, the Public Address System (PAS), the Coffee café day (CCD) provides clean and hygienic food to the students, two fully equipped computer laboratories.

The college has an excellent and well-furnished library with an updated collection of books, periodicals and CDs. The library also subscribes to NLIST from INFLIBNET where we can access more that 6000 e-journals and 97000 e-books. The library functions are automated with library software SLIM21. The library also uses barcode technology. The users can access the catalogue through Web OPAC in the library as well as through the college website. New arrivals are displayed prominently. The library also provides internet and reprographic facilities to the users. It also has Inter Library Loan Services and institutional membership with other institutions. It provides reading room facility both to students and staff. Book Bank facility is given to the needy students. Best Reader Award has been instituted to promote reading habits among the students. It provides open access system to both staff and students. The library Advisory Committee has representatives from various departments and meets regularly to ensure the overall development of the library.

In order to match with the changing technology, institution frequently updates its IT equipments. The College has total 104 computers with internet and LAN

facilities with Dual core 1.80 GHz; RAM-1GB; HDD-160GB. The College has 25 printers, 3 scanner, 3 photo copy machines and 8 laptops. Software such as Microsoft windows and MS office, SLIM21 (Library), Accounting software-Tally, Vrudhhi: administrative software help in smooth functioning of administrative office and library. College has Wi-Fi at central places. Computers and others equipments are maintained through AMCs. Class rooms are equipped with LCD projectors, sound system and WIFI available to the faculty members for preparation of lectures. College has internet facility in the Library. Internet facility is available to staff and students to access e- data and resources. Laptop is provided to all the departmental heads and to the coordinators of self-financing courses.

The College has an air-conditioned conference room with seating capacity of 100 persons with Audio Visual facility for conducting workshops, seminars and conferences.

The Institution promotes Sports by organizing sports meets at renowned sports complexes and grounds. College is recognized for its sports participation in the University and many of our students represent the college in University, State and National sports events.

The institution has renovated its Examination room, offices of Self Financing courses, Conference room with a seating capacity of 100 persons, Academic Counselor's room and Health Center which has well maintained first-aid boxes. The College has renovated the N.S.S. room and the Girls' Common Room. The NAAC/IQAC cell, the Placement cell, WDC, Anti Ragging Cell and Grievance Redressal Cell has been allotted space in the college. The College has constructed a new store room for Stationery and new record room. The entire premises of the college is covered with CCTV cameras for the safety of our students and staff. The College also has its security guards 24/7 at the entrance to avoid any pilferage.

The Administrative office has computers with latest configurations. The College has purchased a new software 'Vrudhhi' for effective administrative work. A Data Bank Software has been installed in the Administrative Office which helps in finding student details and also helps in send e-notices to students through SMS.

The College has installed pure drinking water facility with water purifiers and toilet facilities on each floor. It also has wash room for differently abled students on the ground floor.

The College tries to maximize the use of infrastructure. The time- table is prepared by the time table committee as per the work load. Classes for CMET are conducted in the evening from 5.00 p.m. to 8.00 p.m. which ensures optimum utilization of infrastructure (7.15 am to 11.45 am- Degree college, 12.30 p.m. to 5.00 pm- Junior college and 5.00 pm to 8.00 pm- CMET). Apart from regular classes, classrooms are also utilized for remedial classes and extra lectures. The college provides facilities to ICAI, I.C.W.A.I and other competitive examinations. A full time electrician and carpenter from class IV employees are assigned to look after the electrical fittings and furniture of the college and full time hardware engineer and IT administrator to take care of the hardware and software issues.

As per the recommendation of the Green audit, the college has initiated the use of LED bulbs and also steps have been initiated to replace the meters. The College has a group insurance scheme for the students and also class III and IV employees are provided with the insurance cover. The College has well maintained fire extinguishers located at central places for protection against fire and these extinguishers are serviced regularly. The college maintains stock of inventory of



benches, tables, chairs etc. in the premises and the budget is allocated for replacement and additional furniture as per the need. The College has entered into annual maintenance contract (AMC) to maintain and service the computers and printers in the entire premises. The College has spent Rs. 15,20,292/- on computer and its maintenance in last 5 years.

The College has entered into a Memorandum of Understanding with Ambition Learning Solutions for online courses for students such as fashion designing etc. Videos, power point presentations, question banks are uploaded on the college website for the easy access of the study notes and information.

The College makes necessary budget allocations for the execution of the proposals so that quality infrastructure is provided to the students and other stakeholders.

### **STUDENT SUPPORT AND PROGRESSION:**

The college ensures accountability through the prospectus, annual magazine 'BEACON' and updates the institutional website for easier accessibility. The college helps the socially and economically disadvantaged students to avail of financial support through various financial schemes of the central and state governments.

The alumni of the college who are well-established professionals and eminent persons in industry are the brand ambassadors of our college. The college has a good record of placements with leading companies and consulting firms visiting the college for campus recruitment.

A series of curricular and co-curricular activities take place supplementing the class room teaching. One such prime endeavor is the International Economics Convention which is organized every year. Through this activity the Board inculcates research skills among undergraduate students. Also, events such as AAKARSHAN and ENACTUS foster the spirit of entrepreneurship and application of classroom teaching. The cultural committee searches for talents among students and such students participate in various competitions and bring laurels to the college. The students thrive in this fertile environment. These events give them first-hand experience in management skills. Our college magazine, BEACON publishes articles from students and brings out the hidden talents of students in literature, arts and other creative fields. Our NSS unit regularly organizes events like Blood donation camp, Thalassemia checkup camp and awareness camp on cervical cancer, dengue etc.

We are proud to say that our college has been producing excellent results both in B.Com and self-financing courses. The percentage ranges from 80% to 95%. Financial assistance is provided to reservation category students by means of scholarships. This motivates our students for progressing further in higher education and also to seek gainful employment. The College has a much higher pass percentage than the university pass percentage.

Meritorious students get extra books from the book bank scheme. Students who require academic support are given remedial coaching and special guidance to ensure that they complete their programmes successfully. We have been conducting orientation programmes for all professional courses like CA, CS, CWA, NET & SLET etc.

We have introduced new add-on courses as per the market trends from time to time. We propose to start a Certificate Course in Travel & Tourism Management and Certificate Course in Fashion Designing in collaboration with IITC, Bandra. Our HSNC Board has signed an MOU with two foreign universities namely:

University of East London and State of Pennsylvania for student and faculty exchange programmes. As a part of our Board initiatives, the college is exploring the opportunities for the same.

Interest in the well-being of our students has constantly encouraged us to organize activities that would lead to their development. The institute had hosted a wide array of activities that would provide students an opportunity to showcase their talents and optimize their potential. To ensure free and healthy climate in the college premises, there are full-fledged and effective cells for grievance redressal, sexual harassment, anti-ragging and women development. The college provides special support to the physically handicapped and slow learners.

The Counselling Cell renders excellent services in the area of guidance and counselling. Its services have been availed of by a number of students, parents and staff of the college. The Counselling Cell provides both group counselling and individual (one-on-one) counselling services, and the sessions are conducted in privacy and strict confidentiality. Our counsellor is experienced in handling issues like interpersonal conflicts (family/friends), relationship management, anger management, emotional disturbances, peer pressure and value-based conflicts, to name a few. We also provide students with Academic and Career counselling, aided by assessment techniques, in order to help them to take decisions regarding their career. Periodic psychometric tests are conducted to interested students in association with professional agencies every year.

Students who require psychiatric help are referred to practising professional psychiatrists and therapists, along with their counselling sessions in college.

Many students have benefitted from these sessions, as a result of which they are now able to handle their lives with improved self-esteem and confidence. The counsellor, Ms. Rajitha Ramachandran, is a practising Psychologist. She visits various educational institutes and corporate offices as a Consultant. She also conducts training programmes, workshops and personal counseling sessions to under-graduate and post graduate students of our college. In addition, she also takes part in all the activities organised by various forums related to Psychology.

The Student Council is formed according to the University of Mumbai guidelines. Representatives from all courses i.e. Commerce and Self Financing are selected based on merit. The college obtains feedback from the students. These suggestions are taken into consideration while planning the future strategies for growth and development of the students.

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

In keeping with the vision and mission, the Institution maintains academic excellence and seeks to develop leaders who can participate responsibly in a democratic society and become global stalwarts in a world economy. The college provides job oriented, market friendly courses, keeping in mind the global demands and challenges. It seeks to achieve excellence in all its endeavors – be it academic, co-curricular or extra - curricular activities. The management and staff are focused on providing quality education and strive for all round personality development of the students. The management is focused on planning and implementation of academic programmes, seminars, workshops and other training programmes for improving the academic competence of the faculty members.

The Principal delegates authority to the Heads of Department to conduct the departmental activities such as allocation of the work load, subject allocation, question paper setting, evaluation of answer sheets, recommendation for purchase



of library books etc. The culture of participative management is inculcated through various committees.

The Internal Quality Assurance Cell (IQAC) monitors and contributes towards quality enhancement and sustains both academic and administrative areas. The IQAC, with representations from the management, principal and the staff, has made significant contributions in the field of new courses, research projects, career enhancement, exam reforms, counseling, faculty development, placement, intensive coaching and all round development of the student fraternity. All curricular, co-curricular and extra-curricular activities, discipline and transparency in admission process come under the purview of IQAC. The IQAC also monitors the Career Advancement Scheme of faculty members. It ensures Result Analysis, Attendance Analysis, Feedback Analysis, and the Performance Based Appraisal System of faculty. The IQAC has also initiated the process of Internal Audit, Academic Audit, Green and Energy Audit to examine and test the authenticity and correctness of the information as well as the process.

Faculty empowerment is brought about by effective performance appraisal system, provision of financial assistance for research purposes, organization and participation in various indoor and outdoor faculty development programs respectively which has effectively reduced the attrition rates. Performance appraisal comprising staff self-appraisal and feedback of students are communicated to the faculty by the Principal on timely basis to ensure that they improve their standard of work.

The college takes care of teaching and non-teaching staff through welfare schemes like advance salary to the entire staff, preference in employment to employee's wards, advance salary to new recruiters, Health Insurance policies for non-teaching staff, provision of uniform to class-IV employees etc. The Management appreciates the progress made by teachers and students through felicitation and public recognition.

The Institution has an effective mechanism to ensure efficient use of available financial resources. Annual external audit is conducted on a regular basis.

### **INNOVATION AND BEST PRACTICES:**

The objective of the college is to become the best college among the colleges affiliated to the University of Mumbai. The innovative and best practices of the college reflect the continuous efforts made by the institution for excellence and enhancement among all the spheres of development which is well supported by the significant role played by the IQAC.

Out of the several practices undertaken by the college, we have highlighted two best practices involving promotion of research culture among faculty as well as students and social outreach programmes.

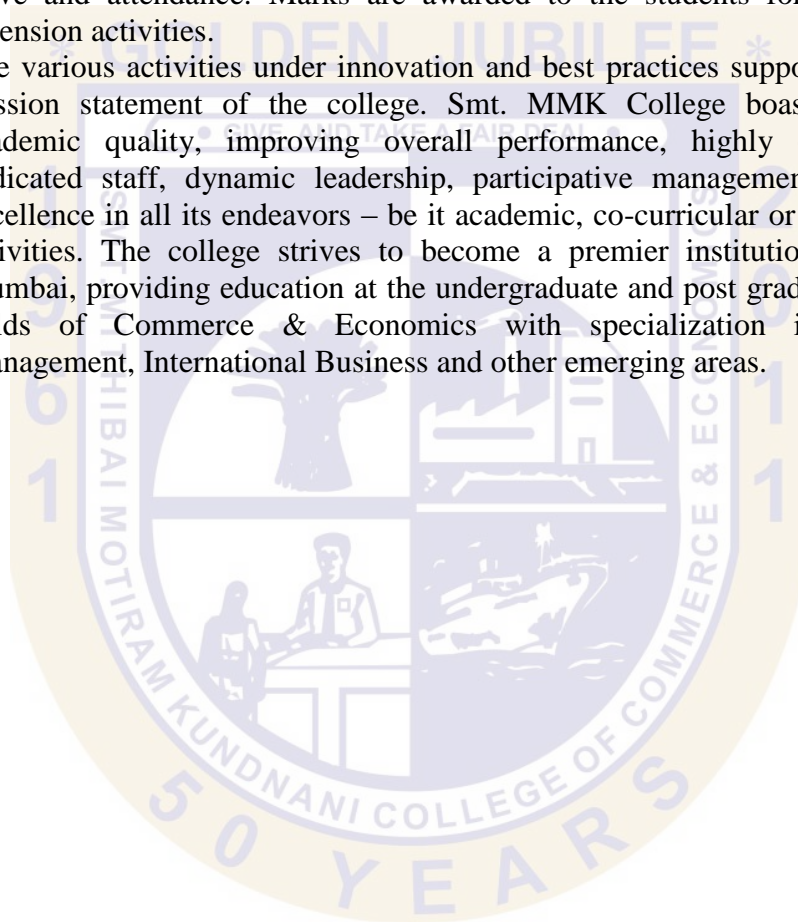
The college strives to motivate students and teachers to adopt research for advancing their knowledge as well as refining their understanding. All the departments conduct seminars, conferences and workshops at various levels – regional, national and international. The college gives advance money to the departments for initial organizational expenses. The college encourages and promotes interdisciplinary teaching and research. Besides this, our faculty mentor students for the International Economics Convention, a unique initiative of the HSNC Board. This motivates more students to conduct international and national research and present papers. The college management has made provisions for a budget to be used for research activity. This assistance supports creation of

infrastructure, buying of equipment's and library material in the various departments.

The NSS is the most active society of the College. It follows the motto "Service above Self". It works for the betterment of the underprivileged sections of the society. Regular talks and seminars are conducted throughout the year, inviting people in the field of social service from Governmental and non-Governmental organizations. Since the extension activities are organized through NSS or individual departments, the participation of the students can be easily monitored. Activities such as cleanliness drive (Swachh Bharat Campaign), street plays, residential camps, blood donation drives, peace rallies etc. ensure their presence and involvement right from the inception to the execution stage.

The teachers and students who participate in extension activities are granted duty leave and attendance. Marks are awarded to the students for participating in extension activities.

The various activities under innovation and best practices support the vision and mission statement of the college. Smt. MMK College boasts of enhancing academic quality, improving overall performance, highly experienced and dedicated staff, dynamic leadership, participative management and achieving excellence in all its endeavors – be it academic, co-curricular or extra - curricular activities. The college strives to become a premier institution in the city of Mumbai, providing education at the undergraduate and post graduate levels in the fields of Commerce & Economics with specialization in Accountancy, Management, International Business and other emerging areas.



## SWOC ANALYSIS

### ❖ INSTITUTIONAL STRENGTHS:

- 1) Strategically located in the Queen of Suburbs *Bandra* attracting students from all strata of society.
- 2) Proactive, Supportive and Progressive Management.
- 3) Excellent relationships with all stakeholders.
- 4) Offering academic programmes to students at both Under Graduate and Post Graduate Levels which are relevant in modern times and which contribute towards nation's development.
- 5) Highly enthusiastic and experienced faculty playing the role of change makers in the society.
- 6) Extensive use of ICT by the faculty to make teaching-learning process learner-centric.
- 7) Nurturing and shaping students into learners with academic excellence, disciplined, talented and sensitive towards national and social development and instilling in them positive and healthy values.
- 8) Outstanding performance of students in extra-curricular activities and sensitizing them to nature, environmental issues, poor and marginal sections of the society through social outreach programmes.
- 9) Student academic and financial support activities like remedial coaching for weak learners, mentoring for advanced learners, freeships and scholarships (i.e. Government and Institutional).
- 10) Eminent Alumni with personal and emotional bonding with the institution supporting overall development activities of the institution.
- 11) Strategic partnerships with national and internationally reputed institutions for providing skill development courses and faculty/student exchange programmes.

### ❖ INSTITUTIONAL WEAKNESS:

- 1) Limitation of space for implementation of new courses.
- 2) As per the government policy, the Teacher-Student ratio (1:120 to 1:132) which is very high vis-à-vis their foreign counterparts resulting in ineffective interaction or no interaction at all.

❖ **INSTITUTIONAL OPPORTUNITIES:**

- 1) To encourage research among students belonging to under graduate and post graduate courses as well as among the faculty.
- 2) To initiate the process of getting approval from the University of Mumbai for undertaking research in Business Economics.
- 3) To develop linkages with industry resulting in more varied skill development courses and increasing employability among our students.
- 4) To train our students in language skills, soft skills and entrepreneurial skills as required for the global market.
- 5) To strengthen the activities of remedial coaching for slow learners and mentoring for advance learners.
- 6) To increase the involvement of our strong Alumni in college infrastructure development and student support activities.
- 7) To strengthen the Placement process and have a formal MOU with the companies visiting the campus for selection of candidates.
- 8) To develop expertise in providing consultancy services by the faculty.

❖ **INSTITUTIONAL CHALLENGES:**

- 1) Severe competition from professional courses that have high employability and good incentives has led to reduction in demand for traditional courses.
- 2) Motivating students to take up additional skill development courses along with traditional and professional courses.
- 3) Extending better facilities for extra-curricular activities and student support due to paucity of space and funds.
- 4) Overcoming hurdles in strengthening industry linkages for introducing new courses to meet current market and global trends.



## Profile of the College

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

|           |  |                    |
|-----------|--|--------------------|
| Name :    | Smt. M.M.K. College of Commerce & Economics                                |                    |
| Address : | Adv. Nari Gursahani Road, TPS-III, Off. Linking Road, Bandra (West) Mumbai |                    |
| City :    | Pin: 400 050   | State: Maharashtra |
| Website : | <a href="http://www.mmk.edu.in">www.mmk.edu.in</a>                         |                    |

### 2. For Communication:

| Designation                     | Name                   | Telephone<br>With STD code           | Mobile     | Fax      | Email                        |
|---------------------------------|------------------------|--------------------------------------|------------|----------|------------------------------|
| Principal                       | Dr. A. C. Vanjani      | O:(022)26495230<br>R:                | 9769032772 | 26494510 | ashok_vanjani@rediffmail.com |
| Vice-Principal                  | Mr. Manikandan N. Iyer | O:(022)26495230<br>R: 9819359376     | 9819359856 | 26494510 | mani.iyer83@gmail.com        |
| Steering Committee Co-ordinator | Mr. Manikandan N. Iyer | O:<br>(022)26495230<br>R: 9819359376 | 9819359856 | 26494510 | mani.iyer83@gmail.com        |

### 3. Status of the Institution:

- i. Affiliated College ☒
- ii. Constituent College ☐
- iii. Any other (specify) ☐

### 4. Type of Institution:

#### a. By Gender

- i. For Men ☐
- ii. For Women ☐
- iii. Co-education ☒

#### b. By Shift

- i. Regular ☒
- ii. Day ☐
- iii. Evening ☐

### 5. It is a recognized minority institution?

- i. Yes ☒
- ii. No ☐

If yes specify the minority status:

Sindhi Linguistic Minority

### 6. Sources of funding:

- i. Grant-in-aid ☒
- ii. Self-financing ☒
- iii. Any other ☐



a. Date of establishment of the college: 6<sup>th</sup> June 1961

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

University of Mumbai

c. Details of UGC recognition:

| Under Section | Date, Month & Year<br>(dd-mm-yyyy) | Remarks(If any) |
|---------------|------------------------------------|-----------------|
| i. 2 (f)      | 6 <sup>th</sup> June 1975          | --              |
| ii. 12 (B)    | 6 <sup>th</sup> June 1975          | --              |

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

| Under Section/<br>Clause | Recognition/Approval<br>details<br>Institution/Department<br>Programme | Day, Month<br>and Year<br>(dd-mm-yyyy) | Validity | Remarks |
|--------------------------|--|--|----------|---------|
| i.                       |  |  |          |         |
| ii.                      |  |  |          |         |
| iii.                     |  |  |          |         |
| iv.                      |  |  |          |         |

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

- i. Yes ☒
- ii. No ☐

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

- i. Yes ☐
- ii. No ☒

8. Is the college recognized

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

- i. Yes ☐
- iii. No ☒

b. For its performance by any other governmental agency?

- i. Yes ☐
- ii. No ☒

9. Location of the campus and area in sq.mts:

|                           |                 |                  |
|---------------------------|-----------------|------------------|
| Location *                | Urban           |                  |
| Campus area in sq. mts.   | 1600.48 Sq. m., | 17,227.45 Sq. ft |
| Built up area in sq. mts. | 2812.54 Sq. m., | 30,274.50 Sq. ft |

**10. Facilities available on the campus** (Tick the available facility and provide numbers or other details at appropriate places) **or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

- Auditorium/seminar complex with infrastructural facilities ☒
- Sports facilities
 

|      |               |   |
|------|---------------|---|
| i.   | Playground    | X |
| ii.  | Swimming pool | X |
| iii. | Gymnasium     | ✓ |
- Hostel
  - \*Boys' hostel
 

|      |   |   |
|------|---|---|
| i.   | Number of hostels                         | X |
| ii.  | Number of inmates                         | X |
| iii. | Facilities (mention available facilities) | X |
  - \*Working women's hostel
 

|      |   |   |
|------|---|---|
| i.   | Number of hostels                         | X |
| ii.  | Number of inmates                         | X |
| iii. | Facilities (mention available facilities) | X |
- Residential facilities for teaching & non-teaching staff (give numbers available cadre wise)
 

|                         |    |
|-------------------------|----|
| Principal Residence     | 01 |
| Non-Teaching (Class IV) | 02 |
- Cafeteria — ☒
- Health centre — ☒ *\*Doctor is available on phone call*
- Facilities like banking, post office, book shops ☒
- *\*Stationery and Photocopy Centre available on campus*
- Transport facilities to cater to the needs of students and staff ☒
- Animal house ☒
- Biological waste disposal ☒
- Generator or other facility for management/regulation of electricity and voltage ☒
- Solid waste management facility ☒
- Waste water management ☒
- Water harvesting ☒

**11. Details of programmes offered by the college (Data for 2015-2016 academic year)**

| SL No. | Programme Level | Name of the Programme/ Course                     | Duration | Entry Qualification  | Medium of instruction | Sanctioned/ approved Student strength | No. of students admitted |
|--------|-----------------|---|----------|--|-----------------------|---------------------------------------|--------------------------|
| 1.     | Under-Graduate  | B.Com   | 03 Years | XII Std.   | English               | 2160                                  | 2059                     |
|        | Under-Graduate  | BMS- Bachelor of Commerce - Management Studies    | 03 Years | XII Std. 45% Minimum General Category & 40% Reserved Category at first attempt | English               | 408                                   | 389                      |
|        | Under-Graduate  | BCAF- Bachelor of Commerce - Accounting & Finance | 03 Years | XII Std. 45% Minimum General Category & 40% Reserved Category at first attempt | English               | 216                                   | 186                      |
|        | Under-Graduate  | BCBI- Bachelor of Commerce - Banking & Insurance  | 03 Years | XII Std. 45% Minimum General Category & 40% Reserved Category at first attempt | English               | 180                                   | 171                      |
|        | Under-Graduate  | BCFM- Bachelor of Commerce - Financial Market     | 03 Years | XII Std. 45% Minimum General Category & 40% Reserved Category at first attempt | English               | 180                                   | 155                      |
|        | Under-Graduate  | BMM- Bachelor of Arts – Mass Media                | 03 Years | XII Std. 45% Minimum General Category & 40% Reserved Category at first attempt | English               | 216                                   | 188                      |
| 2.     | Post-Graduate   | M.Com (Advanced Accountancy)                      | 02 Years | B.Com / B.Com (Accounting and Finance)   | English               | 160                                   | 127                      |

|  |                          |   |          |                 |         |                |         |
|--|--------------------------|---|----------|-----------------|---------|----------------|---------|
|  | Integrated Programmes PG |   |          |                 |         |                |         |
|  | Ph.D.                    | <b>Research Centre Approval Awaited from the University of Mumbai</b> |          |                 |         |                |         |
|  | M.Phil.                  |   |          |                 |         |                |         |
|  | Ph.D.                    |   |          |                 |         |                |         |
|  | Certificate Courses      | Foreign Trade   | 1 Years  | XII Std. Passed | English | 30 (per Batch) | 24 (*)  |
|  |                          | Travel and Tourism Management   | 4 Months | XII Std. Passed | English | 10 (per Batch) | 10 (\$) |
|  |                          | Fashion Designing   | 4 Months | XII Std. Passed | English | 10 (per Batch) | Nil     |
|  | UG Diploma               |   |          |                 |         |                |         |
|  | PG Diploma               |   |          |                 |         |                |         |

Note: (\*) = 2014-15, (\$) = 2016-17

**12. Does the college offer self-financed Programmes?**

i. Yes ☒

ii. No ☐

If yes, how many?  \* BBI, BMS, BMM, BAF, BFM and M.Com

**13. New programmes introduced in the college during the last five years if any?**

i. Yes ☒

ii. No ☐

iii. Number

**14. List the departments:** (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

| Faculty  | Departments<br>(eg. Physics, Botany, History etc.) | UG | PG | Research                    |
|----------|--|----|----|-----------------------------|
| Commerce | Commerce   | ✓  | -- | University Approval Awaited |
| UG : 10  | Economics  | ✓  | -- | --                          |
| PG : 01  | Accountancy  | ✓  | ✓  | --                          |
|          | Mathematics & Statistics                           | ✓  | -- | --                          |
|          | Business Communication                             | ✓  | -- | --                          |
|          | Environmental Studies                              | ✓  | -- | --                          |
|          | Management Studies (BMS)                           | ✓  | -- | --                          |
|          | Accounts and Finance (BAF)                         | ✓  | -- | --                          |



|                      |                             |   |    |    |
|----------------------|-----------------------------|---|----|----|
|                      | Banking and Insurance (BBI) | ✓ | -- | -- |
|                      | Financial Management (BFM)  | ✓ | -- | -- |
| <b>Arts (UG: 01)</b> | Mass Media (BMM)            | ✓ | -- | -- |

**15. Number of Programmes offered under** (Programme means a degree course like BA, BSc, MA, and M.Com...)

|      |                  |    |
|------|------------------|----|
| i.   | Annual system    | X  |
| ii.  | Semester system  | 07 |
| iii. | Trimester system | X  |

**16. Number of Programmes with**

|      |  |    |
|------|--|----|
| i.   | Choice Based Credit System                                 | X  |
| ii.  | Inter/Multidisciplinary Approach                           | X  |
| iii. | Any other (Credit Based Semester and Grading System-CBSGS) | 07 |

**17. Does the college offer UG and/or PG programmes in Teacher Education?**

|     |     |   |
|-----|-----|---|
| i.  | Yes | X |
| ii. | No  | ✓ |

**18. Does the college offer UG and/or PG programmes in Physical Education?**

|     |     |   |
|-----|-----|---|
| i.  | Yes | X |
| ii. | No  | ✓ |

**19. Number of teaching and non-teaching positions in the Institution**

| Positions  | Teaching Faculty |    |                     |    |                     |    | Non-Teaching staff |    | Technical staff |    |
|--|------------------|----|---------------------|----|---------------------|----|--------------------|----|-----------------|----|
|  | Professor        |    | Associate Professor |    | Assistant Professor |    |                    |    |                 |    |
|  | *M               | *F | *M                  | *F | *M                  | *F | *M                 | *F | *M              | *F |
| Sanctioned by the UGC/University/ State Government               | 0                | 0  | 04                  |    | 16                  |    | --                 | -- | --              | -- |
| <i>Recruited</i>   | 0                | 0  | 01                  | 03 | 9                   | 7  | 27                 | 08 | --              | -- |
| <i>Yet to recruit</i>  | 0                | 0  | 0                   | 0  | 0                   | 0  | 1                  | 3  | --              | -- |
| Sanctioned by the Management/ society or other authorized bodies | 0                | 0  | 0                   | 0  | 08                  |    | 7                  | 7  | --              | -- |
| <i>Recruited</i>   |                  |    |                     |    | 02                  | 06 | 7                  | 7  | --              | -- |
| <i>Yet to recruit</i>  | 0                | 0  | 0                   | 0  | 0                   | 0  | 0                  | 0  | --              | -- |

\*M-Male \*F-Female

**20. Qualifications of the teaching staff:**

| Highest qualification                              | Professor |           | Associate Professor |           | Assistant Professor |           | Total     |
|--|-----------|-----------|---------------------|-----------|---------------------|-----------|-----------|
|  | Male      | Female    | Male                | Female    | Male                | Female    |           |
| <b>PERMANENT TEACHERS</b>                          |           |           |                     |           |                     |           |           |
| D.Sc./D.Litt.                                      | --        | --        | --                  | --        | --                  | --        | --        |
| Ph.D.  | --        | --        | --                  | --        | 3                   | 4         | <b>7</b>  |
| M.Phil.  | --        | --        | --                  | 1         | 2                   | 1         | <b>4</b>  |
| PG   | --        | --        | 1                   | 1         | 4                   | 2         | <b>8</b>  |
| <b>TEMPORARY TEACHERS (Self Financing Courses)</b> |           |           |                     |           |                     |           |           |
| Ph.D.  | --        | --        | --                  | --        | 0                   | 1         | <b>1</b>  |
| M.Phil.  | --        | --        | --                  | --        | 0                   | 0         | <b>0</b>  |
| PG   | --        | --        | --                  | --        | 2                   | 5         | <b>7</b>  |
| <b>PART-TIME TEACHERS</b>                          |           |           |                     |           |                     |           |           |
| Ph.D.  | --        | --        | --                  | 0         | 0                   | 0         | <b>0</b>  |
| M.Phil.  | --        | --        | --                  | 0         | 0                   | 0         | <b>0</b>  |
| PG   | --        | --        | --                  | 1         | 0                   | 0         | <b>1</b>  |
| <b>Total</b>                                       | <b>--</b> | <b>--</b> | <b>01</b>           | <b>03</b> | <b>11</b>           | <b>13</b> | <b>28</b> |

**21. Number of Visiting Faculty /Guest Faculty engaged with the College****72****22. Furnish the number of the students admitted to the college during the last four academic years.****i) GRAND-IN-AID COURSES:****UG Students:**

| Categories | 2011-12 |        | 2012-13 |        | 2013-14 |        | 2014-15 |        | 2015-16 |        |
|------------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|
|            | Male    | Female | Male    | Female | Male    | Female | Male    | Female | Male    | Female |
| SC         | 07      | 09     | 11      | 06     | 12      | 07     | 05      | 14     | 21      | 15     |
| ST         | 00      | 01     | 00      | 00     | 00      | 01     | 01      | 02     | 01      | 02     |
| OBC        | 20      | 047    | 28      | 14     | 22      | 15     | 10      | 17     | 22      | 23     |
| NT         | 01      | 03     | 02      | 01     | 02      | 00     | 00      | 01     | 11      | 09     |
| SBC        | 02      | 00     | 00      | 02     | 00      | 00     | 01      | 01     | 04      | 03     |
| General    | 774     | 649    | 760     | 677    | 708     | 709    | 878     | 797    | 645     | 500    |
| Others     | 196     | 159    | 190     | 141    | 190     | 141    | 131     | 79     | 464     | 339    |

**ii) SELF FINANCING COURSES:****UG Students:**

| Categories | 2011-12 |        | 2012-13 |        | 2013-14 |        | 2014-15 |        | 2015-16 |        |
|------------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|
|            | Male    | Female | Male    | Female | Male    | Female | Male    | Female | Male    | Female |
| SC         | 4       | 5      | 6       | 10     | 7       | 13     | 11      | 13     | 14      | 20     |
| ST         | 0       | 1      | 0       | 1      | 0       | 0      | 0       | 0      | 0       | 0      |
| OBC        | 10      | 7      | 19      | 11     | 12      | 9      | 14      | 12     | 11      | 17     |
| NT         | 0       | 2      | 6       | 2      | 1       | 1      | 1       | 2      | 3       | 2      |
| SBC        | 1       | 0      | 3       | 2      | 0       | 3      | 2       | 1      | 2       | 3      |
| General    | 253     | 288    | 299     | 281    | 560     | 341    | 389     | 419    | 358     | 403    |
| Others     | 194     | 191    | 178     | 182    | 40      | 32     | 168     | 136    | 144     | 117    |

**PG Students:**

| Categories | 2011-12 |        | 2012-13 |        | 2013-14 |        | 2014-15 |        | 2015-16 |        |
|------------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|
|            | Male    | Female | Male    | Female | Male    | Female | Male    | Female | Male    | Female |
| SC         | 00      | 00     | 01      | 04     | 02      | 01     | 01      | 00     | 02      | 00     |
| ST         | 00      | 01     | 00      | 00     | 00      | 00     | 00      | 00     | 00      | 00     |
| OBC        | 00      | 00     | 00      | 01     | 00      | 00     | 00      | 00     | 02      | 00     |
| NT         | 00      | 00     | 00      | 00     | 00      | 00     | 00      | 00     | 00      | 02     |
| SBC        | 00      | 00     | 00      | 00     | 00      | 00     | 00      | 00     | 00      | 00     |
| General    | 45      | 50     | 45      | 37     | 24      | 71     | 30      | 68     | 22      | 30     |
| Others     | 19      | 11     | 17      | 25     | 20      | 10     | 04      | 16     | 23      | 46     |

**23. Details on students enrolment in the college during the academic year (2015-2016):**

| Type of students  | UG           |                | PG         | M.Phil.   | Ph.D.     | Total       |
|---|--------------|----------------|------------|-----------|-----------|-------------|
|   | Grant-In Aid | Self-Financing |            |           |           |             |
| Students from the same state where the college is located | 2029         | 1046           | 126        | --        | --        | 3201        |
| Students from other states of India                       | 30           | 48             | 01         | --        | --        | 79          |
| NRI students  | --           | --             | --         | --        | --        | --          |
| Foreign students  | --           | --             | --         | --        | --        | --          |
| <b>Total</b>  | <b>2059</b>  | <b>1094</b>    | <b>127</b> | <b>--</b> | <b>--</b> | <b>3280</b> |

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

|        |             |
|--------|-------------|
| i. UG  | <b>0.3%</b> |
| ii. PG | <b>1.5%</b> |

**25. Unit Cost of Education**

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

**Grant-in-aid courses:**

|                                    |                  |
|------------------------------------|------------------|
| i. Including the salary component  | <b>Rs. 15488</b> |
| ii. Excluding the salary component | <b>Rs. 2517</b>  |

**Self-financing courses:**

|                                    |                  |
|------------------------------------|------------------|
| i. Including the salary component  | <b>Rs. 11497</b> |
| ii. Excluding the salary component | <b>Rs. 6590</b>  |

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

|        |          |
|--------|----------|
| i. Yes | <b>X</b> |
| ii. No | <b>✓</b> |

If yes,

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

|        |          |
|--------|----------|
| i. Yes | <b>X</b> |
| ii. No | <b>✓</b> |

b) Name of the University which has granted such registration **Not Applicable**

c) Number of programmes offered **NIL**

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

|     |     |   |
|-----|-----|---|
| i.  | Yes | X |
| ii. | No  | ✓ |

**27. Provide Teacher-student ratio for each of the programme/course offered**

| SR NO. | PROGRAMME/ COURSE | No. of Students | No. of Teachers |          | Teacher-Student Ratio |
|--------|-------------------|-----------------|-----------------|----------|-----------------------|
|        |                   |                 | Full Time       | Visiting |                       |
| 1      | B.COM.            | 2059            | 22              | 0        | 1:120                 |
| 2      | BAF               | 186             | 2               | 8        | 1:72                  |
| 3      | BBI               | 171             | 1               | 14       | 1:72                  |
| 4      | BMM               | 188             | 1               | 8        | 1:72                  |
| 5      | BMS               | 389             | 2               | 21       | 1:72                  |
| 6      | BFM               | 155             | 1               | 17       | 1:72                  |
| 7      | M.COM             | 127             | 3A+1UA          | 04       | 1:80                  |

(A) = Aided, (UA) = Un-Aided

**28. Is the college applying for Accreditation**

|      |         |   |
|------|---------|---|
| i.   | Cycle 1 |   |
| ii.  | Cycle 2 |   |
| iii. | Cycle 3 | ✓ |

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

|     |         |            |        |                     |
|-----|---------|------------|--------|---------------------|
| i.  | Cycle 1 | 03/05/2004 | Result | B <sup>++</sup>     |
| ii. | Cycle 2 | 08/11/2014 | Result | A Grade (3.29 CGPA) |

*\* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

**30. Number of working days during the last academic year.** 251

**31. Number of teaching days during the last academic year** 180

**32. Date of establishment of Internal Quality Assurance Cell (IQAC)** 09/06/2005

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

|      |              |            |
|------|--------------|------------|
| i.   | AQAR 2011-12 | 16/09/2013 |
| ii.  | AQAR 2012-13 | 18/09/2014 |
| iii. | AQAR 2013-14 | 27/08/2015 |
| iv.  | AQAR 2014-15 | 03/06/2016 |

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

- ❖ Academic Audit by external agency for the period (2011-12 to 2014-2015)
- ❖ Green and Energy Audit by external agency.
- ❖ Introduction of E-Waste Management.
- ❖ Initiating the process of Structural Audit to complete structural repairs by 2016-2017.





Smt. M.M.K College of Commerce & Economics

## *Criterion I* *Curricular Aspects*





## **CRITERION I: CURRICULAR ASPECTS**

### **1.1. CURRICULUM PLANNING AND IMPLEMENTATION:**

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

**Our HSNC board** is one of the oldest and the most renowned educational establishments in Mumbai, spread over greater Mumbai, its suburbs and Ulhasnagar, District Thane with over 50000 students studying across various campuses.

HSNC board through its versatile and committed leader's, spread the light of education to all following the footsteps of the **board's forefathers** Barrister H.G.Advani; Principal K.M.Kundnani, with focused vision to spread internationalization of education.

**Our Trustees and Executive Committee Members** Mr. Niranjan Hiranandani (Trustee & President); Mr. Kishu Mansukhani (Trustee & immediate past President); Mr. Anil Harish (Trustee & Past President) & Prof. J.K.Bhambani (Rector & Secretary) ensures quality education and constantly upgrade themselves to keep abreast with latest developments in education technology.

**Our college established** in the year 1961 with the motto "*Give and take fair deal*" to impart education which suits needs of business & industry, fulfilling social responsibility.

**The vision** of the Institution is to become a premier institution in the city of Mumbai, providing excellence in education at the under-graduate and post-graduate levels in the fields of Commerce and Economics, with specialization in Accountancy, Management, International Business and other emerging areas.

**The Mission** of the Institution is:

- To kindle intellectual curiosity in the students with a view to motivating them to achieve academic excellence, imbibe positive and healthy values and develop a well-balanced personality capable of working harmoniously in teamwork and adjusting to the ever-changing environment.
- To empower teachers to perform the role of change-makers in society and to dedicate themselves to the enhancement of quality teaching by persistent up-gradation of their knowledge, which will improve their awareness about the latest developments in the fields of specialization.
- To impart education which suits the needs of business and industry, where fulfilling social responsibility is being increasingly recognized as crucial for the progress of society.
- To foster a culture of participation and innovation for employee growth by creating a sense of belonging.
- To help enrich the quality of life of the community and preserve Indian traditions and strengthen values of life.

The vision and mission of the Institution is communicated to the students through display at strategic locations in the College; such as near the entrance gate, on every floor, in principal's office, college office, staff room and near the library. The vision and mission of the Institution is also printed in the College Prospectus given to all the students during the sale of admission forms and it is also exhibited on the College website.



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

To ensure effective implementation of the curriculum we have well planned **Teaching and Lesson plans** decided and followed by each faculty of the departments in their respective subjects.

Individual **Teaching Diary** is given to all faculties in the beginning of the year to disclose all minor details pertaining to lectures and other curriculum related work conducted during college hours. Further **Academic Calendar** is prepared every year as per the term wise guidelines of University for the smooth flow of curriculum.

**Departmental meetings** are conducted at regular intervals throughout the year whereby each faculty decides and develops their subjects' related plans as per the directives of **Head of the Departments. (H.O.D)** in order to evaluate effective implementation of teaching plans, follow up action is taken in the monthly department meetings.

For instance every year at the beginning of each semester, all department heads are conducting meeting with their faculties planning about the entire term curriculum and follow up action is taken in periodical meetings with final evaluation in term end meetings by discussing about setting up of question paper which incorporates curriculum aspects.

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

All our faculties are coordinating with university bodies and associations such as board of studies to get the revised syllabus from time to time. The objective of syllabus revision is to make subject more relevant to the needs of society and industry. They also participate in various workshops and seminars organized by University to improve Curriculum.

Further teachers are attending **Orientation Courses; Refresher courses and Short Term specialized courses** (Annexure: 1.1) for effective implementation of curriculum with new updated and revised syllabus.

**Infrastructure facilities** such as overhead projectors, mike system are provided by fitting fixtures in each class room for effective delivery of curriculum. At the same time, easy access to technology for teachers at different places such as computer in the staff room, separate computer room for faculty in library and departmental laptop etc. also enabled them to improve teaching practices.

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

As per the directives of university in respective Board of studies or associations, lectures are given in the **time table to the subject faculty** as per their workload. Similarly, **time table committee** is created to meet specific requirements of extra lectures as well as adjust the lectures in case of absence of particular faculty member.

Infrastructure facilities such as overhead projectors, mike system are provided by fitting fixtures in each class room for effective delivery of curriculum. At the same time, **easy access to technology** for teachers at different places such as computer



in the staff room, separate computer room for faculty in library and departmental laptop; enabled them for effective curriculum delivery.

**Facilities** for printing, scanning and photocopying are available to the teachers as required for their teaching practices.

College has the **strategic alliance with Future Global Academy (FGA)** that pioneers in the course of BBA and BCA. Both the courses are for the period of three years, subdivided in to 6 semesters and have plethora of subjects that cover the context of the course in great detail.

**All our self financed courses BMS; BBI; BAF; BMM and BFM are inviting industry professionals (Annexure: 1.2)** in their respective fields to take guest lecturers as well as regular lectures frequently in order to establish Academia-Industry Interface.

To evaluate the effectiveness of curriculum **class tests at regular intervals** are conducted through OMR tests in 2011-12 and GO-TO test in 2012-13 which is an online medium to assess the performance of the students. Further assignments, viva and presentations are conducted by each course as per directives of affiliating University.

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

The academic programmes are in keeping with institutions goals and objectives as per the requirements of beneficiaries. **Visiting faculties from industries and specialized fields** are invited to teach various subjects in our self financed courses like BMS professionals from media industries like Times of India, manufacturing sector like Jotun Industries & Jindal steel; BBI from IFBI trainer; BAF from M/S Hegde & Associates Chartered Accountants; BMM from Mr. Sohil Lalani-Photography and BFM from AXIS mutual funds, BSE and Edelweiss. **IQAC regularly meets industrial faculties** for better Academic-Industry Interface and recommend suggestions to each coordinator for the improvement of their course.

Our students are getting practical exposures from these visits which supplement's their theoretical knowledge. **Industrial visits and academic field visits** are the regular features for all our aided and unaided courses.

**Table 1.1: Industrial Visits and Academic Field Visits arranged during 2010-2016**

| Sr.no. | Department | Place of Visit  | Name of Company  |
|--------|------------|---|--|
| 1      | BMS        | Goa   | Meta copper Alloy  |
| 2      | BAF        | Bangalore, Kerala, Silvassa, Chandigarh, Hyderabad, Rajasthan & Hong Kong | Karnataka soaps & Detergent Ltd., Cripps Power Components, Nissan Copper Ltd., Tata Tea Factory, Eastern Curry Masala, Jackie Chan's Gold & Diamond Factory, Jaipur Dairy Farms. |
| 3      | BBI        | Goa, Mahableshwar, Pune, Rajasthan, Bangalore and Ooty                    | Bharat Gas, Kingfisher, Paras dairy, Coca cola, Bamul Dairy  |

|   |       |   |  |
|---|-------|---|--|
| 4 | BMM   | Chennai, Pondicherry, Bangalore, Mysore and Dubai | Hidesigu for leather making processes; Printing Press-the Times of India; Culture and technology of Dubai. |
| 5 | B.Com | Silvassa  | Alok Textiles, Sudhir Generators, Parle Biscuits   |
|   |       | Andheri-Mumbai                                    | Indian Institute of Packaging  |

**College placement cell** is very active and invite industries to visit campus for recruitment and selection. Prominent recruiting companies such as Oberoi Hotels; KPMG; JPMC; TCS provide placement opportunities to our students every year.

Each course of college also organizes various **industry oriented and curriculum based seminars, workshops and guest lectures** (*Annexure: 1.3*) for the benefit of students as well as teachers helpful for effective operationalization of the curriculum. Interactive sessions with students during such curricular based programmes are very lively and informative.

The college has been actively involved in **Internship Programmes** to be provided to students of second year BMS, whereby companies such as spice PR; Green field etc. related to Marketing have visited the campus.

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

The University periodically reframes the curriculum in order to keep pace with the needs of changing times. As per UGC norms, the University implemented the **Credit Based Semester and Grading System (CBSGS)** with effect from 2011. The curriculum is designed, revised and updated by Board of Studies of the respective subjects. The Board of Studies conducts the review meetings and organizes workshops to bring uniformity in curriculum implementation across University. Our faculty members attend meetings and also contribute through their suggestions in various **workshops and seminars organized by University** to improve Curriculum (*Annexure: 1.4*). The College encourage them to participate in workshop for change in curriculum by granting them duty leave and reimbursement of fees.

Further one of our staff members in BMS Department Dr. Sheetal Chaddha was involved in **syllabus revision** subcommittee for the subject **Introduction to Economics** of FYBMM in the year 2013-14.

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

Individual Colleges does not have any discretion to change or modify the Syllabus. The **Academic council of the University** effects the required changes in the syllabus on the recommendations of Board of Studies members. The affiliated colleges have adequate representation in the Board of Studies. Such changes are then implemented by the University Senate. The affiliating university decides the curriculum for the colleges. However, teacher includes the emerging trends in their classroom teaching to supplement the curriculum.

In addition to University affiliated courses the college offers **add-on Course** approved by University of Mumbai such as the **Foreign Trade Practices and Procedures** (since 1998). This course leads to a Certificate, Diploma and Advanced Diploma Course.

In 2015-16 the college started **skill based add on courses** such as **Travel & Tourism Management and Fashion Designing** courses purely based on student's demand in collaboration with industry partner IITC.

**Certificate course in Mock Trading** is open to students of BFM & BMS (Finance Specialization) for 8 hours duration.

**Certificate course by Ambitious Learning solutions** aims at providing additional learning to the students for better development in the subjects' learning presently in college.

All course contents are planned, framed and assessed by college as per University guidelines.

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

The **Heads of the Departments/Coordinators** ensure that the stated objectives of the syllabus laid down by University are met in implementation process.

The process of implementation also involves **Orientation of the teachers** who would handle the curriculum based on proper teaching plan. Various curricular; co-curricular and extracurricular activities conducted by the college such as Literary and Debate; N.S.S.; Nature Club; Academic Field visits and industrial visits; mock trading; cultural activities in college cultural events like Aakarshan, Lakshya, Zephra, Freedom etc. bring out students in to contact with the outside world and help to inculcate core values of life.

The **Continuous evaluation system** throughout the year ensures monitoring the course implementation in the form of **Internal Assessment** as per guidelines of University. Projects, Assignments, Class tests, Tutorials, Case Studies & Case Laws, individual & group power point Presentations etc. are practiced as per the nature of subject. Viva-voce is conducted for subjects with theoretical base.

Both students and teachers in our institution are given opportunity to use multimedia room/computer lab to enhance teaching learning process. Other **infrastructure modern facilities** like overhead projectors helps the students in making effective presentations.

**Industry-Academia Interface** in the form of placement cell and visiting faculties help in identification of the strengths and weaknesses in teaching learning process as carried out through feedback process.



**Academic Audit** conducted by the University for the period 2011-2015 whereby **Academic Audit Team** visited our college on 19<sup>th</sup> August 2016 to evaluate the implementation of academic and curriculum objectives. Academic Audit team members from other University also reviewed every aspect of all the departments.

## 1.2 **ACADEMIC FLEXIBILITY:**

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

To ensure employability of our students departments take the initiative & have introduced **vocational courses**. The syllabus of these courses is designed keeping in mind the need of the present job requirements and improving the professional knowledge of the learners.

1. **Foreign trade:** This add-on course has been approved by the University of Mumbai.

*Objective of the course:* The course provides in depth understanding on the subject of export & import; the student is given certificate, diploma & an advanced diploma on the completion of the course.

- To ensure that students are given additional learning on the subject of foreign trade.
- To facilitate Practical learning of various Performa's filled for the purpose of export & import.
- To learn various Inco terms used in foreign trade.

The course received good response & helped students learnt about the practical & regulatory aspect of foreign trade in the country.

2. **Travel & Tourism Management:** The duration of this course is 3-4 months & is an add- on course started by the Institution in association with IITC, which is a premier institute in vocational courses.

*Objective of the course:*

- To orient students about the travel & tourism industry which is a growing sector in today's modern times.
- To develop base for students to learn the various procedures & formalities for travel management.

The students shall appear for an exam at the end of the course & shall be given a joint certification by the college & IITC.

3. **Fashion Designing:** The duration of this course is 3-4 months & is an add-on course started by the Institution in association with IITC, which is a premier institute in vocational courses.

*Objectives of the course:*

- To give learners a basic understanding of the fashion industry & teach them the basics of fashion designing.
- To provide the students portfolio development, sketching, identification of fabrics, basic cut of dresses, etc.

The students shall appear for an exam at the end of the course & shall be given a joint certification by the college & IITC.

4. **Certificate Course in mock Trading:** This course is open to students of BFM & BMS (finance specialization) was conducted for 8 hours. The participants first participated in the seminar followed by a mock trading session in the computer laboratory where they did virtual trading. The students were awarded a certificate of participation.



5. College has the **strategic alliance with Future Global Academy (FGA)** that pioneers in the course of BBA and BCA. Both the courses are for the period of three years, subdivided in to 6 semesters and have subjects that cover the context of the course in great detail.
6. **Certificate Course by Ambitious Learning Solutions:** This is an alliance between our college & an Ambitious learning solution which aims at providing additional learning to the students for better development in the subjects that they are presently learning in college. Here in the first year the students get a diploma followed by an advanced diploma & then a degree in the 3<sup>rd</sup> year along with their graduation degree. The course has been approved by the University of Mumbai.

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

- Our students of B.Com. B.M.S., B.A.F., B.B.I. and B.F.M. also simultaneously pursue CA/CS/ ICWA/Computer Application Courses.
- In 2010-11, S.P. Jain Center of Management, (Singapore) had invited our Principal Dr. A.C. Vanjani to Singapore at the launch of their Global BBA program. S.P. Jain has offered scholarships for the above program to our undergraduate students. In this context we are in the process to develop linkages with S.P. Jain Institute for faculty exchange and student exchange program in the years to come.

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

- **Range of Core / Elective options offered by the University and those opted by the college**  
For the overall development of an individual, there are a range of core/elective options offered by the university and those opted by the college. In addition to conventional B.Com. and M.Com. Accountancy courses, self financing commerce degree courses in particular specialization have introduced during the last one decade after evaluating the demand of students in city like Mumbai. The **core options in U.G./P.G.** program offered in the college are as follows:

**Table 1.2: Core options at U.G./P.G. level**

| <b>A.</b> | <b>Three year Integrated Under Graduate Courses: Core options</b> |
|-----------|---|
| 1.        | B.Com. (in Accountancy)   |
| 2.        | B.Com. (in Business Management)                                   |
| 3.        | B.Com.( Management Studies)                                       |
| 4.        | B.Com.( Banking & Insurance)                                      |
| 5.        | B.Com.( Mass Media)   |
| 6.        | B.Com.( Accounting & Finance)                                     |
| 7.        | B.Com.( Financial Markets)  |
| <b>B.</b> | <b>Post Graduate Course: M.Com. (in Advanced Accountancy)</b>     |

The college also offers several alternatives to undergraduate students by allowing them to select amongst the optional papers as part of curriculum prescribed by University. The following are the options available to students for various courses.

**Table 1.3: Optional papers within a course**

| Course        | Optional paper   |
|---------------|--|
| <b>B.Com.</b> | At the final year, any 2 of the following options selected as paper 6 & paper 7. |
|               | Direct & Indirect Taxes, Industrial Psychology                                   |
|               | Export Marketing , Computer System and Application                               |
| <b>B.M.S.</b> | Students select any 1 for their specialization in the second year.               |
|               | Marketing and Finance  |
| <b>B.M.M.</b> | Students select any 1 for their specialization in the third year.                |
|               | Journalism and Advertising   |

- **Choice Based Credit System and range of subject options**

The Credit based grading system was introduced by the University for all courses from the year 2011-12 at the first year level to be extended to higher classes in the subsequent years. Accordingly, the CBSGS system has been implemented for the other classes subsequently as the years went by. Eventually from 2013-14, now all U.G. & P.G. courses are under CBSGS.

- **Courses offered in modular form**

All courses offer syllabus in modular format.

- **Credit transfer and accumulation facility**

As per CBSGS implemented by the University of Mumbai, each year students are accredited credit points on the basis of their performance. The credits are accumulated for a period of 3 years & students are given a grade on the basis of the **credit bank**. (Total credits accumulated by a student over a period of 3 years) Credit bank in simple terms refers to stored and updated information related to the number of credits obtained by any learner along with details regarding the course for which the credit has been given. Under CBSGS there is provision for **learner's mobility through credit transfer** between colleges as well as across the courses from first year to second year and second to third year in U.G. commerce Courses.

**Table 1.4: No. of students entered in to MMK College with credit transfer in 2015-16**

| Sr. no | Course | Class                     | Number of students |
|--------|--------|---------------------------|--------------------|
| 1.     | B.Com  | First year to II year     | Nil                |
|        |        | Second year to third year | Nil                |
| 2.     | B.M.S. | First year to II year     | 01                 |
|        |        | Second year to third year | Nil                |
| 3.     | B.B.I. | First year to II year     | 01                 |
|        |        | Second year to third year | Nil                |
| 4.     | B.M.M. | First year to II year     | 01                 |
|        |        | Second year to third year | Nil                |
| 5.     | B.A.F. | First year to II year     | Nil                |
|        |        | Second year to third year | Nil                |
| 6.     | B.F.M. | First year to II year     | Nil                |
|        |        | Second year to third year | Nil                |
| 7.     | M.Com. | First year to II year     | 01                 |

- **Lateral and vertical mobility within and across programmes and courses**
- a) **Flexibility to move from one discipline to another:** Students pursuing one programme in the first year can shift to another commerce faculty programme in the second year carrying forward the credits earned in the first year through previous course. This kind of transfer is available to all affiliate colleges of the Mumbai University. However, neither such case was reported in our college or transfer facility availed by our student.
- b) **Flexibility of time frame for completion of course:** The normal time frame for all undergraduate degree courses is of 3 years. Students are required to complete the course within stipulated time frame. However, if any student discontinues the course at any stage due to any reason he/she can rejoin the course in the subsequent years. Students who have passed in all subjects/unsuccessful in getting credits in a maximum of 2 subjects are **Allowed To Keep Terms** (known as ATKT in Mumbai) and continue with the course. However, if a student does not possess the credits in more than 2 subjects, he/she will get break in that academic year. They may pursue to continue their studies after clearing those subjects in which they have not got credits.

- **Enrichment courses:**

In addition to add-on course Foreign Trade, our college provides enrichment courses such as Fashion Designing and Travel & Tourism by strategic tie up with IITC. Further certificate courses include Mock Trading Courses of BSE and Ambitious learning solutions.

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

The institution offers the following self financed programmes which are affiliated to the University of Mumbai. The college aims at providing the students a platform for contemporary learning & in depth theory as well as practical training on the curriculum designed by the Board of Studies of the University of Mumbai; thereby projects, case studies etc are encouraged in the classrooms to develop the analytical skills of the students.

**Table 1.5: List of Self financed Courses**

| U.G.Courses                   | P.G. Course                 |
|-------------------------------|-----------------------------|
| B.Com.(Management Studies)    | M.Com (Advanced Accounting) |
| B.Com. (Banking & Insurance)  |                             |
| B.Com.(Accountancy & Finance) |                             |
| B.Com.(Mass Media)            |                             |
| B.Com (Financial Markets)     |                             |

**Differential Admission Norms:**

**1. Admission:**

- Admission to the self-financed course is purely on merit basis following the reservation policy as per the norms of Government of Maharashtra.
- Seats are reserved for each category open and reserved quota as per University and minority college guidelines framed time to time. For every course, there is a separate merit list that is put up & there are separate cut offs. The demand ratio has been very high for several courses & thus the cut off marks are also very high.
- For students of the B.Com. Stream students have to pass the Higher Secondary Certificate examination.
- For students of B.M.S., while drawing the merit list weightage is given to Arts, Commerce & Science streams at 12<sup>th</sup> standard level as per the Minority college guidelines of University. The stream wise weightage for B.M.S. is as under:

**Table 1.6: Admission weightage for B.M.S.**

| Stream    | Arts | Commerce | Science | Engineering diploma & other |
|-----------|------|----------|---------|-----------------------------|
| Weightage | 25%  | 45%      | 25%     | 5%                          |

- This weightage is further divided between the minority, reserved & open category. Students of all B.Com. & B.M.S. courses are eligible to apply for M.Com. degree.



- For students of B.M.M., while drawing the merit list weightage is given to Arts, Commerce & Science streams at 12<sup>th</sup> standard level as per the Minority college guidelines of University. The stream wise weightage for B.M.M. is as under:

**Table 1.7: Admission weightage for B.M.M.**

| Stream    | Arts | Commerce | Science |
|-----------|------|----------|---------|
| Weightage | 40%  | 30%      | 30%     |

- This weightage is further divided between the minority, reserved & open category.

## **2. Curriculum:**

- The Curriculum of the courses framed by the Board of studies in the University.
- The courses are designed in semester wise pattern & each semester is for 6 months. Thus a student appears for two semesters in one academic year which implies that he/she appears for 6 semesters in 3 years. There are 40 subjects in the self-financed courses & 36 subjects in the B.Com. Course. The syllabus is revised by the Board of Studies at regular intervals in order to incorporate the latest industry requirements.

## **3. Fee structure:**

- The fee for the courses is charged as per the rules laid down by the University of Mumbai. This fee is subject to change as per university notifications from time to time. The breakup of the fee structure is also provided to the college by the University. This breakup is provided to the students in their fee receipt as well.
- The students of SC/ST receive fee scholarship facility as per the Government guidelines.

## **4. Teacher qualifications:**

The qualifications of teaching faculty for both B.Com. as well as Self financed courses is as per the guidelines of the University & the UGC. In the self financed courses the strength of the class is 60 students per division, hence, there are for instance 2 full time faculties appointed in B.M.S. & after allocating their work load the remaining subjects are taught by the visiting faculty. One noteworthy feature of the self financed department is the presence of faculty directly associated with the Industry thereby creating a linkage between academia & corporate.

## **5. Salary of teachers:**

- It is decided by our HSNC Board as per the rule of Government, University and UGC.
- Full time teachers are given salary as per the sixth pay scale depending on the qualification. Visiting faculty are paid on lecture basis.

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

- The courses offered by the college to our students have been selected with a view to ensure their employability in emerging service sectors. All our **unaided courses** like B.M.S., B.B.I., B.A.F., B.F.M. and B.M.M. are relevant today and are designed to ensure employment opportunities to our students.
- We also have **Vocational Courses** such as the Foreign Trade Practices and Procedures (since 1998). This course leads to a Certificate, Diploma and Advanced Diploma Course.
- College provides various **enrichment courses** such as Fashion Designing and Travel & Tourism by strategic tie up with IITC. Further it also includes Mock Trading Courses of BSE in BFM Department.
- College has the **strategic alliance with Future Global Academy (FGA)** that pioneers in the course of B.B.A. and B.C.A. Both the courses are for the period of three years, subdivided in to 6 semesters and have plethora of subjects that cover the context of the course in great detail.

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

University does provide such flexibility of combining face to face and distance mode of education for the students but to a limited extent. A student can move from /or transfer from either Distance Education to Affiliated College with credit conversion or can move from semester system of Affiliated college to annual system of Distance Education. However, our college has not reported any such transfer.

**1.3 CURRICULUM ENRICHMENT:**

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

As the college is affiliated to the University of Mumbai, it follows the curriculum within the Syllabus set by the University. To ensure that the academic programmes and the Institutions goals and objectives are integrated, the following efforts are made:

- Short term and value added courses are offered by the college to enhance the employability skills of the students and give them an exposure to Industry. They are also linked to the curriculum in various ways such as:  
**Vocational Course** on Foreign Trade Practices and Procedures is being offered since 1998. This course also leads to a Certificate, Diploma and Advanced Diploma Course.  
**Skill oriented courses** like Fashion Designing and Travel & Tourism is being offered in tie up with IITC.  
College has the **strategic alliance** with Future Global Academy (FGA) that pioneers in the course of BBA and BCA. Both the courses are for the period of three years, subdivided in to 6 semesters and have plethora of subjects that cover the context of the course in great detail.

- Various **Workshops and Seminars** are organized with a view to supplement curriculum and with a focus on national and global trends.
- **Organizing lectures of industrial experts**, academicians and other eminent persons with respect to curriculum and emerging trends in it.
- College **Debates and Quiz competitions** conducted by the Literary and Debating society, Projects, **Case Studies** given to students in subjects such as Marketing & Human Resource Management(M.H.R.M.),Export Marketing;  
**Foundation Course and Environmental studies** ensures that curriculum bears some relation with practical aspects. It also helps to enhance their subject knowledge and skills.
- Faculty of every Department is encouraged to **attend Seminars, Workshops** organized by the University of Mumbai as well as by other eminent institutions so as to enable them to update their knowledge on the latest trends in their respective subjects.

**1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?**

- The affiliated colleges have **adequate representation in the Board of Studies** for deciding the curriculum. The changes suggested by board of studies are then implemented by the University Senate. However, the college undertakes the following in order to contribute to curriculum enrichment:
- Our college **contributes to syllabus framing**. Coordinator for BMS, Dr. Sheetal Cheddha was called as special invitee for the Sub Committee formed for framing syllabus at First year Bachelor of Mass Media Course for the subject “Introduction to Economics” in the year 2013-14.
- In order to update the syllabus to keep up with the requirements of the industry, the faculty **forwards its suggestions to Board of Studies** members. Such suggestions are based on the feedback they receive Students, Industry sources, visiting faculty, etc and also from workshops and other activities on career orientation conducted by colleges at regular intervals.
- College also organized various **student centric activities** and courses to provide and promote skill development among students in order to enable them to meet the requirements of the industry.
- As part of the **Business Communication curriculum**, CV writing tutorials, mock interviews and group discussion exercises are held to prepare them for the tasks that lie ahead of them.
- **Visiting faculty** is drawn from the industry to acquaint the students to the requirements of the job market.

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

As part of curricular and co curricular learning, information about human rights, gender issues, right to information act are imparted to the students. To take care of these socially relevant issues, the college has several committees. These **committees organize** various Seminars, Workshops, Street plays, debates, skits, etc in order to sensitize the students and educate them about socially relevant causes.



### § Gender Equality:

- Gender related issues are taken up by the **Women's Development Cell** and also by the English Department. On 17<sup>th</sup> August 2013, Ms. Nirmala Samant Prabhavalkar, Ex-Mayor, chairperson of Maharashtra State Commission for Women, delivered a lecture on 'Rights and Issues of Women Empowerment'. On 15<sup>th</sup> January 2014, WDC in collaboration with N.S.S, organized a 'Cervical Cancer Awareness' programme. On 12<sup>th</sup> February 2015, WDC conducted a self defense workshop for female students in order to sensitize them about crimes committed against women and empower them by teaching simple self defense techniques.
- Workshop organized on **terrorism and women's security** by Mumbai police-18<sup>th</sup> January 2013 in which students were educated about the importance of understanding things that lead to their safety, the measures they should take & the steps they should adopt in case of emergency.
- Seminar attended on **Nirbhaya Rape Case** – 7<sup>th</sup> September 2013 at G J Advani Law College by Dr. Kavita Lalchandani, Principal. This was a very sensitive topic & a mock court was established to dissect & understand the details of the case. Students were sensitized on the issues surrounding women safety & respect.
- Our students attended the **NDTV Shoot 'Our Girls Our Pride'** hosted by Priyanka Chopra in aid of girl student education. The Telethon was held on the 1<sup>st</sup> of December 2013 at Yashraj Studios Andheri.

### § Environmental education:

- Environmental education and climate change awareness are undertaken by the **NSS** through its various activities. Aids awareness rally, tree plantation drive, college ward wise **cleanliness programmes** are taken up to create awareness about emerging ecological and environmental issues.
- **Ecological awareness** is also created through the subjects of **Foundation Course** for first year and second year commerce students and through the subject of Environmental studies for first year commerce students.
- **EVS department** has organized a five day **"E-Waste collection week"** in February 2016. Students and the staff enthusiastically participated in the E-Waste collection drive. It also conducted an E- Waste awareness programme in order to motivate the students to take part in environmental protection and contribute to its improvement.

### § Human Rights:

- In order to promote **Human development and values** among students **project work in Foundation Course** by second year B.Com. Students, related to various social issues like child labour, disaster management; mal nutrition; drug abuse and rehabilitation; rural education etc. were given at S.Y.B.Com. Level in the subject of foundation course, whereby students themselves visited NGO's located in Mumbai such as Navneet help Centre; *Stree Mukti Sanghatana*; kripa foundation; Bombay Urban Rehabilitation Centre; Clean Mumbai Foundation etc. to get firsthand knowledge of the civic problems and how to cope up with them.

### § Information Communication and Technology (ICT):

- ICT tools are used by all the faculty members as integral part of teaching. The college has **installed LCD and mikes** in every class room.



- Apart from these, our library provides computers with free **Wi-Fi connectivity** for use by students and staff. Staff room also has computers with Wi-Fi connectivity.
- **Handouts of notes** are given to students through mobile forming their groups.

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

##### **§ Moral and ethical values:**

- To develop a holistic personality among students with **moral and ethical values project work** related to various social issues like child labour, disaster management; mal nutrition; drug abuse and rehabilitation; rural education etc. were given at S.Y.B.Com. level in the subject of **foundation course**, to give them real life experiences and learning about moral and ethical values.
- The SYBMM students as part of their **Culture Studies Project work** conducted a **oneday kiosk** in the college campus. They displayed the features of various cultures beginning with a **presentation and skit on the Sindhi culture**.
- To commemorate Independence Day, the BMM Department organized '**Glimpses of How India Became Independent**' by living legend and **freedom fighter Shri. H.G. Hingoorani** on the eve of Independence Day, 14<sup>th</sup> August 2013. Shri Hingoorani shared his experiences as a freedom fighter and asked the students to carry the fragrance of freedom wherever they went. He also exhibited some of his painting from the struggle for freedom days with a portrait of Jawarharlal Nehru painted in his own blood.
- On the occasion of Gandhi Jayanti – 2<sup>nd</sup> October 2013 the students of the BMM department **volunteered their time assisting blind students** from NAB with the NGO – Eshaan Humanity Foundation. The NGO organized the event in order to provide an opportunity to the blind students to display their talent and the event Rainbow was held at Ravindra Natya Mandir was truly an experience that all our volunteers will cherish for life.
- BMM students volunteered yet again at another **event for theBlind organizedby Eshaan Humanity Foundation – Pratibimb** at Yashwantrao Chavan Auditorium on 4<sup>th</sup> January 2014. The event was attended by the Governor of Maharashtra Mr. K Sankaranarayan and film star John Abraham.
- Our students **volunteered at an event for the Blind** organized by **Eshaan Humanity Foundation** at the Veer Savarkar Auditorium on the 17<sup>th</sup> of January 2015. The chief guest of the event was theatre and film personality, Ms. Nadira Babbar.

##### **§ Employable and life skills**

- Employable and Life skills are taught through the activities of **Placement cell. Workshops** on career orientation, skill development workshops, industrial visits, talks by eminent personalities on the expectations of job market enable the students to understand the requirements of the job market and show an aptitude for developing the required skills.
- **The Literary & Debating Society** gives the students a platform to express their views on social and contemporary issues through debates, elocutions, and also organizes various fun games and quizzes. It also organizes a number of events to infuse in the students the love for the English language and the power of expression. The Crack & Yack competition was held on 25<sup>th</sup> August 2011 in

which students participated in eight teams consisting of four members each. This competition consisted of many word games and language skill games. The Literary & Debating Society also organizes Annual Debate competitions on socially relevant topics. For example, on 29<sup>th</sup> November 2011, the topic for the debate was 'the 25 year age limit for drinking is justified or not'. On 11<sup>th</sup> January 2013, the topic for the debate was 'Are Social Networking Sites a Boon or Bane?' On 10<sup>th</sup> January 2014 debate topic was 'Experience is greater than talent in politics', on 3<sup>rd</sup> December 2015 the topic for the debate was 'Selling of Human Organs should be legalized in India'.

- The students of SYBMM **visited a printing press in Navi Mumbai** where they learnt the intricacies of printing technology. A follow up printing class was held at our own college where students did practical silk screen printing on t-shirts.
- **Cine Vista** visited the college and conducted auditions for a new TV serial they were coming up with. A large number of students tried their hand at acting for the auditions.
- The SYBMM students as part of their Culture Studies Project work conducted events like **Puppetry in India** with a professional puppet show presentation, **Indian Art display, Indian Architecture and its features**, and Technology in India over the years.
- We also had vocal artist Aditya Kripalani – an ex student from MMK, explain his **experience as a media freelancer** and perform at College for the BMM Students on 13<sup>th</sup> Feb 2014. A Script writer, Novelist and Musician, Aditya Kripalani shared his experiences with the students and am sure have inspired quite a few of them on the choices they make and the message – follow your heart!
- **Journalist Claudelle** from Afternoon Dispatch and Courier shared her experiences as a journalist with the students and the session was truly enlightening as it helped students discern what course they would like to pursue in the final semesters of college.

#### § **Better career options**

- **Department of Business Communication** conducted a Workshop on Body language & Communication Techniques on 23<sup>rd</sup> August 2010 in collaboration with NTUS, Singapore. The Department of Business Communication has always strived to enhance the language skills of students to make them more confident and industry -ready. The workshop was held in the Conference room. Practical session was also conducted by the representatives from NTUS that was highly appreciated by the students.
- Various **Career Orientated Seminars** such as “Career opportunities in Life Insurance”, “Career opportunities in field of Company Secretary by ICSI”, “Skill development training’s from NSDC, GOI in association with NSE”, “Career opportunities in the field of Cost Accountants by ICWAI” and “Investor’s Awareness programme by GOI and ICAI” were conducted for aided and unaided course students of our college during the month of July and August 2015.

- **Department of BMS** conducted following **carrier oriented seminars and workshops** in last 5 years.

**2011-12**

**1) Topic: Common entrance test**

Conducted by: Prof. Parag Chitle, CPLC – 10<sup>th</sup> August 2011

Details of the workshop: the workshop provided a lot of insights to students to crack the CAT. Students of SYBMS & TYBMS prepare and appear for CAT in order to pursue their MBA. However, they are generally not aware of the tricks that can help them solve the problems in a fast paced manner. This seminar was extremely helpful to the students & helped them to prepare for CAT in a very strategic fashion.

**2) Topic: Stress Management**

Conducted by: Star cast of the movie “Tere Bin Laden” – 7<sup>th</sup> September 2011

Details of the workshop: stress management is a very important area of study in today’s fast paced world. We all are under stress due to a number of extra organizational factors. Due to this, it is necessary that students understand the importance of stress management. This seminar was full of games & activities & thus, helped to understand the concept of stress & stress management with ease.

**3) Topic: Soft Skills Training – The Corporate Way**

Conducted by: Ms. Sunita Sainani, Kohinoor Group – 22<sup>nd</sup> November 2011

Details of the workshop: it is absolutely essential for the students to understand the importance of Soft skills as a part of management. This workshop was full of activities that helped the kids to learn a lot about soft skills.

**4) Topic: Logistics, and Supply Chain Management and Human Resource Management**

Conducted by: Prof Vazirani – 15<sup>th</sup> January 2012

Details of the workshop: this lecture was essentially a revision lecture for the students of TYBMS in the respective subject. The tutorial helped the students to appear for the exams with thorough preparedness essentially required at the University level examination.

**5) Topic: procedure for admissions to Universities in the US and Europe**

Conducted by: Kraft Education Services- 24<sup>th</sup> February 2012

Details of the workshop: A lot of students are interested in going abroad after their graduation for higher studies. However, they are not sure of the procedure. This seminar was very informative for the students.

**6) Topic: Prospects in Advertising and Marketing**

Conducted by: Ms. Sunita D’souza- North Point – 28<sup>th</sup> February 2012

Details of the seminar: the institute North Point situated in Lonavla conducted the seminar in our college that provided valuable insights to students on the various courses available in the field of marketing & advertising.

**2012-13**

**7) Topic: Financial Awareness**

Resource person: representatives of ICICI bank – Mr. Ravi Anand – 23<sup>rd</sup> August 2012



Details of the lecture: this seminar was conducted for students of SYBMS who have a subject on Banking, in order to give them insights on the practical aspect of Banking. The growth in the banking sector & the changes adopted in the modern era were all covered through the seminar.

**8) Topic: method of Education in USA & Europe**

Resource person: lecturers from University of Georgia- Dr. Basu – 6<sup>th</sup> September 2012

Details of the programme: This was essentially a cross culture exchange programme to explain to students the pedagogy of teaching used in universities abroad.

**9) Topic: Capital Markets**

Resource Person: Lotus Knowealth Pvt. Ltd- 27<sup>th</sup> September 2012

Details of the seminar: this seminar was conducted by Lotus Knowealthpvt ltd on behalf of BSE to create financial awareness amongst students. The primary & secondary market was discussed & understood in depth in this seminar.

**10) Topic: Digital Marketing**

Resource person: Mr. Faisal Farooqui, Mouthshut.com – 14<sup>th</sup> December 2012

Details of the Seminar: the CEO of Mouthshut.com provided a lot of insights in careers & growth of digital marketing in the country. This seminar was very interactive & full of examples of how digital marketing is affecting every aspect of our life in todays times.

**2013-14**

**11) Topic of the workshop: 'Derivatives and Capital Markets'**

Resource person: NitinNachnani, Geogit Finance–17<sup>th</sup> august 2013

Details of the Workshop: this seminar was extremely interactive & provided students with a lot of practical training. Students experienced the changes in the share markets & the economic factors that keep affecting them. This seminar was extremely helpful for both specializations finance & marketing.

**12) Topic of the seminar: Marketing Management**

Resource person: Kumar Luthra, Brand Manager, ABP News – 21<sup>st</sup> September 2013

Details of the Workshop: this seminar was attended by both specializations i.e. marketing & finance since it is important for students to understand the importance marketing for all organizations. Topics such as brand management, product development etc were discussed with suitable examples of both goods & service industries.

**13) Topic of the seminar: Investor Awareness**

Resource person: Ministry of Corporate Affairs – Mr. Hemant Kale – 29<sup>th</sup> November 2013

Details of the Workshop: the seminar was conducted to create awareness in students on the importance of investment in the primary markets. It is important that at the youth level awareness is created in the students since the habit from the beginning would lead to growth of capital formation in the future.



**14) Topic of the seminar: 'Excellence & Leadership'**

Resource person: CPLC – 16<sup>th</sup> January 2014

Details of the Workshop: this Workshop was done by CPLC in partnership with the BMS department where a lot of management games were conducted. These games were enjoyed by the students a lot & lead to students understanding management & its importance.

**2014-15**

**15) Topic of the workshop: Supply Chain Management**

Resource person: Dr. Banerjee from the University of Exeter (U.K.) – 30<sup>th</sup> September 2014

Details of the seminar: this seminar focused on understanding the simulation techniques used in supply chain management. This seminar was very effective in understanding the future of supply chain in MIS in organizations.

**16) Topic of the Workshop: Introduction to French Language**

Resource person: Boli Institute- Miss. Jean Claudia – 23<sup>rd</sup> January 2015

Details of the workshop: the seminar focused on teaching students the basics of French as a foreign language. The seminar helped in understanding the culture of France & teaching kids more about French people & their language.

**2015-16**

**17) Topic of the workshop: Career Guidance for study abroad**

A session was conducted by Kraft Education Society for students who intend to study abroad in the future. This session was conducted on 25<sup>th</sup> June 2015.

**18) Topic of the workshop: investments in Equity markets.**

A session was conducted by Mr. Rahul Sahastrabuddhe, SPRS Co. on 16<sup>th</sup> July 2015 for making students understand the importance of investments from early age in life.

**19) Topic of the workshop: Corporate Grooming**

This session was held on 15<sup>th</sup> December 2015 by Ms. Aarti Tibrewala. She emphasized the importance of Grooming in the corporate world. Tips for personality development were discussed by her.

**20) Topic of the workshop: Financial markets & Technical Analysis**

This session was conducted by the Head of the Department of Finance, Ms. Nirmala Jain, MET on 15<sup>th</sup> January 2016 aimed at providing in depth knowledge of technical analysis to students.

- **Department of BMM** conducted following carrier oriented seminars and workshops in last 5 years.

**2011-12**

- 1) A career guidance seminar was organized for the TYBMM and SYBMM Students on the 4<sup>th</sup> of August 2011. It was conducted by Ms. Rhea from Edwise – a company that provides students with knowledge about study options internationally post the BMM Degree.
- 2) A Fair Trade Workshop for FYBMM and TYBMM students was held on 9<sup>th</sup> August 2011 by Ms. Shalini IRFT (International Resources for Fairer Trade). IRFT is dedicated to empowering farmers, artisans, companies and NGOs to develop their business capacity and promote sustainable livelihoods, for all those involved in producing the things we consume every day.

- 3) The Annual Photography Exhibition 'Colours of Life' was held on 9<sup>th</sup> and 10<sup>th</sup> September 2011 showcasing the talent of the students. There was active participation from students of all the FY, SY and TYBMM classes.
- 4) On 8<sup>th</sup> December 2011 a Seminar by Mr. Justin Gomes from London School of Arts was held. The topic covered at this seminar was 'Fashion Trends Today'.
- 5) On 10<sup>th</sup> January 2012, a Seminar by Mr Nikhil Gurav GEEBEE Education was held on study abroad opportunities for BMM students.
- 6) Mr. Rajesh Kumar from KCCMS conducted a seminar informing the students about the industry recognized courses available for students after Graduation.
- 7) The students of SYBMM visited Noble printing press in Navi Mumbai where they attended a session at the printing press and learnt the intricacies of printing technology. A follow up printing class was held at our own college where students did practical silk screen printing on t-shirts.

#### **2012-13**

- 8) Patricia from WIFT (Women in Film and Television) had a session with the BMM students giving them an overview of Cinema over the years. The students also attended the screening of the movie 'Saving Face' at NCPA. The screening was followed by a discussion with Kiran Rao and Sharmeen (the producer and director of Saving Face). It was a learning experience for those who attended.
- 9) MET Bandra visited the college and Ms. Shweta gave the students an overview of careers in media after BMM.
- 10) Ms. Sonakshi Singh from Balaji Telefilms Pvt Ltd visited the college and gave the students an overview of options in the media industry and invited students over to the studio to have a firsthand feel of movie making and all that goes with it.
- 11) A Debate Competition 'In Our Hands' was held for the students by the students of St. Andrews College. Kumail Changezi and Manali Panchal were the winners of the Debate.
- 12) Mr. Wayne D'Silva from Cine Vista visited the college and conducted auditions for a new TV serial they were coming up with. A large number of students tried their hand at acting at the auditions.
- 13) Apeksha Macwan from L'Oreal Professional conducted a session on Hairdressing as a Career as part of the concept of Careers Out of the Box initiative for the students of the college.

#### **2013-14**

- 14) The annual photography exhibition 'Colors of Life' was held on the 24<sup>th</sup> and 25<sup>th</sup> of September 2014 and truly brought out the talent of the young photographers who were at the exhibition explaining the pictures to those who visited the exhibition.
- 15) A session on Overseas Education Opportunities was held for the final year BMM student in order to assist and guide them about the avenues available to them. Natasha O' Hare from Aliff Overseas Services were invited to assist the students and to expose the students to the opportunities available.
- 16) A session with Pearl Academy- Art, Design and Fashion was held in order to provide the students a kaleidoscope of opportunities available to students in the field of Art, Design and Fashion. Nicole Sequeira conducted the session.

**2014-15**

- 17) Screening of TedX videos was held on the 17<sup>th</sup> of July 2014 as part of the Idea Generation Programme for BMM Students.
- 18) A career seminar was conducted for the BMM Students with the assistance of IMS and Ace Education. Meenaxi and Shawna were speakers of the day.
- 19) A session on Overseas Education Opportunities was held for the final year BMM student in order to assist and guide them about the avenues available to them. Aliff Overseas Services were invited to assist the students and to expose the students to the opportunities available.
- 20) A session with Pearl Academy- Art, Design and Fashion was held in order to provide the students a kaleidoscope of opportunities available to students in the field of Art, Design and Fashion.

**2015-16**

- 21) A session on Copywriting & creative Writing in reference to advertising was held on 20<sup>th</sup> August 2015 by Mr. John Thottan.
  - 22) A career planning session was held in association with MET institute bandra on 17<sup>th</sup> Jan 2016.
- **Department of BFM** conducted following career oriented seminars and workshops in last 5 years.

**2011-12**

**1) Topic of the seminar: How the BSE works**

Resource person: Mr. Kevin D'souza, Chief GM, BSE – 22<sup>nd</sup> November 2012

Details of the seminar: the workshop gave practical insights on the working of capital markets & provided a lot of information. Students had a highly interactive session & understood the functioning of the BSE in detail.

**2) Topic of the seminar: Insights in stock & Commodity markets**

Resource person: Mr. Vijay Bhambhwani- Technical Analyst – 15<sup>th</sup> January 2012

Details of the seminar: The seminar was extremely informative & the pedagogy of usage of lecture method really helped to provide vast amount of knowledge to the students in a very short span. This seminar provided all the knowledge right from the basics of the subject to in depth understanding of commodity markets

**2012-13**

**3) Topic: Capital Markets**

Resource Person: Lotus Knowealth Pvt. Ltd 27<sup>th</sup> September 2012

Details of the seminar: this seminar was conducted by Lotus Knowealthpvt ltd on behalf of BSE to create financial awareness amongst students. The primary & secondary market was discussed & understood in depth in this seminar.

**4) Topic: Financial Awareness**

Resource person: representatives of ICICI bank Mr. Ravi Anand – 23<sup>rd</sup> August 2012

Details of the lecture: this seminar was conducted for students of FYBFM in order to give them insights on the practical aspect of Banking. The growth in the banking sector & the changes adopted in the modern era were all covered through the seminar.



### **2013-14**

**5) Topic: Certified Financial Planning (CFP) course**

Resource person: Ms. Tuba – 11<sup>th</sup> January 2014

Details of the lecture: the seminar gave the students a lot of guidance in adopting CFP as a career. This seminar was detailed and provided vast amount of information in careers in finance.

**6) Topic of the seminar: “Financial Management”**

Resource person: Consumer Guidance Society of India; Mr.Suraj Sethi – 29<sup>th</sup> November 2013

Details of the lecture: the seminar provided comprehensive understanding on providing guidance for consumer protection in the area of financial investment. This seminar was essentially focusing on consumer guidance in financial management.

**7) Topic of the workshop: ‘Derivatives and Capital Markets’**

Resource person: NitinNachnani, Geogit Finance – 17<sup>th</sup> August 2013

Details of the Workshop: this seminar was extremely interactive & provided students with a lot of practical training. Students experienced the changes in the share markets & the economic factors that keep affecting them. This seminar was extremely helpful for both specializations finance & marketing.

### **2014-15**

**8) Topic of the workshop: Supply Chain Management**

Resource person: Dr. Banerjee from the University of Exeter (U.K.) – 30<sup>th</sup> September 2014.

Details of the seminar: this seminar focused on understanding the simulation techniques used in supply chain management. This seminar was very effective in understanding the future of supply chain in MIS in organizations.

**9) “Business cycle and its impact on the market”**

Resource person: Mr. Hemant Kale, member of BSE- 10<sup>th</sup> February 2015

Details of the seminar explained the impact of business cycles on equity markets in India. This helped the students understand the importance of external factors affecting the performance of companies.

### **2015-16**

**10) Topic of the workshop: investments in Equity markets.**

A session was conducted by Mr.Rahul Sahastrabuddhe, SPRS Co. on 16<sup>th</sup> July 2015 for making students understand the importance of investments from early age in life.

**11) Topic of the workshop: Corporate Grooming**

This session was held on 15<sup>th</sup> December 2015 by Ms.Aarti Tibrewala. She emphasized the importance of Grooming in the corporate world. Tips for personality development were discussed by her.

- **Department of BAF** conducted following carrier oriented seminars and workshops in last 5 years.

**1) NIIT** conducted an **Aptitude Test** for all the Third Year students. This test gave the students an opportunity to gauge their strengths and weaknesses in logical, mathematical and verbal reasoning abilities.

**2) Organized an inter collegiate seminar on unconventional careers** where esteemed speakers from various walks of life came and shared their career mantras with students.



- 3) A highly informative and interrogative **seminar on working of stock markets** by Dr. Gopal Krishnan (Principal of SIWS College) was held.
- 4) Organized a **workshop on Professional Grooming & Etiquette**.
- 5) Organized **seminar on consumer awareness** and their rights in telecom industry jointly held with Consumer Guidance Society of India.
- **Department of BBI** conducted following carrier oriented seminars and workshops in last 5 years.
  - 1) **Workshop on communication skills** required at workplaces and interview was organized in July 2012 by the BBI Department. Workshop was conducted by Ms. Anita, H.R. Consultant to inculcate skills among future fresh graduates to assess their employability qualities improve their job readiness and increase their communication skill.
  - 2) **Orientation program on “Careers in Banking Sector”** was organized for BBI students by Mr. Shekhar Chaudhary, Assistant General Manager, Reserve Bank of India, to enlighten them about professional education.
  - 3) A workshop on **career options after graduation** was organized in the month of august. Resource person Mr. Mukul from Craft oriented the students about various MBA program for the students and approach and planning required to crack the same was discussed.
  - 4) **Seminar on certified financial planner** was organized for BBI students were experts Mr. Sunil. L and Khusboo from CFP delivered interactive lecture for the students. CFP is programs which also generate self-employment and also enhance job employability along with BBI students were made job prospects, syllabus, examination pattern etc. of CFP.
  - 5) In order to give the students market based operation of commodity or **workshop as commodity market** was organized in association with reliance communication by Mr. Rahul to explain how they can take up commodity market as their career.
  - 6) **Seminar on Emerging trends in capital markets and Project Finance** was organised for practical exposure to students in the field of Project finance by Mr. Paresh Udeshi and Prof.Rahul Shah in September 2015.
  - 7) For all round development of personality and effective interview skills, a **workshop** was conducted on **corporate interview grooming** in December 2015 by HR & placement officer Jasmine D’silva.

#### § Community orientation:

##### 1. B.COM:

**NSS programme** is community oriented which builds values of “Not ME, but YOU”. In addition to NSS, **Nature Club** activities are also undertaken to orient the students towards not only environment preservation, but also community building which are mentioned as follows:

- **2010-11:** Conducted **community visit at the ceramic design studio-KUPRKABI** on 24<sup>th</sup> December 2010 for S.Y.B.COM.students. It is the NGO functioning as an artistic Ceramic Studio specializing in custom designed ceramic products, consultancy to private institutions and Govt. sectors. It is also associated with Ceramic Awareness programmes along with social empowerment.
- **2011-12:** Students of S.Y.B.COM under Foundation Course-II **Project work at NGOs** located in Mumbai such as Navneet Health Center, *Stree Mukti Sanghatana*, United way, Kripa Foundation, Bombay Urban

Rehabilitation Center, Clean Mumbai Foundation etc. on various social issues like child labour, Disaster Management, Mal nutrition among children, Drug abuse and rehabilitation, Rural Education etc.

- **2012-13:** S.Y.B.COM. Students of our college volunteered for the OASIS foundation, (NGO at Bandra) and conducted various activities related to **making Visuals and preparing Tag lines** from newspaper cuttings and visited different schools to give presentation on environment awareness.
- **2013-14:** Theme for current year event was **Trash to treasure**. Our college students are actively involved in managing the entire event for the programme on **Bring Back Bliss**, a drama depiction of real life exposure about future social challenges and responsibilities of life.
- **2014-15:** S.Y.B.COM. Students of our college volunteered for the innovative **“Green Diary Project”**. Under Green Diary Project students themselves are planning for Conservation, Preservation and creating Awareness towards Environment related activities under one umbrella! Some remarkable activities under Green Diary Project are mentioned as under:
  - a. Students visited *St. Catherine orphanage* on 3<sup>rd</sup> December 2014 situated at *Bandra*, and spent their time with small children by doing various activities.
  - b. Further some students have visited at *Sanjay Gandhi National Park, Borivali* and studied Geographical as well as Historical importance of the place along with various activities.
  - c. Finally, some of them have done *excellent Craft work of Eco-friendly products* on the theme of *Best out of Waste* which includes Pencil Stand, Jewellery Box, Note Pad, Candle Holder, Froggy Box, Vase, Zigzag Stand, Newspaper Basket, Ice cream stick Magic, photo frame etc.
- **2015-16: Field Visit Programme** with BBI Department was held at Mysore Zoo and Vrindavan Garden in Mysore city, Botanical Garden in Conoor and LalBaug Garden in Bangalore city. The purpose was to create awareness towards nature varieties and different Species of birds and animals.

## 2. **BMM & BAF:**

- From 16<sup>th</sup> Jan 2012 to 21<sup>st</sup> Jan 2012 the campaign ‘Cut the Corruption’ was held where students created awareness about the problem of corruption in our society.
- From 23<sup>rd</sup> Jan 2012 to 28<sup>th</sup> Jan 2012 a Campaign on Global Warming – ‘Global Warning’ was held. Here the students organized a fun fair to create awareness about the seriousness of climate change and its impact on our lives.
- 30<sup>th</sup> Jan 2012 to 4<sup>th</sup> Feb 2012 showcased a campaign on Sustainable Development – ‘Sustaining Humanity’ where students were encouraged to use eco friendly products.
- 6<sup>th</sup> to 11<sup>th</sup> February 2012 a campaign on Being Human was held followed by a Human Rights Campaign which was coupled with a Child Rights Campaign from the 13<sup>th</sup> to the 18<sup>th</sup> of February 2012. A Mela was held for under privileged children at Andheri.

- 20<sup>th</sup> to 25<sup>th</sup> Feb 2012 an Anti Sexual Harassment Campaign was held where the students were made aware of their rights. The NGO explained to the students the need to stand against Eve Teasing and other such problems.
- 27<sup>th</sup> February 2012 to 3<sup>rd</sup> March 2012 Campaign Ghumao 1298 – Anti Domestic Violence campaign was held. Dr. Rajiv Naidu spoke to the students about the problems faced in homes today and empowered them to stand for women's rights.
- 5<sup>th</sup> March 2012 to 10<sup>th</sup> March 2012 – Bromance – a campaign on 'Gay Rights' was held to create awareness about rights of Transgender, Gays, Lesbians and Bisexuals who are ill treated by society.
- The TYBMM students undertook awareness programs on various issues that affect our society. They conducted one week kiosks, seminars and awareness campaigns on Corruption, Domestic Violence, Environmental Issues, Women's Empowerment, and other social problems. It was a learning experience for the students of the TYBMM as well as for all other classes who actively participated in the seminars, activities and games organized at the kiosk.
- On the occasion of World Cancer Day (4<sup>th</sup> February 2013) Ms. Priya Dutt from the Nargis Dutt Memorial Charitable Trust had a Cancer Awareness Session. Cancer has been spreading rapidly and there is a need for awareness among all age groups.
- **All Religion Prayer and Get-together Programme:** Our College hosted the All Religion Prayer and Get-together Programme on the 28<sup>th</sup> January 2014, 30<sup>th</sup> of January 2015 and 28<sup>th</sup> January 2016. The participants included Daughters of St. Paul, Bandra Hindu Association, Bramhakumaris, BUILD, Durelo Convent School, Anjuman I Islam School and Junior College, Smt. MMK College of Commerce and Economics and Wilson College. The Cultural presentations were remarkable and truly rendered the thoughts of the youth and showed that they are aware of the threat posed by Religious Fundamentalism today. It was explained that how we need to concern ourselves and respect each other on the basis of being human and not in competition with other religions. The theme of Creation too was beautifully represented through song and dance by the different representatives present and their presentations in the form of dances, songs, skits and speeches.
- **Enactus:** Enactus (formerly known as SIFE) is an international non-profit organization that brings together students academicians and business leaders on a common platform. The initiative is an effort to build a platform for knowledge of opportunities that exist in the country and also create newer ones. For example, through the project Hope interwoven we strive for the development of visually impaired and physically challenged youth women and deprived sections of the rural areas. We also made our presence felt at the Kala-Ghoda art festival wherein handicrafts and handloom of different parts of the country are exhibited. Community oriented projects such as "futile to fertile", "Financial Literacy – the 4<sup>th</sup> R of Literacy" have been taken up by Enactus MMK. We do not only work with people in need but also help to create opportunity for them. We also ventured in to a project with the *koli* community residing in the coastal belt of Mumbai. We visited the Uran where we met the local and about the problems the locals are facing.



These programmes centered around community development have played a major role in entrepreneurship development students as well as sensitization of students towards the various sections of the society.

**3. BMS:**

- An opportunity was given to the students to meet and interact with the Police Commissioner in a workshop organized by Mumbai Police. Issues relating to terrorism and women's security were discussed.
- BMS students in collaboration with NSS went for a Peace March to highlight issues relating to women security.
- Student's Social Responsibility is an initiative of BMS students wherein they visit orphan ages, old age homes, home for the differently abled and conduct entertainment programmes and basic creative learning for the kids from NGO.
- BMS students organized peace march for participating colleges to protest against the growing terrorism in the world.
- Other community based programmes like Co-existence of Humans and Animals and Gender Equality are also organized by BMS students in 2015-16.

**4. BFM:**

- BFM students went for a Peace March in Bandra to protest against the issues related to the women's security.

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

Curriculum related feedback is obtained from the stakeholders in the following manner:

- In the formal feedback obtained from the students, questions on curriculum content and delivery have been included so as to obtain the views of the students.
- Informal feedback is also obtained from students through class room discussions.
- Feedback from parents by exchange of ideas informally is obtained at Parent Teacher Meetings and at orientation programmes.
- Feedback from the management is obtained during interactions between members of the management board and the Principal in LMC meetings conducted twice in a year.
- Community feedback is obtained through interactions with various NGO's and other Social groups as part of CSR meets.

Such feedback about curriculum is passed on to the Board of Studies members as suggestions for curriculum enrichment.

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

- Various courses of our College like Foreign Trade and BMS provide **internship** to students on basis of their evaluation on merit.
- Visiting faculty drawn from industry provide their views about the effectiveness of various programmes. **IQAC regularly meets industrial faculties** for better Academic-Industry Interface and recommend suggestions to each coordinator for the improvement of their course.



- College proposing to start **several skill based programmes** through feedback obtained on various certificate courses such as Fashion Designing and Travel & Tourism by strategic tie up with IITC. Further it also includes Mock Trading Courses of BSE in BFM Department.

#### 1.4 **FEEDBACK SYSTEM:**

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

- All our faculties are coordinating with university bodies and associations such as board of studies to get the revised syllabus from time to time. They also **participate in various workshops and seminars** organized by University to improve Curriculum.
- To ensure that our students can avail of employment opportunities as soon as they step out of college, we have introduced **Vocational Courses** such as the Foreign Trade Practices and Procedures (since 1998). This course leads to a Certificate, Diploma and Advanced Diploma Course. Curriculum is based on university guidelines drafted by college.
- College started **Skill oriented courses** like Fashion Designing and Travel & Tourism in tie up with IITC.
- The college is identified as **Centralized Assessment Programme (CAP)** center of University paper assessment from 2013-14 whereby subject teachers from other colleges; informally share their views on syllabus design & development.

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

The feedback mechanism enabled us to bring about improvement in administration. We have obtained feedback from the A.Y.2013-14 till date in our teaching programme from the students.

**The structured feedback form** includes questions on satisfaction level of students about the institution, curriculum and overall teaching learning experience. Besides we also have system to **obtain feedback** from alumni, parents, employees, industries, academic peers and community at different occasions in different platforms such as PTM, Alumni Meet and Placement Cell Meetings etc. informally from time to time.

##### 1.4.3 **How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes? Any other relevant information regarding curricular aspects which the college would like to include.**

No new affiliated courses started in the last five years, however new add on courses /programmes have been started to improve competences and employability of our students in the current year. The list of new programmes and courses are given below:

**Table 1.8: Rationale of introducing new courses**

| <b>Programme/Course</b>                            | <b>Rationale</b>   |
|--|--|
| Travel & Tourism Management                        | To orient students about the travel & tourism industry which is a growing sector in today's modern times.                          |
| Fashion Designing                                  | To give learners a basic understanding of the fashion industry & teach them the basics of fashion designing.                       |
| Certificate course in mock trading                 | To provide practical learning on the trading in the financial market.  |
| Certificate course in ambitious learning solutions | To Provide additional learning to the students for better development in the subjects that they are presently learning in college. |
| Strategic alliance with FGA                        | To impart knowledge of vocational oriented courses.  |
| Ph.D. Research Centre in Commerce                  | To provide platform to students and teachers for undertaking research.   |

**ANNEXURE: 1.1:**

**Details of Orientation/Refresher/Short Term Courses done by teachers**

| <b>SR. NO.</b> | <b>NAME OF TEACHER</b>  | <b>NAME OF COURSE</b> | <b>DURATION OF COURSE</b> | <b>SUBJECT OF COURSE</b>                            |
|----------------|-------------------------|-----------------------|---------------------------|---|
| 1.             | Mr. Manikandan Iyer     | Orientation           | 9/4/12-5/5/12             | Economics   |
|                |                         | Refresher             | 16/11/15-5/12/15          | Economics   |
| 2.             | Ms. Ligimol Benny       | Refresher             | 2/1/12-21/1/12            | Information & communication technology              |
|                |                         | Refresher             | 24/8/12-13/9/12           | Library & information science                       |
|                |                         | Short term course     | 17/8/15-22/8/15           | E-content development & E-learning                  |
|                |                         | Short term course     | 2/1/14-7/1/14             | Soft skill: A key to professional Excellence        |
|                |                         | Short term course     | 3/2/15-7/2/15             | Research Methodology in library information science |
| 3.             | Mrs. Asha Bhatt         | Refresher             | 2/3/15-21/3/15            | Statistics  |
| 4.             | Mrs. Chippy Susan Bobby | Refresher             | 11/6/12-30/6/12           | English   |
|                |                         | Short term course     | 15/12/14-20/12/14         | Mentoring students                                  |

|                |                        |                       |                           |  |
|----------------|------------------------|-----------------------|---------------------------|--|
| 5.             | Mr. Shreekumar Menon   | Refresher             | 6/2/12 -25/2/12           | Commerce   |
|                |                        | Short term course     | 28/2/14-6/3/14            | Research methodology                                   |
|                |                        | Short term course     | 9/3/15-14/3/15            | Contemporary strategies for teaching & learning        |
| 6.             | Dr. Megha Somani       | Refresher             | 23/5/11-11/6/11           | Commerce   |
|                |                        | Short term course     | 15/12/14-20/12/14         | Mentoring students                                     |
| 7.             | Mr. Vishal Tomar       | Refresher             | 06/2/12-25/12/12          | Commerce   |
|                |                        | Refresher             | 9/2/15-28/2/15            | Commerce   |
|                |                        | Short term            | 3/11/14-8/11/14           | Research methodology                                   |
| 8.             | Dr. Sandeep Sahu       | Refresher             | 30/12/13-18/1/14          | Innovation & Digitalization in Indian Education system |
| <b>SR. NO.</b> | <b>NAME OF TEACHER</b> | <b>NAME OF COURSE</b> | <b>DURATION OF COURSE</b> | <b>SUBJECT OF COURSE</b>                               |
| 9.             | Mr. Shrinivas Aiyer    | Orientation           | 1/2/11-28/2/11            | Multidisciplinary                                      |
|                |                        | Refresher             | 2/11/22-22/11/11          | Accountancy  |
| 10.            | Dr. Aashish Jani       | Orientation           | 1/2/11-28/2/11            | Multidisciplinary                                      |
|                |                        | Refresher             | 26/12/12-15/1/13          | Business Studies                                       |
| 11.            | Dr. Anjali Verma       | Refresher             | 22/10/12-10/11/12         | English  |
|                |                        | Refresher             | 17/11/14-6/12/14          | English  |
| 12.            | Dr. Meena kumari       | Refresher             | 2/11/22-22/11/11          | Accountancy  |
|                |                        | Refresher             | 26/12/12-15/1/13          | Business Studies                                       |
|                |                        | Short term course     | 5/10/15-10/10/15          | Role of teacher in enhancing student potential         |
| 13.            | Dr. Sheetal Chadda     | Orientation           | 20/8/15-16/9/15           | Multidisciplinary                                      |

**Annexure: 1.2:**

**Details of Visiting Faculties from Industry in Self financed courses**

**I. B.M.S.**

| SR. NO | NAME OF FACULTY | NAME OF INDUSTRY/ COMPANY | ACADEMIC EXPERIENCE | INDUSTRY EXPERIENCE |
|--------|-----------------|---------------------------|---------------------|---------------------|
| 1      | Vinayak Parab   | Axis Mutual Fund          | 6 yrs               | 9 yrs               |
| 2.     | Avinash Kumar   | Credit Suisse             | 7 yrs               | 6 yrs               |
| 3.     | Saher Khanzada  | Times of India            | 4 yrs               | 7 yrs               |
| 4.     | Mubeen Bawa     | Jotun Paints              | 4 yrs               | 7 yrs               |

|     |                       |                                 |       |        |
|-----|-----------------------|---------------------------------|-------|--------|
| 5.  | Stephanie Mascarehnas | Citibank                        | 1 yr  | 12 yrs |
| 6.  | Shridevi Shetty       | B. Braun Medical India Pvt. Ltd | 3 yrs | 8 yrs  |
| 7.  | Faiza Dhanani         | Dhruv Liladhar & Co             | 4 yrs | 8 yrs  |
| 8.  | Naveen Rohatgi        | Rohtagi & associates            | 4 yrs | 6 yrs  |
| 9.  | Balashankar Ramdas    | Ex-Pidilite                     | 8 yrs | 16 yrs |
| 10. | Nitin Nachnani        | Edelweiss                       | 4 yrs | 7 yrs  |
| 11. | CA Jinen Jadhav       | Tax consultant                  | 6 yrs | 7 yrs  |
| 12. | Gargi Hingorani       | Ex-Crawford bailey & associates | 8 yrs | 4 yrs  |
| 13. | Prashant Jain         | ICICI                           | 2 yrs | 4 yrs  |
| 14. | Roshan Gaonkar        | Mersk                           | 3 yrs | 7 yrs  |

## **II B.B.I.**

| <b>SR. NO</b> | <b>NAME OF FACULTY</b>   | <b>NAME OF INDUSTRY/COMPANY</b>        | <b>ACADEMIC EXPERIENCE</b> | <b>INDUSTRY EXPERIENCE</b> |
|---------------|--------------------------|--|----------------------------|----------------------------|
| 1.            | Mohina Kulkarni          | Voltas ltd.                            | 15yrs.                     | 5 yrs.                     |
| 2.            | Vidyanand Joshi          | Tata council for community initiatives | 11 yrs                     | 6 yrs                      |
| 3.            | Mandira Kamble           | ICICI bank, ABN AMRO bank              | 4 yrs.                     | 2 yrs.                     |
| 4.            | Prajkata Ambekar         | Pixel system Inc.                      | 10 yrs.                    | 2 yrs.                     |
| 5.            | Darayas Chacha           | Advocate, High court                   | 25 yrs.                    | 20 yrs.                    |
| 6.            | Bhvana Rohera            | NIIT institute of finance, IFBI        | 5 yrs.                     | 20 yrs.                    |
| 7.            | CA Naveen Rohatgi        | Rohtagi & associates                   | 4 yrs                      | 6 yrs                      |
| 8.            | CA Prakash jai Singhania | Mohan tondon & co.                     | 1 yr                       | 2 yrs.                     |
| 9.            | CA Ganesh Shinde         | JMT & Associates                       | 8 yrs.                     | 8 yrs.                     |

## **III B.A.F.**

| <b>SR. NO</b> | <b>NAME OF FACULTY</b> | <b>NAME OF INDUSTRY/COMPANY</b> | <b>ACADEMIC EXPERIENCE</b> | <b>INDUSTRY EXPERIENCE</b> |
|---------------|------------------------|---------------------------------|----------------------------|----------------------------|
| 1.            | Chirag Jain            | Citi group, administration head | 8 yrs                      | 5 yrs                      |
| 2.            | Darayas chacha         | Advocate, high court            | 25 yrs.                    | 20 yrs.                    |
| 3.            | Manoj shetty           | Partner, hedge & sons           | 5 yrs                      | 5 yrs                      |
| 4.            | Sunil Sawant           | Advocate, high court            | 4 yrs                      | 4 yrs                      |
| 5.            | Vidyanand joshi        | Budget & policy analyst         | 11 yrs                     | 6 yrs                      |



**IV                    B.M.M.**

| SR.NO | NAME OF FACULTY   | NAME OF INDUSTRY/COMPANY | ACADEMIC EXPERIENCE | INDUSTRY EXPERIENCE |
|-------|-------------------|--------------------------|---------------------|---------------------|
| 1.    | Sohil Lalani      | Photographer             | 3 yrs               | 5 yrs               |
| 2.    | Aanam Chashmawala | Blogger                  | 2 yrs               | 5 yrs               |

**V                    B.F.M.**

| SR. NO | NAME OF FACULTY   | NAME OF INDUSTRY /COMPANY | ACADEMIC EXPERIENCE | INDUSTRY EXPERIENCE |
|--------|-------------------|---------------------------|---------------------|---------------------|
| 1      | Vinayak Parab     | Axis Mutual Fund          | 6 yrs               | 9 yrs               |
| 2.     | Avinash Kumar     | Credit Suisse             | 7 yrs               | 6 yrs               |
| 3.     | Saher Khanzada    | Times of India            | 4 yrs               | 7 yrs               |
| 4.     | CA Naveen Rohatgi | Rohtagi & associates      | 4 yrs               | 6 yrs               |
| 5.     | CA Jinen Jadhav   | Tax consultant            | 6 yrs               | 7 yrs               |
| 6.     | Nitin Nachnani    | Edelweisse                | 4 yrs               | 7 yrs               |
| 7.     | Pareesh Chauhan   | J.P. Morgan Chase         | 4 yrs               | 7 yrs               |
| 8.     | Faiza Dhanani     | Dhruv Liladhar& Co        | 4 yrs               | 8 yrs               |
| 9.     | Roshan Gaonkar    | Mersk                     | 3 yrs               | 7 yrs               |
| 10.    | Prashant Jain     | ICICI                     | 2 yrs               | 7 yrs               |

**Annexure: 1.3:**

**Details of Seminars, Workshops & Guest lecturers organized by various Departments**

| COURSE           | NUMBER OF PROGRAMMES |
|------------------|----------------------|
| <b>2011 – 12</b> |                      |
| B.M.S.           | 6                    |
| B.B.I.           | 0                    |
| B.A.F.           | 4                    |
| B.M.M.           | 6                    |
| B.F.M.           | 3                    |
| M.COM.           | 0                    |
| B.COM.           | 1                    |
| <b>2012-13</b>   |                      |
| B.M.S.           | 5                    |
| B.B.I.           | 1                    |
| B.A.F.           | 2                    |
| B.M.M.           | 9                    |

|                  |   |
|------------------|---|
| B.F.M.           | 3 |
| M.COM.           | 1 |
| B.COM.           | 1 |
| <b>2013 – 14</b> |   |
| B.M.S.           | 5 |
| B.B.I.           | 6 |
| B.A.F.           | 2 |
| B.M.M.           | 9 |
| B.F.M.           | 3 |
| M.COM.           | 1 |
| B.COM.           | 1 |
| <b>2014 – 15</b> |   |
| B.M.S.           | 3 |
| B.B.I.           | 2 |
| B.A.F.           | 1 |
| B.M.M.           | 6 |
| B.F.M.           | 2 |
| M.COM.           | 1 |
| B.COM.           | 1 |
| <b>2015 – 16</b> |   |
| B.M.S.           | 9 |
| B.B.I.           | 4 |
| B.A.F.           | 2 |
| B.M.M.           | 5 |
| B.F.M.           | 6 |
| M.COM.           | 2 |
| B.COM.           | 1 |



Smt. M.M.K College of Commerce & Economics

## *Criterion II*

### *Teaching, Learning and Evaluation*









## **CRITERION II:** **TEACHING, LEARNING AND EVALUATION**

### **2.1 STUDENT ENROLMENT AND PROFILE:**

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

The College has introduced a variety of courses in keeping with student needs. The College ensures wide publicity to the admission process for the benefit of the students. The admission process is transparent and publicity is given through the College prospectus and website. As per the admission circular and notices issued by the University of Mumbai from time to time announcements are made.

**Prospectus:** The prospectus for the grant-in-aid course, Self-financed courses (BMS, BBI, BAF, BFM, BMM and M.COM) clearly describes the norms and conditions for admission as well as the rules of admission. It includes detailed information about the submission of all the necessary documents, refund of fees, library deposit and caution money. It is a document that provides information about the institution, courses offered, optional subjects available to students, examination and evaluation pattern. It is supplied to the students to make them aware of their responsibility and accountability.

**Institutional Website:** Institutional website [www.mmkcollege.edu.in](http://www.mmkcollege.edu.in) also provides information about the admission schedule, rules, procedure and other details about admission.

For Self-financed courses and add-on courses, the respective course coordinators conduct orientation programmes and disseminate information regarding the curriculum, the faculty, job prospects in their respective courses, and prepare the students for the challenges lying ahead. Each student is given a brochure that contains information about the course. The Institution has a sound reputation as a center of learning. Hence publicity occurs through word of mouth and the college is not required to advertise its courses in newspapers.

**Transparency in admission process:** The college has an Admission Committee consisting of five members for F.Y.B.Com admissions. Senior faculty members of the college guides the other committee members in the admission process as per the guidelines formulated by the Government of Maharashtra and the circulars issued by the University of Mumbai from time to time. In case of Self-financed courses (BMS, BBI, BAF, BFM, BMM and M.COM), the respective course co-coordinators and the faculty look after the admission process. The Admission Committee ensures that the admission process is carried out systematically and impartially on the basis of predetermined criteria and the college adopts a transparent admission process. Admission to the regular B.Com course and self-financed courses is purely merit based. The College also ensures that the mandatory data to be uploaded on the University of Mumbai's MKCL site is done on regular basis. University of Mumbai through its MKCL site, help the students in uploading their academic details which can later on be accessed and down loaded for college admission process.

**2.1.2 Explain in detail the criteria adopted and process of admission.**

**Criteria adopted and process of admission for the regular B.Com course:**

Admission for the regular B.Com course is given as follows:

1. First priority is given to in house students who have passed H.S.C from the college. Necessary time period is given to the in - house students to take admission as per the dates allotted by the University of Mumbai.
2. Once the admission of in - house students is over, the college finds out the remaining vacant seats available to gives admission to outsiders. The remaining seats are divided 50% for Sindhi linguistic minority and remaining 50% for outsiders as per University of Mumbai guidelines from time to time.

**Criteria adopted and process of admission for self finance courses (BMS, BBI, BAF, BFM, BMM and M.COM):**

1. In case of self financed courses (BMS, BBI, BAF, BFM, BMM and M.COM), as per the University of Mumbai guidelines for Minority Institutions, out of total numbers of seats 50% are kept for minority students.
2. The remaining 50% seats are then divided equally between open class students and reserve category students as per the guidelines.
3. There is direct admission to the next class for students who have passed the lower exam in grant-in-aid and self financed courses.
4. Outside students are given admission on the basis of availability of seats.

After accepting applications from aspiring students, the College scrutinizes them. The merit list is prepared and displayed on the notice board. The final admission list/enrollment list is submitted to the University of Mumbai. Students are selected for various programmes on the basis of merit. The minimum percentage is determined by the University for Various Programmes offered by the university. The forms received are scrutinized and merit lists are displayed as per the University norms.

There is direct admission to next class for in-house students. Outsiders are given admission if there any seats vacant.

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

- I. Regular B.Com course**
- II. Self-Financed Courses**
- III. Vocational**

The College strictly adheres to the admission procedures prescribed by the University of Mumbai through its circulars for the F.Y.B.COM course every year.

The admission circular, provides in detail the information regarding the schedule of the sale of admission forms, collection of filled - in admission forms, the display of the first, second, third and final merit lists with their respective dates for payment of fees for F Y B COM class. The circular also prescribes the reservation for different categories, i.e., SC/ST /O.B.C and others. It also prescribes the quota for minority, non-minority, in-house students, etc.

**Admission Procedure:**

**B.COM (Regular):** The College follows the University guidelines while admitting students to the F.Y.B.COM class. In-house students are given preference for admission. After accommodating all the in- house students, the merit list for outsiders is prepared and displayed on the notice board. The reservation for different categories (i.e., SC/ST/OBC and others) is strictly followed. The students in the merit list are given three clear working days to take admission in a particular programme as per the University guidelines. For S.Y.B.COM and T.Y.B.COM classes, mainly in-house students are considered. Vacant seats are filled up by enrolling students from outside on merit basis.

**Self-Financed Courses:**

**a) Admission is based on a dual system:**

50% seats are reserved for the students belonging to the linguistic minority community, as the College is a linguistic minority Institution.

**b) 50% seats are earmarked for the students belonging to the open category.**

Students securing minimum 50% marks at the Higher Secondary Certificate examination are eligible to apply for admission in the open category. However, the cut -offs in our College are much higher as shown in Table No: 1. Students are admitted to these courses purely on merit. Depending on the availability of seats, three to four merit lists are declared, and the students are given three clear working days to seek admission.

**Vocational Course (Foreign Trade Practices & Procedures):**

The vocational course coordinator orients the students about the add-on course. Admission to this course is given on merit. The students coming from business families, especially those who are engaged in export-import trade, take up this course. Sometimes, sheer interest in the course draws them to this course. This course is open to all the in-house and out side students. Since the number of seats are limited, admission is on a first-come-first-served basis.

**Table: 1: Cut-off percentage at the entry level**

| Courses | 2011-12                 | 2012-13                 | 2013-14               | 2014-15                  | 2015-16                  |
|---------|-------------------------|-------------------------|-----------------------|--------------------------|--------------------------|
| B.COM.  | MXP: 92                 | MXP: 93                 | MXP: 94.6             | MXP: 92.8                | MXP: 92                  |
|         | MNP<br>Open: 66         | MNP: 62.5               | MNP: 61.17            | MNP: 67.02               | MNP: 66.8                |
|         | MNP<br>Reserve:<br>41   | MNP<br>Reserve:<br>42.3 | MNP Reserve:<br>44.17 | MNP<br>Reserve:<br>50.37 | MNP<br>Reserve:<br>41.54 |
| M.COM.  | MXP:89.08               | MXP: 92.4               | MXP: 90               | MXP: 93.29               | MXP: 84                  |
|         | MNP:56.57               | MNP:51.33               | MNP: 68.14            | MNP: 49.57               | MNP: 43.7                |
|         | MNP<br>Reserve<br>59.71 | MNP<br>Reserve<br>52.57 | MNP Reserve<br>57     | MNP<br>Reserve 59        | MNP<br>Reserve<br>48.71  |
| BMS     | MXP: 83.8               | MXP: 90.2               | MXP: 84.8             | MXP: 85.3                | MXP: 89.5                |
|         | MNP: 53.6               | MNP: 54.3               | MNP: 55.17            | MNP: 60.7                | MNP: 50.2                |
|         | MNP<br>Reserve<br>46.83 | MNP<br>Reserve<br>54.17 | MNP Reserve<br>61.77  | MNP<br>Reserve<br>60.80  | MNP<br>Reserve<br>56.92  |
| BBI     | MXP: 80                 | MXP: 82                 | MXP: 85               | MXP: 83                  | MXP: 86                  |
|         | MNP: 50                 | MNP: 49                 | MNP: 48               | MNP: 52                  | MNP: 53                  |
|         | MNP<br>Reserve<br>44.66 | MNP<br>Reserve 57       | MNP Reserve<br>52.66  | MNP<br>Reserve<br>64.92  | MNP<br>Reserve<br>52.15  |
| BAF     | MXP: 85.6               | MXP: 89.6               | MXP: 88.6             | MXP: 93.4                | MXP: 93.8                |
|         | MNP: 80                 | MNP: 74.5               | MNP: 81.17            | MNP: 81.2                | MNP: 84                  |
|         | MNP<br>Reserve 58       | MNP<br>Reserve 59       | MNP Reserve<br>45     | MNP<br>Reserve<br>53.85  | MNP<br>Reserve<br>56.77  |
| BMM     | MXP: 81.4               | MXP: 81                 | MXP: 94.6             | MXP: 92.8                | MXP: 95.8                |
|         | MNP: 76.8               | MNP: 77.6               | MNP: 723.3            | MNP: 77.69               | MNP: 75.6                |
|         | MNP<br>Reserve#         | MNP<br>Reserve 47       | MNP Reserve<br>46.33  | MNP<br>Reserve<br>43.23  | MNP<br>Reserve<br>46.77  |
| BFM     | MXP: 85                 | MXP: 86                 | MXP: 85               | MXP: 81                  | MXP: 83                  |
|         | MNP: 51                 | MNP: 49                 | MNP: 51               | MNP: 53                  | MNP: 56                  |
|         | MNP<br>Reserve -*       | MNP<br>Reserve -*       | MNP Reserve:<br>59    | MNP<br>Reserve:<br>56.46 | MNP<br>Reserve-*         |
| FTTP    | MXP: 80                 | MXP: 81.73              | MXP : 80              | MXP : 85.17              | #                        |
|         | MNP:<br>40.52           | MNP: 41.63              | MNP: 43.71            | MNP : 44.83              | #                        |

MXP: Maximum Percentage, MNP: Minimum Percentage

MNP Reserve: Minimum Percentage for Reserve Category

In FTTP - No maximum and minimum percentage, admission is given on First in First out Basis.

\* During the year there were no students from reserved category

# The course was discontinued due to lack of student enrollment.



**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually?**

The institution has an Admission Committee which looks into matters related to the admission process as per the guidelines of the University of Mumbai. The University of Mumbai also conducts workshops for the same, which is attended by committee members and non teaching staff. Students' profile from the first year till the third year is maintained and updated periodically. With timely updation of students 'profile forms, we monitor their academic growth and attendance. Over the years, it is noted that the college has received students with a higher percentage and a larger number of applications.

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

- a) SC / ST
- b) OBC
- c) Women
- d) Differently abled
- e) Economically weaker sections
- f) Minority community
- g) Any other

The college is affiliated to the University of Mumbai and we adhere to the mandatory requirements during admission. As given in our prospectus/Vision/Mission statement we are committed to serve the needs of the poor and the marginalized. Our student profiles demonstrate the diversity of our institution. The institution ensures equality and wide access to education to students belonging to various socio-economic and cultural backgrounds. Adhering to the University norms, the college promotes education for all. We are open to students coming from all states, all religions and with different abilities. Our staff and students are committed to help such students.

SC/ST/OBC students are given admission as per Maharashtra Government guidelines.

**Differently Abled:**

Differently abled students are admitted as per the Reservation policy. Lecture rooms of such students are allotted on the ground floor and examination for such students is also held on the ground floor. As per the requirement, additional assistance such as writer, extra time etc is also provided during the examination. These students are also allowed to use the Elevator in the college.

**Economically Weaker Sections:**

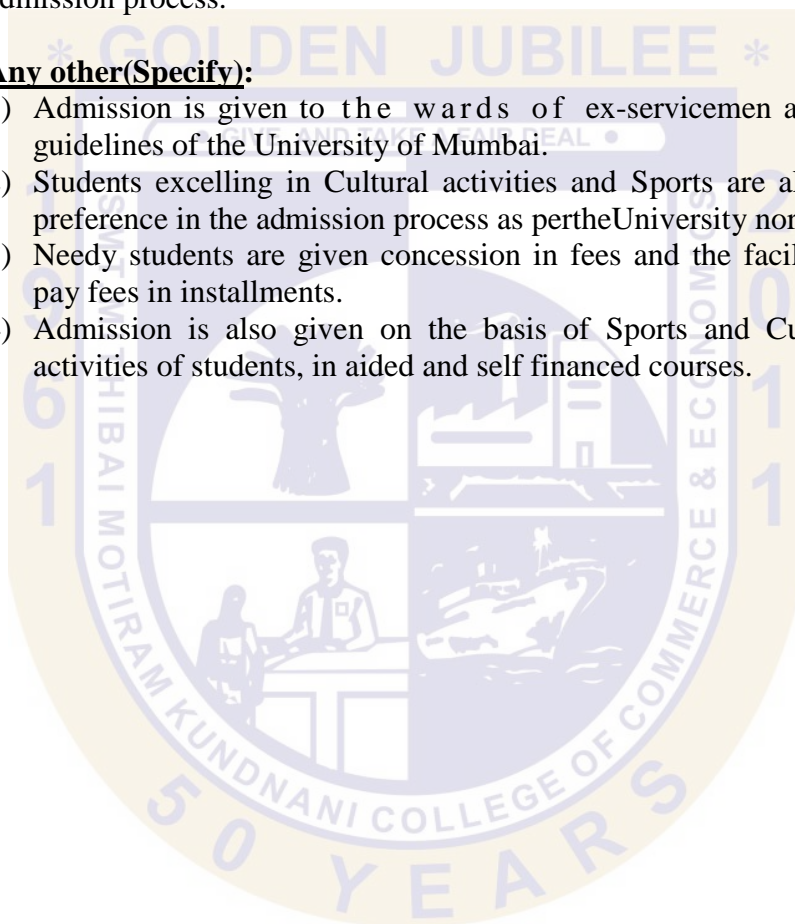
- 1) EBC scholarships are provided to the eligible students as per the rule. In addition to this, candidates who are not eligible for EBC free-ship but are unable to pay the full fees are provided fee concessions and also financial assistance from the Student Aid Fund. The Principal and faculty members also help the students at a personal level.
- 2) Economically disadvantaged and deserving students are issued books under the Book Bank Scheme.

**Minority Community:**

The Reservation policy of the Government of Maharashtra regarding admission to minority communities is strictly followed during the admission process.

**Any other (Specify):**

- 1) Admission is given to the wards of ex-servicemen as per the guidelines of the University of Mumbai.
- 2) Students excelling in Cultural activities and Sports are also given preference in the admission process as per the University norms.
- 3) Needy students are given concession in fees and the facility to pay fees in installments.
- 4) Admission is also given on the basis of Sports and Cultural activities of students, in aided and self-financed courses.



| 2.1.6. |       | Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase/ decrease and actions initiated for improvement. |       |       |       |       |                           |       |       |       |        |              |        |        |  |
|--------|-------|---|-------|-------|-------|-------|---------------------------|-------|-------|-------|--------|--------------|--------|--------|--|
|        |       | Nos. of application received  |       |       |       |       | Nos. of students admitted |       |       |       |        | Demand Ratio |        |        |  |
| 11-12  | 12-13 | 13-14   | 14-15 | 15-16 | 11-12 | 12-13 | 13-14                     | 14-15 | 15-16 | 11-12 | 12-13  | 13-14        | 14-15  | 15-16  |  |
| B.COM  |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 2800   | 2931  | 1846  | 2245  | 2023  | 702   | 704   | 707                       | 763   | 754   | 4:1   | 4.16:1 | 2.61:1       | 2.94:1 | 2.68:1 |  |
| M.COM  |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 280    | 294   | 243   | 210   | 177   | 80    | 76    | 79                        | 63    | 53    | 3.5:1 | 3.8:1  | 3.3:1        | 3.33:1 | 3.34:1 |  |
| BMS    |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 1200   | 1295  | 1284  | 1563  | 1625  | 118   | 118   | 120                       | 144   | 142   | 10:1  | 11:1   | 11:1         | 11:1   | 11:1   |  |
| BBI    |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 245    | 153   | 200   | 225   | 242   | 45    | 57    | 56                        | 57    | 58    | 5.4:1 | 2.68:1 | 3.57:1       | 3.94:1 | 4.17:1 |  |
| BAF    |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 515    | 500   | 504   | 610   | 765   | 59    | 60    | 59                        | 60    | 70    | 8.7:1 | 8.33:1 | 8.5:1        | 10:1   | 11:1   |  |
| BMM    |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 650    | 684   | 627   | 810   | 788   | 60    | 60    | 62                        | 70    | 63    | 11:1  | 11.4:1 | 10.1:1       | 11.5:1 | 12.5:1 |  |
| BFM    |       |   |       |       |       |       |                           |       |       |       |        |              |        |        |  |
| 282    | 218   | 165   | 201   | 239   | 46    | 53    | 57                        | 51    | 52    | 6:1   | 4.11:1 | 2.89:1       | 3.94:1 | 4.59:1 |  |

## **2.2 CATERING TO DIVERSE NEEDS OF STUDENTS:**

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

**Differently-Abled students:** The College has admitted differently-abled students and makes efforts to cater to their needs. Differently-abled persons need special arrangements in the environment for the immobility and independent functioning. The college ensures that all the existing infrastructure as well as future construction projects in the campus are made disabled friendly. The institution has special facilities such as ramps, wheelchair and elevator to suit the special needs of differently-abled persons. Our teachers are sensitive to such students. They also pay special attention to the needs of such differently-abled students. The in-house counselor helps them to deal with psychological, social, academic and personal problems. The college believes in inclusive education for the benefit, growth and overall development of differently-abled students.

Lecture rooms of such class students are allotted on the ground floor. During exams, examination room for such students is also on the ground floor. Before the examination, data about the requirement of such students is collected by the examination committee by circulating notices. Depending upon their requirement, additional assistance such as writer, extra time etc is also provided within the guidelines during examination. For assessment, grace marks are allotted to these students as per the University guidelines.

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

**Assessment of the students' knowledge and skills before the commencement of the programme.**

The institution monitors the marks scored by the students at the time of admission in class XII. There is a merit list at the time of admission. Staff members help in counseling the students with regard to the scope and requirements for different courses. At the commencement of the year, students are informed about the subject / course and what would be expected of them. They are also made aware of the opportunities that are available in pursuing that course. The course coordinators guide the students to select their area of interest and provide the necessary support.

Orientation programmes for grant-in-aid as well as the self-financed courses for students and parents are conducted by the institution's professors; Vice-Principal and Principal where necessary information about discipline in college, cultural activities, sports activities, internal and external examination rules based on CBGS are provided.



**2.2.3. What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice?**

**Strategies to bridge knowledge gap of the enrolled student:**

- 1) The strong and weak points of the students are identified through the profile form and exam results.
- 2) Students are given Orientation on the programmes selected by them.
- 3) Intensive coaching and remedial coaching are provided on a need based basis to the students to bridge the knowledge gap.
- 4) Intensive coaching is provided to advanced learners as per their requirements and remedial coaching is imparted to slow learners.
- 5) Continuous evaluation of students by teachers, provision of study material in terms of notes, remedial course for poor performer's etc. help to bridge the knowledge gap of the enrolled students.

Department of Math's and Statistics and Business Economics conducted remedial lectures for academically weaker students.

| No.              | Name                 | Dates  | No. of Lectures Taken |
|------------------|----------------------|--|-----------------------|
| <b>2011 – 12</b> |                      |  |                       |
| 1                | Mrs. Asha Bhatt      | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 09                    |
| 2                | Prof. S. Gupta       | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 08                    |
| 3                | Dr. K.Sasikumar      | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 09                    |
| 4                | Prof. Mani Iyer      | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 07                    |
| <b>2012-13</b>   |                      |  |                       |
| 1                | Mrs. Asha Bhatt      | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 07                    |
| 2                | Prof. S. Gupta       | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 09                    |
| 3                | Dr. K.Sasikumar      | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 06                    |
| 4                | Prof. Mani Iyer      | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 07                    |
| <b>2013 – 14</b> |                      |  |                       |
| 1                | Mrs. Asha Bhatt      | 02.09.2013 - 27.09.2013<br>03.02.2014 – 21.02.2014 | 09                    |
| 2                | Prof. S. Gupta       | 02.09.2013 - 27.09.2013<br>03.02.2014 – 21.02.2014 | 08                    |
| 3                | Prof. Mani Iyer      | 02.09.2013 - 27.09.2013<br>03.02.2014 – 21.02.2014 | 09                    |
| 4                | Prof. Kesia Varghese | 02.09.2013 - 27.09.2013<br>03.02.2014 – 21.02.2014 | 07                    |
| <b>2014 – 15</b> |                      |  |                       |
| 1                | Mrs. Asha Bhatt      | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2014 | 09                    |

|                  |                           |  |    |
|------------------|---------------------------|--|----|
| 2                | Prof. S. Gupta            | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2014 | 08 |
| 3                | Prof. Mani Iyer           | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2014 | 09 |
| 4                | Prof. Kesia Varghese      | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2014 | 07 |
| <b>2015 – 16</b> |                           |  |    |
| 1                | Mrs. Asha Bhatt           | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 09 |
| 2                | Prof. S. Gupta            | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 08 |
| 3                | Prof. Satyaprakash Pandey | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 09 |
| 3                | Prof. Mani Iyer           | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 09 |
| 4                | Prof. Ravneet Syan        | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 07 |

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

##### **Sensitization on gender, inclusion and environment:**

Sensitizations of students on issues of social relevance are always given priority by the institution. Sexual harassment is a form of human rights violation, an infringement on life and liberty and a grave form of gender-based discrimination. Such behaviors are not acceptable and tolerated. Through various associations like N.S.S. and WDC, a wide range of programmes are organized for sensitization of students. Lectures by eminent personalities and Workshops on self defense are organized for the same. Through the Literary and Debate committee, various talks are organized on gender disparity.

On the issues of environment, the college has:

- 1) Nature club
- 2) Memorandum of undertaking with “Stree Mukti Sangathana” for disposal of E-waste management.
- 3) Mrs. Rashmi Joshi, Coordinator, Resource Management “Stree Mukti Sangathana”, Chembur, was invited to talk on e-waste management to the teaching, non teaching staff and students.
- 4) The Environment Auditing committee conducted the energy and green audit every year, electrical audit every two years and structural audit in every five years and organised an awareness programme for teaching, non teaching staff and students.
- 5) The College participated in the Swach Mahavidyalaya campaign which was as per the theme “Swach Bharat Abhiyan” of Government of India.
- 6) The College has collaborated with “Hindustan Times” for Clean, Green Mumbai.

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

Marks scored by students in the class tests and semester end exams in the first half of the academic year help in identifying the advanced learners.

- 1) The advanced learners are identified and recommendation letters are given by the teachers to the library, to provide such students with additional books, extra library card is provided and best reader award is given to such meritorious students.
- 2) Intensive coaching is also provided to these students before the exam.
- 3) Advanced learners are also deputed for various curricular activities.
- 4) These students are also given easy access to the internet, journals and periodicals for completion of project work.
- 5) Teachers play the role of mentors in improving the academic achievements of these students.
- 6) Teachers encourage such students to participate in various competitions, seminars, UPSC, MPSC exams. Information and guidelines for professional exams like C.A., C.S, CWA, NET and SLET exams are provided.
- 7) The Institution organizes booster lectures for enhancing the academic knowledge of the students on various issues.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance of the students at risk of dropout?**

**Collection and analysis of data on the academic performance with special reference / to students at risk of drop-out. (support provided with the is advantaged sections, physically challenged and slow learners)**

Information regarding the academic performance of the students at the risk of drop-out is obtained through the evaluation of students' performance in the class test and in the semester end examination of the first half of the academic year. From the data analysis it was observed that there is no drop out of students in our institution as:

- 1) Personal and academic counseling are provided to academically poor students to motivate them to pursue their education.
- 2) The parents of these students are made aware of their wards' performance and encouraged to participate in their wards academic process.
- 3) Such students are given individual attention in the class by the subject teachers.
- 4) Remedial coaching is provided in subjects like Mathematics, Statistics and Economics since very few students of commerce, especially those who take Mathematics and statistics at Junior college level are generally able to score, and are at ease with the fundamentals of these subjects which the teacher at First Year level ensures every student is thorough with.
- 5) Students facing financial problems who are at the risk of drop-out are provided financial help by the institution.

## **2.3 TEACHING – LEARNING PROCESS:**

### **2.3.1 How does the College plan and organize the teaching – learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blueprint etc.)**

The Academic Calendar is prepared by the college at the commencement of every academic session. The college follows the Academic Calendar as prescribed by the University of Mumbai. The academic calendar highlights teaching days, examination schedules, evaluation blueprint, tentative dates for holding seminars and workshops, a profile of the extra-curricular and cultural activities etc.

The College encourages the teachers to make teaching plans, which help them teach in a logical and organized manner. The teaching plans are formulated within the framework of the syllabus received from the University. The Head of the Department supervises the formulation of the term-wise teaching plan and monitors its implementation. The teaching plans are reviewed periodically in the respective Departmental meetings. Feedback received from the students is used to make midterm corrections, if required. Additional lectures are engaged by the teachers, if required.

The evaluation blueprint is an integral part of the syllabus, as prescribed by the University of Mumbai. The evaluation blueprint which includes various modules, weightage of marks, project work and format of the question paper and evaluation methods framed by the University is communicated to the students verbally and through the prospectus in the Orientation programme and introductory lectures in the classroom at the beginning of the academic year.

The college communicates the evaluation methods by providing students with a prospectus at the time of admission. The College notifies all the relevant and important information about the examination and the evaluation methods on the notice-board of the College for the benefit of the students. Plasma displays are installed at strategically important locations in the College premises for students. The College also provides all the above information through the College Website [www.mmk.edu.in](http://www.mmk.edu.in)

### **2.3.1 How does IQAC contribute to improve the teaching-learning process?**

The Internal Quality Assurance Cell (IQAC) of the college ensures that teaching-learning methodology is enhanced by regularly conducting quality improvement programme. Most of the members of the IQAC are senior faculty of the college who help facilitate the dissemination of the quality initiatives taken.

The IQAC functions in accordance with the guidelines of NAAC:

- ❖ Enables the sharing of best practices through annual departmental/criteria presentations, innovative teaching-learning methods and discusses proposals for new programs and courses.
- ❖ Development and application of quality benchmarks/parameters for various academic and administrative activities
- ❖ Facilitating the creation of a learner-centric environment conducive to quality education and faculty development.
- ❖ Arrangement for feedback response from students on the institution.



- ❖ Organization of inter and intra institutional workshops, seminars and conferences on quality-related themes.
- ❖ Documentation of the various programmes and activities leading to quality improvement
- ❖ Embedding the habit of ICT enabled teaching by creating necessary infrastructure in classrooms and in the computer labs.
- ❖ Development of quality culture in the institution.
- ❖ Preparation of Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC, to be submitted to NAAC.
- ❖ Facilitating summer internship for students.

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

The teachers use innovative methods along with the traditional lecture method to make teaching an exciting and interactive exercise. All categories of students (slow and advanced learners) are motivated to participate actively in the teaching – learning process. Students are active and receptive participants rather than passive learners. The teachers concentrate on the exact nature of the skills which they wish the students to acquire and accordingly decide on the methodology of teaching in the classroom.

The lecture method alone is inadequate to sustain the interest of the students. Hence radical changes have been made in pedagogy. The students are made to engage in case studies, puzzle solving, discussions, presentations to make them empirical & pragmatic, in short, industry-friendly. The student-centered learning strategies have been initiated.

Teaching-learning is made student-centric by giving our students every opportunity for independent as well as collaborative learning. Specific methods include the following:

- ❖ Assigning group projects (Collaborative Learning)
- ❖ Problem solving sessions - independently as well as in groups (Independent/Collaborative Learning)
- ❖ Creating interactive sessions in class through discussion, debates, role play, quizzes, and tutorials. (Participative Learning)
- ❖ Student seminars, participation in festivals and annual exhibitions (Collaborative and Experiential Learning)
- ❖ Field trips and study tours (Experiential Learning)

Various activities are undertaken to enable students to acquire first hand information from real-life situations, for example,

- ❖ Industrial Visits for Experiential Learning
- ❖ Field Visits
- ❖ Projects

These activities help the students to develop skills like collection, organization, presentation and interpretation of data, usage of IT for preparation of PowerPoint presentation. On-the-job training is given to the students in the add-on course like Foreign Trade Practices & Procedures and professional courses like BMS, BMM, BAF, BFM and BBI.

**Support System Available:**

The College has a central “media room” facility for preparing teaching aids. Over the years the College has acquired several OHPs, DVD Players, LCDs, camera etc. to help teachers prepare teaching aids.

| Description of Teaching Aids | Numbers |
|------------------------------|---------|
| <b>DVD</b>                   | 01      |
| <b>LCD/OHP</b>               | 23      |
| <b>CAMERA</b>                | 03      |
| <b>LAPTOP</b>                | 08      |

In the subject of Management, Accountancy and Mathematical and Statistical Techniques, case study approach is used by the teachers for solving the problems. Tutorials are conducted in the subject of Business Communication and Mathematics and statistical Techniques.

The College Library resources are effectively used to augment the teaching – learning process. The Library has an “Open Access” system. Internet connectivity is also available in the library to promote self learning, through INFLIBNET, Multimedia resources, Interactive CDs etc.

All the major departments are given laptops to facilitate effective teaching –learning. The teachers as facilitators of learning have been challenged to update themselves on emerging areas by attending seminars and workshops.

Workshops, student centric seminars and guest lectures are organized by the IQAC of the college on a regular basis in the conference room with updated AV facility. The following student-centric seminars were organized during the last 5 years:

**2010-2011:**

- ✓ An Inter Collegiate seminar titled “the Gourmet of Finance’- Financial insight” for B.A.F. students on 31<sup>st</sup> August 2010.
- ✓ A seminar on “Current Issues in HR and Investment Avenues for Potential Investor” was conducted in the College under Crystal Gaze-2010 on 17<sup>th</sup> July 2010.
- ✓ A Workshop on Body language & Communication Techniques was organized on 23<sup>rd</sup> August 2010 at the College by -the Department of Business Communication- in collaboration with NTUS, Singapore.
- ✓ One-day workshop was held on 27<sup>th</sup> November 2010 titled “How to be a smart Investor?” in collaboration with Consumer Guidance Society of India.
- ✓ One day workshop was held on 16<sup>th</sup> January 2011 titled ‘The Secret of Success’ by Mr. Deven Arora, Ex –Vice President of General Electric.
- ✓ A stress Management talk where the star cast of Tere Bin Laden interacted with the students of BFM.
- ✓ An Inter Collegiate seminar on ‘How does the BSE Work’ was organized by Smt. M.M.K. College for the BFM Students. The Guest speaker was Mr. Kevin D’souza, Chief GM BSE
- ✓ The BMS Department of the college organized a workshop on ‘How to perform in Group Discussion and Personal Interview ‘on 12<sup>th</sup> June 2010. Mr. Chitale, CEO, CPIL India was the Key Speaker

- ✓ The Department organized a Workshop on Resume Building for Success' on 16<sup>th</sup> December 2010 for BMS students.
- ✓ The BMS Department of the College organized a Workshop on Education Loans for Studying Abroad' on 15<sup>th</sup> January 2011.
- ✓ The BMS Department organized a motivational talk 'The Secrets of Success' on 16<sup>th</sup> January 2011. The Guest Speaker was Mr. Deven Arora, Ex-Vice President of General Electric.
- ✓ An inter Collegiate Seminar on 'Insights to stock & Commodity Markets' by Mr. Vijay Bhambhwani, Technical Analyst was organized on 26<sup>th</sup> February 2011.
- ✓ A Seminar on Marketing by Prof. Honavar was held for students of the BMM Department on 7<sup>th</sup> February, 2011.

**2011-2012:**

- ✓ One-day workshop was held on 12<sup>th</sup> June 2011 titled 'how to perform in group discussions and personal interview by Mr. Chitale, CEO, CPLC, India
- ✓ A Seminar on Education abroad, GEEBEE education was organized by the BMM Department in 2011
- ✓ A Seminar on Marketing Techniques was organized by the BMM Department. The main speaker was Mr. Deven Arora (Ex. Vice President GE) in 2011
- ✓ The BMM Department of the College organized a Career Guidance seminar for the TYBMM and SYBMM students on 4<sup>th</sup> August 2011. It was conducted by Ms. Rhea from Edwise
- ✓ A Workshop was conducted in the College on 9<sup>th</sup> August 2011 for FYBMM and TYBMM students by Ms. Shalini from IRFT (International Resources for Fairer Trade).
- ✓ On 8<sup>th</sup> December 2011 a Seminar by Mr. Justin Gomes from London School of Arts was held. The topic covered at this seminar was 'Fashion Trends Today'.
- ✓ The BMS Department of the College organized a workshop on 'Common Entrance Test: Solving for CAT' on 10<sup>th</sup> August 2011.
- ✓ A seminar on 'Careers in Aviation and Hospitality' was held on 28<sup>th</sup> February 2012.
- ✓ Soft Skills Training – the Corporate Way', was organized for the FY & SYBMS students on 10<sup>th</sup> January 2012.
- ✓ The College Seminar and Workshop committee organized a two day UGC sponsored National level seminar on 'Corporate Generosity for Social Cause Going the Philanthropic Way' on 20-21<sup>st</sup> January 2012.

**2012-2013:**

- ✓ The BMS Department organized a seminar on 'Financial Awareness' on 23<sup>rd</sup> August 2012.
- ✓ The BMS Department organized a workshop on Capital Markets on 27<sup>th</sup> September 2012. This Workshop was conducted by Lotus Knowealth Pvt.Ltd. on behalf of BSE.
- ✓ The BMS Department organized a seminar on 'Digital Marketing' on 14<sup>th</sup> December 2012. The event was presided by the CEO of Mouthshut.com', Mr. Faisal Farooqui.



- ✓ The Department organized a Workshop on 'Terrorism and Women's security' on 18<sup>th</sup> January 2013.
- ✓ The 21<sup>st</sup> International Economics Convention patronized by the H(S) NC Board was hosted by the College from December 12<sup>th</sup> to December 14<sup>th</sup> 2013.

**2013-2014:**

- ✓ To commemorate Independence Day, the BMM Department organized 'Glimpses of How India Became Independent' by living legend and freedom fighter Shri. H.G. Hingoorani on the eve of Independence Day, 14<sup>th</sup> August 2013
- ✓ The BMM Department organized a session with Pearl Academy- Art, Design and Fashion on 1<sup>st</sup> Feb 2014
- ✓ The BMS Department organized a seminar on 'Derivatives and Capital Markets' on 17<sup>th</sup> August 2013.
- ✓ The Department organized a session on 'Marketing Management' on 21<sup>st</sup> September 2013. The resource person was Kumar Luthra, Brand Manager, ABP News
- ✓ The BFM Department organized a seminar on 'Derivatives and Capital Markets' on 17<sup>th</sup> August 2013. The resource person was Mr. Nitin Nachnani, an analyst with 'Geojit Finance'.

**2014-2015:**

- ✓ The BMS Department organized a Workshop on Strategic Management on 13<sup>th</sup> September 2014.
- ✓ The Department organized a Seminar on Supply Chain Management on 30<sup>th</sup> September 2014. The resource person was Dr. Banerjee, a faculty of University of Exeter (UK)
- ✓ The Department conducted A Crash Course on Introduction to French Language on 23<sup>rd</sup> January 2015. Ms. Jean Claudia from Boli Institute was the resource person.
- ✓ On the 30<sup>th</sup> of January 2015 the College hosted the All Religion Prayer and Get-together Programme.
- ✓ The college organized an Interdisciplinary National Conference on 'Multidimensional Growth for Economic Development-A Dream' on 17<sup>th</sup> January 2015.

**2015-2016:**

- ✓ The college organized an Interdisciplinary International Conference on 'Transforming through innovation, digitalization and start up India challenge- From 0 degree defect to 360 degree effect' on 12<sup>th</sup> December 2015.
- ✓ The Department of EVS organized an E-Waste Management workshop on 7<sup>th</sup> August 2015. The resource person was Ms. Rashmi Joshi from NGO Stree Mukti Sangathan.
- ✓ The Department of EVS in collaboration with Stree Mukti Sangathan has conducted an E-waste management drive from 16<sup>th</sup> -20<sup>th</sup> Feb 2016.



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

The college believes that the development of critical thinking skills, creativity and scientific temper is a life-long endeavor. Therefore various activities are planned in and outside the classroom to encourage students to think critically. Creativity and originality of the students are brought out by innovative student- centric activities like the college magazine and co curricular/extra-curricular events. Scientific temper and critical thinking are inculcated among the learners by involving them in research meets and International Economics Convention .The students are mentored to take part in inter-collegiate competitions, seminars etc. The class tests and semester end examinations require them to comment, analyze, evaluate, compare, and interpret facts through which their critical thinking abilities are challenged.

The co-curricular and extra-curricular activities prepare the students for learning organizational and leadership skills which prepare them to work in a multi-cultural & global scenario. Thus the culture and climate of the institution enables students to be lifelong learners and innovators.

The teachers use a wide range of techniques, materials and experiences to engage students' interest. The lectures are properly structured and presented to make the students think, analyze and probe in a fair-minded way on the issues discussed in the classroom. Students are listened to with respect and appreciation.

The students are made to participate in the International Economics Convention which encourages students to think on topical issues. Student centric seminars are organized in the College where the students participate in great number.

The College strives to inculcate life skills for personal development and growth of students and faculty members. It is the reaching for and realizing of the full potential as human beings. The students are encouraged to participate in social service by joining N.S.S.

The teachers strive to inculcate the psycho-social and interpersonal skills necessary for personal development. In the subject of 'Business Communication', tutorials are conducted to enhance communication and interpersonal skills of the students. The Literary and Debating Society is very popular among the students. The College strives to develop critical thinking skills and coping and self management skills among the students. In this context, the College counselor interacts with the students once a week and addresses their academic and emotional problems through counseling.

The College makes earnest efforts for improved performance, experience-based learning, and ceaseless improvement of the teaching – learning process. Industrial Visits and Field Visits are organized for the students. They have to make presentations based on their practical observation and experience. On-the-job training is also given to the students for experiential learning. The Visiting Faculty from the Industry shares their practical insight with the students. The College is aspiring for Industry – Academia linkages. The focus is on the management and sharing of knowledge as a strategic asset. Efforts are made to share valuable

insights, to reduce redundant work, and to adapt to changing environment and markets.

The College encourages the teachers to attend seminars and present research papers. These teachers share their knowledge and experience with other teachers and the students as well.

The College has evolved its own strategy for Knowledge Management. One strategy involves creating databases, for example, by online access to journals. Experts from industry visit the college and share their knowledge and expertise with students and the faculty.

Life-long learning involves self-motivated pursuit of knowledge, skills & competencies either for personal or for professional reasons. The foundation for life-long learning has to be laid in the early years. Developing education and training and improving qualification is the long-term agenda of the College. The College tries to initiate life-long learning through the N.S.S., programmes like Share a Smile, Teach, Enactus and activities conducted by the L&D, social activities etc. The College enhances the competitiveness and employability of the students through various professional courses that keep abreast of the changes in skills and competencies. The teachers play a major role in inculcating the urge for life-long learning in the students while at the same time realizing the need for life-long learning for self development.

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

The college has been continuously evolving pedagogy to meet the needs of net-savvy students who are flocking the campus. Keeping this generation in mind, ICT tools are used generously by the faculty. The college has projector-enabled classrooms and satisfactory computer student's ratio.

Teachers use computers to foster the accomplishment of the highest learning objectives we have for our students: the ability to think critically and creatively, to reason, to use our disciplinary approaches to information, to learn and to want to learn independently of any informal instruction, and to work collaboratively in solving important problems. The college library is a part of the UGC-INFLIBNET Digital Library Consortium and all e-resources subscribed for the college under the N-LIST project are now accessible to the College Library through the N-LIST as part of the initiative of the NME-ICT of the HRD ministry.

Some of the technologies/facilities used by faculty for effective teaching are,

- ❖ E-learning resources through INFLIBNET
- ❖ Laptops & LCDs

Use of ICT tools has a positive effect on teaching-learning process.

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

The College organizes many seminars and workshops that are well attended by the students and the faculty members. The teachers keep abreast of the latest developments by involving themselves in research work, making presentations, attending refresher courses, short term courses, seminars, workshops and symposiums. Departments organize student seminars, guest lectures, and UGC sponsored seminars to expose students to advanced level of knowledge, skill and research in the respective disciplines. Blended learning is enabled by exposing them to INFLIBNET and other e-resources. Students attend and participate in intercollegiate seminars, fests, public lectures, and institutional visits to widen their horizons. The Economics Convention students visit the American Library, IGIDR etc to collect data. The College Library has an Open Access System. Some of our faculty serves as guest faculty at leading professional institutes.

Dr. Ashok Vanjani is a visiting faculty at Narsee Monjee Institute of Management Studies (NMIMS), South Indian Education Society (SIES) Institute of Management Studies, Baba Sahib Gawde Institute of Management Studies and Institute of Technology and Management (ITM). He has been teaching subjects like Contemporary Management, Business Ethics and Corporate Governance.

Dr. Sasikumar conducts lectures at Wellingkar Institute of Management Studies, Vidyalankar Institute of Management Studies and SIES Institute of Management Studies. He has been teaching subjects like International Finance and Managerial Economics.

Mr. S.D. Manghani, a Senior Lecturer in the Accountancy Department is engaged in his professional practice.

Dr. Ashok Vanjani, Mrs. Girija Nachanani, Dr. Megha Somani, Mr. Vishal Tomar, Dr. Sandeep Sahu, Dr. Aashish Jani, Mr.S. Aiyer, Mr. M.N. Iyer, Dr. Meenakumari, Dr. J.K. Rana are the faculty members who engage lectures for the Masters' programme in Commerce in the College.

The College has a well-stocked Library. The Library resources are effectively used to augment the teaching-learning process in the College. Student-teacher interactions outside the classrooms mainly focus on topics and themes beyond the syllabi.

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

Student counseling and career counseling are available on the campus. Teachers are accessible to students whenever they have any difficulties. The head of departments and co-ordinators are constantly in touch with students to understand and solve their problems. The Principal of the college is available to sort any issues faced by the students through an open door policy. One to one mentoring as well as group mentoring is done as and when required by them. There are individual and group counseling sessions. Some faculty members pay the fees of socially and economically backward students.



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

The college is committed to the pursuit of excellence and still continues to follow the conventional teaching methodology and lecture mode along with use of ICT. However, the efficient tutorial system in college facilitates the individual teachers to adopt and adapt to new modes and methods which they implement without affecting the curricular structure designed by the university.

The faculty uses various innovative approaches to enhance the teaching-learning process such as mentoring by teachers, peer teaching/learning, collaborative learning, preparation of tutorial journals, attending public lectures, discussions and debates, research paper writing, and projects. As the students are tech savvy, they get involved in making presentations. So the teaching learning process has become more participative. All these innovative methods have led to enhanced quality.

IQAC organizes meetings to share the best practices and innovations. Departmental presentations during the Academic Audit and AQAR reports highlight the innovations. This spurs other departments to think and implement innovative teaching approaches. The college organizes seminars and workshops for teachers. The faculty is encouraged to participate in faculty developmental programs on innovative teaching practices. Students perform well academically as well as in research, co-curricular and extra-curricular activities organized at intra/inter-collegiate levels and at national foray. This is a reflection of the innovative spirit ingrained in the college.

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

The College has a central library with an Open Access System. There are departmental rooms where students can approach the faculty in small groups to get their doubts and queries answered. The students are shown the relevant reference books, the pertinent passages are read out, the related diagrams are explained and their problems are solved by the Faculty in their interaction in the respective department rooms.

As a part of continuous assessment, students are given assignments and projects for which referencing is essential. They are required to add a bibliography of the sources used for the same. E-resources and multi media are available. Past examinations' question papers are available in library to provide wider spectrum and provide more specific resources for examination.



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

The college has an exemplary work culture and therefore it seldom faces any challenge in completing the curriculum within the planned timeframe and calendar. As far as possible, teachers adhere to the time-frame specified in the syllabus prescribed by the University. At the beginning of each semester a teaching plan is prepared by each teacher which facilitates the process. Whenever required, extra lectures, e-learning, reading assignments and other methods are used to cover the topics.

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

The Principal, Vice Principals and the Head of the Departments look at various academic issues and coordinate with the IQAC.

The IQAC holds regular meetings and facilitates an academic audit to discuss and monitor the quality of teaching-learning. Best practices in teaching learning are shared and institutionalized. The Principal uses student evaluation to give feedback to the teachers and to improve the quality of teaching-learning.

**2.4 TEACHER QUALITY:**

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

| Meeting the Changing Requirements of the Curriculum |  |        |                     |        |                     |        |
|---|--|--------|---------------------|--------|---------------------|--------|
| Highest Qualification                               | Professor  |        | Associate Professor |        | Assistant Professor |        |
|   | Male   | Female | Male                | Female | Male                | Female |
| PERMANENT TEACHERS                                  |  |        |                     |        |                     |        |
| D.Sc/D.Lit  | --   | --     | -----               | -----  | ----                | ----   |
| Ph.D.   | --   | --     | 02*                 | -----  | 03                  | 05     |
| Mphil   | --   | --     | -----               | 02*    | 02                  | 01     |
| P.G.  | --   | --     | 02*                 | 01     | 04                  | 05     |
| TEMPORARY TEACHERS                                  |  |        |                     |        |                     |        |
| Ph.D.   | All sanctioned posts are filled.<br>Only one Lecturer appointed for teaching<br>FYBCOM Accountancy subject |        |                     |        |                     |        |
| Mphil   |  |        |                     |        |                     |        |
| P.G.  |  |        |                     |        |                     |        |
| PART-TIME TEACHERS                                  |  |        |                     |        |                     |        |
| Ph.D.   | -----  | -----  | -----               | -----  | -----               | ----   |
| Mphil   | -----  | -----  | -----               | -----  | -----               | ----   |
| P.G.  | -----  | -----  | -----               | 01     | -----               | -----  |

\* Dr. Sasikumar, Mr. S.D. Manghani, Ms. M.R. Edward –superannuated in 2014

**Recruitment Strategy-** The College adheres to the procedures laid down by the U.G.C. and the State Government for recruitment of faculty members in both grant in aid and self financing sections. The teaching positions are usually created because of:

- \* Superannuation
- \* Sudden demise
- \* Voluntary retirement opted by the teachers
- \* Leave vacancy during Faculty Improvement programmes / Maternity Leave / Sick Leave
- \* Increase in workload due to increase in the strength of students
- \* Introduction of a new subject

**The Procedure for recruiting the faculty members:**

- \* Identification of Tentative Workload and Staff Requirements

At the end of every academic year, in the months of March/April, the Head of every Department prepares the tentative workload and the staff requirements and submits it to the Principal for the next academic year.

- \* **Vacant Posts** –

The Principal informs the Management about the vacant posts and seeks approval. The Principal also writes to the Joint Director, Higher Education, the Government of Maharashtra, for the issue of the required No Objection Certificate (N.O.C)

- \* **Actual Workload** –

At the beginning of every academic year, the Head of each Department submits to the Principal the actual workload report on the basis of the number of admissions for every subject in the department.

- \* **Advertisement** –

The vacant posts are advertised in leading National Dailies as per the University norms with a clear N.O.C. from the Joint Director, Higher Education, the Government of Maharashtra.

- \* **Scrutiny of Applications** –

The subject experts, keeping in view the qualifications as prescribed by the University and the UGC, scrutinize the applications.

- \* **Preliminary Interview** –

The Principal and the respective Head of the Department conduct the preliminary interview of the candidates at the college level, and the selected candidates appear for the final interview before the duly formed selection committee.

- \* **Final Interview** –

The final interview is conducted by the parent body, the H(S)NC Board, by constituting the selection committee in accordance with the rules and regulations of the University of Mumbai and the Government of Maharashtra. The selection committee includes representatives of the Management, the Principal of the College concerned, the Head of the respective Department and the subject experts from other colleges.

- **Appointments** –

After recording the minutes of the selection committee, the selected candidates are issued letters of appointments in accordance with the rules, regulations of the University of Mumbai and the Government of Maharashtra notifications from time to time. The information report is sent to the Government authorities for approval.

**Table: Teaching positions filled against sanctioned posts**

| YEAR    | No. Of posts sanctioned | No.of appointments made |
|---------|-------------------------|-------------------------|
| 2013-14 | 01(EVS)                 | Dr.Narinder Kaur        |
|         | 01(Accountancy)         | Mr.J.K. Rana            |
| 2015-16 | 01(EVS)                 | Mr. Sushant Damodare    |
|         | 01 (Business Economics) | Ms. Ravneet Sayan       |
|         | 01(Accountancy)         | Mr. Sanjay Dagia        |
|         | 01(Mathematics)         | Mr.Satyaprakash Pandey  |

The College has the required number of qualified and competent teachers to handle all courses.

**Table: Teacher qualities**

| Particulars                         | Number         | Percentage (out of total 24*) |
|-------------------------------------|----------------|-------------------------------|
| Teachers with Ph.D.                 | Completed: 10  | 41.6%                         |
| Qualification                       | Registered: 03 | 12.5%                         |
| Teachers with M.Phil. Qualification | Completed: 12  | 50%                           |

The college has a systematic and rigorous faculty recruitment process. The vacant posts are filled by contractual appointments on ad-hoc /temporary basis till the college obtains no objection certificate from the Joint Director, higher education.

The College pays the salaries of the ad hoc/ temporary teachers / from its own resources. In case there is any delay, adhoc appointments are also made by the management. Though the college is a Sindhi minority institution, the management is progressive and encourages recruitment of qualified faculty (as per UGC norms) from diverse backgrounds.

**Retaining Strategies:** Retention strategies are contributed by personal and professional growth:

**Personal Growth:** The Sixth pay commission has been implemented. Pay, remuneration & leave is granted as per government and university guidelines. Teachers on management rolls with requisite qualifications are paid according to their experience and expertise. Important committees like Grievance Cell, Local Managing Committee (LMC), which influence teachers' working conditions, play an active role. Healthy practices like picnics, Teachers' day celebration and achievement celebrations create an environment of camaraderie among the faculty.

**Professional Growth:** Our faculty is qualified as per the UGC norms. They are regularly deputed for Orientation, Refresher and Short Term courses/FDPs organized by the UGC Academic Staff Colleges. Apart from these, study leave, research grants, duty leave, lien, special leave to attend conferences and present papers are also sanctioned. The faculty members have to attend two seminars compulsorily each academic year. Wi-Fi connectivity for online research, access to e-journals, PG teaching at other institutions and industry based research and in-house workshops are some of the various strategies used by the college to promote professional growth. Teachers are encouraged to apply for major and minor research projects. Meritorious teachers who have superannuated are recommended for extension as per provisions of the State Government.

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

The College is committed to introducing new programmes for the benefit of the student community. The main objective is to ensure employment opportunities to our students on graduation.

The appointment of faculty is made on the basis of educational qualifications, academic experience and industry exposure. The College adheres to the rules and regulations and the procedures laid down by the UGC, the Government of Maharashtra and the University of Mumbai. The vacant posts are filled by contractual appointments on ad hoc / temporary basis till the college obtains no objection certificate from the Joint Director, Higher Education. The College also makes appointments of visiting faculty from industry for the different subjects. Visiting faculty from industry are invited to give their perspective on emerging areas in the curriculum. All these courses have permanent in-house faculty with the adequate qualifications and requisite experience. The institution arranges for visiting faculty, guest lecturers from industry and academia for fields like IT, BBI, BAF, BMM, BMS and BFM. Industry experience is given by organizing internships and study tours.

**Table: Appointments of Faculty to teach new programmes during last 3 years.**

|            |                     |
|------------|---------------------|
| <b>BMS</b> | Dr.Sheetal Chaddha  |
| <b>BMS</b> | Ms.Sana Dhanani     |
| <b>BAF</b> | Ms.Afsha Patel      |
| <b>BAF</b> | C.A..Jinen Jadhav   |
| <b>BMM</b> | Ms.Sharon Menezes   |
| <b>BFM</b> | Ms.Harsha Hardasani |

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

**a) Nomination to staff development programmes:**

| <b>Academic Staff Development Programmes</b>   | <b>Number of faculty nominated</b> |
|--|------------------------------------|
| Refresher courses                              | 13                                 |
| HRD programmes(FIP)                            | 01                                 |
| Orientation programmes                         | 01                                 |
| Staff training conducted by the university     | 01 (Teaching)<br>10 (Non-Teaching) |
| Staff training conducted by other institutions | 02                                 |
| Summer / winter schools, workshops, etc        | 22                                 |
| Short Term Course                              | 06                                 |



**b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

➤ **Assessment:**

- 1) The college is a lead college in CAP where the Principal and the CAP Coordinator arrange orientation programmes for the examiners/moderators at the TYBCOM examination.
- 2) Go-to-test conducted a workshop for the faculty to orient them about online assessment. (2012-14)

- **Audio Visual Aids/multimedia:** An orientation programme was conducted by Mr. Kavish Kukreja for the faculty to orient them about audio visual aids /multimedia facilities available in the college

**c) Percentage of faculty:**

**Table: Percentage of Faculty**

| % Invited as Resource Person | % Participated in External Workshop | % Presented Papers in Workshop |
|------------------------------|-------------------------------------|--------------------------------|
| <b>5.83%</b>                 | <b>5.83%</b>                        | <b>90%</b>                     |

**2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

The Management provides ample opportunities for the professional development of the faculty. The College avails of the facility provided under the University Grants Commission and the HSNC Board schemes for faculty development.

The Management encourages faculty members to attend orientation programmes, refresher courses, conferences, seminars etc. The faculty members present their research papers at International and National conferences, seminars and workshops. All the faculty members, including the Principal, are diligently involved in academic research. The Mumbai University and the U.G.C. have provided grants for some projects undertaken by them. Some of our teachers are pursuing the doctorate course. The International Economics Convention is a unique initiative of the H(S)NC Board which helps both teachers and students to keep abreast of the latest developments in national and global affairs. The Convention is hosted on a rotational basis by different colleges affiliated to the Board. Our College hosted the International Economics Convention in 2013-14.

The following systems enable the teachers to recharge: i.e, study leave, research grants, duty leave, special leave to attend conferences and present papers, free Wi-Fi connection for online research, encourage PG teaching at other institutions and Industry based research, in-house workshops and access to e-journals. The faculty is encouraged to integrate technology and use creative and innovative methods in the teaching process. Workshops are organized to train the faculty.

**Table: 8 Faculty Improvement Programme**

| Faculty Development Programme                       | 10-11 | 11-12 | 12-13 | 13-14 | 14-15 | 15-16 |
|---|-------|-------|-------|-------|-------|-------|
| Refresher Course                                    | 01    | 04    | 05    | 01    | 02    | 01    |
| Orientation Course                                  | 05    | ----- | 01    | ----  | ----- | ----  |
| Major Research Project of the UGC/ NGO              | 01    | ----- | 01    | ---   | ----  | ----- |
| Minor Research Projects of the UGC & the University | ----- | ----- | 02    | 02    | 01    | 02    |

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

The Management is progressive and promotes excellence among faculty by providing special leave when required. They recognize and reward talent in the college. The work atmosphere is liberal and conducive to achieve excellence.

| Sr. No. | Name of Faculty        | Awards / Recognition received  |
|---------|------------------------|--|
| 1       | Prin. Dr. A.C. Vanjani | Awarded by NGO Sahyog Foundation in the year 2012 for outstanding contribution in the field of education |
| 2       | Dr. Aashish Jani       | Awarded by NGO OASIS in the year 2012-13 for Initiative in protection of Environment.                    |

**Recognition:**

- 1) Dr. A.C. Vanjani is a recognized Ph.D. Guide in Commerce for the University of Mumbai.
- 2) Dr. (Mrs.) Megha Somani is a recognized Ph.D. Guide in Commerce for the University of Mumbai. She is also guiding M. Phil students.
- 3) Dr. Sasikumar is a faculty guide for the International Economics Convention.
- 4) Mrs. Girija V. Nachnani has been guiding the students to prepare and present papers for the International Economics Conventions hosted by the H(S)NC Board for the last 20 years.
- 5) Dr. Sasikumar is a recognized M.Phil Guide in Economics, for the University of Mumbai.
- 6) Mr. Vishal Tomar was appointed as a member of the Paper- setting Committee for TYBMS Paper 'Special Study in Marketing' during 2011-12 & TYBCOM Paper 'Business Management' during 2011-12.

- 7) Dr. Megha Somani was appointed as a member of the paper-setting committee for Business management –II for the year 2014-15 and M.Com. Paper setter for Advanced Financial Management for the year 2014-15 and Research Methodology for the year 2014-15
- 8) Dr. Sandeep R. Sahu was appointed as a member of the paper-setting committee for Business Management for the year 2011-12
- 9) Mr. Mani Iyer was the Coordinator of the 21<sup>st</sup> International Economics Convention held in December 2013. This Convention had nine participating Colleges. He has been guiding the students to prepare and present papers for the International Economics Conventions hosted by the HSNC Board for the last 06 years.

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

The College has an effective system of feedback. Through this system, the College seeks the students' observations on academic, administrative and extra-curricular activities of the College. This helps in quality assurance and enhancement in the teaching level in the Institution. This practice is followed in all the programmes. This provides an opportunity to the students for giving their suggestions for further development.

The feedback provides a comprehensive and integrated pool of observations which is used to improve the teaching methodology and teacher – student relationship. The data so collected is collated and the results are made known to the teachers concerned. It is solely for the purpose of assessing the strong points of the teachers and identifying the weak areas that need improvement. If any teacher does not receive a good remark in the students' feedback, the Principal personally counsels such teachers, defining areas of improvement. The College makes the maximum use of the different observations made by the students to arrive at the major parameters required for successful transformation of the teaching competency of our teachers. This helps the College in evolving the appropriate strategy for quality education

**2.5 EVALUATION PROCESS AND REFORMS:**

**2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

Students of the institution are informed about evaluation process through:

- a) **Prospectus:** The college prospectus for degree college regular programmes (B.COM and M.COM) and Self financing courses (BMS, BBI, BAF, BMM) specifies the standards and conditions for admission and rules of admission; It also includes the detailed information on examination and evaluation pattern.
- b) **Website:** - The College has a fully informative website <http://www.mmkcollege.edu.in> that provides information on the admission schedule, rules, assessment procedures and other details.
- c) **Notice boards:** Students are made aware of the examination time table, class tests/assignments for relevant subject through notice boards in college premises well in advance.

For Self financing courses and add-on courses, the respective course coordinators conduct Orientation programmes and publicize information regarding the curriculum, the faculty, and job prospect and evaluation process of their respective courses. The college faculty is encouraged to periodically attend orientation, refresher programmes and other short term courses to keep themselves abreast with the latest trends in the field of education and also reforms that are currently in the pipeline for teaching evaluation process.

The University of Mumbai also conducts workshops for teachers to make them aware of new developments in teaching and evaluation. Attending such seminars and workshops gives the faculty an idea to deal with the latest trends in education and to perform to their optimum.

Teachers filter this information to students in course of their class room teachings to the students

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

The University has implemented the credit based evaluation system from 2010-11. One of the major reform in question paper was introduction of internal choice amongst each question. This gave the students wide choice in selection of question to solve.

The system aims at bringing education providers on a joint platform and provide learner flexibility. Initially it was 60:40 pattern, of which. 60 marks comprised of entire syllabus of the semester and 40 marks internal component was to assess the student with class test, assignment, book review and marking for active class participation and student discipline. The University has recently modified the structure to a 75:25 pattern. The latest pattern of conducting internal examination of 25 marks was to assess the student with class test and marks for overall discipline and class participation. The university had communicated the same to the college through circular and website updates and it has been adopted with immediate effect.

The major areas of reforms include:

- ❖ Subject syllabus is divided into units or modules
- ❖ Each module has allocated number of lectures.
- ❖ Credits points to be assigned for successful conclusion of course.
- ❖ Project work, industrial visits are given credit points
- ❖ The College has instituted the healthy practice of carrying question paper audit by external moderators to ensure conformance to quality standards and norms.
- ❖ OMR based internal test evaluation was initiated in year 2011-2012 with different sets of question cum answer papers marked A, B, C & D
- ❖ The College had also conducted the online internal test with assistance from 'Go to test' in the year 12-13 and 13-14. This arrangement had to be discontinued after the University disallowed colleges from conducting online internal tests.
- ❖ Hall tickets are issued to the students for FY and SY exams conducted by the college.



- ❖ The college has carried out reforms instituted by the University for conduct of examinations like
  - Using OMR and answer books that are bar coded for conduct of university exams
  - Password protection and encryption for question papers sent by university to college through web link.
- ❖ Hall tickets are generated online with student details and under the approval of the university examination controller.
- ❖ **Question paper audit** is carried by external moderators to ensure compliance with University rules.
- ❖ The Academic Audit is carried out by the college as per the guideline issued by the University of Mumbai every year. The Academic Audit Report encompasses all the information pertaining to the college administration and management. This healthy practice has helped to stream line the academic and non academic activities of the College.
- ❖ MKCL's Suvidha application provides a platform to upload students' information on to the University data base. This helps in providing a ready reference of the status of academic performance of the learners and helps in organizing and managing information.
- ❖ The college also conducts exams (ATKT) for benefits of students who have been unable to clear the regular exams. These exams are conducted strictly as per norms of University of Mumbai.

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

- ❖ The college conducts regular college's exams for grant-in-aid and self financed courses. The examination committee comprises of five senior faculty members nominated by principal. Two set of question papers are set by faculty of the concerned subjects and committee decides on paper sets to be selected for the exams. The question papers are printed with in the college premises in the examination room aquiped with latest xerox machines. Teachers are issued answer books to be corrected within the college premises. Corrected answer books are moderated as per University of Mumbai's guidelines.
- ❖ The College strictly adheres to the guidelines specified by the University of Mumbai regarding the assessment process. Papers are set as per the pattern given by the Board of Studies of the subjects concerned. A separate examination room with a Duplex Xerox offset machine has been provided in the College to maintain secrecy and security of the question papers. Centralized assessment of answer books is done in the College. The College declares results within 45 days of the examination.
- ❖ The Academic calendar is prepared at the beginning of the term to ensure that it follows 180 teaching days. This gives students and stakeholders an idea of the tentative plans of the college for the academic year.

- ❖ Regular meetings held by the Principal with the staff ensure that reforms are well understood and implemented by the institution.
- ❖ The Academic Calendar is prepared by the college at the commencement of every academic session. Through the academic calendar, students and stakeholders get an idea about the teaching days, examination schedules, evaluation blue print, tentative dates for holding seminars and workshops etc.

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

The University of Mumbai had introduced the Credit Based Grading System which started with 60:40 patterns in 2011-12 at F.Y.B.Com level which included 60 marks for summative evaluation and 40 marks for formative assessment which includes assignment, class test, case studies etc.

- ❖ In 2011-2012 Semester Based Credit & Grading System (CBGS) was introduced for F.Y.B.Com, in 2012-2013 for S.Y.B.Com and 2013-2014 for T.Y.B.Com with internal exam for 40 marks and external exam for 60 marks. In 2014-2015, the CBGS was amended with internal component of 25 marks & external exam of 75 marks.
- ❖ In the formative assessment college has adopted various methods like Online test, OMR system and written test in the college premises. Retests were conducted for students remaining absent due to various reasons. In order to enable the students to score good marks in formative assessment the faculties ensure revision of syllabus and reteaching specific areas where students experience difficulties. This helps in enrichment of student's knowledge.
- ❖ In summative assessment term end examinations are conducted as per guidelines of University of Mumbai every year. ATKT examinations are also conducted for the benefit of students who are unable to clear regular exams.
- ❖ An orientation programme is conducted at the beginning of each year for F.Y.B.Com students to give information about examination pattern and procedure along with tentative dates for examination.
- ❖ To facilitate the examination procedures, separate committees for internal and external examination have been formed.
- ❖ Regular meetings are conducted by the exam committee and dates for the internal and external exams are finalized along with the Principal. The Time Table is displayed on the Notice Board & uploaded on the College website 3 to 4 weeks prior to the examination. It is also read out in the respective class rooms.
- ❖ Confidentiality is maintained during paper setting and xeroxing of question papers.
- ❖ Seat numbers are allocated to the students for Orientation and hall tickets are issued to them.
- ❖ CAP (Centralized Assessment Programme) has been adopted for paper assessment since 2012-13. In 2015-2016, we followed the University of Mumbai rules for moderation of answer papers.

- ❖ Model answers for each subject are submitted by the subject head before paper assessment.
- ❖ The Unfair means committee has been constituted to handle unfair means cases.
- ❖ Examination results are duly verified & declared within 45 days of examination & mark sheets are distributed to the students.
- ❖ As per the University of Mumbai guidelines, benefits given to NSS, Sports, Cultural and L.D. students.
- ❖ Revaluation, verification & photocopy procedures are carried out as per the rules of University of Mumbai after the declaration of the result.

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

Rules regarding the conduct of internal assessment and its evaluation are made and communicated to its affiliated college/institution by the university which are then implemented by the college.

In the internal assessment weightage is given to student's class participation, presentation and performance in the class room teaching and learning activity. Students' attendance is also considered while awarding five marks in formative assessment. For twenty marks students are given objective based question paper as per pattern decided by the University of Mumbai.

The Head of Department of concern subject takes proactive role in deciding the syllabus and questions to be set for formative assessment examination. Inputs of departmental members are considered before the paper is submitted to the internal exam committee. The Internal exam committee arranges for smooth conduct of formative assessment examination.

Students of self financed courses like BAF, BMS, and BBI etc are given group and individual projects by the course co-coordinator to fulfill the internal marking requirement. Viva voce are conducted for the subjects whose internals are evaluated on the basis of assignments /projects / presentations. This has improved their communication, leadership skills and encouraged critical thinking to make them lifelong learners.

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

Graduate attributes include qualities like communication skills, leadership skills, team building skills, critical thinking and research aptitude:

The college helps the students to develop these qualities in the following ways: -

- ❖ Communication skills are improved by encouraging students to participate in seminars, presentations, literary and debating activities. They are also encouraged to contribute articles for the college magazine.



- ❖ Students of self-financed course like BMM use their creativity and talent for making documentaries on various issues. This helps in improving skill and talent of students.
- ❖ Leadership skills and team building help the students to develop their personality and self-confidence by participating in various extracurricular and co-curricular activities like NSS, Aakarshan (College cultural fest), and Sports etc.
- ❖ Critical thinking and research aptitude is a mental quality developed through students' participation in academic workshops like International Economic Convention, presenting papers in conferences and encouraging them to write projects on various issues.

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

##### **At the college level:**

Student grievances regarding the evaluation system are addressed in a meticulous manner. The college follows the University guidelines on grievance redressal mechanism. After the declaration of results, it is notified to the students that they can apply for revaluation/verification of their answer books if they are not satisfied with the results obtained in the examination. A photocopy of the answer books is given to the students who have applied for verification of marks. The student should have secured minimum twenty percent marks in the subject concerned for being eligible to apply for revaluation. In case of revaluation, two subject experts are invited to assess the related answer book. These experts are not involved with the moderation process. In event of the first expert having opinion that the answer book has to be revaluated, the second expert is invited for answer book revaluation. After the process is completed, students are informed about the status of their results. The students are given new mark sheet, which reflects the status of their result.

##### **At the University level:**

The University of Mumbai has a Grievance Redressal Committee under (Transaction of Business Rules, 1998 according to which any students studying in any of its departments/centers, affiliated colleges/centers and recognized institutions have any genuine grievance with respect to examination and allied matters can apply to the Grievance committee in the format provided by the University. Such matters are taken up for discussion by the committee which either makes recommendation to the concerned authority to solve the grievances at its own level or takes a final decision on the matter.



**2.6. STUDENT PERFORMANCE AND LEARNING OUTCOMES:**

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

- The learning outcomes are clearly stated in the Vision and Mission Statement of the Institution. The Vision is to promote excellence in education in the field of Accountancy, Commerce, Management and Economics. The learning outcomes are sought to be achieved as stated in the Mission Statement as under -  
By motivating students to achieve academic excellence by imbibing positive and healthy values and developing a well balanced personality.  
To empower teachers to dedicate themselves to the enhancement of quality teaching, by continuous up gradation of their respective subject knowledge.  
To impart education which suits the needs of business and industry, together with the need to fulfill social responsibility.  
The action plan to achieve intended learning outcomes are enumerated in para 2.6.3
- The Vision and Mission Statements are displayed at prominent places in the college premises and thereby the students and the staff are made aware of the same.

**2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through duration of the course / programme? Provide an analysis of the student's results / achievements (Programme / course wise for last four years) and explain the differences, if any, and patterns of achievement across the programmes / courses offered.**

- The Institution conducts formative and summative assessment of the students through the duration of the course, in form of Internal Assessment and External Semester End Examinations. The results are displayed on the Notice Board. Mark Sheets are issued to students.
- Every department in its meeting makes analysis of results and accordingly identifies weak learners. It communicates with such students for conduct of remedial lectures, for which notices / sms are sent to students.
- Result Analysis for various courses, together with comments, for the period A.Y. 2011-12 up to AY 2015-16 is provided in **Annexure 2.1**
- Comments on the differences and patterns of achievement across the courses, are provided after the result analysis, for each course, in **Annexure 2.1**

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

The teaching / learning strategies adopted by the faculty to facilitate the achievement of intended learning outcomes are enumerated as under: -

- The faculty prepares and follows Academic Teaching Plan, which enables them to teach in a logical and organized manner;
- The faculty conducts lectures using conventional (Chalk & Talk) method, use of audio visual technology, group discussions, Problem – Solving, summarizing the lectures, Question-Answer sessions, participative learning techniques, and other best practices.
- The Teaching Learning process is student-centric and faculty members assess the student's knowledge, skills, and abilities and identify slow learners and advanced learners;
- Extra Lectures / Remedial Coaching is conducted for slow learners
- Advanced Learners are provided intensive coaching, which helps them to perform and achieve excellence at the University / College Level examinations;
- Faculty members encourage students to do critical thinking and to inculcate research oriented learning, for which purpose the students are equipped with internet facilities, e-learning tools, such as infliibnet, online journals and publications N-List. The College Library is well stocked with books, Journals, magazines, Newspapers and other educational literature;
- Through International Economic Convention, students get a chance to enhance their Research Aptitude.
- Teachers are encouraged to participate and present papers in seminar, workshops and conferences.
- Students participation is ensured in various co-curricular and extra-curricular activities, which are organized by various departments and committees, to enable them to develop a well balanced personality.

The Assessment Strategies of the institution are enumerated as under -

- The College assesses the performance of the students by conduct of Internal and External Examinations.
- The College adheres to the University pattern for evaluation and conduct of Internal and External Examinations. For this purpose, the question paper pattern, centralized assessment programme (CAP) are as per University norms. Further, the college has followed the University pattern for Moderation of assessed answer-books from A.Y. 2015-16.
- The College conducts Additional examination for the students who meet such criteria as laid down by the University. For instance, students who could not appear for semester exams on medical grounds, or students participating in sports event, etc
- The College conducts separate examinations for students who are Allowed To Keep Terms (A.T.K.T.) or have failed the semester, as per the criteria laid down by the University.
- For any grievance of students relating to assessment, students are provided photo-copies of the answer sheets and their papers are

subsequently re-assessed as per their request, as per the criteria laid down by the University.

**2.6.4 What are the measure/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students, etc.) of the courses offered?**

The institution has initiated following measures for enhancement of social and economic relevance of the courses offered –

- The College enables participation of the students in the various workshop, seminars, on topics relevant to the syllabus of the courses;
- The College conducts Industrial Visits, which provides practical exposure and complements the syllabus of the courses;
- The College conducts programmes on Career Guidance and Career Opportunities;
- Students are encouraged to participate at events of academic interest in inter-collegiate competitions;
- The College has an active placement cell, which enables the students to evaluate the social and economic relevance of the course.
- The College is part of social outreach programme named ENACTUS. This stands for 'Entrepreneurs in Action' Enactus is an International non-profit organization that brings together students, academicians, and business leaders who are committed to use the power of entrepreneurial action to improve the quality of life and standard of living for people in need.
- For developing innovation and research aptitude among students, the college enables the participation of students in the International Economic Convention, which is a unique initiative of H(S)NC Board
- The students are made aware of their social responsibilities by enabling their participation in various programmes conducted by N.S.S. unit
- Students pursuing post-graduate course (M.Com) are required to submit and present Research Based projects, which is evaluated by both Internal and External Faculty

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

- The performance of the students are identified through semester end examinations and are analyzed thereafter;
- On Analysis, the weak areas of performance are identified and whenever a negative trend is identified in any subject, necessary curative measures are undertaken to improve the same;

From the following data, it will be observed that the College has identified the weak performance of the students in the subject of Business Economics at First Year Second Year B.Com and Mathematics/Statistics at First Year B.Com. The College faculty has provided remedial coaching to such students and this has seen an improvement in the results. The Performance analysis and Improvements therein for the subjects of Business Economics and Mathematics is provided in **Annexure 2.2**.

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

- The Institution monitors the achievement of learning outcomes of the students through conduct of -
  - Internal evaluation like class tests, assignments and presentations, group projects.
  - remedial coaching; test series and
  - Various seminars and workshops for the academic and personality development of students.
- To ensure the achievement of learning outcomes, the results are analyzed at the end of each semester and efforts are directed to improve the same.

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

YES, the processes are outlined hereunder –

- The performance at Internal Examinations is used to evaluate the student's performance. This helps to identify students with weak performance and students who have the potential to excel at examinations
- Students with poor performance are counseled
- Students who fail in the subjects are called for remedial coaching
- Teaching Strategies are altered according to the needs of such students
- Question Papers are set, keeping in mind the students capacity and capability
- The results of the Examinations are analyzed and discussed in the departmental meetings
- The results are reviewed by the Principal thereon and considering the needs of the students, Remedial coaching is conducted for weak learners.
- The Teachers provide Question Bank in the Class and display the same on College web-site
- Advanced Learners are given one extra reading card from the library
- For unaided courses, Students are required to make presentations, surprise quiz, skits, role plays, video making (BMM).



**ANNEXURE: 2.1**  
**RESULT ANALYSIS: Pass Percentage**

| BCom   | SEM    | 11-12   | 12-13  | 13-14  | 14-15  | 15-16  |
|--------|--------|---------|--------|--------|--------|--------|
| FYBCOM | I      | 83.77 % | 91.47% | 93.22% | 73.66% | 96.41% |
|        | II     | 75.04%  | 82.36% | 93.50% | 80.87% | 90.97% |
| SYBCOM | Annual | 72.79%  | --     | --     | --     | --     |
|        | III    | --      | 90.48% | 84.73% | 88.96% | 99.13% |
|        | IV     | --      | 82.89% | 92.45% | 92.64% | 94.19% |
| TYBCOM | Annual | 93.17%  | 95.05% |        |        |        |
|        | V      | --      | --     | 73.90% | 79.05% | 78.44% |
|        | VI     | --      | --     | 75.90% | 89.80% | 85.39% |

**Comments** - i) Pass Percentage of FYBCom Class Shows an increasing trend from the AY 2011-12, when CBSGS was Introduced; ii) SYBCom Class results improved under CBSGS compared to Annual Pattern; iii) TYBCom Class results were better in Revised Annual Pattern, as compared to CBSGS. Thereafter, the results under CGSGS system improved for TYBCom Class

| BMS   | Sem | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|-------|-----|---------|---------|---------|---------|---------|
| FYBMS | I   | 96.67%  | 99.15%  | 97.50%  | 97.92%  | 98%     |
|       | II  | 98.30%  | 98.30%  | 95%     | 97.87%  | 94.89%  |
| SYBMS | III | 97.52%  | 98.29%  | 97.35%  | 98.29%  | 97.25%  |
|       | IV  | 98.35%  | 97.43%  | 97.35%  | 99.13%  | 95.57%  |
| TYBMS | V   | 99%     | 99%     | 99%     | 100%    | 99%     |
|       | VI  | 100%    | 100%    | 99%     | 99%     | 100%    |

**Comments** –The result has majorly shown a stable trend with pass percentages greater than 95% in all the years. The result has majorly shown a stable trend with pass percentages greater than 95% in all the years.

| BAF   | Sem | 11-12  | 12-13 | 13-14 | 14-15 | 15-16  |
|-------|-----|--------|-------|-------|-------|--------|
| FYBAF | I   | 100%   | 100%  | 100%  | 100%  | 100%   |
|       | II  | 100%   | 98%   | 100%  | 96%   | 97%    |
| SYBAF | III | 100%   | 100%  | 100%  | 100%  | 100%   |
|       | IV  | 100%   | 100%  | 100%  | 95%   | 100%   |
| TYBAF | V   | 98.25% | 100%  | 100%  | 100%  | 96.61% |
|       | VI  | 100%   | 100%  | 100%  | 100%  | 98.31% |

**Comments:**

The results are consistent over the period with no failures. 2) Semester – I & III have had 100 % results. 3) Our results have always been above 95 %. 4) One student secured 91.67% marks at Semester – VI University Examinations. The best results ever.

| BBI   | SEM | 11-12 | 12-13 | 13-14 | 14-15 | 15-16  |
|-------|-----|-------|-------|-------|-------|--------|
| FYBBI | I   | 95%   | 98%   | 100%  | 98%   | 96.55% |
|       | II  | 84%   | 98%   | 96%   | 96%   | 96.49% |
| SYBBI | III | 98%   | 100%  | 98%   | 98%   | 100%   |
|       | IV  | 76%   | 100%  | 100%  | 98%   | 100%   |

|       |    |      |     |        |     |        |
|-------|----|------|-----|--------|-----|--------|
| TYBBI | V  | 85%  | 90% | 91.11% | 90% | 94.44% |
|       | VI | 100% | 85% | 86%    | 92% | 81.13% |

**Comments -** The results are generally above 90 % on an average, and shows continuous improvement and upward trend

| BFM   | SEM | 11-12 | 12-13 | 13-14 | 14-15 | 15-16  |
|-------|-----|-------|-------|-------|-------|--------|
| FYBFM | I   | 98%   | 90%   | 93%   | 83%   | 100%   |
|       | II  | 98%   | 90%   | 94%   | 98%   | 96.07% |
| SYBFM | III | 96%   | 93%   | 90%   | 75%   | 100%   |
|       | IV  | 96%   | 90%   | 98%   | 98%   | 91.48% |
| TYBFM | V   | -     | 100%  | 100%  | 100%  | 98.15% |
|       | VI  | -     | 100%  | 100%  | 95%   | 98.14% |

**Comments -** The results are above 90 % on an average except as under –

- FY class of AY 14-15, where the results declined due to failures in Maths / Economics;
- SY class of AY 14-15, where the results declined due to failures in Equity Markets

| BMM   | SEM | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 15-16 |
|-------|-----|---------|---------|---------|---------|-------|
| FYBMM | I   | 100%    | 100%    | 100%    | 100%    | 100%  |
|       | II  | 100%    | 96%     | 93%     | 94%     | 87%   |
| SYBMM | III | 100%    | 100%    | 100%    | 100%    | 100%  |
|       | IV  | 100%    | 96%     | 98%     | 98%     | 97%   |
| TYBMM | V   | 100%    | 98.21%  | 100%    | 100%    | 100%  |
|       | VI  | 100%    | 98.21%  | 100%    | 100%    | 100%  |

**Comments –** The results are above 90 % on an average, and have been consistent.

| M.Com     | Semester | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|-----------|----------|---------|---------|---------|---------|---------|
| MCom – I  | Annual   | 91.78%  |         |         |         |         |
|           | I        |         | 64.50%  | 77.92%  | 62.68%  | 68.42%  |
|           | II       |         | 72.13%  | 66.19%  | 85%     | N.A.    |
| MCom – II | Annual   | 95.56%  | 98.15%  |         |         |         |
|           | III      |         |         | 78.26%  | 92.85%  | 82.75%  |
|           | IV       |         |         | 92.68%  | 98%     | N.A.    |

**Comments -** Students have achieved mixed performance in Sem – I/II exams. However, the results performance improves substantially in Sem III / IV.

This could be due to following reasons –

- Gradual adoption of CBSGS has resulted in declining trend in performance;
- Students who aspire to study at Foreign Universities, usually enroll for M.Com only to complete education of 16 years, as required by such Universities;
- Some of the students are simultaneously pursuing professional courses such as CA, CS, CWA This leads to variation in the overall performance;
- Some of the students pursue M.Com together with their Jobs. As a

- result, they get less time to focus on their studies and this affects their performance;
- e) Some of the students pursue M.Com together with preparation for Competitive exams. This results in diversion in focus, which affects their performance;
- f) The gap and drop out rate from M.Com – 1<sup>st</sup> year to 2<sup>nd</sup> years is quite high due to –
- Inclination towards foreign studies;
  - Girls get married and migrate;
  - Focus on professional / other courses, with a desire to perform well in those exams.

**Annexure 2.2**  
**PERFORMANCE ANALYSIS**

**Class :F.Y.B.Com**

**Subject :Mathematics & Statistics**

| AY / Semester    | Failures (Reg.) | Pass (Addnl.) | Total Fail |
|------------------|-----------------|---------------|------------|
| 2011-12 : Sem I  | 453             | 291           | 162        |
| 2011-12 : Sem II | 264             | 66            | 198        |
| 2012-13 : Sem I  | 377             | 252           | 125        |
| 2012-13 : Sem II | 276             | 145           | 131        |
| 2013-14 : Sem I  | 310             | 179           | 131        |
| 2013-14 : Sem II | 317             | 229           | 88         |
| 2014-15 : Sem I  | 381             | 254           | 127        |
| 2014-15 : Sem II | 372             | 278           | 94         |
| 2015-16 : Sem I  | 318             | 223           | 95         |

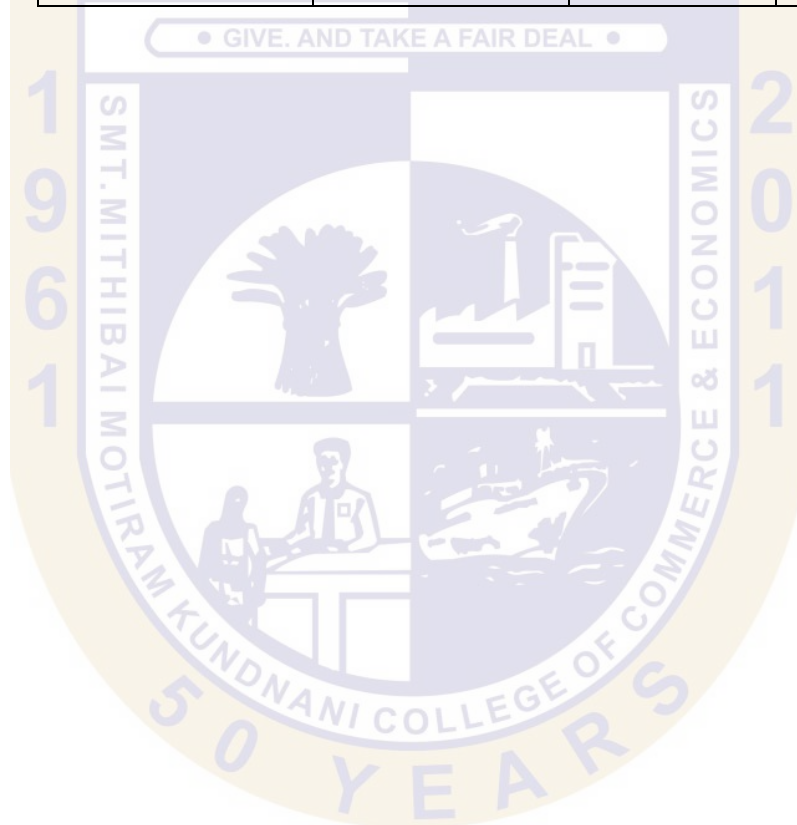
**Class :F.Y.B.Com**

**Subject :Business Economics**

| AY / Semester    | Failures (Reg.) | Pass (Addnl.) | Total Fail |
|------------------|-----------------|---------------|------------|
| 2011-12 : Sem I  | 437             | 229           | 208        |
| 2011-12 : Sem II | 160             | 45            | 115        |
| 2012-13 : Sem I  | 317             | 235           | 82         |
| 2012-13 : Sem II | 252             | 109           | 143        |
| 2013-14 : Sem I  | 137             | 54            | 83         |
| 2013-14 : Sem II | 214             | 53            | 161        |
| 2014-15 : Sem I  | 344             | 135           | 209        |
| 2014-15 : Sem II | 149             | 56            | 93         |
| 2015-16 : Sem I  | 211             | 101           | 110        |

**Class : S.Y.B.Com**  
**Subject : Business Economics**

| AY / Semester     | Failures (Reg.) | Pass (Addnl.) | Total Fail |
|-------------------|-----------------|---------------|------------|
| 2011-12 : Annual  | 56              | -             | 56         |
| 2012-13 : Sem III | 211             | 141           | 70         |
| 2012-13 : Sem IV  | 169             | 109           | 60         |
| 2013-14 : Sem III | 125             | 50            | 75         |
| 2013-14 : Sem IV  | 99              | 22            | 77         |
| 2014-15 : Sem III | 169             | 72            | 97         |
| 2014-15 : Sem IV  | 90              | 38            | 52         |
| 2015-16 : Sem III | 125             | 95            | 30         |







Smt. M.M.K College of Commerce & Economics

## *Criterion III*

*Research, Consultancy and Extension*





### **CRITERION III:**

## **RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1 PROMOTION OF RESEARCH**

SMT.MMK College of Commerce & Economics is known for its excellence and dedicated efforts in teaching and research, including sponsored projects. The Commerce, Accountancy and Economics departments have been working to take research in the various sections of society. The college has been actively involved in developing a research culture among its teachers. All teachers are enriching learning experience through their research knowledge and experience.

#### **3.1.1 Does the institution have recognized research center/s of the affiliating university or any other agency/organization?**

The college has already applied to the University for having an affiliated research center. In this process, LIC has also visited the college on 3<sup>rd</sup> September 2015 for affiliation in the subject of commerce and management. The college had received satisfactory recommendations. However, formal letter of affiliation is under process.

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

Yes, the research activities of the college are till date promoted and monitored by Research cell which is composed of the following members:

#### **RESEARCH COMMITTEE**

| <b>S.NO.</b> | <b>Name of Faculty</b>         |
|--------------|--------------------------------|
| 1.           | Dr. A.C. Vanjani ( Principal)  |
| 2.           | Mr. M.N. Iyer (Vice-Principal) |
| 3.           | Dr. Megha Somani               |
| 4.           | Dr. Meena Kumari               |
| 5.           | Dr. Aashish jani               |
| 6.           | Dr. Narinder Kaur              |
| 7.           | Dr. Sheetal Chaddha            |
| 8.           | Dr. Sandeep Sahu               |

The Committee has recommended organizing Conventions, Seminars– National & International Conferences and other various research related activities. On the recommendations, the college had organized International Economic Convention as well as National & International Conferences.

However, at the various departmental levels of the institution, there are various research programs organized to look into various aspects of research and learning. All efforts are made to encourage independent, original and quality research in a dynamic manner. To begin with, the following programs have been organized and the following initiatives are taken:



**1. Promotion of Research Culture Through Economic Convention:**

The College has hosted International Economic convention patronized by HSNC Board. The sole objective of the convention is to instill research aptitude in young minds. These will motivate them to aim for higher studies in the future and ignite the research culture in their minds. This further helps them in enhancing their own skills in turns develops their overall personality.

**2. Promotion of Research Culture:**

Students at post – graduation level were given research project and directed to analyze the outcomes of their research. This helps students to develop a holistic attitude towards research.

**Key Functions performed by the Research Committee**

1. The research committee holds periodical meetings in addition as and when need arises. The meetings are held to review the abstracts submitted by various faculty and give their valuable suggestions/inputs on the topics for improvisation, if needed.
  2. Duly updated Research Papers and Research Projects are channelized through the research cell for presentation/publication. In addition, statistical analysis and technical support is provided to enhance the quality of papers as per the norms adhering to the research quality standards.
  3. Each research project is routed through research cell before submission to respective agency. Highly conducive research culture is prevalent in the college. Faculty and students are deeply motivated to take up research projects.
  4. A thorough discussion is made by the panel of the research cell on the title and content of the research project before applying for grant and then the research cell send it to the respective agency.
  5. Research cell extend its support & suggestion to all faculty for presenting their paper in national and international conference.
  6. The management has approved Rs. 1000/- per term per teacher for the publication and presentation of papers. Faculty who attend/present papers in national and international conferences avail this facility.
- **Impact:**
- i. The Researchers share their learning/value-addition gained from their Research paper presentation/Publication/research project with faculty and students.
  - ii. Necessary guidance and support is provided to teachers in preparing Research proposals.
  - iii. Faculty pursuing research has increased twice during last 5 years. Four Teachers completed Ph. D And 4 Registered for Ph.D. However viva is awaited for a faculty (Mrs. Girija Nachnani).

**Table: Status of Ph.D amongst the Faculty**

| FACULTY NAME | DEPARTMENT  | STATUS    | YEAR      | TITLE  |
|--------------|-------------|-----------|-----------|--|
| Meena Kumari | Accountancy | Completed | July,2013 | “Performance of Venture Capital Financing in India.” |
| Aashish Jani | Commerce    | Completed | Jan, 2014 | “Study on Deposit Mobilisation in Banks.”            |



|                 |                       |            |            |  |
|-----------------|-----------------------|------------|------------|--|
| Sandeep Sahu    | Commerce              | Completed  | Feb, 2014  | "Strategies for retailing with special reference to malls in Mumbai."  |
| Jayesh Rana     | Accountancy           | Completed  | Dec, 2015  | "A Study of Consumer Behaviour in Shopping Mall with reference to Mumbai Region".  |
| Girija Nachnani | Economics             | Submitted  | July, 2016 | Information Technology Clusters & Regional Development in Southern India."   |
| Mani Iyer       | Economics             | Registered | Jan, 2013  | "Monetary Policy of India in the Post Reform Period:1991-2011" An event analysis of LAF and Repos on growth and inflation" |
| Vishal Tomar    | Commerce              | Registered | 2013       | "Working Conditions of Workers (Labour Management)."   |
| Sushant D.      | Environmental Studies | Registered | 2013       | "A Comparative Study of Tourism Planning & Development in Konkan Region of Maharashtra and Goa."                           |

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

- **Autonomy to the Principal Investigator (PI):** Yes, the PI is given full autonomy regarding expenditure, purchase of equipment, travel and so on, related to the research project.
- **Timely Availability or Release of Resources:** Yes, for facilitating smooth progress of research projects, a separate bank account in the name of the project is opened as soon as the grants are received from the funding agency. There is no delay in the availability of resources.
- **Adequate infrastructure and human resources:** Yes, facilities such as computer laboratories and library facilities are made fully available to the research fellow as and when required. The college has a large pool of computers with internet connectivity in the computer labs. In addition, the library also has computers with Internet connectivity. The library has also subscribed to an N - list, which gives access to a number of e-journals & e-books. Beside this any specialized equipment which may be required for research projects are usually bought with the help of project funds. Administrative and technical support is also provided to the research fellows as and when required.
- **Time off, reduced teaching load, special leave, etc. for teachers:**  
Study and duty leave granted for doctoral and post-doctoral research, as applicable under university rules. The college also supports its faculty for FIPs and sabbaticals and given flexibility in time to do their research work. Mrs. Girija Nachnani had availed of this facility. Besides this departmental level lecture adjustments are also done for the research associates. The college is however open to adopt any changes which the university may recommend in this connection.

- **Support in terms of technology and information needs:**  
Administrative and technical support is also provided to the research team as and when required. The library has a separate space for the faculty which the researchers can use. All the labs are well-equipped. Any specialized equipment which may be required for any research projects are usually bought with the help of project funds. Internet facilities are made freely available. The librarian is extremely supportive in facilitating institutional borrowing/lending of books; Wi-Fi facilities are available in the campus; internet connectivity is provided to departments by the institution.
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities:**  
Facilitate timely auditing and submission of utilization certificate. Periodic monitoring is done during the course of the research project and progress reports are forwarded to the funding agencies. An audit is carried out after completion of the project. The regular monthly meeting is conducted with the Registrar of the college and accordingly funds are provided.
- **Any other:**  
Equipment purchase decisions are made essentially by respective faculty members, along with their peers, with the administrative staff playing a statutory supervisory role.  
Mentoring and guiding students for economic convention research in order to inculcate research those shows such potential.  
The management reimburses the registration fees for presenting papers at conferences.

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

- One of the prominent missions of the college is to motivate students and teachers to adopt research for advancing their knowledge as well as refining their understanding. Developing a scientific temper, promoting a research culture and nurturing aptitudes for analysis and synthesis is vital for the achievement of this mission. With a view to institutionalize the process of research culture, an attempt has been made to integrate it with curriculum implementation. The college encourages teachers to include research based projects which helps in the enhancement of quality in curriculum delivery. The college has also made continuous efforts to create the necessary infrastructure in the form of a good library and well-equipped and up-to-date computer labs. All the departments conduct seminars, conferences and workshops at various levels –regional, national and international. The college advances money to the departments for initial organizational expenses. The college encourages and promotes interdisciplinary teaching and research. Besides this, faculties mentor students for International Economic Convention. This motivates more students to conduct international and national research and present papers.
1. **Projects:**  
As a part of curriculum a project at the UG level is mandatory for the courses of B.Com (Banking and Insurance), B.Com (Financial Markets), Bachelor of Management Studies (BMS), Bachelor of Accounting and Finance (BAF) , Bachelor of Mass Media (BMM), which has inculcated a scientific temper among students. A project of 40 marks at PG level (M.Com) for individual

subject is mandatorily prepared by the students which are subject to internal and external evaluation.

**2. International Economics Convention:**

The college encourages and promotes interdisciplinary teaching and research. Faculty mentor students for International Economic Convention which motivates more students to conduct international and national research and present papers.

**3. Data Analysis:**

Students are guided for the aforesaid projects for their statistical analysis. Faculty mentors the students for using statistical tools and techniques. The college faculty helps students for the understanding of data collection/data classification and data analysis and its interpretation. Data analysis is taught through using Excel and Mega stat. Hence, faculty extends their support for interpretation and understanding of analysis done.

**3.1.5. Give details of faculty involvement in active research (Guiding student research, leading research projects, engaging in individual/collaborative research activity, etc.).**

- Complete academic autonomy is granted to the faculty in proposing and executing Projects, as well as a great deal of financial autonomy. The college has a rich legacy of nurturing high-quality research. Every member of the faculty is encouraged to engage in research activities, and is supported in planning and executing research projects. Apart from the statutory requirements, recruitments and subsequent promotions are always made on the basis of the research achievements of the faculty. Internet facilities, including Wi-Fi on the campus, are available freely to the faculty and students. The faculty is enthusiastically applying for the various research projects sponsored by the UGC and/or other educational agencies. The projects are completed on time and reports are published. The details of active research are given as below:

| <b>1) Number of Research Guides who are guiding/guided Ph.D/M.Phil Students:</b> |                               |            |   |                           |                                      |
|--|-------------------------------|------------|---|---------------------------|--------------------------------------|
| S.NO.  | NAME OF RESEARCH GUIDE        | DEPARTMENT | NUMBER OF STUDENTS CURRENTLY REGISTERED | NUMBER OF STUDENTS GUIDED |                                      |
| 1.   | Dr. A. C. Vanjani (Principal) | Commerce   | Under Process                           | M.phil                    | 02                                   |
|  |                               |            |   | Ph.D                      | Nil                                  |
| 2.   | Dr. Megha Somani              | Commerce   | M.Phil-01                               | M.phil                    | 03                                   |
|  |                               |            | Ph.D-05                                 | Ph.D                      | Thesis Submitted & Viva Awaited (02) |

| <b>2) Number of Major and Minor Leading Projects: University/UGC:</b> |               |   |                            |             |           |
|---|---------------|---|----------------------------|-------------|-----------|
| NAME OF FACULTY   | MAJOR PROJECT | TITLE OF THE PROJECT                              | AMOUNT SPONSORED (in Rs/-) | AGENCY      | STATUS    |
| <b>2011 - 12</b>  |               |   |                            |             |           |
| Mrs. Mary Edward  | ✓             | Maritime Heritage of Kutch, Kathiawar and Gujarat | 150,000                    | Indian Navy | Completed |
| <b>2012 - 14</b>  |               |   |                            |             |           |
| Dr. Megha Somani  | ✓             | FDI in India                                      | 310,000                    | UGC         | Completed |

| NAME OF FACULTY   | MINOR PROJECT | TITLE OF THE PROJECT  | AMOUNT SPONSORED (in Rs/-) | AGENCY               | STATUS    |
|-------------------|---------------|---|----------------------------|----------------------|-----------|
| Shreekumar.M enon | ✓             | Job stress at work place: An analytical study of stress among employees of selected banks in Mumbai   | 30,000                     | UGC                  | Completed |
| Dr.Anjali Verma   | ✓             | Challenges of teaching oral skills to undergraduate commerce students   | 32,000                     | University of Mumbai | Completed |
| Mr. Vishal Tomar  | ✓             | A study of consumer behavior towards organized retail and traditional stores (with special reference to survival of traditional retail stores post FDI) | 25,000                     | University of Mumbai | Completed |
| Mrs.Ligimol Benny | ✓             | Challenges of e-resources development in academic libraries of undergraduate colleges (with special reference to Mumbai University)                     | 25,000                     | University of Mumbai | Completed |
| Dr. Meenakumari   | ✓             | A study of role of commercial banks in promoting financial inclusion through the use of technology  | 26,000                     | University of Mumbai | Completed |
| Sandeep Sahu      | ✓             | “Analysis of customer’s Preferences and Decision-making-styles for purchasing organic food in Mumbai-city”  | 26,000                     | University of Mumbai | Completed |



|                  |   |   |        |     |         |
|------------------|---|---|--------|-----|---------|
| Dr. Anjali Verma | ✓ | Developing academic reading skills through strategy training at under graduate level in Mumbai University | 65,000 | UGC | Ongoing |
|------------------|---|---|--------|-----|---------|

**3) Full time teachers acquired PhD Qualification in last 4 years:**

| SR. NO. | NAME OF THE FACULTY  | DEPARTMENT  | TITLE OF THE THESIS   | YEAR           |
|---------|----------------------|-------------|---|----------------|
| 1       | Dr. Meenakumar i. K. | Accountancy | "Performance of Venture Capital Financing in India."                              | July, 2013     |
| 2       | Dr. Aashish Jani     | Commerce    |   | January, 2014  |
| 3       | Dr. Sandeep R. Sahu  | Commerce    | "Strategies for retailing with special reference to malls in Mumbai."             | Febrary, 2014  |
| 4       | Dr. Jayesh Rana      | Accountancy | "A Study of Consumer Behaviour in Shopping Mall with reference to Mumbai Region". | December, 2015 |

**4) Faculty registered for Ph.D/M.PHIL qualification in last 4 years**

| SR. NO. | NAME OF THE FACULTY | DEPARTMENT            | TITLE OF THE THESIS  | YEAR                       |
|---------|---------------------|-----------------------|--|----------------------------|
| 1.      | Mani Iyer           | Economics             | "Monetary Policy Reforms Since 1991-2011: An Event Analysis of LAF, REPO on Inflation & Growth." | Jan, 2013                  |
| 2.      | Vishal Tomar        | Commerce              | "Working Conditions of Workers (Labour Management)."   | 2013                       |
| 3.      | Sushant D.          | Environmental Studies | "A Comparative Study of Tourism Planning & Development in Konkan Region of Maharashtra and Goa." | July, 2013                 |
| 4.      | Girija Nachnani     | Economics             | "Information Technology Clusters & Regional Development in Southern India."                      | Submitted and Viva Awaited |

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

- Several departments conduct workshops/training programmes to imbibe research culture among the staff and students which are as follows:

| Number of Seminars, Conferences, Workshops organized in last 5 years |                     |         |         |         |         |         |
|--|---------------------|---------|---------|---------|---------|---------|
| S.No.  | Description         | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
| 1  | International level | 1       | -       | 1       | -       | 1       |
| 2  | National level      | 1       | -       | -       | 1       | -       |
| 3  | State level         | -       | -       | -       | -       | -       |
| 4  | District level      | -       | -       | -       | -       | -       |
| 5  | College level       | 24      | 14      | 16      | 14      | 21      |

*Details enclosed in Annexure 3.1*

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

- The thrust areas of concentration highlighted by the institution include intellectual and cognitive areas are listed below:

| SUBJECT                 | FACULTY           | THRUST/EXPERTISE        |
|-------------------------|-------------------|-------------------------|
| Commerce & Management   | Dr.A.C. Vanjani   | Commerce and            |
| Accounts                | Mr. Sanjay Dagia  | Direct & Indirect Taxes |
| Geography               | Dr. Narinder Kaur | Environmental           |
| International Economics | Dr. Sheetal       | International Trade     |

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

- The college interacts with industry, corporate and industry representative bodies to guide the college about value added courses that help to enhance the employability of the students. In addition, the college also facilitates interaction of the faculty and students with eminent research scholars through various seminars, workshops and meetings organized by the college. Every department tries to get eminent personalities, speakers or invitees for seminars/workshops/guest lecture to enable the students and faculty to interact with them. This helps the students develop a better and more holistic attitude towards research and help them develop greater awareness of frontline research. The college had hosted an 'international conference' which attracted researchers from all over. The eminent scholars who participated in different research activities of the college includes:

| Name                     | Participated as -         | Activities                          |
|--------------------------|---------------------------|-------------------------------------|
| Mr. Keki Mistry          | Keynote Speaker           | International Economic Convention.  |
| Prof. Bino Paul          | Resource person           | International Economic Convention   |
| Dr. Sengupta             | Keynote addresser         | National conference                 |
| Mr. Niranjan Hiranandani | Keynote addresser         | International Conference            |
| Mr. Gopal Kalkoti        | Chairperson               | National & International Conference |
| Dr. Arvind Luhar         | Chairperson               | National & International Conference |
| Dr. Neha Jagtiani        | Chairperson               | National & International Conference |
| CS Himanshu Kapadia      | Chairperson               | National & International Conference |
| Mr. Aditya Ketkar        | Presenter (International) | International Conference            |

**3.1.9 What percentage of the faculty has utilized sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbue research culture on the campus?**

Sabbatical leave is to be introduced by the college. However, one of our faculty Mrs. Girija Nachnani has utilized leave under FDP program sanctioned by UGC for her research activities. Such programs help the organisation to linkage with institutes. This encourages other teachers and students to pursue quality research. The faculty involved in research has doubled in the last five years. 40% of the faculty is involved in various research projects sanctioned by UGC & University.

| NAME OF FACULY       | DEPARTMENT              | TYPE OF LEAVE |
|----------------------|-------------------------|---------------|
| Mrs. Girija Nachnani | Department of Economics | FDP           |

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

- College has informal mechanism for communicating the results of the research work done by the faculty members to the students or the community. Teachers are encouraged to get their research work published in reputed journals and magazines. Indian Navy (MHS of WC) has published a major research project on Maritime Heritage of Kutch, Kathiawar and Gujarat of Mrs. Mary R. Edward. Award has been conferred by our honorable prime minister Mr. Narendra Modi. The copy of research papers /dissertations/thesis are available in the library for reference of faculty and students.  
The following steps are to be implemented in the current academic year:
- Publication of the Results of Research Projects: The findings of these research projects will be published and also hosted on the college website.
- Short Presentations on Research Outputs: All Ph.D. holders among the faculty members are being requested to present short seminars for the benefit of the students and teachers, summing up the outcomes of their research and explaining its socio-economic/academic significance. Dr. Aashish Jani had presented his research outcomes in the K.C college.
- Research Section on the college website: The college has research section on its website where the research outcomes of the researchers/faculties are available. The other such initiatives like sensitizing students by involving them in various activity-based programs.

**3.2 RESOURCE MOBILIZATION FOR RESEARCH:**

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

- As such, there is no earmarked budget for research. Individual teachers are encouraged to apply for projects and get grants. The funds received are maintained under separate bank accounts. This has been done to provide autonomy and flexibility for research fellows. The teachers are reimbursed their registration and travel charges for conferences, workshops and seminars. The college also has a seminar fund, which is utilized for supporting conferences and seminars, including those dealing with research.

The college management has made provisions for a budget to be used for research activity. This assistance supports creation of infrastructure, buying of equipments and library material in the various departments.

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

- Our college management promotes research and assists the faculty by providing necessary resources to initiate research activities on a need basis. The college management is very much supportive to extend research assistance to the faculty. But no teacher has availed this facility till date. The Research assistance (seed money) extended for the Economic Convention is as follows:

**INTERNATIONAL ECONOMICS CONVENTION**

| SR.NO. | YEAR        | SEED MONEY |
|--------|-------------|------------|
| 1      | 2015 - 2016 | 27680      |
| 2      | 2014 - 2015 | 48455      |
| 3      | 2013 -2014  | 593933     |
| 4      | 2012 - 2013 | 29298      |
| 5      | 2011 - 2012 | 17154      |
| 6      | 2010 - 2011 | 21260      |

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

- The students who participate in economics convention are encouraged to do full-fledged research on various topics and present research papers to an international audience. The college provides such students all facilities including stationary and travelling expense and infrastructural and technical support. Moreover, students from post-graduation department are also encouraged to participate in the research seminars and conferences at national and international levels. College bear the all expenses related to the research presentations. Apart from this, the college also collects a nominal charge of Rs. 500/- which is incorporated in the fee structure itself.  
Expense related to Economic Convention (a giant research convention-performed by students) is mentioned in question no 3.2.2 (Table) above

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

- Most courses in the college have a strong research orientation, with research projects forming an integral part of the training of undergraduate and postgraduate students. As per university norms projects are given for internal assessment. These projects are given with the aim of developing the analytical and research skills of the students.
- The institution has endeavored to build research output and has been focusing on developing a research work by encouraging faculty and students across various disciplines.
- The faculty from different disciplines interacts with each other and exchange information on contemporary debates and emerging issues.
- Interdisciplinary seminars and conferences are held within different



departments where faculty and students organize and work these events together.

- Academic experts from various fields come to the college to share their knowledge and experience with faculty and staff across disciplines.
- The faculties share resource material with each other and have access to various e- journals and web resources.
- Faculties can jointly apply for UGC & University research projects.
- Faculty pursues research and research projects take support and assistance/opinion/ recommendations/ Suggestions from various departments interlinked with their research area/topic. Following are the faculty who interacted with inter-disciplinary departments for their research.

| Name of Faculty                | Title of the project  | Area of Inter-disciplinary |
|--------------------------------|---|----------------------------|
| <b>MAJOR RESEARCH PROJECTS</b> |   |                            |
| Mrs. Mary Edward               | Maritime Heritage of Kutch, Kathiawar and Gujarat   | BMM                        |
| Dr. Megha Somani               | FDI in India  | Accountancy & Finance      |
| <b>MINOR RESEARCH PROJECTS</b> |   |                            |
| Dr. Anjali Verma               | Challenges of teaching oral skills to undergraduate commerce students   | BMM                        |
| Prof. Vishal Tomar             | A study of consumer behavior towards organized retail and traditional stores (with special reference to survival of traditional retail stores post FDI) | Management Studies         |
| Mrs. Ligimol Benny             | Challenges of e-resources development in academic libraries of undergraduate colleges (with special reference to Mumbai University)                     | IT                         |
| Dr. Anjali Verma               | Developing academic reading skills through strategy training at undergraduate level in Mumbai University  | <b>BMM</b>                 |
| Dr. Meenakumari                | A study of role of commercial banks in promoting financial inclusion through the use of technology.   | Economics                  |

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

- The following initiatives ensure optimal use of various equipment and research facilities of the institution:

All computer labs/equipment's can be used by any student or staff for research purpose. The college is however open to the idea of creating joint research facilities with the help of industry or government agencies and making it available to outside researchers as well, based on mutually agreed terms and conditions.

Further, following steps are taken to ensure the optimal use of various equipment and research facilities such as:

- Staff and students can freely use the facilities available, across the departments.
- Computer Labs and IT facilities are accessible to all faculty members as well as students.
- Faculty uses library –e resources and accesses journals online to for research activities.
- Need based up-gradation of infra- structures undertaken.
- A full time technician for up-keep of computer labs has been appointed.

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

- The college has received the support from the University, UGC and Indian Navy which has helped to enhance the research facilities of the college. Research Projects are funded by the various agencies has also helped the college to add the necessary books and equipment.

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

| YEAR                 | NAME OF FACULTY      | VALUE   | AGENCY               |
|----------------------|----------------------|---------|----------------------|
| <b>MAJOR PROJECT</b> |                      |         |                      |
| 2011-12              | Mrs. Mary Edward     | 150,000 | Indian Navy          |
| <b>MINOR PROJECT</b> |                      |         |                      |
| 2012-13              | Mr. Shreekumar.Menon | 30,000  | UGC                  |
|                      | Dr. Anjali Verma     | 32,000  | University of Mumbai |
|                      | Dr. Megha Somani     | 3,1000  | UGC                  |
| 2013-14              | Mr. Vishal Tomar     | 25,000  | University of Mumbai |
|                      | Mrs. Ligimol Benny   | 25,000  | University of Mumbai |
| 2014-15              | Dr. Anjali Verma     | 65,000  | UGC                  |
| 2015-16              | Dr. Meenakumari      | 26,000  | University of Mumbai |
|                      | Dr. Sandeep Sahu     | 26,000  | University of Mumbai |

| YEAR                 | NAME OF FACULTY  | TITLE OF THE PROJECT                              | FUNDING AGENCY | SANCTIONED | AMOUNT RECIEVED |
|----------------------|------------------|---|----------------|------------|-----------------|
| <b>MAJOR PROJECT</b> |                  |   |                |            |                 |
| 2011-12              | Mrs. Mary Edward | Maritime Heritage of Kutch, Kathiawar and Gujarat | Indian Navy    | 1,50,000/- | 1,50,000/-      |
| 2012-13              | Dr. Megha Somani | FDI in India                                      | UGC            | 3,10,000/- | 3,10,000/-      |

| YEAR                 | NAME OF FACULTY    | TITLE OF THE PROJECT  | FUNDING AGENCY | SANCTIONED | AMOUNT RECIEVED |
|----------------------|--------------------|---|----------------|------------|-----------------|
| <b>MINOR PROJECT</b> |                    |   |                |            |                 |
| 2012-13              | Dr. Anjali Verma   | Challenges of teaching oral skills to undergraduate commerce students   | University     | 32,000/-   | 32,000/-        |
| 2013-14              | Mr. Vishal Tomar   | A study of consumer behavior towards organized retail and traditional stores (with special reference to survival of traditional retail stores post FDI) | University     | 25,000/-   | 25,000/-        |
| 2013-14              | Mrs. Ligimol Benny | Challenges of e-resources development in academic libraries of undergraduate colleges (with special reference to Mumbai University)                     | University     | 25,000/-   | 25,000/-        |
| 2014-15              | Dr. Anjali Verma   | Developing academic reading skills through strategy training at under graduate level in Mumbai University   | UGC            | 65,000/-   | Pending         |
| 2015-16              | Dr. Meenaku mari   | A study of role of commercial banks in promoting financial inclusion through the use of technology.   | University     | 26,000/-   | 26,000/-        |

### 3.3 RESEARCH FACILITIES:

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

- The College has two computer labs to be utilized for research by the faculty and students. Wi-Fi based connectivity is available for the staff and the students in the classrooms and auxiliary areas like administration section, library, sports room, etc. Students are availing of the facilities for accessing relevant websites and completing projects in order to support their project in the curriculum. Students are encouraged to participate in various research and innovative projects and certificates are issued to them. The Library is well equipped with sufficient number of books & journals required for research. The Library has a spacious and comfortable reading room to meet the needs of the researchers. The college Library subscribes to various print and e -journals, and international publications on a variety of subjects which are useful for research. Various reference books are available online. Library hours are extended for the benefit of researchers as and when required. Computer Labs, internet access, printers are available for researchers.

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

- Facilities such as computer laboratories and library facilities are made fully available to the research fellow as and when required. The college has a large pool of computers with internet connectivity in the computer center. In addition, the library also has computers with Internet connectivity. The library has also subscribed to an N - list, which gives access to a number of e-journals & e-books. Any specialized equipment which may be required for any research projects are usually bought with the help of project funds. Administrative and technical supports are also provided to the research fellows as and when required. Departmental laptops, computers, printers and Wi-Fi connectivity is provided.

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

- The college has received support from the University, which has helped to enhance the research infrastructure of the college. The National level seminar held in 2010 was fully funded by the university grant commission to the tune of Rs 1,00,000/- in order to facilitate research. The UGC funds were used to purchase xerox machine and laptops.

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

- The students visit the Bombay Stock Exchange to study their working. The students are also being taken to NGOs, financial institutes and advertising agencies for collection of data for surveys for their research.
- British Council library, IGIDR library are used by faculty and students for their research projects.
- Our college library has membership with American Centre Library and BMA (Bombay Management Association). Faculty can use their library facilities.

**3.3.5 Provide details of the library/information resource center or any other facilities available specifically for researchers.**

- The college is well-stocked and well-equipped with books & Journals, multi-media, internet and e-resources. Library remains open from 7.30 a.m. to 4.30 p.m. on all days except holidays. Some of the important ways in which the library augments the teaching-learning process includes:
  - Updated Text Books as per latest syllabus
  - E-Resources
  - Latest Journals
  - Internet Faculty to Faculty and StudentsThe library aims to provide resources and material in a variety of areas for the benefit of the students and teachers/.



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

- The college has no collaborative research facilities developed/created by any research institute. However, the college has received support from University of Mumbai, which has helped to enhance the research infrastructure.

**3.4 RESEARCH PUBLICATIONS AND AWARDS:**

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

- Patents obtained and filed (process and product)
- Original research contributing to product improvement
- Research studies or surveys benefitting the community or improving the services
- Research inputs contributing to new initiatives and social development
- **Patents Filed:** The opportunities available for patenting will be explored once any unique and conclusive outcomes become visible.
- **Original research contributing to product improvement:** The College has till date not contributed to any product development/improvement, Community/service-oriented research studies/surveys

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

- The college does not publish any research journal by itself or in collaboration with any other organization. However research proceedings of national and international conferences are published in research publication carrying ISBN no. and ISSN no.

**3.4.3 Give details of publications by the faculty and students:**

- **Publication per faculty:** *Details Enclosed In Annexure 3.2*
- **Number of papers published by faculty and students in peer-reviewed journals (national/international): 30**
- **Number of publications listed in international database (e.g. Web of Science, Scopus, Humanities International Complete, Data Database-International Social Sciences Directory, EBSCO host,etc. : 02 – Dr. MeenaKumari**
- **Monographs: Nil**
- **Chapters in books: 02**

| Sr. No         | Faculty          | Title of the Book                     | Publisher       | Level         | ISBN              |
|----------------|------------------|---------------------------------------|-----------------|---------------|-------------------|
| <b>2014-15</b> |                  |                                       |                 |               |                   |
| 1.             | Dr. Anjali Verma | Contemporary Women's writing in India | Lexington Books | International | 978-1-4985-0210-8 |

| 2015-16 |                    |  |                             |          |                   |
|---------|--------------------|--|-----------------------------|----------|-------------------|
| 2.      | Mrs. Ligimol Benny | Building e-resources in academic libraries: Trends and issues. | Universal Publishing House. | National | 978-93-83342-22-8 |

- **Books edited: NIL**

- **Books with ISBN/ISSN numbers with details of publishers: 03**

| S.NO    | TITLE OF THE BOOK                               | PUBLISHER                 | LEVEL               | ISBN              |
|---------|---|---------------------------|---------------------|-------------------|
| 2014-15 |   |                           |                     |                   |
| 1.      | Research Methodology in Commerce (Semester III) | Sheth Publishers          | State Level         | 978-93-5149-006-1 |
| 2.      | Research Methodology in Commerce (Semester IV)  | Sheth Publishers          | State Level         | 978-93-5149-165-1 |
| 3.      | Financial Management (BM-2) (Semester IV)       | Sheth Publishers          | State Level         | 978-93-5149-149-9 |
| 4.      | Business Economics (Semester V)                 | Himalaya Publishing House | International Level | 978-93-5142-761-2 |
| 5.      | Business Economics (Semester VI)                | Himalaya Publishing House | International Level | 978-93-5202-23--4 |

**Citation index: NIL**

**SNIP: NIL**

**SJR: NIL**

**Impact factor: 25**

**h-index: NIL**

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

### 3.5 **CONSULTANCY:**

#### 3.5.1 **Give details of the systems and strategies for establishing institute-industry interface.**

The following are some of the mechanisms used for establishing industry interface:

- ✓ Industry Interface through Placement Cell: Industry representatives are also invited by the placement cell to talk about employment opportunities in their sector or for holding campus interviews.
- ✓ Inviting guest speakers from industry, various professional bodies such as ICAI, ICSI and NGO to have interaction with the students and faculties.
- ✓ Prof. S.D.Manghani, Prof. Jinen Jadhav, Dr. Megha Somani and Prof. Sanjay Dagia extends consultancy services to SMEs and corporates in their personal capacity.
- ✓ Professional courses take their students for industrial visit.
- ✓ Visiting faculty in unaided courses.

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

- Though there are very limited opportunities. However, consultancy is provided free of cost by the chartered accountants of the college. It is given to the SME's of nearby vicinity & orients them to the taxation part and return.

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

- Yes, the institute encourages the staff. If any teacher wishes to extend his consultancy services, the management facilitates the process and permits use of facilities required. The staff is encouraged to carry out such consultancies. Dr.A.C.Vanjani and Mr. Sanjay Dagia are actively involved in consultancy services.

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

- A community support project was undertaken by NSS and other departments, wherein teachers camp in villages and offer their services to the inhabitant in order to improve their work of life. Prof. S.D.Manghani, Prof. Jinen Jadhav, Dr. Megha Somani, Prof. Sanjay Dagia, D.P. Chacha, Prof. Srinivas Aiyer and Prof. Thakur Desai extends consultancy services to SMEs and corporates in their personal capacity. Dr. A. C. Vanjani had been the chairperson for LIC to many Colleges.

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

- No income is generated through consultancy as the institution is not involved in consultancy work as of now. The college provides a sound platform to the faculty members to promote their interaction with industrial/professional bodies. It is a non-revenue generating exercise.

**3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR):**

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

- The college conducts regular extension activities and services so that education and research benefit society at large. National Service Scheme (NSS) volunteers actively participate in the extension activities of the college. Annual camps are held to sensitize students towards community development. Efforts are made to encourage students to engage with and contribute to the community through their college festivals. Participation in inter-collegiate events, seminars on environmental concerns, blood donation drives are held to promote holistic development of students. Programmes such as *Enactus*, *Share-a-smile* are some of our flagship activities.

**Entrepreneur in Action (ENACTUS)** is an international non-profit organization that brings together students, academics and business leaders

who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need. Through our project “Hope Interwoven”, we strive for development of visually and physically challenged youth, women, & deprived sections in the rural area. With this in mind, we have tied up with the GrameenShrameekPratishthan (G.S.P.). This is a non-profit organization working in Latur since 1986.

We have also made our presence felt in the prestigious “Kala Ghoda Festival”, wherein handicrafts and handloom from different parts of the world are exhibited.

The BMS & BFM festival begins with a social initiative called ‘Share a Smile’. Our students visit orphanages and old age homes and engage in fun activities with them. The students are also sent for a 7-Day residential camp to Yusuf Mehrauli Center in Parnel, so that they interact with and understand the hardships faced by adivasi communities and also learn to appreciate their culture.

**Activities organised by NSS: (2011-2015)**

| Activity   | 11-12 | 12-13 | 13-14 | 14-15 | 15-16 |
|--|-------|-------|-------|-------|-------|
| 1. Orientation   | ✓     | ✓     | ✓     | ✓     | ✓     |
| 2. Guru Purnima  | ✓     | ✓     | ✓     | ✓     | ✓     |
| 3. Teacher’s Day   | ✓     | ✓     | ✓     | ✓     | ✓     |
| 4. NSS Day   | ✓     | ✓     | ✓     | ✓     | ✓     |
| 5. Swachata Abhiyan  | ✓     | ✓     | ✓     | ✓     | ✓     |
| 6. 11 day annual workshop with J.B. Petit Municipal School | ✓     | ✓     | ✓     | ✓     | ✓     |
| 7. Blood Donation Drive                                    | ✓     | ✓     | ✓     | ✓     | ✓     |
| 8. Peace Rally   | ✓     | ✓     | ✓     | ✓     | ✓     |
| 9. 7-Day Residential camp in Yusuf Mehrauli Center,        | ✓     | ✓     | ✓     | ✓     | ✓     |
| 10. Visit and activities with orphanages and old age homes | ✓     | ✓     | ✓     | ✓     | ✓     |
| 11. Gandhi Jayanti   | ✓     | ✓     | ✓     | ✓     | ✓     |
| 12. Run for Unity  | ✓     | ✓     | ✓     | ✓     | ✓     |
| 13. Street Play  | ✓     | ✓     | ✓     | ✓     | ✓     |
| 14. Umang Rally  | ✓     | ✓     | ✓     | ✓     | ✓     |
| 15. Republic Day   | ✓     | ✓     | ✓     | ✓     | ✓     |
| 16. Women Empowerment Rally                                | ✓     | ✓     | ✓     | ✓     | ✓     |

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

- The enrollment mechanism of NSS entails an interview process through which 50 students are selected. For each student there is a nominal fees of Rs 20/-. The extension activities are organized through NSS or individual departments and the participation of the students can be easily monitored. The NSS committee members and faculty from individual department accompany the students for various activities, thereby tracking of the outcome can be done. Activities such as cleanliness drives (Swach Bharat Abhiyan), street plays,



residential camps, blood donation drives, peace rallies etc. ensure their presence and involvement right from the inception to the execution stage. (Details as per table in 3.6.1) as stated above.

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

- Informal Mechanism for Soliciting Stakeholder Perception is followed. Apart from the student feedback survey, the Principal holds informal meetings with the local community leaders from time to time to learn about their perceptions. The “India Today” -A.C. Neilson survey ranked the college, 8<sup>th</sup> among 36 top commerce colleges, which also acts as a feedback mechanism for the college from the stakeholders. The college also has a registered alumni association which is also a part of IQAC. Two meetings are held in a year. However, they visit the college on a regular basis. The website also provides a facility to register on-line.

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

- These activities have ensured the holistic development of the students. They emerge as well-rounded personalities, who have not only learnt skills like team building, management, leadership, etc. but have also understood their responsibilities as citizen of the country. The major activities conducted are –
  - 11 day annual workshop with J.B. Petit Municipal School
  - Blood Donation Drive
  - Peace Rally
  - 7-Day Residential camp in Yusuf Mehrauli Center, Panvel
  - Visit and activities with orphanages and old age homes

The budget details are as follows-

| Year    | Est. Budget | Actual |
|---------|-------------|--------|
| 2011-12 | 55,000      | 52,500 |
| 2012-13 | 65,000      | 61,400 |
| 2013-14 | 77,000      | 71,350 |
| 2014-15 | 79,500      | 68,750 |

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

- The college encourages students to take part in NSS activities.
- The teachers and students who participate in extension activities are granted duty leave and attendance.
- Marks are awarded to the students for participating in extension activities.
- Faculty perform their role as conveners of committees through which these activities are organized.
- Students are encouraged to choose a social cause and promoted through their cultural programs.
- Campaigns such as blood donation drive are promoted in the college

**3.6.6 Give details of social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from underprivileged and vulnerable sections of society?**

- Slum adoption programme, rural campaigns, entertainment programmes for orphanages and peace walks are activities which are held consistently by the college through NSS and individual departments. They are initiated in order to inject a sense of student social responsibility.  
Also, as mentioned above our flagship programmes 'Enacuts' and 'Share-a-smile' provide an opportunity to the students to make a difference in the lives of the underprivileged.

**Details as per table in 3.6.1.**

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

- The NSS unit of the college works with the motto of 'Serving Community'. The motto reminds us of the selfless manner in which we ought to dedicate ourselves for the greater cause of humanity. The students recognize the importance of serving the society and start treating it as an integral part of their daily life.  
Activities such as Women Empowerment rally, Swatch Bharat Abhiyan, Blood donation camp and residential camps generate skills among students and make them socially aware. A wider social exposure enriches them to be a better human being with leadership qualities. Along with their rights, they become aware of their duties and responsibilities also. Social concerns such as the seminar on cervical cancer in the college contributes in widening the awareness level of students on the hardships that a cancer patient goes through and the empathy of the students towards the terminally ill also increased.

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

- Participation of the beneficiaries in community engagement initiatives of the college is promoted with the help of meetings held in advance. In the case of student projects, door to door contact and canvassing is done. Street plays are yet another medium through which community involvement is solicited. Workshops held in municipal schools are yet another method of engaging with the community. Differently – abled students from *Akansha Foundation* were invited to perform in the cultural program of the college, thereby providing them with an opportunity to present their talent to a large audience. Such opportunities are very well received by the underprivileged. On the one hand, the confidence level of the underprivileged increases and on the other, the student volunteers grow visibly more sensitive towards the society and their responsibility towards humanity. Such activities organized by the NSS wing and other departments have been instrumental in visible outcome at both ends leading to a win-win for all stakeholders.

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

- The college has a long association with J.B. Petit Municipal school. The students of the municipal school are provided with stationery and workshops are held with them for teaching them life skills.  
Differently – abled students from *Akansha Foundation* were invited to perform in the cultural program of the college, thereby providing them with an opportunity to present their talent to a large audience.  
The BMS & BFM festival begins with a social initiative called share a smile. Our students visit orphanages and old age homes and engage in fun activities with them.  
For the benefit of the students additional courses are offered in collaboration with IITC. It is a premier institution in the field of skill development having its branches across the country. A 50 years old institution excels in providing training in the field of Fashion, Travel, Interior Design etc. With record placements it is the only institution having recognition for IATA in India. Smt M M K College has tied up with IITC to start 2 courses presently which are - Fashion Designing and Travel & Tourism Management. Duration of the course is 3 months. This is a remarkable initiative in the direction of skill development.

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

- The college is keen on contributing to the community and its efforts have also been recognized. The NSS wing of the college has been awarded the 2<sup>nd</sup> place in Mumbai for the collection of 334 blood bottles during its Blood Donation Drive held in 2015-16. This comprises a good 10% of the college student population and efforts are constantly made to increase the student participation.

**3.7 COLLABORATIONS:**

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

- The inter-disciplinary innovation projects obtained from the University is benefitting the students and staff considerably in terms of exposing them to field-based research activities in which the students are actually involved in collecting data through surveys, develop understanding of the use of various statistical tools and interpret the findings. Students and faculty visit various libraries, IGIDR, SNTD library, RBI etc.,

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

**• INTERNATIONAL AND NATIONAL EXCHANGE, COLLABORATION & TIE-UPS**

The College has tie-ups with the following Institutions –

- 1) GLOBAL EDUCATION TRUST – Affiliated to Bhartiya Vidyapeeth at National Level; for providing coaching for professional courses such as BBA & BCA.
- 2) The Governing Board of the College, viz. Hyderabad (Sind) National Collegiate Board has entered into an MOU with University of State of Pennsylvania (USA) and University of East London for Academic Exchange programmes of faculty and students.

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

- Many activities have been commissioned over the years and contributed by our Alumnus. The details are as follows:

| Alumni Contribution |                            |                           |
|---------------------|----------------------------|---------------------------|
| 1                   | Name of Alumni Association | M.M.K. ALUMNI ASSOCIATION |
| 2                   | Date of Registration       | 18th June, 2003           |

Alumni Involvement in college development includes various activities described hereunder -

- ✓ Some of the alumni have donated generously towards the Infrastructural Development, and Cultural Activities, of the Institution.
  - ✓ They play an important role in bridging the gap between the industry and the academia
  - ✓ They are also invited to conduct workshops and guest lecturers for the current batches
  - ✓ The alumni of the institution contribute in networking with the respective departments regarding placement opportunities available to the students
  - ✓ The college has an Alumni Association which enables past students to maintain their links with alma mater.
- Moreover, several companies visit the campus for Placement and internships for our students

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

- Mr. Keki Mistry (Vice Chairman, HDFC) has participated as a resource person in International Economic Convention.
- Prof. Bino Paul (TISS) also been resource person in International Economic Convention
- Dr. Sengupta (SIESCOM) had been the keynote addresser for National level conference, Jan, 2015.



- Mr. Niranjan Hiranandani (MD, Hiranandani Group) had also visited and discussed on major Industry & economical issues in the International Conference organised in dec, 2015.
- Mr. Aditya Ketkar, Research Associate from University of Naveda participated and presented his research paper in the international conference conducted on 12<sup>th</sup> December 2015.
- Dr. Gopal Kalkoti, Dr. Arvind Luhar, Dr. Neha Jagtiani, CS Himanshu Kapadia had participated as chairpersons of the technical sessions held for National and International conferences.

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

- a) **Curriculum development/enrichment:** Certificate Courses in collaboration with IITC, Bandra
- b) **Internship/on-the-job training:** NIL
- c) **Summer placement:** In Self-Financing courses (as per university norms)
- d) **Faculty exchange and professional development:** NIL
- e) **Research:** NIL
- f) **Extension:** NIL
- g) **Consultancy:** Formal Linkages with two firms for providing consultancy services in the areas of Management, Taxation and Finance
- h) **Publication:** Publication of the conference proceedings (For National & International Seminars/Conferences)

| S.No. | Title Of Conference/Seminar  | ISSN/ISBN NO.                                       |
|-------|--|---|
| 1.    | An Interdisciplinary National Conference on "Multidimensional Growth for Economic Development- A Dream   | ISBN-978-93-5202-471-1                              |
| 2.    | International Conference on Transforming through Innovation, Digitalization and Start Up India Challenge from Zero Degree Defect to 360 Degree effect. | ISSN- 2319-4766<br>IMPACT FACTOR<br>SJIF 2014-4.889 |

- i) **Student placement:** NIL
- j) **Twinning programs:** NIL
- k) **Introduction of new courses:** BBA, BCA, Certificate Courses with IITC
- l) **Student exchange:** NIL

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

- The principal takes continuous efforts in creating linkages with various organizations which resulted in the following tie-ups:  
The College has tie-ups with the following Institutions –
- Global education trust – Affiliated to Bhartiya Vidyapeeth at National Level for providing coaching for professional courses such as BBA,BCA

- The Governing Board of the College, viz. Hyderabad (Sind) National Collegiate Board has entered into an MOU with University of State of Pennsylvania (USA) for aca.demic Exchange
- University of East London.

**Annexure: 3.1**

**LIST OF SEMINARS, CONFERENCES, WORKSHOPS ORGANIZED**  
**ACADEMIC YEARS 2011 -12 TO 2014-15**

**2011-12**

1. College has organised national level seminar sponsored by UGC “Corporate Social Responsibility going philanthropic way.
2. A Fair Trade Workshop for FYBMM and TYBMM students was held on 9<sup>th</sup> August 2011 by MsShaliniIRFT (International Resources for Fairer Trade). IRFT is dedicated to empowering farmers, artisans, companies and NGOs to develop their business capacity and promote sustainable livelihoods, for all those involved in producing the things we consume every day.
3. The Annual Photography Exhibition ‘Colours of Life’ was held on 9<sup>th</sup> and 10<sup>th</sup> September 2011 showcasing the talent of the students. There was active participation from students of all the FY, SY and TYBMM classes.
4. On 8<sup>th</sup> December 2011 a Seminar by Mr. Justin Gomes from London School of Arts was held. The topic covered at this seminar was ‘Fashion Trends Today’.
5. On 10<sup>th</sup> January 2012, a Seminar by Mr Nikhil GuravGEEBEE Education was held on study abroad opportunities for BMM students.
6. The New Year also saw the TYBMM students working of various social initiatives.
7. From 16<sup>th</sup> Jan to 21<sup>st</sup> Jan the campaign ‘Cut the Corruption’ was held were students created awareness about the problem of corruption in our society.
8. From 23<sup>rd</sup> to 28<sup>th</sup> Jan a Campaign on Global Warming – ‘Global Warning’ was held. Here the students organized a fun fair to create awareness about the seriousness of climate change and its impact on our lives.
9. 30<sup>th</sup> Jan to 4<sup>th</sup> Feb showcased a campaign on Sustainable Development – ‘Sustaining Humanity’ where students were encouraged to use eco-friendly products.
10. 6<sup>th</sup> to 11<sup>th</sup> February a campaign on Being Human was held followed by a Human Rights Campaign which was coupled with a Child Rights Campaign from the 13<sup>th</sup> to the 18<sup>th</sup> of February. A Mela was held for under privileged children at Andheri.
11. 20<sup>th</sup> to 25<sup>th</sup> an Anti Sexual Harassment Campaign was held where the student were made aware of their rights. The NGO explained to the students the need to stand against Eve Teasing and other such problems.
12. 27<sup>th</sup> February to 3<sup>rd</sup> March Campaign Ghumao 1298 – Anti Domestic Violence campaign was held. Dr. Rajiv Naidu spoke to the students about the problems faced in homes today and empowered them to stand for women’s rights.
13. 5<sup>th</sup> March to 10<sup>th</sup> March – Bromance – a campaign on ‘Gay Rights’ was held to create awareness about rights of Transgenders, Gays, Lesbians and Bisexuals who are ill treated by society.

14. Throughout the campaigns relevant banners were put up in the college, badges distributed and seminars and sessions held to create awareness about the various social problems.
15. Mr. Rajesh Kumar from KCCMS conducted a seminar informing the students about the industry recognized courses available for students after Graduation.
16. The students of SYBMM visited Noble printing press in Navi Mumbai where they attended a session at the printing press and learnt the intricacies of printing technology. A follow up printing class was held at our own college where students did practical silk screen printing on t-shirts.
17. Topic: Common entrance test  
Conducted by: Prof. Parag Chitle, CPLC – 10th August 2011  
Details of the workshop: the workshop provided a lot of insights to students to crack the CAT. Students of SYBMS & TYBMS prepare and appear for CAT in order to pursue their MBA. However they are generally not aware of the tricks that can help them solve the problems in a fast paced manner. This seminar was extremely helpful to the students & helped them to prepare for CAT in a very strategic fashion.
18. Topic: Stress Management  
Conducted by: Star cast of the movie “Tere Bin Laden” – 7th September 2011  
Details of the workshop: stress management is a very important area of study in today’s fast paced world. We all are under stress due to a number of extra organizational factors. Due to this, it is necessary that students understand the importance of stress management. This seminar was full of games & activities & thus, helped to understand the concept of stress & stress management with ease.
19. Topic: Logistics, and Supply Chain Management and Human Resource Management  
Conducted by: Prof Vazirani – 15th January 2012  
Details of the workshop: this lecture was essentially a revision lecture for the students of TYBMS in the respective subject. The tutorial helped the students to appear for the exams with thorough preparedness essentially required at the University level examination.
20. Topic: procedure for admissions to Universities in the US and Europe  
Conducted by: Kraft Education Services- 24th February 2012  
Details of the workshop: A lot of students are interested in going abroad after their graduation for higher studies. However they are not sure of the procedure. This seminar was very informative for the students.
21. Topic: Prospects in Advertising and Marketing  
Conducted by: Ms. Sunita D’souza- North Point – 28<sup>th</sup> February 2012  
Details of the seminar: the institute North Point situated in Lonavla conducted the seminar in our college that provided valuable insights to students on the various courses available in the field of marketing & advertising.
22. Topic of the seminar: Stress Management  
Resource person: star cast of the movie “tere bin Laden” - 7<sup>th</sup> September 2011  
Details of the seminar: the movie tere bin laden was a comedy that was also satirical & thus the star cast entertained the audience a lot. This session explained how a light hearted movie entertains & busts the stress of people.



23. Topic of the seminar: How the BSE works  
Resource person: Mr. Kevin D'souza, Chief GM, BSE – 22nd November 2012  
Details of the seminar: the workshop gave practical insights on the working of capital markets & provided a lot of information. Students had a highly interactive session & understood the functioning of the BSE in detail.
24. Topic of the seminar: Insights in stock & Commodity markets  
Resource person: Mr. Vijay Bhambhwani- Technical Analyst – 15th January 2012  
Details of the seminar: The seminar was extremely informative & the pedagogy of usage of lecture method really helped to provide vast amount of knowledge to the students in a very short span. This seminar provided all the knowledge right from the basics of the subject to indepth understanding of commodity markets.
25. A session on 'Communication skill at workplace' by Ms.Anita; H.R.Consultant was held in July 2012.

### **2012-13**

1. Patricia from WIFT (Women in Film and Television) had a session with the BMM students giving them an overview of Cinema over the years. The students also attended the screening of the movie 'Saving Face' at NCPA. The screening was followed by a discussion with KiranRao and Sharmeen (the producer and director of Saving Face). It was a learning experience for those who attended.
2. MET Bandra visited the college and Ms. Shwetagave the students an overview of careers in media after BMM.
3. Ms. Sonakshi Singh from Balaji Telefilms Pvt Ltd visited the college and gave the students an overview of options in the media industry and invited students over to the studio to have a firsthand feel of movie making and all that goes with it.
4. A Debate Competition 'In Our Hands' was held for the students by the students of St. Andrews College. KumailChangezi and ManaliPanchal were the winners of the Debate.
5. Mr. Wayne D'Silva from Cine Vista visited the college and conducted auditions for a new TV serial they were coming up with. A large number of students tried their hand at acting at the auditions.
6. ApekshaMacwan from L'Oreal Professionnel conducted a session on Hairdressing as a Career as part of the concept of Careers Out of the Box initiative for the students of the college.
7. The TYBMM students undertook awareness programs on various issues that affect our society. They conducted one week kiosks, seminars and awareness campaigns on Corruption, Domestic Violence, Environmental Issues, Womens Empowerment, and other social problems. It was a learning experience for the students of the TYBMM as well as for all other classes who actively participated in the seminars, activities and games organized at the kiosk.
8. On the occasion of World Cancer Day (4th February) MsPriyaDutt from the NargisDutt Memorial Charitable Trust had a Cancer Awareness Session. Cancer has been spreading rapidly and there is a need for awareness among all age groups.



9. The SYBMM students as part of their Culture Studies Project work conducted a one day kiosk in the college campus. They displayed the features of various cultures beginning with a presentation and skit on the Sindhi culture. This was followed by various other topics like Puppetry in India with a professional puppet show presentation, Indian Art display, Indian Architecture and its features, and Technology in India over the years.
10. Topic: Financial Awareness  
Resource person: representatives of ICICI bank – Mr. Ravi Anand – 23<sup>rd</sup> August 2012  
Details of the lecture: this seminar was conducted for students of SYBMS who have a subject on Banking, in order to give them insights on the practical aspect of Banking. The growth in the banking sector & the changes adopted in the modern era were all covered through the seminar.
11. Topic: method of Education in USA & Europe  
Resource person: lecturers from University of Georgia- Dr. Basu – 6<sup>th</sup> September 2012  
Details of the programme: This was essentially a cross culture exchange programme to explain to students the pedagogy of teaching used in universities abroad.
12. Topic: Capital Markets  
Resource Person: Lotus Knowealth Pvt. Ltd- 27<sup>th</sup> September 2012  
Details of the seminar: this seminar was conducted by Lotus Knowealthpvt ltd on behalf of BSE to create financial awareness amongst students. The primary & secondary market was discussed & understood in depth in this seminar.
13. Topic: Digital Marketing  
Resource person: Mr. Faisal Farooqui, Mouthshut.com – 14<sup>th</sup> December 2012  
Details of the Seminar: the CEO of Mouthshut.com provided a lot of insights in careers & growth of digital marketing in the country. This seminar was very interactive & full of examples of how digital marketing is affecting every aspect of our life in todays times.
14. Topic: terrorism and women's security  
Resource person: Mumbai police- 18<sup>th</sup> January 2013  
Details of the Workshop: this was a seminar full of activities. Students were educated about the importance of understanding thing that lead to their safety, the measures they should take & the steps they should adopt in case of emergency.
15. Topic: Capital Markets  
Resource Person: Lotus Knowealth Pvt. Ltd 27<sup>th</sup> September 2012  
Details of the seminar: this seminar was conducted by Lotus Knowealthpvt ltd on behalf of BSE to create financial awareness amongst students. The primary & secondary market was discussed & understood in depth in this seminar.
16. Topic: terrorism and women's security  
Resource person: Mumbai police 18th January 2013  
Details of the Workshop: this was a seminar full of action. Students were educated about the importance of understanding the steps they should adopt in case of emergency.

17. Topic: Financial Awareness  
Resource person: representatives of ICICI bank Mr. Ravi Anand – 23rd August 2012  
Details of the lecture: this seminar was conducted for students of FYBFM in order to give them insights on the practical aspect of Banking. The growth in the banking sector & the changes adopted in the modern era were all covered through the seminar.
18. 'Careers in banking sector' was held in August 2013 by Mr. Shekhar Choudhary, RBI, GM 'Career programme' in MBA was held in August 2013, by Mr. Mukul R. Craft Education Society
19. 'Career as CFP' was held in Sep 2013 for the benefit of the BBI students. Mr. Sunil a Certified Financial Planner was the speaker.
20. Self Defense for women was organized for the BBI students by a Swiss trainer, Mr John.

#### **2013-14**

1. To commemorate Independence Day, the BMM Department organized 'Glimpses of How India Became Independent' by living legend and freedom fighter Shri. H.G. Hingoorani on the eve of Independence Day, 14<sup>th</sup> August 2013. Shri. Hingoorani shared his experiences as a freedom fighter and asked the students to carry the fragrance of freedom wherever they went. He also exhibited some of his painting from the struggle for freedom days with a portrait of Jawarharlal Nehru painted in his own blood.
2. The annual photography exhibition 'Colors of Life' was held on the 24th and 25th of September 2014 and truly brought out the talent of the young photographers who were at the exhibition explaining the pictures to those who visited the exhibition.
3. On the occasion of Gandhi Jayanti – 2nd October 2013 the students of the department volunteered their time assisting blind students from NAB with the NGO – Eshaan Humanity Foundation. The NGO organized the event in order to provide an opportunity to the blind students to display their talent and the event Rainbow was held at Ravindra Natya Mandir was truly an experience that all our volunteers will cherish for life.
4. Our students attended the NDTV Shoot 'Our Girls Our Pride' hosted by Priyanka Chopra in aid of girl student education. The Telethon was held on the 1st of December 2013 at Yashraj Studios Andheri.
5. Our students volunteered yet again at another event for the Blind organized by Eshaan Humanity Foundation – Pratibimb at Yashwantrao Chavan Auditorium on 4th January 2014. The event was attended by the Governor of Maharashtra Mr. K Sankaranarayan and film star John Abraham.
6. A session on Overseas Education Opportunities was held for the final year BMM student in order to assist and guide them about the avenues available to them. Natasha O' Hare from Aliff Overseas Services were invited to assist the students and to expose the students to the opportunities available.
7. A session with Pearl Academy- Art, Design and Fashion was held in order to provide the students a kaleidoscope of opportunities available to students in the field of Art, Design and Fashion. Nicole Sequeira conducted the session.

8. We also had vocal artist Aditya Kripalani – an ex student from MMK, explain his experience as a media freelancer and perform at College for the BMM Students on 13th Feb 2014. A Script writer, Novelist and Musician, Aditya Kripalani shared his experiences with the students and am sure have inspired quite a few of them on the choices they make and the message – follow your heart!
9. Journalist Claudelle from Afternoon Dispatch and Courier shared her experiences as a journalist with the students and the session was truly enlightening as it helped students discern what course they would like to pursue in the final semesters of college.
10. Topic of the workshop: ‘Derivatives and Capital Markets’  
Resource person: Nitin Nachnani, Geogit Finance – 17th august 2013  
Details of the Workshop: this seminar was extremely interactive & provided students with a lot of practical training. Students experienced the changes in the share markets & the economic factors that keep affecting them.
11. Topic of the seminar: Nirbhaya Rape Case – 7th September 2013  
Resource person: Dr. Kavita Lalchandani, Principal, G J Advani Law College  
Details of the workshop: this was a very sensitive topic & a mock court was established to dissect & understand the details of the case. Students were sensitized on the issues surrounding women safety & respect.
12. Topic of the seminar: Marketing Management  
Resource person: Kumar Luthra, Brand Manager, ABP News – 21<sup>st</sup> September 2013  
Details of the Workshop: this seminar was attended by both specializations i.e. marketing & finance since it is important for students to understand the importance marketing for all organizations. Topics such as brand management, product development etc were discussed with suitable examples of both goods & service industry.
13. Topic of the seminar: Investor Awareness Resource person: Ministry of Corporate Affairs – Mr. Hemant Kale – 29<sup>th</sup> November 2013  
Details of the Workshop: the seminar was conducted to create awareness in students on the importance of investment in the primary markets. It is important that at the youth level awareness is created in the students since the habit from the beginning would lead to growth of capital formation in the future.
14. Topic of the seminar: ‘Excellence & Leadership’  
Resource person: CPLC – 16<sup>th</sup> January 2014  
Details of the Workshop: this Workshop was done by CPLC in partnership with the BMS department where a lot of management games were conducted. These games were enjoyed by the students a lot & lead to students understanding management & its importance.
15. Topic: Certified Financial Planning (CFP) course  
Resource person: Ms. Tuba – 11<sup>th</sup> January 2014  
Details of the lecture: the seminar gave the students a lot of guidance in adopting CFP as a career. This seminar was detailed and provided vast amount of information in careers in finance.



16. Topic of the seminar: “Financial Management”  
Resource person: Consumer Guidance Society of India Mr. SurajSethi – 29th November 2013  
Details of the lecture: the seminar provided comprehensive understanding on providing guidance for consumer protection in the area of financial investment. This seminar was essentially focusing on consumer guidance in financial management.
17. Topic of the workshop: ‘Derivatives and Capital Markets’  
Resource person: NitinNachnani, Geogit Finance – 17th August 2013  
Details of the Workshop: this seminar was extremely interactive & provided students with a lot of practical training. Students experienced the changes in the share markets & the economic factors that keep affecting them. This seminar was extremely helpful for both specializations finance & marketing.
18. ‘Designing Insurance product’, a seminar was organized in Feb 2014 by Mr.Abu.N.IFFICO-Tokio Insurance
19. Work place etiquettes & mannerism’ was organized in July 2014 by Prof. Vidyanandjoshi
20. ‘Know the share market’ , as seminar was held in Dec 2014 by Mr.ChandrakantThakur

#### **2014-15**

1. An Interdisciplinary National Conference on “ Multidimensional Growth for Economic Development- A DreamInternational Conference on Transforming through Innovation, Digitalization and Start Up India Challenge from Zero Degree Defect to 360 Degree effect.
2. Screening of TedX videos was held on the 17<sup>th</sup> of July 2014 as part of the Idea Generation Programme for BMM Students.
3. A career seminar was conducted for the BMM Students with the assistance of IMS and Ace Education.Meenaxi and Shawna were speakers of the day.
4. Our students volunteered at an event for the Blind organized by Eshaan Humanity Foundation at the Veer Savarkar Auditorium on the 17th of January 2015. The chief guest of the event was theatre and film personality, Ms. NadiraBabbar.
5. A session on Overseas Education Opportunities was held for the final year BMM student in order to assist and guide them about the avenues available to them. Aliff Overseas Services were invited to assist the students and to expose the students to the opportunities available.
6. A session with Pearl Academy- Art, Design and Fashion was held in order to provide the students a kaleidoscope of opportunities available to students in the field of Art, Design and Fashion.
7. On the 30th of January 2015 our college hosted the All Religion Prayer and Get-together Programme. The participants included Daughters of St. Paul, Bandra Hindu Association, Bramhakumaris, BUILD, Durelo Convent School, Anjuman I Islam School and Junior College, Smt MMK College of Commerce and Econmics and Wilson College. It was truly a spiritually enriching experience for all of us who were part of the organizing team as well as for all those who attended the programme.



8. Topic of the workshop: Management strategies through games – 13<sup>th</sup> September 2014  
Resource person: Ms. Sakshi, Marketing manager, Sanofi Pharmaceuticals  
Details of the workshop: this project was essentially related to the subject of Strategic management in Semester III of BMS. This seminar had a presentation on ITC followed by games which explained simple strategies.
  9. Topic of the workshop: Supply Chain Management  
Resource person: Dr. Banerjee from the University of Exeter (U.K.) – 30<sup>th</sup> September 2014  
Details of the seminar: this seminar focused on understanding the simulation techniques used in supply chain management. This seminar was very effective in understanding the future of supply chain in MIS in organizations.
  10. Topic of the Workshop: Introduction to French Language  
Resource person: Boli Institute- Miss. Jean Claudia – 23<sup>rd</sup> January 2015  
Details of the workshop: the seminar focused on teaching students the basics of French as a foreign language. The seminar helped in understanding the culture of France & teaching kids more about French people & their language.
  11. Topic of the workshop: Supply Chain Management  
Resource person: Dr. Banerjee from the University of Exeter (U.K.) – 30<sup>th</sup> September 2014  
Details of the seminar: this seminar focused on understanding the simulation techniques used in supply chain management. This seminar was very effective in understanding the future of supply chain in MIS in organizations.
  12. “Business cycle and its impact on the market”  
Resource person: Mr. Hemant Kale, member of BSE- 10<sup>th</sup> February 2015  
Details of the seminar: Explained the impact of business cycles on equity markets in India. This helped the students understand the importance of external factors affecting the performance of companies.
  13. *Career opportunities in LIC* by Manges h Nikale, Development officer, LIC. Was held in July 2015 for the BBI students.
  14. ‘Skill development training orientation’ was held in July of 2015 for the benefit of the BBI students by NSDL & NSE, Skill India campaign.
  15. ‘Emerging trends in Capital Market & Project Finance’ by Mr. Paresh Udeshi, and Mr. Rahul Shah Udeshi & Associates was held in September 2015.
  16. ‘Personality Development and Corporate Grooming’ was organized for the BBI students in December 2015. The speaker for the same was Ms. Jasmine D’silva, HR & placement officer
- 2015-16**
1. International Conference on Transforming through Innovation, Digitalization and Start Up India Challenge from Zero Degree Defect to 360 Degree effect.

**ANNEXURE: 3.2****DETAIL OF THE PAPER PUBLICATION/PRESENTATION BY FACULTY**

| <b>DEPARTMENT OF ECONOMICS</b>          |                        |             |   |                                  |                      |
|---|------------------------|-------------|---|----------------------------------|----------------------|
| <b>S. No</b>                            | <b>Name of Faculty</b> | <b>Year</b> | <b>Publications</b>   | <b>INDEX</b>                     | <b>IMPACT FACTOR</b> |
| <b>1</b>                                | <b>Girija Nachnani</b> | 2011-12     | “Export of IT and ITES – An Engine of growth”   | <b>ISBN 13:978-93-5023-618-5</b> |                      |
| <b>Total Number of Publications: 01</b> |                        |             |   |                                  |                      |
| <b>2.</b>                               | <b>Manikandan Iyer</b> | 2013-14     | <i>Impact on Women of SHG's</i>   | <b>978-93-83072-15-6</b>         |                      |
|   |                        |             | <i>A Research study to uncover the fact of execution of Financial Inclusion in MOKABO in Mumbai</i> | <b>978-93-82159-52-0</b>         |                      |
|   |                        | 2014-15     | <i>Micro-Finance – Tool for poverty alleviation</i>   | <b>978-93-5202-471-1</b>         |                      |
|   |                        |             | <i>Disinvestment of Public Sector Enterprises – Pinnacle of India's Economic Reforms</i>            | <b>ISSN (P) 2319-4766</b>        | <b>4.889</b>         |
|   |                        | 2015-16     | <i>Business Ethics: A Myth or Reality</i>   | <b>ISSN (E) 2319-4766</b>        |                      |
|   |                        |             | <i>U.S. Economy's Twin Deficits &amp; Model for their forecast</i>                                  | <b>ISSN (P) 2319-4766</b>        | <b>4.889</b>         |
|   |                        |             | <i>Economic Integration – A detailed study of European Union</i>                                    | <b>ISSN (P) 2319-4766</b>        | <b>4.889</b>         |
| <b>Total Publications: 07</b>           |                        |             |   |                                  |                      |
| <b>DEPARTMENT OF ACCOUNTANCY</b>        |                        |             |   |                                  |                      |
| <b>S. No</b>                            | <b>Name of Faculty</b> | <b>Year</b> | <b>Publications</b>   | <b>INDEX</b>                     | <b>IMPACT FACTOR</b> |
| <b>1</b>                                | <b>S.R. Aiyar</b>      | 2014-15     | Indian Financial Market   | 978-81-931391-1-0                |                      |
|   |                        | 2014-15     | CRM In Global Area  | 978-81-931391-0-3                |                      |
|   |                        | 2014-15     | Multi-Dimensional Growth For Economic development   | 978-93-5202-471-1                |                      |
|   |                        | 2014-15     | Emerging Issues In Industry   | 978-9383072-69-9                 |                      |
|   |                        | 2014-15     | India Calling   | 23197935                         |                      |
|   |                        | 2014-15     | Skill Development   | 978-81-931392-0-7                |                      |

|                                   |                         |         |  |                        |       |
|-----------------------------------|-------------------------|---------|--|------------------------|-------|
|                                   |                         | 2015-16 | Role of Banking Sector Reforms on E-Service.                               | ISSN 2319-4766         | 4.889 |
| <b>Total Paper Published : 07</b> |                         |         |  |                        |       |
| <b>2</b>                          | <b>Dr. Meena Kumari</b> | 2012-13 | The Role Of Higher Education In Human Development.                         | ISBN 978-93-82062-56-1 |       |
|                                   |                         | 2012-13 | Green Marketing : A New Initiative In Challenging Environment              | ISSN 2249-345X         |       |
|                                   |                         | 2013-14 | Micro Finance: Progress And Prospects.                                     | ISSN 0976-2507         |       |
|                                   |                         | 2013-14 | Factors Influencing The Performance Of Venture Capital Financing In India” | ISSN 2277-1018         | 4.05  |
|                                   |                         | 2014-15 | Retail-Current Trends, Challenges And Strategies For Growth.               | ISSN 2277-3630         | 3.503 |
|                                   |                         | 2014-15 | The Financing Of Msmes –Role Of Venture Capital.                           | ISSN 2521-8916         | 1.223 |
|                                   |                         | 2015-16 | Financial Inclusion in Urban Area – Issues and Challenges                  | ISSN 2319-4766         | 4.889 |
| <b>Total Paper Published:07</b>   |                         |         |  |                        |       |
| <b>3</b>                          | <b>Dr. J.K.Rana</b>     | 2013-14 | Role Of Entrepreneurships In Changing Global Scenario?                     | 978-81-8287-214-1      |       |
|                                   |                         | 2013-14 | Indian Economy In 21st Century   | 978-93-81-578-99-5     |       |
|                                   |                         | 2013-14 | Status Of Women In Transitional Societies                                  | 978-93-83072-15-6      |       |
|                                   |                         | 2013-14 | Implication Of Fdi In Multi Brand Retail In India                          | 978-81-926910-2-2      |       |
|                                   |                         | 2014-15 | Multidimensional Growth For Economic Development                           | 978-93-5202-471-1      |       |
|                                   |                         | 2014-15 | Inclusive Growth : Opportunities And Challenges                            | 978-93-83072-42-2      |       |

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|----------------------------------|------------------|---------|---|-------------------|--------------|
|                                  |                  | 2014-15 | Skill Development                                 | 978-93-83072-42-2 |              |
|                                  |                  | 2015-16 | Opportunities For Banking Sector in Global Era.   | ISSN 2319-4766    | 4.889        |
| <b>Total Paper Published: 08</b> |                  |         |   |                   |              |
| <b>4</b>                         | <b>E.M.Muthu</b> | 2014-15 | Indian Financial Market                           | 978-81-931391-0-5 | -            |
|                                  |                  | 2014-15 | Crm In Global Area                                | 978-81-931391-0-3 | -            |
|                                  |                  | 2014-15 | Multi Dimensional Growth For Economic Development | 978-93-5202-471-1 | -            |
|                                  |                  | 2014-15 | Emerging Issues In Industry                       | 978-93-83072-70-5 | -            |
|                                  |                  | 2014-15 | Rural India In 21st Century                       | 978-9383072-69-9  | -            |
|                                  |                  | 2014-15 | India Calling                                     | 2319-7935         | 2.1632 (UIF) |
|                                  |                  | 2014-15 | Skill Development                                 | 978-81-931392-0-7 | -            |
| <b>Total Paper Published: 08</b> |                  |         |   |                   |              |

| <b>DEPARTMENT OF COMMERCE</b>    |                        |         |  |                        |       |
|----------------------------------|------------------------|---------|--|------------------------|-------|
| <b>1.</b>                        | <b>Dr. A.C.Vanjani</b> | 2014-15 | Business Ethics-A Myth or Reality                        | ISSN-2321-1067         |       |
|                                  |                        | 2014-15 | Human Resource Accounting                                | ISSN-2321-1709         |       |
|                                  |                        | 2014-15 | Religion and Spirituality                                | ISSN-2348-3083         |       |
|                                  |                        | 2014-15 | Corporate Social Responsibility                          | ISSN-2319-4766         |       |
|                                  |                        | 2014-15 | Glob Trends in Business Ethics                           | ISBN-918-93-5202-471-1 |       |
|                                  |                        | 2015-16 | Economic Integration: A Detailed Study of European Union | ISSN 2319-4766         | 4.889 |
| <b>Total Paper Published: 06</b> |                        |         |  |                        |       |
| <b>2.</b>                        | <b>Shreekumar. M</b>   | 2012-13 | Scope and Future of Floriculture Industry in India       | NA                     |       |
|                                  |                        | 2013-14 | Rural Banking in India: Issues and Challenges            | ISSN-97893-82159520    |       |



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|--|--|---------|---|--------------------|--|
|  |  | 2014-15 | Study of Awareness Level of Various Financial Instruments In Market Among Youth | ISBN-9759383072729 |  |
|  |  | 2014-15 | International Case Study Conference   | ISSN-2276-487X     |  |
|  |  | 2014-15 | A Study of Customers Risk Perception Towards Usage of Alternate Mode of Banking | ISSN-2319-4766     |  |

**Total Paper Published: 05**

|           |                     |         |  |                        |      |
|-----------|---------------------|---------|--|------------------------|------|
| <b>3.</b> | <b>Vishal Tomar</b> | 2012-13 | Micro Finance-A way Forward to Financial Inclusion   | NA                     |      |
|           |                     | 2012-13 | A Study of Consumer Perception Towards Traditional and Modern Retail Outlets in Thane district | ISSN 0976-8564         |      |
|           |                     | 2012-13 | FDI in Retail -A Cinderella of India's Multibrand Retail                                       | ISBN 978-93-5097-614-2 |      |
|           |                     | 2013-14 | A Study Related to Customer Perspective to E- Banking in India                                 | ISSN 2347-8217         | 3.03 |
|           |                     | 2013-14 | Money Laundering Through Banks   | ISBN 978-81-924894-6-9 |      |
|           |                     | 2013-14 | Study of Role & Status of Women in Informal Sector   | ISBN 978-93-83072-16-3 |      |
|           |                     | 2013-14 | Rural Banking in India : Issues and challenges   | ISBN 978-93-82159-52-0 |      |
|           |                     | 2014-15 | Labour Attrition Issues in JBL Software's Pvt ltd  | e-ISSN-2278-487X       |      |

**Total Paper Published: 08**

|           |                         |         |  |                    |  |
|-----------|-------------------------|---------|--|--------------------|--|
| <b>4.</b> | <b>Dr. Sandeep Sahu</b> | 2011-12 | Initiatives taken by Public Sector Banks in Rural India                      | ISSN - 0975-475X   |  |
|           |                         | 2013-14 | An Empirical Study of Younger Generation's Behavior in Shopping Through Net. | ISSN – 2277 – 9302 |  |

|                                  |                         |         |   |                                     |       |
|----------------------------------|-------------------------|---------|---|-------------------------------------|-------|
|                                  |                         | 2014-15 | Issue of Working Staff as a Challenge in the Development of Shopping Mall in Mumbai City  | ISBN - 978-93-83072-70-5            |       |
|                                  |                         | 2014-15 | An Empirical Study of Problems of Shrinkage Facing by Retailers in Kalyan&Dombivli Region   | ISSN - 2277-8160                    |       |
|                                  |                         | 2014-15 | Is skill Development a Must for Retail Employees -A Study of Hyper Market Employees in Thane District.  | ISSN - 2319-7935                    |       |
|                                  |                         | 2014-15 | Study of Awareness Levels of Various Financial  | ISBN - 978-93-83072-72-9            |       |
|                                  |                         | 2015-16 | Instruments in the Market Among the Youth.  | ISSN 2319-4766                      | 4.889 |
| <b>Total Paper Published: 07</b> |                         |         |   |                                     |       |
| <b>5.</b>                        | <b>Dr. Aashish Jani</b> | 2011-12 | Case Study on Business Environment of Suzlon Energy Ltd.  | ISBN - 978-93-81361-30-6            |       |
|                                  |                         | 2011-12 | A Study of Consumer Perception on the Use of E-Technology in the Retail Banking Sector: A Comparative Study of Public & Private Sector Banks. | ISBN:978-93-5202-471-1              |       |
|                                  |                         | 2014-15 | Study of Job Satisfaction Towards Job Satisfaction in Banking.  | ISSN 0973-8703                      |       |
|                                  |                         | 2014-15 | Study of Consumer's perception in Non-life Insurance Sector.  | e-ISSN-2278-487 X: p-ISSN-2319-7668 |       |
|                                  |                         | 2015-16 | New Dimension in Indian Growth Perspective: Start Up India –Stand Up India.   | ISSN 2319-4766                      | 4.889 |
| <b>Total Paper Published: 05</b> |                         |         |   |                                     |       |
| <b>6.</b>                        | <b>Dr. Megha Somani</b> | 2013-14 | Shopping Malls And Youth Behavior Of South Mumbai.  | ISSN 2249-8117                      |       |

|  |  |         |  |                        |  |
|--|--|---------|--|------------------------|--|
|  |  | 2013-14 | Foreign Direct Investment in Agriculture and its impact on Macroeconomic variable                      | ISSN-0019-512X         |  |
|  |  | 2013-14 | A study on the source wise analysis on growth trends and emerging issues of Foreign Direct Investments | ISSN- 0975-0045        |  |
|  |  | 2013-14 | Dynamics Of Commerce In The Contemporary Business  | Presented              |  |
|  |  | 2013-14 | Scenario In India  | ISBN-978-93-83681-91-4 |  |
|  |  | 2013-14 | Employee Retention & Motivation Practice in Bank of Maharashtra  | ISBN-978-93-82880-66-0 |  |
|  |  | 2013-14 | Role of Commerce and Management in the Development of Indian Economy                                   | ISSN-2249-345X         |  |
|  |  | 2013-14 | Descriptive Analysis of Information Technology on Indian Banks   | ISBN-978-93-83072-19-4 |  |
|  |  | 2013-14 | Correlation between Financial Performance of Banks & Overseas Investment                               | ISBN-978-93-83072-19-4 |  |
|  |  | 2013-14 | Managing Global Crisis through Foreign Investment  | ISBN-978-93-83842-72-8 |  |
|  |  | 2013-14 | Foreign Direct Investments In India.   | Presented              |  |
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Smt. M.M.K College of Commerce & Economics

## *Criterion IV*

### *Infrastructure and Learning Resources*







## **CRITERION IV:** **INFRASTRUCTURE AND LEARNING RESOURCE**

### **4.1. PHYSICAL FACILITIES:**

#### **4.1.1. What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

- Management of the institution extends full support towards the creation and expansion of infrastructure to meet the growing demands of modern education.
  - The institution regularly collects inputs from students, teachers, parents and alumni for making necessary additions and enhancement of infrastructure.
  - Enhancement and new additions in infrastructure are discussed and necessary resolutions are passed in IQAC and Local Management Committee (LMC) meetings. Resolutions passed are placed before the Management for necessary approval. Some of the major recommendations and its implementation executed by the management are:
    - Construction of research center
    - Creation of store room and account room
    - Installation of new OTIS lift
    - Green and structural audit
  - The policy of management is to provide adequate space for effective teaching and learning process. The college has ICT enabled classrooms for conducting lectures.
  - The Institution has created a 'Research Cell' for promoting research culture among the faculty and students.
  - Objective of the institution is to provide modern and adequate infrastructure to learner through curricular, extra- curricular, co-curricular and sports activities.
  - Management of the institution extends full support towards the creation and expansion of infrastructure to meet the growing demands of modern education.
  - The institution has also renovated its:
    - Examination room
    - Offices of Self Financing courses
    - Conference room with the seating capacity of 100 persons
    - Counsellor's room
    - Gymkhana
- To obtain and utilize funds (in terms of money) from various funding agencies like University, UGC, ICSSR etc for the maintenance, updating and creation of new infrastructure. Funds are utilized for upgrading ICT and other developmental activities of the institution.

**4.1.2. DETAIL THE FACILITIES AVAILABLE FOR:**

- **Curricular and co-curricular activities** -classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
- **Extra-curricular activities** -sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

- College is located in Bandra (W) and is built on 1.02 acres of land in the heart of Mumbai city.
  - College has ground plus three floors. It has a main and an additional building. The Institution has utilized the space to provide excellent curricular and extra-curricular activities.
  - The college is known for its quality infrastructure which provides an opportunity to its students to excel in academic, co-curricular, extracurricular, sports and social activities.
- In spite of the limitations of space, the institution provides an excellent academic environment to its students.

**FOR CURRICULAR AND CO-CURRICULAR ACTIVITIES:**

- The Institution has 26 (Twenty Six) ICT enabled classrooms with a seating capacity of 120 students. Some classrooms have a seating capacity of 60 students.
- 67 notice boards are placed on each floor and classrooms for giving information to the students.
- The Institution has its Public Address System (PAS) for communicating with students whenever required.
- Every floor has a pure drinking water facilities with water purifier and toilet facilities
- College has wash room for differently abled students on the ground floor.
- The Institution has a spacious central library with seating capacity of 76 students and 6 staff members with the facility of photocopy and printer.
- Two fully equipped computer laboratories.
- Coffee café day (CCD) provides clean and hygienic food to the students.
- Air-conditioned conference room with seating capacity of 100 persons with Audio Visual facility for conducting workshops, seminars and conferences.
- College has separate room for the Examination and counselor.
- College has recently renovated its Administrative office.
- The college has state of art conference room and staff room.

**EXTRA- CURRICULAR ACTIVITIES:**

- College has quadrangle with a capacity of more than 100 students where extracurricular activities such as live performance etc is conducted.
- College has renovated N.S.S. room and Gymkhana which are situated at the ground floor.
- Girls' Common Room is situated on the third floor with furniture and is used for various purposes such as discussions, preparations etc.
- Well maintained first aid boxes are available at places like Administration Office, Library, Staff room, N.S.S. room and Gymkhana to meet

emergencies first hand.

- The Institution has arrangement with a doctor to attend to any medical emergency. Doctor is called in the premises if any medical emergencies arise.
- The Institution has a tie up with a nearby hospital to meet emergencies on the campus.
- The Institution has space for organizing activities and competitions such as debates, elocutions, quizzes etc. Literary and debating society of the college is very active and frequently organizes various competitions and workshops for the benefit of the students.
- College has appointed Academic Counselor for counseling students. Counselor room is situated on the 3 ½ floor where students are motivated to visit and get their doubts related to career is sorted.
- The Institution promotes Sports by organizing sports meets at renowned sports complexes and grounds. College is recognized for its sports participation in the University and many of our students represent college in University, State and National sports events.
- Renovated and well equipped Gymkhana is situated on the ground floor. Gymkhana has modern equipment's such as tread mill etc which is utilized by both staff and students of the college. Gymkhana also have facilitates of indoor sports and games like Table tennis, Chess, Carom etc.
- NAAC/ IQAC cell is situated on the second floor for meetings and activities relating to NAAC/ IQAC are held in the IQAC cell.
- College has fully air conditioned conference room with seating capacity of 100 people with mike, LCD and sound system on the ground floor for organizing workshops, seminars, events etc.
- Entire premises of the college are covered with CCTV cameras for the safety of students and staff. College also has its security guards 24/7 at the entrance to avoid any pilferage.
- College has massive water storage capacity on the ground floor and also water storage capacity is available on the terrace.
- College has internet and Wi-Fi facilities for its students, staff and administrative staff.
- College has recently replaced its lift. Elevator is used by the staff and differently abled students are also allowed to use the lift facility.

**4.1.3. How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).**

College is a single faculty college offering UG and PG courses in Commerce streams. College makes sincere efforts to ensure that the available infrastructure is on par with the academic growth. Major initiatives taken by the institution for upgradation are mentioned below-

- Due to lack of availability of rooms for the Self-Financing courses, the college has constructed four new classrooms for Self-Financing courses.



- College has installed LCD projectors in every classroom along with the sound and mike system in order to conduct the ICT enabled lectures.
- Time- table is prepared by the time table committee as per the work load. Classes for CMET are conducted in evening from 5.00pm to 8.00 pm which ensures optimum utilization of infrastructure. (7.15 am to 11.45 am- Degree college, 12.30 p.m to 5.00 pm- Junior college and 5.00 pm to 8.00 pm- CMET)
- Apart from regular classes, classrooms are also utilized for remedial classes and extra lectures. We also allow students to use classrooms to study during examination. The college premise is utilized for N.S.S activities. The classrooms are further utilized in **morning session** for M.Com. Classes. The college provides facilities to ICAI, I.C.W.A.I and other competitive examinations.
- College has applied for research center and is awaiting approval. A new research center is situated on the third floor equipped with computers, printers, air-conditioner, books etc.
- New elevator has been installed and differently-abled students are allowed to use the same.
- Water coolers with modern filtration systems have been installed on each floor. Students and staff use this facility.
- The campus and classrooms are equipped with CCTV as a security measure.
- The Administrative office has computers with latest configurations.
- College has purchased a new software 'Vruddhi' for effective administrative work
- A Data Bank Software has been installed in the Administrative Office which helps in finding out:
  - ✓ The number of cancellations
  - ✓ For assigning the roll numbers
  - ✓ For assigning the divisions
  - ✓ The subject options
  - ✓ Free Ships
  - ✓ Reserved Categories
- College has constructed new store room for Stationery and new record room on the terrace which ensures smooth documentation of records.
- Computers and chairs have been replaced in the Administrative office, Computer lab and Staff room.
- The college has renovated the Conference Room for organizing different events. Conference room has a capacity of 100 and is equipped with sound system, LCD.
- Self-Financing departments and the Examination room have been renovated for providing proper ambience for the work.
- Counselor's room has been renovated. Counselor room is on the 3 ½ floor where student has easy access to academic counseling.
- A full time electrician (Mr. Pandurang.Y) and carpenter (Mr.Vishakarma) from class IV employees are assigned to look after the electrical fittings and furniture of the college.
- The College has a full time hardware engineer and IT administrator to take care of the hardware and software issues.
- Fire extinguishers are installed on every floor of the college and are well maintained.



- The College has initiated the use of LED bulbs in the premises in order to save the power and environment.
- The College has installed Public Address system on the campus. This system is used to communicate with the students whenever required.
- Modular furniture in the office is installed which improves the work performance.
- Television sets have been installed for providing information to the faculty and students. Business news, current events are displayed through television installed on the ground floor.
- College has maintenance and repair committee headed by the Principal which looks after the maintenance of building and other equipment's in the premises and maintenance work is carried out accordingly from time to time.
- College being a Sindhi minority college, Sindhi department has been created on the ground floor to promote the Sindhi language.
- As per the recommendation of Green audit, the college has initiated the steps to replace the meters.

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

Institution being driven by humane concerns helps the students with physical disabilities.

- The college ensures that physically disabled students are provided necessary help. Classes are arranged on the ground floor. Even for examinations, seating arrangement of these students is made on the ground floor.
- Physically challenged students are given preferential treatment by the staff. They are helped in their academic growth and also in administrative work.
- Differently abled students are allowed to use the elevator in the college premises.
- Writer facility is provided to physically challenged students as per the guidance of University of Mumbai time to time with extra time.
- The College helps physically challenged students in selecting their exam center during examination near their place of residence.
- College has washroom on ground floor for differently abled students.

**4.1.5 Give details on the residential facility and various provisions available within them• Hostel Facility -Accommodation available • Recreational facilities -gymnasium, yoga facility, etc.**

- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and Wi-Fi facility
- Recreational facility-common room with audio-visual equipment's
- Available residential facility for the staff and occupancy
- Constant supply of safe drinking water.

The Institution does not have hostel facility as majority of the students and staffs are from Mumbai. The College provides help to the students in getting accommodation at different hostels. The Principal is provided with in house residence on the college premises

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

- The College has a group insurance scheme for student safety from Oriental Insurance Company for covering accident. Every student makes contribution of Rs. 40 for group insurance policy under which they are covered up to Rs. 2,00,000/-for any accident.
- The College has first aid facility on its premises. Also, within a 2.5km (10 min. drive) radius we have 2 major hospitals-Baba Hospital and Holy Family Hospital for emergencies.
- A first aid box facility is present in the NSS office, Staff room, Gymkhana, Library and Administrative office.
- The NSS unit organizes free medical health checkups for staff and students which include blood analysis, Thalassaemia identification and also blood donation camps.
- The College provides health insurance (mediclaim) coverage of Rs. 50,000 to its 48 Class III and IV employees. College has paid the premium of Rs.1,19,929 for the same
- The College has an excellent and well equipped Gymkhana for students and staff which they uses for maintaining their fitness.
- N.S.S. and W.D.C regularly organize workshops on various health related issues for students and staff such as cancer awareness, anti-tobacco campaigns etc.
- College has doctor on call facility where doctor is called in the premises whenever there is a medical emergency.

**4.1.7 Give details of the Common Facilities available on the campus -spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc**

- The Institution has an IQAC cell on the second floor of the main building. IQAC meetings is conducted in the IQAC cell.
- Academic counseling by the counselor is provided on the third floor in the counselor cell. Students have an easy access to counselor where they can sort their academic related doubts.
- NSS unit has been allotted space on the ground floor. All the N.S.S activities are planned in the N.S.S office which is equipped with computer and printer.
- The Placement cell, WDC, Anti ragging cell and Grievance Redressal cell have been allotted space and is active. Various activities are conducted by these cells to sensitize various issues.
- The College has its canteen facility for the students on the ground floor. Coffee Café Day has its outlet in the college premises to provide quality and clean food for the staff and students.
- Safe drinking water with purifier is available on each floor and in the Staff room. College has installed coolers and water purifiers which ensures clean and safe supply of water.
- Separate recreational space for boys on the ground floor and girls on the third floor. These rooms are equipped with seating arrangement.
- The conference room is optimally used throughout the year for conducting various programmes. Conference room is equipped with air conditioner and

- is ICT enabled. It is used for conferences, workshops, seminars etc.
- Fire extinguishers are placed at central places and are maintained periodically.
- The College has installed stabilizers to control voltage fluctuations.
- Oven, gas and fridge are provided for the staff in the staff room in order to provide them with hot and fresh food.

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

##### **Library as a Learning Resource**

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

The library has a Library Advisory Committee. It comprises of the Principal, the librarian and faculty members from different department. The committee meets regularly to address issues and grievances pertaining to library matters. Student representative is also included in the committee in the current academic year.

| <b>List of library advisory committee</b> |                     |                                    |
|---|---------------------|------------------------------------|
| <b>Sr. No</b>                             | <b>Name</b>         | <b>Designation</b>                 |
| 1   | Dr. A.C.Vanjani     | Principal & Chariman of Committee  |
| 2   | Mr. M.N.Iyer        | Vice-Principal                     |
| 3   | Mrs. Ligimol Benny  | Librarian & Secretary of Committee |
| 4.  | Ms. Sharon Menezes  | Member                             |
| 5.  | Dr. Megha Somani    | Member                             |
| 6.  | Mrs. Afsha Kirkire  | Member                             |
| 7.  | Dr. Sheetal Chhadha | Member                             |

Significant initiatives taken to make the library user friendly are:

- Library software up gradation from SLIM++ to SLIM21
- Installation of Wi-Fi in the library
- Up gradation of computers with latest hardware and software components
- Additional Books for teachers doing research
- Initiated Best Reader Award
- Additional class room is available to students after library hours
- Renovation of Library

#### 4.2.2 **Provide details of the following:**

**Total area of the library (in Sq. Mts.) = 2542 Sq. ft (236.16 Sq.Mt).**

**Total seating capacity: 76 for students and 6 for faculty**

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

The College library is open from 7.30am 4.30 pm on all working days except holidays. Before and during the period of examination, two classrooms in the ground floor are kept open till 11pm as reading room for students

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

The library has separate reading area for the students and faculty. It has a separate media room for the faculty with 2 computers with internet connection, a printer and a scanner. 2 computers are available for students to access e-resource and OPAC and internet. It has separate shelf for textbooks and reference materials. The library provides open access. It has periodical

racks where the latest issues are displayed and the old ones are kept beneath it. The library also has display box for books where 40 books can be displayed at a time. A newspaper stand is available to display newspapers daily. Photo coping machine is also available in the library. A Library notice board and suggestion box are kept outside the library.

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

The librarian regularly goes through the latest catalogues of various book publisher, book reviews appear in newspapers and magazines, the websites of different publishers and forwards the relevant titles to concerned teaching faculty for recommendation. In addition to this, the book suppliers send the latest titles for approval and the concerned faculty selects the required ones. The teaching staff also recommends new titles for acquiring. Students are also encouraged to recommend books for purchasing. The librarian also receives e-mails from publishers and suppliers regarding forthcoming titles and those are forward to the respective faculty for selection.

Total Library collection (Till date)

|             | Description |               |                    |       |
|-------------|-------------|---------------|--------------------|-------|
| Books       | Title       |               |                    | 36817 |
|             | Volumes     |               |                    | 48688 |
| CD          |             |               |                    | 1030  |
| Periodicals | Journals    | International | Print              | 1     |
|             |             |               | Print + E -Journal | 6     |
|             |             | National      | Print              | 31    |
|             |             |               | Print + E -Journal | 2     |
|             | Magazines   | International | Print              | 4     |
|             |             |               | Print + E-magazine | 1     |
|             |             | National      | Print              | 43    |
|             |             |               | Print + E-Magazine | 2     |
|             | Total       |               |                    | 90    |



|                              | 2011 – 12            |              | 2012 - 13           |              | 2013 - 14            |              | 2014 - 15     |              | 2015-16      |              |
|------------------------------|----------------------|--------------|---------------------|--------------|----------------------|--------------|---------------|--------------|--------------|--------------|
|                              | No.                  | Amount (Rs.) | No.                 | Amount (Rs.) | No.                  | Amount (Rs.) | No.           | Amount (Rs.) | No.          | Amount (Rs.) |
| <b>Textbook</b>              | 864                  | 102489       | 1166                | 122601       | 1259                 | 167429       | 1473          | 177461       | 300          | 37663        |
| <b>Reference Books</b>       | 1414                 | 971940       | 1083                | 868794       | 1160                 | 811203       | 477           | 329747       | 224          | 114617       |
| <b>Journals</b>              | 17                   | 15730        | 16                  | 18762        | 35                   | 36962        | 35            | 34427        | 32           | 36830        |
| <b>Periodicals</b>           | 53                   | 41329        | 51                  | 46339        | 51                   | 45614        | 48            | 44888        | 47           | 43924        |
| <b>E- Journals</b>           | 37                   | 57375        | 25                  | 40590        | 7                    | 25750        | 7             | 30075        | 8            | 24730        |
| <b>E-Periodicals</b>         | 5                    | 6050         | 4                   | 8550         | 3                    | 8160         | 3             | 10260        | 3            | 10400        |
| <b>E-Resources</b>           | N-LIST               | 5000         | N-LIST              | 5000         | N-LIST               | 5000         | N-LIST        | 5000         | N-LIST       | 5000         |
| <b>CDs</b>                   | 23 + (98 with books) | 3961         | 7 + (11 with books) | 2394         | 18 + (95 with books) | 14093        | 16 with books | 0            | 8 with books | 0            |
| <b>Any Other (Book Bank)</b> | 95                   | 5600         | 440                 | 33340        | 610                  | 54960        | 550           | 68560        | 0            | 0            |

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

**OPAC:** The library provides OPAC to search the collection. In the library, two computers with OPAC facility are available for students and teaching staff separately. OPAC has basic and advance search facility. The list of new additions to the library is also available on OPAC. The cover page image of the new additions is made available on OPAC wherever possible which helps the users to identify the book easily while searching. Library also has WEBOPAC facility. A link to WEB OPAC is given on the college website. This allows the users to search the library catalogue from anywhere during the library hours.

**Electronic Resource Management package for e-journals:** The library subscribes to NLIST from INFLIBNET and each teaching faculty is give ID and password to access the same. Presently NLIST provides access to 6000+ e-journals and 97000+ e-books on different subject. Students are allowed to access NLIST on request.

**Federated searching tools to search articles in multiple databases:** NLIST allows searching articles in multiple databases

**Library Website:** The college website has detailed information of the library.

**In-house/remote access to e-publications:** E-resources can be accessed through OPAC. The remote access to the e-resources is possible with ID and passwords. Two kindle e-readers are available to users for e-books.

**Library automation:** The library recently upgrades the library software with the latest version SLIM21. All the library functions are automated: acquisition, cataloguing, circulation, and serial control. The library software is installed in intranet and available on all library computers. Library uses barcode technology for the books and user ID.

**Total number of computers for public access:** The library has 2 computers for students and 2 computers for teaching staff.

**Total numbers of printers for public access:** One laser printer for teaching faculty and students are allowed to take print out on request.

**Internet band width/ speed-** 2 Mbps Wincable broadband.

**Institutional Repository:** The library preserves old college magazines, prospects, syllabus, and various reports for the future references.

**Content management system for e-learning:** NIL

**Participation in resource sharing networks/consortia (like Inflibnet) -** Library is a member of NLIST of INFLIBNET. The library has institutional membership with American Centre Library and Bombay Management Association. The library also provides Inter-library Loan facility to other academic institutions.

#### 4.2.5 Provide details on the following items

**Average number of walk-ins:** Approximately 200 walk-ins per day

**Average number of books issued/returned:** Average number of books issued/returned (home issue) per day is 100 and for reference is 30 per day.

**Ratio of library books to students enrolled:** Approximately 16 books per student

**Average number of books added during last three years:** Average number of books added during last three years is 2754 books per year

**Average number of login to OPAC:** Exact figure is not available.

**Average number of login to e-resources:** Since the users access e-resources from different access points the exact figure of login is not available.

**Average number of e-resources downloaded/printed:** Since the users access e-resources from different access points the exact figure of download is not available.

**Number of information literacy trainings organized:** Library orientation is given to all the new students at the beginning of the academic year. In addition to that the students and the faculties are given hands-on training to use OPAC and other e-resources whenever needed. Instructions are prominently displayed to ease the search on OPAC and other library materials by the users.

**Details of “weeding out” of books and other materials:** The library weeds out the outdated and damaged library materials time to time. Once the books to be withdrawn were selected by the head of the departments and the concerned subjects’ teachers, the list of the same is prepared by the librarian. Then the list is approved by the HOD or subject teacher and finally by the Principal. Once approved, the withdrawn books get stamped as “Withdrawn” and necessary remarks are made in the accession register and catalogue cards.

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

**Manuscripts:** No. However, the college library maintains materials related to past history of the college.

**Reference:** A number of standard encyclopedias, dictionaries, annual reports and handbooks on various subjects are available in the library for reference. The library also has reference materials for CA, CS, MBA GRE, CAT, SAT, TOEFL, GMAT etc. Previous years question papers, syllabus, college magazines, prospectus are also available for reference. Library has CDs on various subjects that are available to students for reference and teaching staff can get it issued. One copy of all the textbooks is available for reference at any time.

**Reprography:** The library has reprography facility for the immediate use by the users like making copy from reference materials. In addition to that the College has a separate reprography center for students inside the college premises.

**ILL (Inter Library Loan Service):** The library provides Inter Library Loan facility to other academic institutions. Colleges of our sister-institutions are also allowed to use our college library. Besides the library also has institutional membership with American Centre library and Bombay Management Association.

**Information deployment and notification (Information Deployment and Notification):** The library display new books on the display box every fortnightly. Latest periodicals and newspapers are displayed prominently. Information regarding courses, syllabus, job opportunities etc of other institutions is displayed on the library notice board. Important library notices are circulated in the classroom and put up on each floors notice board. Besides that such information is uploaded on the college website too. New additions list is available on OPAC. The library also keep the print outs of new arrivals list monthly for reference.

**Download:** Users can download the articles and other documents on student’s computers.

**Printing:** A separate printer is available for the teaching staff. The students can avail print out on request.

**Reading list/ Bibliography compilation:** The library prepares bibliographic information of new arrivals monthly. In addition, reading list is prepared on demand.

**In-house/remote access to e-resources:** In-house access to e-resources is provided to all the library users. Faculty can access NLIST remotely with ID and password.



**User orientation and awareness:** Users are helped through continuous orientations and awareness programmes by the friendly and well trained library staff members. Student involvement as volunteers in the various library events such as Book fair, aids to enhance the awareness about the library.

**Assistance in searching Databases:** The library staff assists the users in searching database whenever required. Two computers each for the students and teaching staff separately are available in the library to access internet and OPAC.

**INFLIBNET/IUC facilities:** The library subscribes to NLIST from INFLIBNET. All the teaching staff was given ID and password to access the same. The students are allowed to use N-LIST on demand.

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

- The library staff helps the students to locate the required information and to search on OPAC. Open access facility is provided to all students for better access to library materials. Extra library cards are given to the advanced learners as well as to the slow learners. The library provides Book Bank facility to the needy B.Com students. Latest periodicals and newspapers are displayed on the display board. Previous question paper of the college as well as university is available for reference. University syllabi are preserved in the library for reference. Materials for competitive exams like CA, CS, MBA, TOFEL, GRE, and CAT are available for reference. Students who are preparing for co-curricular and extracurricular activities, such as elocutions, debates, essay writing competitions at college and intercollegiate level are given all possible assistance. The librarian assists the students in participating book review competitions, quiz competition etc. The library staff assists the students to get the required information for their projects and seminars. The Library also put up the information brochures of other academic institutions and universities on the library notice board time to time. The library has adequate sign board in place. The library is equipped with shelf guides indicating subject names, class no. and location of the materials.
- In addition to the above, the teachers have a separate media center in the library with two computers with internet facility, laser printer and scanner. Institutional Membership of American Centre Library and Bombay Management Associations are available to teaching staff. Teachers doing research work and attending refresher courses, seminars, conferences are also given assistance for procuring relevant materials. Teachers are engaged in research work get ten additional library books for home issue

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

Lift facility is available for the physically challenged persons to reach the library. The library staff gives special attention to meet their information needs in all possible ways.

#### **4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

- The students and the faculties are free to express their views to the librarian for the betterment of the library. The Librarian gets oral feedback from students and faculty.



In addition, a suggestion box is available for the library users to share their views about the library. The suggestions obtained are analyzed by the librarian and if needed put up in the Library committee and take appropriate action. In addition to this, specific questions about the library are included in the institutional feedback.

#### 4.3. **IT INFRASTRUCTURE:**

##### 4.3.1 **Give details on the computing facility available (hardware and software) at the institution. Number of computers with Configuration (provide actual number with exact configuration of each available system):**

In order to match with the changing technology, institution frequently updates its IT equipment's. The Computing facility available with the institution is specified here under-

- Computer laboratory Configuration: Dual core 1.80 GHz; RAM-1GB; HDD-160GB

| Details of number of computers in the institution |                                   |                  |             |
|---|-----------------------------------|------------------|-------------|
| Floor   | Particular                        | No. of computers | PC's in Lan |
| Ground floor                                      | Computer laboratory               | 30               | 30          |
|   | Administrative office             | 22               | 22          |
|   | Staff room                        | 02               | -           |
|   | Gymkhana                          | 01               |             |
| First floor                                       | N.S.S. Room                       | 01               |             |
|   | Principal's office                | 02               | -           |
|   | Vice- principal ( Junior college) | 01               | -           |
| Second floor                                      | Vice principal (Degree college)   | 01               | -           |
| Third floor                                       | Computer laboratory               | 24               | 24          |
|   | Library                           | 10               | 10          |
|   | Research center                   | 02               | -           |
| Unaided section                                   | Departments                       | 08               | -           |

- Computer-Student Ratio** - 1: 1. Computer practical's are conducted in 1:1 ratio. For this purpose students are divided batch wise and each batch is assigned days and timings so that there is no over lapping of batches.

##### **LAN Facility:**

| Sr.No. | Department                | PC's in LAN |
|--------|---------------------------|-------------|
| 1.     | Ground floor computer lab | 30          |
| 2.     | Third floor computer lab  | 24          |
| 3.     | Library                   | 10          |
| 4.     | Administrative office     | 22          |

##### **Number of nodes/ computers with Internet facility:**

- Principal's Office - 2 Computers
- Vice-Principal's Office – 2 Computer
- Administrative Office – 4 Computers
- Departments - 8 Computers
- Ground Floor Computer Room – 30 computers
- Third Floor Computer Room – 24 computers
- Staff Room – 2 computers

- **List of Computer applications, printers, scanners etc:**

| <b>List of computer applications, printers and photo copy machines</b> |                    |                |
|--|--------------------|----------------|
| <b>Sr. No.</b>   | <b>Particulars</b> | <b>Numbers</b> |
| 1  | Printers           | 25             |
| 2.   | Scanners           | 04             |
| 3.   | Servers            | 04             |
| 4.   | Laptops            | 08             |
| 5.   | Photo copy machine | 03             |

- **Licensed Software:**

| <b>List of software</b> |                                  |
|-------------------------|----------------------------------|
| <b>Sr No.</b>           | <b>Software</b>                  |
| 1.                      | Microsoft windows and MS office  |
| 2.                      | SLIM21( Library)                 |
| 3.                      | Accounting software- Tally       |
| 4.                      | Vrudhhi: administrative software |

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

- All the computers on the Ground floor Computer laboratory (30PC + 1 server), third floor Computer Laboratory (24 PC + 1 server) and 4 computers in the library with internet facility are accessible to the faculty and students.
- Win cable Broadband Internet with 512 kbps is made available for the staff and the students on the campus.
- The College has installed Wi-Fi facility at central places.
- Official email addresses are given to the faculty. Faculties are updated and information is communicated through their official e-mail address.
- Library of the college is well equipped with the computers and printers for the use of library staff, faculty and students.
- The computer lab has computer student ratio of 1:1
- Regular maintenance of computers and other equipment's is done by awarding AMC. College has a full time hardware engineer to meet any technical difficulties relating to computer hardware.

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

- The College has an IT committee comprising the Principal, Vice Principal, Registrar, and IT Professor who meet quarterly to discuss the need of upgrading technology. Accordingly, decisions are taken and changes are brought about in the IT infrastructure and associated facilities.

#### **4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, employment and maintenance of the computers and their accessories in the institution (Year wise for last four years):**

- College on need basis frequently upgrade IT infrastructure. The Institution prepares a separate budget every year for new installation, up gradation and maintenance of computers and their accessories. Computers with lower configuration are updated with new and latest versions as and when required.  
Budget allocated for the same in the last four years is:

| Sr. No. | Year    | Computer Budget allocated | Computer Actual Amount spent |
|---------|---------|---------------------------|------------------------------|
| 1       | 2011-12 | 50,000                    | 13,750                       |
| 2       | 2012-13 | S50,000                   | 61,000                       |
| 3       | 2013-14 | 2,50,000                  | 2,15,786                     |
| 4       | 2014-15 | 2,00,000                  | 2,05,981                     |
| 5       | 2015-16 | 1,50,000                  | 1,44,505                     |

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

- To meet the changing needs of education, the institution has made computers, projectors, LCD projectors and WIFI available to the faculty members for preparation of lectures.
- The Institution has ICT enabled classrooms.
- The following additional facilities are made available:
- College has internet facility in the Computer Laboratories which can be used by staff and students for updating latest events and preparation of lectures and projects.
- College has internet facility in the Library. Internet facility is available to staff and students to access e- data and resources.
- Laptop is provided to all the departmental heads and to the coordinators of self-financing courses.
- Library is equipped with INFLIBNET from where information can be obtained. This facility is provided to staff members and for this purpose each faculty is provided with separate password.
- E-learning resources like CDs, DVDs, Online Subscriptions, e- resources etc. are available in the library for the staff and students.
- The College has entered into a Memorandum of Understanding with Ambition Learning Solution for online courses for students such as fashion designing etc.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the center of teaching-learning process and render the role of a facilitator for the teacher.**

In order to move with times, the college emphasizes on:

- College provide infrastructure which enables easy access to use of ICT by students and teachers for their lectures and projects.
- Students are motivated to use ICT for preparation of projects and assignments and also while preparing presentation for International Economic conventions.
- Internet facility is available in the Library which is easily available to staff and students for assess of e-resources.
- College has installed OPAC and Slim software in library for the smooth functioning of library administration.
- Videos, power point presentations, question banks are uploaded on the college website for the easy access of the study notes and information.

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

- The College has subscribed to INFLIBNET for accessing information for its staff and students.

**4.4 MAINTENANCE OF CAMPUS FACILITIES:**

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

The Institution from time to time sends proposals for the improvement in infrastructure and the same is taken up by the management for quick approvals. Necessary budget is allocated for the execution of the proposals so that quality infrastructure is provided to the students and other stakeholders.

- BUILDING:**
  - The structural audit and green audit of the entire college premises were conducted and recommendations of the same have been discussed with the Management for future action.
  - The College has well maintained fire extinguishers located at central places for protection against fire and these extinguishers are serviced regularly.
- FURNITURE:**
  - The College conducts frequent inspection of all the furniture in the classrooms and necessary repairs are undertaken as and when required.
  - The college maintains stock of inventory of benches, tables, chairs etc in the premises and the budget is allocated for replacement and additional furniture as per the need.
- EQUIPMENT:**
  - Regular inspection and maintenance of all electrical equipment's is conducted by the college.
  - A full time electrician from the non-teaching staff looks after the maintenance and maintains a list of various equipment's like electric fixtures, fans, lights etc.
  - LCD projectors are maintained and serviced regularly

Budget and actual amount spend on infrastructure procurement and maintenance is mentioned below

| <b>Provisions in the annual budget for procurement and maintenance of infrastructure</b> |                        |                |                |                |                |                |
|--|------------------------|----------------|----------------|----------------|----------------|----------------|
| <b>Sr. No.</b>   | <b>Particular</b>      | <b>2011-12</b> | <b>2012-13</b> | <b>2013-14</b> | <b>2014-15</b> | <b>2015-16</b> |
| 1  | Building and Equipment | 22500          | 150000         | 50000          | 80000          | 50000          |
| 2  | Furniture              | 22500          | 150000         | 50000          | 80000          | 50000          |
| 3  | Library                | 375000         | 320000         | 325000         | 125000         | 100000         |
| 4  | Computers              | 50000          | 50000          | 250000         | 200000         | 150000         |

**COMPUTERS:**

- The College has entered into annual maintenance contract (AMC ) to maintain and service the computers and printers in the entire premises. The annual maintenance contract (AMC) service provider has designated a full time employee in the college to look after the services relating to computers.



- Budget and actual amount spend on upgrading, procurement and maintenance of computer is mentioned below

| Annual Budget of computer and its maintenance |   |                     |
|---|---|---------------------|
| Year  | Budget<br>(Computers, accessories, internet and LCD purchase) | Actual amount spent |
| 2011-12                                       | 50,000  | 83,750              |
| 2012-13                                       | 50,000  | 61,000              |
| 2013-14                                       | 2,50,000  | 2,15,786            |
| 2014-15                                       | 2,00,000  | 2,05,981            |
| 2015-16                                       | 1,50,000  | 2,88,105            |

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

The college has entered into annual maintenance contract (AMC) for the facilities/equipment like Computing & Networking facilities, Lifts, Electric appliances/units, Water purifiers, CCTVs, Projectors, Air conditioners etc. The Registrar of the institution carries out regular inspection of infrastructure.

| Sr. No. | Particulars                            | Name of the company                     | Annual Contract (Rs.) |
|---------|--|---|-----------------------|
| 1       | Biometric system                       | Maxcom enterprise                       | 1,15,410              |
| 2       | Computer system                        | Interlink services                      | 1,26,620              |
| 3       | Tally software                         | Aryan infotech                          | 10,260                |
| 4       | College website                        | Quant spire                             | 16,603                |
| 5.      | Air conditioner                        | Western air pollution                   | 28,000                |
| 6.      | PrintingMachine/<br>photo copy machine | Digitalequipment services               | 22,000                |
| 7.      | Library                                | Algorhythms consultant pvt              | 26,505                |
| 8.      | Pest control                           | Pest control of India                   | 1,26,620              |
| 9.      | Sports room and<br>fitness equipment's | Cravatex                                | 20,000                |
| 10.     | Microsoft Windows                      | Crystal technologies system<br>pvt ltd. | 1,60,650              |

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

- The College being a single faculty institution, maintenance of electrical instruments is taken care by the Registrar and major replacement is reported to the Principal through the Development committee.
- Computers, water purifiers, LCD and printers are checked and serviced regularly by the college through AMC.
- Computers are serviced and maintained in the computer laboratory and special check is conducted before the start of the examinations.
- College has full time in house electrician (Mr. Pandurang Y) who looks after the replacement of electrical appliances and any other issues pertaining to electricity.
- Purchase committee scrutinizes quotations and approves the best one after following standard procedures and put forward the same to management for its approval.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

- Regular inspection of sensitive electrical equipment's is conducted by the college under the supervision of the Registrar to ensure that these equipment's are safe and have limited probability of any damage due to fluctuations in power.
- Instruments are calibrated as when required.
- Continuous water supply is ensured by the institution through the BMC supply lines.
- The Examination room and library have battery backup.
- College has conducted structural and green and electrical audit. Recommendations of these audits have been discussed and college has initiated to implement such recommendations though they are at various stages of implementation. College has started replacing general tube lights with LED in phased manner. College has also started replacing meters with electrical meters. College has undertaken the entire repair of the college building as per the recommendation of structural audit.

***Recently the college has been revamped with:***

- Additional ICT enabled classrooms with LCDs and projectors
- Replacement of water coolers with water purifiers
- Public Address system
- Renovated Counselor's room
- New Research center
- New Record room and Store room

**Annexure: 4.1:**  
**List of computer s with configurations**

| Sr No. | PC Name                 | CONFIGURATION      |       |             |     |
|--------|-------------------------|--------------------|-------|-------------|-----|
|        |                         | Processor          | RAM   | HDD         | DVD |
| 1      | Principal Sir Cabin     | Core2duo 2.94 GHz  | 2GB   | 500 GB      | YES |
| 2      | Ashwini (Principal PA)  | Core i3 3.30 ghz   | 4GB   | 500 GB      | YES |
| 3      | Ligi PC (Library)       | Core2duo 2.93 ghz  | 2GB   | 160 GB      | YES |
| 4      | Server PC (Library)     | Core i3 3.30 ghz   | 4GB   | 1 TB        | YES |
| 5      | Kajal PC (Library)      | Dual Core 1.80 ghz | 2GB   | 160 GB      | YES |
| 6      | Anil PC (Library)       | Dual Core 2.60 ghz | 2GB   | 500 GB      | YES |
| 7      | Neelam PC (Library)     | P4 2.66 ghz        | 2GB   | 250 GB      | YES |
| 8      | Gagan PC (Library)      | Dual Core 1.60 ghz | 2GB   | 160 GB      | YES |
| 9      | Geeta PC (Library)      | Dual Core 2.10 ghz | 2GB   | 160 GB      | YES |
| 10     | Teacher 1 (Library)     | P4 3.20 ghz        | 1GB   | 80 GB       | YES |
| 11     | Teacher 2 (Library)     | P4 2.80 ghz        | 2GB   | 250 GB      | YES |
| 12     | Student PC 1 (Library)  | Dual Core 1.60 ghz | 512MB | 160 GB      | YES |
| 13     | Student PC 2 (Library)  | Dual Core 1.60 ghz | 512MB | 160 GB      | YES |
| 14     | Manju PC (BMS Office)   | Celeron 2.66 ghz   | 2GB   | 160 GB      | YES |
| 15     | Shital PC (BMS Office)  | Dual Core 1.80 ghz | 2GB   | 500 GB      | YES |
| 16     | Vice Principal (Degree) | Core i3 3.30 ghz   | 4GB   | 160 GB      | YES |
| 17     | Pooja PC (BBI Office)   | Dual Core 1.60 ghz | 2GB   | 500 GB      | YES |
| 18     | Ashish PC (BBI Office)  | Core i3 3.30 ghz   | 2GB   | 250 GB      | YES |
| 19     | Dinesh PC (BAF Office)  | P4 3.00 ghz        | 2GB   | 80 + 500 GB | YES |

|    |                                     |                    |         |              |     |
|----|-------------------------------------|--------------------|---------|--------------|-----|
| 20 | Sharron PC (BAF Office)             | Core2duo 2.40 ghz  | 2GB     | 250 GB       | YES |
| 21 | Sports & Gym Room                   | Core i3 3.30 ghz   | 4GB     | 500 GB       | YES |
| 22 | Amit PC (Admin Office)              | Core i3 3.30 ghz   | 2GB     | 500 GB       | YES |
| 23 | Ranjit PC (Admin Office)            | Celeron 2.53 ghz   | 2GB     | 160 GB       | YES |
| 24 | Devika PC (Admin Office)            | Core i3 3.30 ghz   | 2GB     | 500 GB       | YES |
| 25 | Sandeep PC (Admin Office)           | Dual Core 1.60 ghz | 2GB     | 160 GB       | YES |
| 26 | Uday PC (Admin Office)              | Core i3 3.30 ghz   | 2GB     | 500 GB       | YES |
| 27 | Roshni PC (Admin Office)            | Dual Core 2.00 ghz | 2GB     | 160 GB       | YES |
| 28 | Shweta PC (Admin Office)            | Core i3 3.30 ghz   | 4GB     | 500 GB       | YES |
| 29 | Raja PC (Admin Office)              | Core i3 3.40 ghz   | 4GB     | 500 GB       | YES |
| 30 | Leena PC (Admin Office)             | P4 2.66 ghz        | 2GB     | 160 GB       | YES |
| 31 | Shraddha PC (Admin Office)          | P4 2.66 ghz        | 2GB     | 500 GB       | YES |
| 32 | Nilesh PC (Admin Office)            | P4 3.00 ghz        | 1GB     | 160 GB       | YES |
| 33 | Nanda PC (Admin Office)             | Core i3 3.40 ghz   | 4GB     | 500 GB       | YES |
| 34 | Vinod PC (Admin Office)             | Dual Core 2.20 ghz | 2GB     | 160 GB       | YES |
| 35 | Vijay PC (Admin Office)             | Dual Core 2.20 ghz | 1.50 GB | 160 + 500 GB | YES |
| 36 | Shital PC (Admin Office)            | Core i3 3.30 ghz   | 4GB     | 500 GB       | YES |
| 37 | Ashish PC (Admin Office)            | Core i3 3.10 ghz   | 4GB     | 500 GB       | YES |
| 38 | NSS Room                            | Dual Core 1.80 ghz | 3 GB    | 160GB + 1TB  | YES |
| 39 | Vice Principal Jr College           | Dual Core 3.30 ghz | 2GB     | 500 GB       | YES |
| 40 | Staff Room Pc 2                     | P4 2.00 ghz        | 512 MB  | 80 GB        | YES |
| 41 | Ground Floor Computer Lab 30 (PCs.) | Dual Core 1.80 ghz | 1GB     | 160 GB       | YES |
| 42 | 3rd Floor Computer Lab (24 PCs.)    | Dual Core 1.80 ghz | 1GB     | 160 GB       | YES |
| 43 | Server PC (Admin Office)            | Core i3 3.40 ghz   | 8GB     | 1TB          | YES |

**Annexure: 4.2:**  
**List of Printers**

| No. | PC Name           | Department            | Printer Model No.  |
|-----|-------------------|-----------------------|--------------------|
| 1   | Sandeep PC        | Admin Office          | HpLaserjet 1007    |
| 2   | Uday PC           | Admin Office          | HpLaserjet 1020    |
| 3   | Shweta PC         | Admin Office          | HpLaserjet 1008    |
| 4   | Raja PC           | Admin Office          | HpLaserjet 1018    |
| 5   | Nilesh PC         | Admin Office          | HpLaserjet M1136   |
| 6   | Vinod PC          | Admin Office          | HpLaserjet 1020    |
| 7   | Ashish PC         | Admin Office          | HpLaserjet 1007    |
| 8   | Devika PC         | Admin Office          | Hp Deskjet 1668    |
| 9   | Staff Room        | Staff Room            | HpLaserjet 1008    |
| 10  | Ground Floor Lab  | Computer Lab          | HpLaserjet 1020    |
| 11  | Dinesh PC         | BAF Office            | HpLaserjet M1136   |
| 12  | Sharron PC        | BAF Office            | Hp Deskjet 2668    |
| 13  | Oswal             | Vice Principal Junior | HpLaserjet 1007    |
| 14  | Ashish PC         | BBI Office            | Canon LBP 2900     |
| 15  | Nisha PC          | BBI Office            | HpLaserjet 1007    |
| 16  | Mani Iyer         | Vice Principal Degree | HpLaserjet 1020    |
| 17  | Mani Iyer         | Vice Principal Degree | HpLaserjet CP 1515 |
| 18  | Shital PC         | BMS Office            | Canon LBP 2900     |
| 19  | Manju PC          | BMS Office            | HpLaserjet 1008    |
| 20  | Ligi PC           | Library               | HpLaserjet 1020    |
| 21  | Teacher PC        | Library               | Canon LBP 2900     |
| 22  | Ashwini PC        | Principal's Room      | HpLaserjet 1020    |
| 23  | Principal's PC    | Principal's Room      | HpLaserjet 1007    |
| 24  | NSS Room          | NSS Room              | Hp All-In-One 1515 |
| 25  | Gym & Sports Room | Sports Room           | HpLaserjet 1020    |



| ANNEXURE 4.3   |        |        |        |        |        |   |        |        |        |         |         |  |
|--|--------|--------|--------|--------|--------|---|--------|--------|--------|---------|---------|--|
| AMOUNT SPENT IN LAST FOUR YEARS (MANAGEMENT & COLLEGE)   |        |        |        |        |        |   |        |        |        |         |         |  |
| AMOUNT SPENT BY MANAGEMENT   |        |        |        |        |        |   |        |        |        |         |         |  |
| BUDGET/ALLOCATION  | 11-12  | 12-13  | 13-14  | 14-15  | 15-16  | ACTUAL EXPENDITURE                                  | 11-12  | 12-13  | 13-14  | 2014-15 | 2015-16 |  |
| BUILDING/CLASSROOM   |        |        |        |        |        | BUILDING/CLASSROOM                                  |        |        |        |         |         |  |
| LIBRARY  | 375000 | 320000 | 325000 | 125000 | 100000 | LIBRARY   | 407243 | 352534 | 360230 | 137311  | 40967   |  |
| UTILITIES-NEWLY ADDED - FURNITURE & FIXTURE  | 22500  | 150000 | 50000  | 80000  | 50000  | UTILITIES-NEWLY ADDED - FURNITURE & FIXTURE         | 0      | 132821 | 35755  | 95013   | 0       |  |
| COMPUTER/SOFTWARES   | 50000  | 50000  | 250000 | 200000 | 150000 | COMPUTER/SOFTWARES                                  | 13750  | 61000  | 215786 | 205981  | 144505  |  |
| ANY OTHER (INTERNET)   | 0      | 0      | 0      | 0      | 0      | ANY OTHER (INTERNET FOR FOUR YEAR)                  | 0      | 0      | 0      |         | 102600  |  |
| LIFT   | 0      | 0      | 0      | 0      | 0      | LIFT (INSTALLMENT)                                  | 0      | 0      | 0      | 1586450 | 0       |  |
| EQUIPMENT (LCD)  | 0      | 0      | 0      | 0      | 0      | EQUIPMENT (LCD)                                     | 70000  | 0      | 0      | 0       | 41000   |  |
| EQUIPMENT (GYM)  | 0      | 0      | 0      | 0      | 0      | EQUIPMENT (GYM)                                     | 0      | 0      | 0      | 0       | 413843  |  |
| TOTAL  | 447500 | 520000 | 625000 | 405000 | 300000 | TOTAL   | 420993 | 546355 | 611771 | 2024755 | 288072  |  |
| MAINTENANCE  |        |        |        |        |        | MAINTENANCE   |        |        |        |         |         |  |
| Water  | 35000  | 40000  | 50000  | 50000  | 60000  | Water   | 33049  | 38293  | 52412  | 43708   | 65302   |  |
| GAS & ELECTRICITY  | 350000 | 400000 | 450000 | 625000 | 650000 | GAS & ELECTRICITY                                   | 396734 | 418220 | 582919 | 678272  | 670365  |  |
| Air Conditioner's  |        |        |        |        |        | Air Conditioner's *                                 |        |        |        |         |         |  |
| Lift   |        |        |        |        |        | Lift *  |        |        |        |         |         |  |
| Wiring   |        |        |        |        |        | Wiring *  |        |        |        |         |         |  |
| Washrooms  |        |        |        |        |        | Washrooms *   |        |        |        |         |         |  |
| Water Purifier   |        |        |        |        |        | Water Purifier *                                    |        |        |        |         |         |  |
| Audio Visual Room/Hall   |        |        |        |        |        | Audio Visual Room/Hall                              |        |        |        |         |         |  |
| Website  |        |        |        |        |        | Website *   |        |        |        |         |         |  |
| CCTV   |        |        |        |        |        | CCTV *  |        |        |        |         |         |  |
| Repairs to Building  |        |        |        |        |        | Repairs to Building *                               |        |        |        |         |         |  |
| Fitness Equipment  |        |        |        |        |        | Software *  |        |        |        |         |         |  |
| Software   |        |        |        |        |        | Computer Maintenance *                              |        |        |        |         |         |  |
| Repairs & Maintenance to Furniture & Equipment etc.  | 400000 | 250000 | 150000 | 150000 | 200000 | Repairs & Maintenance to Furniture & Equipment etc. | 353889 | 206401 | 104247 | 147709  | 608676  |  |
| TOTAL  | 785000 | 690000 | 650000 | 825000 | 910000 | TOTAL   | 783672 | 662914 | 739578 | 869689  | 1344343 |  |
| * ALL EXPENDITURE UNDER THE STAR MARK IS SHOWN IN REPAIRS & MAINTENANCE TO FURNITURE, EQUIPMENT ETC. |        |        |        |        |        |   |        |        |        |         |         |  |
| IS SHOWN IN Repairs & Maintenance to Furniture & Equipment   |        |        |        |        |        |   |        |        |        |         |         |  |







Smt. M.M.K College of Commerce & Economics

## *Criterion V*

### *Student Support and Progression*







**CRITERION V:**  
**STUDENT SUPPORT AND PROGRESSION**

**5.1 STUDENT MENTORING AND SUPPORT:**

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

- Yes, the college publishes an updated prospectus every academic year. The information about the college is also uploaded on the college website for easier accessibility.
- The following information is provided in the prospectus:
  - ✓ Counselling unit
  - ✓ Training and placement cell
  - ✓ Book bank
  - ✓ Alumni association
  - ✓ Admission Committee, merit based admissions, reservation as per government regulation
  - ✓ College rules and regulations (Rules regarding unfair means)
  - ✓ Awards, freeships and scholarships
  - ✓ Academic calendar with event dates
  - ✓ UGC regulations on ragging
- Social responsibility programmes
  - ✓ NSS Programme officer : Prof. S R Aiyar
  - ✓ Women Development Cell Incharge : Prof Asha Bhat
  - ✓ IQAC Incharge : Prof Mani Iyer (Vice Principal)
- The institution ensures commitment and accountability of all the information given in the prospectus and its website.
- The college takes utmost care that the information is faithfully disseminated through the prospectus.
- The institution provides authentic information in the prospectus and academic calendar.
- The college has moved towards complete digitalization and college has an official website (www.mmkedu.in) to provide important information to the all the students and teachers.
- The college ensures strict adherence to all the rules, regulations and guidelines.
- Information related to time-tables, examination schedule and payment of examination fees, free-ships, scholarships, merit lists etc. is displayed on the College website and on the notice boards on the ground floor from time to time.
- Any grievances pertaining to admission, ragging, examination etc. are duly redressed by the concerned committees.
- Feedback is collected formally and informally from the students and faculty for improving the student-support services.

- There is transparency in the admission process. Wide publicity is given to the fact that college does not accept any donation or capitation fee for admission to any program offered by the college.
- The college ensures accountability, transparency and control in the entire periphery of the campus by installing CCTV cameras. The access of the areas covered and vigilance is carried out through the Principal's Office.

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

- Yes, the college receives financial aid for free-ships and scholarships from the Department of Social Welfare, Government of Maharashtra. In the beginning of the academic year, the students are informed by administrative office about various freeships and scholarships. The administrative staff ensures timely disbursement of these scholarships / freeships. The yearly academic fee of the students availing freeship and scholarship facility is fully reimbursed by the Department of Social Welfare. The fee amount is credited to the college account in the same or next academic year.
- Number of Reserved Category Scholarships / Freeships awarded from the government in the last five years.

**Table showing the details of scholarships disbursed by college**

| Scholarship Type                             | 2011-12         |        | 2012-13         |        | 2013-14         |        | 2014-15         |        | 2015-16         |        |
|--|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|--------|
|  | No. of students | Amount | No. of students | Amount | No. of students | Amount | No. of students | Amount | No. of students | Amount |
| Financial support from institution           | 115             | 60100  | 131             | 63700  | 229             | 90050  | 122             | 74450  | 173             | 85000  |
| Financial support from other sources (staff) | 11              | 46020  | 15              | 61140  | 14              | 58270  | 19              | 72170  | 28              | 80150  |

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

The number of recipients of government scholarships in the past five years (data given below) has ranged between 20 to 65 students. The percentage of students receiving financial assistance has thus been between 1%-2%.

**Financial assistance provided to students in the last Five years**

| Year    | Total Number of Students | Percentage | Amount Disbursed |
|---------|--------------------------|------------|------------------|
| 2011-12 | 2745                     | 0.54%      | 133343           |
| 2012-13 | 2810                     | 0.96%      | 175410           |
| 2013-14 | 2830                     | 1.62%      | 256730           |
| 2014-15 | 2986                     | 1.50%      | 231690           |
| 2015-16 | 3138                     | 2.32%      | 193450           |

**5.1.4. What are the specific support services/facilities available for:**

The Institution is committed to provide student several possible help and support in their pursuit to become responsible citizens. The institution for this purpose provides the following facilities to its students:

- Support services/facilities for SC/ST, OBC and economically weaker section students
- SC/ST/OBC students are given admission as per government reservation policy.
- The institution provides scholarships / free ships for SC / ST / OBC and economically weaker section students. The data is given in 5.1.2 and 5.1.3
- **Students with physical disabilities:**
- As per government guidelines, 3% seats (within reservation quota) are reserved for the differently-abled, army personnel's children and sports students.
- The college has provided for a lift for differently-abled students.
- Engaging lectures and conducting exams on the ground floor.
- Provision of writer is also made available.
- Disable friendly washrooms on ground floor.
- Students to participate in various competitions National and International
- Students take part in various co-curricular and extra-curricular activities. There are teacher's in-charge of various extracurricular and co-curricular activities.
- Talented students are identified to participate in in-house and inter-collegiate competitions.
- The HSNC Board to meet its goals has been organizing many activities on a regular basis. One such prime endeavor is the International Economic Convention which is organized every year. The topics selected for the convention are diverse and of utmost importance involving various issues not only for India but for countries across the globe. Through this activity the Board inculcates research skills among undergraduate students. The young researchers also endeavor at unfolding many novel concepts bringing some new dimensions for policy makers in the concerned areas. It also provides them a platform to learn, express and exchange their views and ideas. The convention was initially started involving only our Board colleges but subsequently the doors were open for city colleges and also international Universities which are being actively participating in last few years.
- Students present papers in Mathematics festival held in other colleges.
- Students actively participate in various inter college seminars, competitions, workshops held in other colleges.
- **Help extended to students studying abroad:**

Support services extended to the students going abroad for higher education.

**Details of Transcripts and Recommendation Letters issued to students**

| Particulars   | 11-12 | 12-13 | 13-14 | 14-15 | 15-16 |
|---|-------|-------|-------|-------|-------|
| No of students provided with transcripts            | 29    | 41    | 55    | 60    | 37    |
| No of students provided with recommendation letters | 09    | 14    | 15    | 11    | 09    |

**Medical assistance to students: Health center, health insurance etc.**

- There is group insurance for all students in the college and is included in the fee component. (YUVARAKSHA)
- College is equipped with a first aid kit in office, Library, Staff Room, NSS Room, Health Centre and Vice Principal's office to resolve minor medical problems. The college also has a tie-up with Health spring in case of any emergencies.
- Doctor on call facility is available for all students.
- Orientation session on Thalassemia, Eye Care, Awareness regarding Cervical Cancer.
- **Organizing coaching classes for competitive/professional exams**

We have been conducting orientation programme for all professional courses.

| YEAR    | SPEAKER  | TOPIC   |
|---------|--|---|
| 2013-14 | Session I - Prof. Nagesh<br>Session II- Prof Arvind Dhond<br>Session III – Prof Anubhuti Singh           | One Day Workshop on "How to Crack NET/SLET Exam |
| 2014-15 | Session I - Prof. Nagesh Saniroppa<br>Session II- Prof Arvind Dhond<br>Session III – Prof Anubhuti Singh | One Day Workshop on "How to Crack NET/SLET Exam |
| 2015-16 | Session I -Prof. Nagesh Saniroppa<br>Session II- Prof Radhika Iyer<br>Session III – Prof Mittal Shah     | One Day Workshop on "How to Crack NET/SLET Exam |

**Skill Development:**

- The Placement Cell of the college organizes Personality Development Programmes for students.
- The College has provided Skill Development training in Mutual Funds through National Skill Development Programme.
- Projects given SYBCOM students for planning and construction of advertisement campaign.
- Smt. M.M.K College has signed an MOU with
  - ✓ Ambition Learning Solution for online courses.
  - ✓ India International Trade Centre (IITC) for skill development courses.

The following training programmes/workshops were conducted by

❖ **EVS Department:**

- Guest lecture by Mrs. Rashmi Joshi of Stree Mukti Sanghatna on Resource Management and Environmental Auditing.

❖ **English Department**

**The Literary & Debating Society Report**

**2010-11**

The Literary & Debating Society gives the students a platform to express their views on social and contemporary issues through debates, elocutions, and also organizes various fun games and quizzes.

**2011-12**

The Crack & Yack competition was held on 25<sup>th</sup> August 2011 in which students participated in eight teams consisting of four members each. This competition consisted of many word games and language skill games.



### **2012-13**

The Literary & Debating Society of the College organized a number of events to infuse in the students the love for the English language and the power of expression. The response from students was encouraging and motivating. An essay writing competition was held in August 2012 in which students participated

### **2013-14**

An elocution competition was held on 27<sup>th</sup> July 2013. The competition was judged by Vice-Principal Prof. Mary Edward and Prof. Gargi Hingorani. The society members Devansh Tiwari and Yash Sharma participated in Inter-Collegiate Debate competition at S.P.Jain Institute of Management Studies on 3<sup>rd</sup> September 2013.

The Literary & Debating Society organized the Annual Debate competition on 10<sup>th</sup> January 2014 the topic for the debate was 'Experience is greater than talent in politics.' The Judges for the event were Prof. Piloo Periera and Prof. Afsha Kirkire. Both the teams consisted of six members each.

### **2014-15**

An elocution competition was held on 2<sup>nd</sup> August 2014 in which students participated with great enthusiasm. The Judges for the event were Prof Mani Iyer and Prof Sharon Menezes. The Literary & Debating Society also organized the Annual Debate competition on 15<sup>th</sup> January 2015. The topic for the debate was 'Is Public Display of Affection justified?' The Judges for the event were Prof Asha Bhat and Dr Sheetal Chaddha.

### **2015-16**

An elocution competition was held on 30<sup>th</sup> July 2015 in which students participated with great enthusiasm. The Judges for the event were Prof Chippy Susan Bobby and Prof Kesia Varghese.

The Literary & Debating Society also organized the Annual Debate competition on 3<sup>rd</sup> December 2015. The topic for the debate was 'Selling of Human Organs should be legalised in India' The Judges for the event were Ms.Ligimol Benny and Prof. Sharon Menezes.

## **BMM DEPARTMENT**

Entrepreneur In Action ( ENACTUS) formerly known as SIFE ( Students in free Enterprise) is an international non-profit organization that brings together students, academics and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need. It operates in 39 countries and was launched in India in 2003. Through Our Project "Hope Interwoven", we strive for development of visually and physically challenged youth, women, & deprived sections in the rural area. With this in mind, we have tied up with the Grameen Shrameek Pratishthan (G.S.P.). This is a non-profit organization working in Latur since 1986.

We have made our presence felt in the prestigious "Kala Ghoda Festival", wherein handicrafts and handloom from different parts of the world are exhibited.

| <b>Year</b> | <b>ENACTUS DETAIL</b>   |
|-------------|---|
| 2012-13     | We participated in the SIFE regional and national competition, where teams from all over India such as IIT Delhi, Loyola College Chennai, Shri Ram College of Commerce (SRCC) Delhi participated. Our team was selected in the regional competition and participated in the national competition. In the October -2012, SIFE was rebranded and changed its name to ENACTUS to reaffirm its long standing commitment to using entrepreneurial action as a catalyst for progress. |

|         |   |
|---------|---|
| 2013-14 | This year we ventured into a project with the “KOLI COMMUNITY” residing at the coastal belt in Mumbai. We visited the URAN (Taluka Place in Raigad District) coastal area where we met the locals and inquired about the problems they were facing. Accordingly our team will be working with the locals, our aim being a better life for them. We participated in the SIFE regional and national competition, at Taj Lands End, where teams from all over India such as IIT Delhi, Loyola College Chennai, Shri Ram College of Commerce (SRCC) Delhi participated. |
| 2014-15 | This year projects such as “Futile to Fertile”, “Financial Literacy- The 4 <sup>th</sup> R of Literacy”, have helped us and challenged us to evolve into a team with a common purpose.  |

#### **ECONOMICS DEPARTMENT: International Economic Convention**

The HSNC Board to meet its goals has been organizing many activities on a regular basis. One such prime endeavour is International Economic Convention which is organized every year. The topics selected for the convention are diverse and of utmost importance involving various issues not only with India but with countries across the globe. Through this activity the Board inculcates research skills among undergraduate students. The young researchers also endeavour at unfolding many novel concepts bringing some new dimensions for policy makers in the concerned areas. It also provides them a platform to learn, express and exchange their views and ideas. The convention was initially started involving only our Board colleges but subsequently the doors were open for city colleges and also international Universities which are being actively participating in last few years.

#### **College Women's Development Cell:**

The WDC of the college has been constantly organizing activities for students, teaching/non-teaching staff of the college. The objective of the cell is to safeguard the interest of the female staff and students, prevention of sexual harassment at work place, to draw attention to issues related to women and provide guidelines for creation of appropriate working conditions to promote their general well-being. The cell has been established in compliance with the guidelines laid down by the supreme court of India in the case of Vishakha & Others Vs State of Rajasthan.

| YEAR    | TOPIC   | RESOURCE PERSON                           |
|---------|---|---|
| 2013-14 | Issues and Challenges for Women.<br>Cervical Cancer Awareness | Adv.Nirmala Samant Prabhavalkar<br>Dr.Jha |
| 2014-15 | Workshop on Self Defence                                      | Ajay Mehta                                |
| 2015-16 | Gender Sensitization  | Adv: Nausheen Yusuf                       |

- **Support for slow learners:**
- Students with learning disabilities are given support as per University guidelines (e.g Giving extra 30 minutes during their exams and allowing the use of a writer)
- Remedial classes are conducted for slow learners, students with learning disabilities and academically weak students.
- LD students are encouraged to receive counseling from our in-counselor Ms. Rajitha Ramchandran, who visits the campus on every Saturday and she is being paid remuneration of Rs 650/- per hour.

- **Exposure of students to other institutions of higher learning / corporate /Business house etc.**
- Various departments conduct educational tours and industrial visits to reputed institutes of learning/corporate houses.
- Departments depute students to attend seminars and workshops organized by other institutions.
- Experts from reputed institutions /industries are invited to share their knowledge and views with the students from time to time.
- **List of industrial visits:**

| Course      | 2011-12                        | 2012-13  | 2013-14                                  | 2014-15   | 2015-16                    |
|-------------|--------------------------------|--|--|---|----------------------------|
| BCOM        | IGIDR                          | British Council Library                                  | RBI Museum                               | American Library                                    | American Library           |
| BAF         | Textiles Industry, Udaipur     | Mapro, Mahabaleshwar Panchgani, Tea Plantations, Kerala. | Jaipur dairy, Birla Tetiles, Chandigarh. | Financial services Industry, Hong Kong              | Textile Industry, Nanital. |
| BBI         | Mapro, Mahabaleshwar Panchgani | Mapro, Mahabaleshwar Panchgani                           | Paras Dairy, Jodhpur                     | Textile Industry, Dress material Industry, Amritsar | Tea Plantations, Ooty.     |
| BMM         | Rubber Industry, Cochin.       | Coffee Plantation, Coorg.                                | Gems & Jewellery industry, Jaipur        | Oil Industry, Dubai.                                | Tea Plantations, Ooty.     |
| Nature Club | Sanjay Gandhi National Park    | Karnala Bird Sanctuary                                   | Kanheri Caves                            | Sanjay Gandhi National Park                         | Karnala Bird Sanctuary     |

- **Publication of Student Magazines:** The College publishes the annual College Magazine **Beacon** in which articles are contributed by students and faculty

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

- The Institution and its faculty have always encouraged innovative and creative approaches in order to impart and develop entrepreneurial skills among the students.
- **AAKARSHAN** – The College hosts the inter-collegiate festival “AAKARSHAN” which is planned and executed by student co-ordinators under the guidance of the Cultural committee. It enhances skills like Marketing Management, Event Management, Public Relations & Entrepreneurship. The whole event is conceived, managed & executed by students where it hones all these skills in them.



**INTERNATIONAL ECONOMICS CONVENTION** - For developing innovation and research aptitude among students, the college enables the participation of students in the International Economic Convention, which is a unique initiative of the H(S)NC Board.

- **ENACTUS** - (Entrepreneurs in Action) formerly known as SIFE (Students in Free Enterprise) is an international non-profit organization that brings together students, academic and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need. It operates in over 39 countries. It was launched in India in the year 2003. It is an innovative educational programme designed to channelize the idealism of university students into a meaningful community focused learning experience. The College has been a part of this organization for the past six years. We have come up with sustainable livelihood programs, some of which greatly impacted the lives of the marginalized.
- **SEMINARS** -The College enables participation of the students in the various workshops and seminars on topics relevant to the syllabus of the various courses.

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

- We encourage participation through notices, display of posters, blackboard, bulletins and class announcements.
- To appreciate the winners, their names are displayed on the blackboard, and the trophies are displayed in the Principal's office.
- Certificates are awarded to winners, participants and members of the organizing committee. Winners are also given cash prizes.
- Students participating in various University, State and National level sports competition are provided with uniforms and sports materials.
- We inculcate group dynamics, leadership qualities, by organizing events like:
  - Petit Municipal High school – Quiz, drawing dance competition
  - Blood Donation Camp
  - Thalassemia Check up camp
  - Bandra East Community Centre Street Play on child labour, dowry system, women empowerment etc
  - 7-days residential camp at Yusuf Meher Ali Centre, Panvel.
  - Awareness Camp on Cervical Cancer, Dengue and eyecamp

The college plans and organizes extra and co-curricular activities all through the year to realize our vision and mission goals and provide students with a holistic development.



| Add-On Courses   | Extra-Curricular Activities  | Celebrating Special   |
|--|--|---|
| <ul style="list-style-type: none"> <li>Travel and Tourism Management</li> <li>Fashion Designing</li> </ul> | <ul style="list-style-type: none"> <li>AAKARSHAN (Music, Dance)</li> <li>Activities conducted by all subjects</li> <li>Laksya(BMS)</li> <li>Annual sports day</li> <li>Debate</li> <li>Seminars</li> <li>Conventions</li> <li>Chess Tournament</li> <li>Dr.L.H.Hiranandani Memorial H.S.N.C Board Colleges Football Tournament.</li> <li>Basket ball Tournament</li> <li>University Level Hockey Tournament</li> </ul> | <ul style="list-style-type: none"> <li>Annual day</li> <li>Teacher's day</li> <li>N.S.S day</li> <li>Traditional day celebration</li> <li>Guru Purnima</li> <li>Ganapati Festival</li> <li>Satyanarayana Pooja.</li> <li>Marathi Bhasha Diwas</li> <li>Constitution day</li> <li>Maharashtra day</li> <li>Meatless Day</li> <li>All-India religious Meet</li> </ul> |

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

Students are encouraged to use reading rooms, issue books from the library for various competitive professional courses like CA, CS, CET, MBA, TOEFL, GMAT, SAT, NET, SLET.

College conducts lectures on a regular basis to motivate and train the students for various professional courses.

**NET/SLET :**

| YEAR    | SPEAKER   | TOPIC   |
|---------|---|---|
| 2013-14 | Session I - Prof. Nagesh<br>Session II- Prof Arvind Dhond<br>Session III – Prof Anubhuti Singh        | One Day Workshop on "How to Crack NET/SLET Exam |
| 2014-15 | Session I - Prof. Nagesh<br>Session II- Prof Arvind Dhond<br>Session III – Prof Anubhuti Singh        | One Day Workshop on "How to Crack NET/SLET Exam |
| 2015-16 | Session I - Prof. Nagesh Saniroppa<br>Session II- Prof Radhika Iyer<br>Session III – Prof Mittal Shah | One Day Workshop on "How to Crack NET/SLET Exam |

**COMPANY SECRETARY (C.S.) :**

| YEAR    | SPEAKER    | TOPIC                                   |
|---------|------------|---|
| 2013-14 | Kamal Soni | Career awareness on “Company Secretary” |
| 2014-15 | Kamal Soni | Career awareness on “Company Secretary” |
| 2015-16 | Kamal Soni | Career awareness on “Company Secretary” |

**CHARTERED ACCOUNTANT (C.A.)**

| YEAR    | SPEAKER      | TOPIC  |
|---------|--------------|--|
| 2013-14 | Jinen Jadhav | Career awareness session on “Chartered Accountant” |
| 2014-15 | Manoj Shetty | Career awareness session on “Chartered Accountant” |
| 2015-16 | Jinen Jadhav | Career awareness session on “Chartered Accountant” |

**I.C.W.A.I :**

| YEAR    | SPEAKER          | TOPIC                               |
|---------|------------------|-------------------------------------|
| 2013-14 | K P Unnikrishnan | Career awareness session on “ICWAI” |
| 2014-15 | K P Unnikrishnan | Career awareness session on “ICWAI” |
| 2015-16 | K P Unnikrishnan | Career awareness session on “ICWAI” |

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

- The college provides counseling services to the students in all possible aspects.
- a) **Academic:** Academic queries of the students are solved through personal mentoring. Remedial coaching is conducted for slow learners & academically weak students. Intensive coaching sessions are conducted to prepare students appearing for college and university exams. The counselor helps students in stress management, concentration and reducing examination fear.
- b) **Personal:** As far as personal problems are concerned, teachers are always accessible to counsel the students. The individual teacher maintain first contact while the Heads of Departments, Un-aided Course coordinators & the professional counselor play a important role herein specific difficulties of personal problems, the faculty and Counselor bring the matter to the Principal. The Principal is easily accessible to solve the issues.
- c) **Career:** Students are informed and guided by the faculty with regard to career options for professional courses like CA, CS, ICWA, NET, SLET, Advance Courses in Computer etc. In addition, experts from industry are invited as resource persons to guide students.
- d) **Psycho-social:** Professional counselor, Course Co-coordinators and faculty members identify and address psycho-social issues faced by the students.

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

Smt. M.M.K. College has a Counseling Unit which renders counseling to students. The use of psychological assessment to bring out dominant interests of students in various areas and help the students to get an insight on which field to pursue, recognize their aptitude, understand their strengths and weakness and help them in career choice. The College has a Full-time Counselor, Ms Rajitha Ramachandran.

- Organizing workshops and talks for students on preparing for interviews.
- Organizing talks to give students an insight into job opportunities.
- Organizing Career guidance fair to create awareness about job oriented courses.

- Organized a series of guest lectures by professionals from Study Overseas for educational and career options available abroad.
- The college also organizes On Campus Selection, details of which are attached in the table given below:

**CAMPUS SELECTION DETAILS & PLACEMENTS**

| Company               | 11-12 | 12-13 | 13-14 | 14-15 | 15-16 |
|-----------------------|-------|-------|-------|-------|-------|
| TCS                   | 42    | 46    | 49    | 38    | 31    |
| Ogilvy                | 7     | 6     | 5     | 3     | 5     |
| Indus Communication   | 4     | 5     | 3     | 2     | 3     |
| Delloitte             | -     | -     | 7     | 5     | 2     |
| Black Berry Marketing | -     | 49    | -     | -     | -     |
| Prrems                | 5     | 3     | 2     | 7     | -     |

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

Yes, The college has constituted a separate student grievance redressal cell. The cell is managed by Principal, Vice-Principal of the college, co-opted members and a member of the administrative staff as stipulated by the University of Mumbai. The present committee resolves grievances by meeting the concerned parties. If required, matters are settled by issuing warning/suspension letters. The college maintains a suggestion /grievance box where students submit their complaints. We have not received any written grievances in the past five years.

The following are the members of the student grievance redressed cell for the academic year 2015-16:

- 1) Dr. A.C. Vanjani- Principal- Chairperson
  - 2) Mr. M.N.Iyer- Vice-Principal- Member
  - 3) Ms. Sharon Menezes- Member
  - 4) Ms. Sana Dhanani- Member
- The college follows an open door policy where students are encouraged to approach teachers, Heads of Departments, Vice-Principals and the Principal to resolve minor issues.

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

- The Women's Development Cell (WDC) is very active at Smt.M.M.K College. It organizes various activities like workshops, guest lectures, essays, debates and discussions to create awareness among students about gender issues. As per the University guidelines, the college formulates a Women Development Cell(CWDC) every year. Sexual Harrassment cell prevails in the college along with WDC.

The following are the members of the women development cell for the academic year 2015-16:

- 1) Mrs. Asha Bhat- Incharge
- 2) Mrs. Shailkumari Gupta- Member
- 3) Dr. Narinder Kaur-Member

- 4) Mrs. Ligimol Benny- Member-(Librarian)
- 5) Mr. M.N. Iyer- Member- Vice-Principal (Degree)
- 6) Mr. A. Oswal- Member- Vice-Principal (Junior)
- 7) Mrs. Roma Wagh- Member

Details of programmes organized by cell:

| YEAR    | TOPIC   | RESOURCE PERSON                           |
|---------|---|---|
| 2013-14 | Issues and Challenges for Women.<br>Cervical Cancer Awareness | Adv.Nirmala Samant Prabhavalkar<br>Dr.Jha |
| 2014-15 | Workshop on Self Defence                                      | Ajay Mehta                                |
| 2015-16 | Gender Sensitization  | Adv: Nausheen Yusuf                       |

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

- Yes, the Anti-Ragging committee was constituted as per University guidelines. Names of professor's in-charge of the anti-ragging cell are displayed on the notice boards, so that students are aware of the same. Periodic patrolling is done by committee members in the corridors to minimize ragging in the college premises. The CCTV surveillance also acts as a deterrent. The committee is very vigilant and safeguards the interest of the students. No cases reported in the last 5 years.

The following are the members of the anti-ragging committee for the year 2015-16:

- 1) Dr. A.C. Vanjani- Principal- Chairperson
- 2) Mr. M.N.Iyer- Vice-Principal (Degree)- Member
- 3) Mr. A. Oswal- Vice-Principal (Junior)- Member
- 4) Dr. Sandeep Sahu- Member
- 5) Dr. JayeshRana- Member
- 6) Mrs. Chippy Bobby- Member

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

- The institution has many welfare schemes for students, some are purely government based and some are supported by the community or management. Through regular notices students are informed about the various facilities as given below:
- Scholarships and freeships-Provided by Government of India and contribution from college staff and management.
- Counsellor on campus-Psychological Counselling is given to the students if needed
- Book bank-Needy students can avail the facility
- Group Insurance-Provided to entire student community and is included in the fee component.
- Advanced Learners-Additional Books issued by teacher.
- Mentoring
- Doctor on call



| Scholarships | Caste                | 2011-12 | 2012-13  | 2013-14  | 2014-15  | 2015-16  |
|--------------|----------------------|---------|----------|----------|----------|----------|
|              | SC                   | 5       | 14       | 21       | 18       | 5        |
|              | ST                   | -       | -        | -        | -        | -        |
|              | SBC                  | -       | 1        | 2        | 1        | -        |
|              | OBC                  | 4       | 10       | 13       | 15       | 25       |
|              | NT                   | -       | -        | 1        | -        | -        |
|              | Open Merit           | -       | -        | -        | -        | -        |
|              | Total no of students | 9       | 25       | 37       | 34       | 30       |
|              | Total Amount (Rs)    | 59,653  | 1,60,855 | 1,77,115 | 1,49,006 | 1,11,938 |
| Freeships    | Caste                | 2011-12 | 2012-13  | 2013-14  | 2014-15  | 2015-16  |
|              | SC                   | 4       | 9        | 13       | 12       | 11       |
|              | ST                   | -       | -        | -        | -        | -        |
|              | SBC                  | 2       | -        | -        | -        | -        |
|              | OBC                  | 8       | 9        | 14       | 9        | 8        |
|              | NT                   | -       | 1        | -        | -        | -        |
|              | Open Merit           | -       | -        | -        | -        | -        |
|              | Total no of students | 14      | 19       | 27       | 21       | 19       |
|              | Total Amount (Rs)    | 73,690  | 1,49,425 | 1,61,525 | 73,160   | 86,150   |

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

- 1) Smt. M.M.K College has a registered Alumni Association. It comprises a faculty member, secretary in the executive committee. The association is active and conducts various guest lectures. Alumni meet once in 2 years to promote networking. The alumni association has organized Teacher's Day in the college campus on 5th September, 2014.

Some of the prominent alumni who are actively involved in the activities are as follows:

- 2) Rakesh Wadhwan- Chairman, HDIL
- 3) Priya Dutt- Ex. MP
- 4) Kirit Somaiya- Sitting MP
- 5) Baba Siddique- Ex- MLA, Former Minister of Minority Affairs
- 6) Falguni Pathak- Singer
- 7) Sangeeta Bijlani- Actress

## 5.2 STUDENT PROGRESSION:

### 5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight

- The students who have completed their graduation from the college and are continuing their education in Masters programme in the college and outside. The details are as under:

#### Student Progression

| Student Progression | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|---------------------|---------|---------|---------|---------|---------|
| UG to PG            | 107     | 136     | 151     | 169     | 183     |
| PG to M.Phil        | -       | -       | -       | -       | -       |

The following list shows no of students who were provided with transfer certificate (TC), Transcripts, and Recommendation Letters for pursuing higher education in other universities across India and the world.

| Particulars   | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|---|---------|---------|---------|---------|---------|
| No of students provided with transcripts            | 29      | 41      | 55      | 60      | 37      |
| No of students provided with recommendation letters | 09      | 14      | 15      | 11      | 09      |
| No of students provided with Transfer Certificates  | 142     | 155     | 187     | 209     | 260     |

### 5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Comparative Table Showing Year Wise Pass Percentage from 2011-12 to 2014-15

#### Programme: B.Com

| Year    | SMT.MMK College, Bandra |               | University of Mumbai |              |
|---------|-------------------------|---------------|----------------------|--------------|
| 2011-12 | 93.14%                  |               | 81.53%               |              |
| 2012-13 | 95.04%                  |               | 81.13%               |              |
|         | <b>Sem V</b>            | <b>Sem VI</b> | <b>Sem V</b>         | <b>SemVI</b> |
| 2013-14 | 73.9%                   | 75.90%        | 65.35%               | 73.71%       |
| 2014-15 | 79.03%                  | 89.09%        | 65.28%               | 67.34%       |
| 2015-16 | 78.44%                  | 85.39%        | 61.92%               | 66.52%       |

**Programme:M.Com**

| Year    | SMT.MMK College, Bandra |               | University of Mumbai |               |
|---------|-------------------------|---------------|----------------------|---------------|
| 2011-12 | 91.30%                  |               | 85.60%               |               |
| 2012-13 | 87.38%                  |               | 76.20%               |               |
|         | <b>Sem III</b>          | <b>Sem IV</b> | <b>Sem III</b>       | <b>Sem IV</b> |
| 2013-14 | 73.47%                  | 77.55%        | 71.20%               | 73.25%        |
| 2014-15 | 91.23%                  | 98.00%        | 69.50%               | 68.25%        |
| 2015-16 | 94.50%                  | 96.56%        | 82.45%               | 84.3%         |

**Programme: BAF**

| Year    | SMT.MMK College, Bandra |               | University of Mumbai |               |
|---------|-------------------------|---------------|----------------------|---------------|
|         | <b>Sem V</b>            | <b>Sem VI</b> | <b>Sem V</b>         | <b>Sem VI</b> |
| 2011-12 | 100%                    | 100%          | 93.85                | 89.59%        |
| 2012-13 | 100%                    | 100%          | 92.41                | 89.41%        |
| 2013-14 | 100%                    | 100%          | 83.81                | 83.81%        |
| 2014-15 | 100%                    | 100%          | 85.95                | 88.75%        |
| 2015-16 | 100%                    | 98.30%        | 86.75                | 88%           |

**Programme: BMS**

| Year    | SMT.MMK College, Bandra |               | University of Mumbai |               |
|---------|-------------------------|---------------|----------------------|---------------|
|         | <b>Sem V</b>            | <b>Sem VI</b> | <b>Sem V</b>         | <b>Sem VI</b> |
| 2011-12 | 99.13%                  | 100%          | 68.46%               | 65.21%        |
| 2012-13 | 99%                     | 100%          | 66.14%               | 66.02%        |
| 2013-14 | 99%                     | 99%           | 51.20%               | 58.75%        |
| 2014-15 | 100%                    | 100%          | 57.09%               | 56.07%        |
| 2015-16 | 99.02%                  | 100%          | 66.75%               | 68%           |

**Programme: BBI**

| Year    | SMT.MMK College, |              | University of Mumbai |              |
|---------|------------------|--------------|----------------------|--------------|
|         | <b>SemV</b>      | <b>SemVI</b> | <b>SemV</b>          | <b>SemVI</b> |
| 2011-12 | 100%             | 100%         | 82.47%               | 94.47%       |
| 2012-13 | 90%              | 85%          | 76.07%               | 84.04%       |
| 2013-14 | 82%              | 86%          | 65.16%               | 65.16%       |
| 2014-15 | 90%              | 92%          | 70.25%               | 71.60%       |
| 2015-16 | 80%              | 81.48%       | 74.5%                | 72%          |

**Programme: BMM**

| Year    | SMT.MMK College,Bandra |              | University of Mumbai |              |
|---------|------------------------|--------------|----------------------|--------------|
|         | <b>SemV</b>            | <b>SemVI</b> | <b>SemV</b>          | <b>SemVI</b> |
| 2011-12 | 100%                   | 100%         | 93.96%               | 91.32%       |
| 2012-13 | 100%                   | 100%         | 87.35%               | 92.34%       |
| 2013-14 | 100%                   | 100%         | 82.72%               | 84.26%       |
| 2014-15 | 100%                   | 100%         | 85%                  | 86.25%       |
| 2015-16 | 100%                   | 100%         | 87%                  | 85%          |

**Programme: BFM**

| Year    | SMT.MMK College, Bandra |        | University of Mumbai |        |
|---------|-------------------------|--------|----------------------|--------|
|         | Sem V                   | Sem VI | Sem V                | Sem VI |
| 2012-13 | 100%                    | 100%   | 86.90%               | 83.15% |
| 2013-14 | 100%                    | 100%   | 88.75%               | 87%    |
| 2014-15 | 100%                    | 96.08% | 84.90%               | 85.50% |
| 2015-16 | 100%                    | 97.5%  | 85.00%               | 88%    |

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

- Interest in the wellbeing of our students has constantly encouraged us to organize activities that would lead to their development. The institute had hosted a wide array of activities that would provide students an opportunity to show case their talents and optimize their potential.
- Mock Interviews and Group Discussions held by each department helps the students to participate in Campus Recruitment as well as opportunities outside.
- Students are orientated and motivated for Civil Services Exam at state and union level, for this purpose, the college makes available books on various competitive exams including MPSC, UPSC, NET and SET, etc. The college conducts Skill Development Programmes like Training on Mutual Funds etc.
- Tie up with professional agencies for higher education abroad. Our college along with University of Western Australia organized seminar for students on overseas studies in Australia, where Prof Anu Rammohan, Ms Bevelee Partridge and Mr David Norman addressed the students.
- Ambition Learning Academy headed by Mr Kirtan Shah for online skill development courses.
- Add on courses on Travel & Tourism and Fashion Designing by IITC.
- HSNC Board has signed an MOU with two foreign universities namely:
  - University of East London.
  - State of Pennsylvania

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

Weaker students. Teachers provide question banks and useful tips to prepare for exams. In addition to these, The Counseling Unit renders counseling service to students in psychological, personal, social, and academic areas. Extra support is provided to students by their respective teachers through mentoring.

Remedial Coaching is provided to students who need extra help in the subject of Economics and Mathematics. Details are as under :



| 2011-12 |                      |  |                 |
|---------|----------------------|--|-----------------|
| No.     | Name                 | Date   | No.of. Lectures |
| 1       | Mrs. Asha Bhat       | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 09              |
| 2       | Prof. S. Gupta       | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 08              |
| 3       | Dr. K.Sasikumar      | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 09              |
| 4       | Prof. Mani Iyer      | 05.09.2011-23.09.2011<br>06.02.2012- 24.02.2012    | 07              |
| 2012-13 |                      |  |                 |
| 1       | Mrs. Asha Bhat       | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 07              |
| 2       | Prof. S. Gupta       | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 09              |
| 3       | Dr. K.Sasikumar      | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 06              |
| 4       | Prof. Mani Iyer      | 03.09.2012-21.09.2012<br>04.02.2013-22.02.2013     | 07              |
| 2013-14 |                      |  |                 |
| 1       | Mrs. Asha Bhat       | 02.09.2013 - 7.09.2013<br>03.02.2014 – 1.02.2014   | 09              |
| 2       | Prof. S. Gupta       | 02.09.2013 - 7.09.2013<br>03.02.2014 – 1.02.2014   | 08              |
| 3       | Prof. Mani Iyer      | 02.09.2013 - 27.09.2013<br>03.02.2014 – 21.02.2014 | 09              |
| 4       | Prof. Kesia Varghese | 02.09.2013 - 27.09.2013<br>03.02.2014 – 21.02.2014 | 07              |
| 2014-15 |                      |  |                 |
| 1       | Mrs. Asha Bhat       | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2015 | 09              |
| 2       | Prof. S. Gupta       | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2015 | 08              |
| 3       | Prof. Mani Iyer      | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2015 | 09              |
| 4       | Prof. Kesia Varghese | 01.09.2014 - 26.09.2014<br>02.02.2015 – 27.02.2015 | 07              |
| 2015-16 |                      |  |                 |
| 1       | Mrs. Asha Bhat       | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 09              |
| 2       | Prof. S. Gupta       | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 08              |
| 3       | Prof. Satyprakash    | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 09              |
| 4       | Prof. Mani Iyer      | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 09              |
| 5       | Prof. Ravneet Syan   | 07.09.2015 - 25.09.2015<br>25.01.2016 – 26.02.2016 | 07              |

### 5.3 **STUDENT PARTICIPATION AND ACTIVITIES:**

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

- The institute has been conducting the following sports, cultural and extra curricular activities every year.
- **Sports Activities**–Football, Cricket, Cycling, Boxing, Hockey, Basketball, Chess, Carom, Athletics, Lawn Tennis, Taekwondo, Swimming.
- **AAKARSHAN**–Intercollegiate Cultural Competition.
- **DEBATECIRCLE**–Intra-College debate competition
- **LAKSHYA**- Organized by BMS Department

*Note: Programme calendar is annexed.*

#### **Various activities conducted by the NSS Unit:**

- Tree Plantation
- NoteBook Making and Distribution
- Peace Rally
- Awareness programme on HIV/AIDS
- Poster and Quiz competition on HIV/ AIDS
- Blood Donation Drive
- Thalassemia Awareness Camp conducted by Vinay Shetty.
- Celebration of Republic and IndependenceDay
- NSS Rural Camp
- Visit to Petit Municipal High School (7 Days Event)
- Visit to Bandra East Community Center(7 Days Event)
- Celebration of NSS DAY
- Cleanliness Awareness Drive in collaboration with Hindustan Times
- Celebration of Teacher's Day
- Guru Poornima
- Maharashtra Day
- Marathi Bhasha Divas
- Constitution Day
- Meatless Day
- All-India Religious Meet

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

**Table Showing Achievement of Students in the Last Five Years  
Summary of Achievements in Cultural Activities**

| YEAR    | Festival/Events  | Winner |        |       |
|---------|--|--------|--------|-------|
|         |  | GOLD   | SILVER | Total |
| 2011-12 | Colloseum, Entourage   | 2      | -      | 2     |
| 2012-13 | UMANG, VIVIDH, KSHITIJ, CHANNEL V  | 1      | 2      | 3     |
| 2013-14 | NEXUS, KIRAN, KSHITIJ, VAAYU   | 3      | 2      | 5     |
| 2014-15 | UMANG, ENIGMA, UTKARSH, MAUJ, TAARANGAN, BROUHAHA, DALMIA UTSAV, PANNAAH, SPANDAN ENIGMA, MALHAR | 9      | 4      | 13    |
| 2015-16 | NATIONAL COLLEGE   | 1      | -      | 1     |

|         | College Name     | Festival Name | Events Participated | Participant's Name | Rank/Position   |
|---------|------------------|---------------|---------------------|--------------------|-----------------|
| 2011-12 | Mithibai College | Colloseum     | -----               | Group event        | 1 <sup>st</sup> |
|         | Jai Hind College | Entourage     | Fashion Show        | -----              | 1 <sup>st</sup> |

|         | College Name       | Festival Name | Events Participated | Participant's Name                 | Rank/Position   |
|---------|--------------------|---------------|---------------------|------------------------------------|-----------------|
| 2012-13 | N.M. College       | Umang         | Duet Dance          | Sagar Kadam<br>Sushmita<br>Kanchan | 2 <sup>nd</sup> |
|         | UPG College of Law | Vividh        | Duet Dance          | Sagar Kadam<br>Sushmita<br>Kanchan | 1 <sup>st</sup> |
|         | Mithibai           | Kshitij       | Duet Dance          | Sagar Kadam<br>Sushmita<br>Kanchan | Runner Up       |
|         | Channel V          |               | Solo Dance          | Sagar Kadam                        | 2 <sup>nd</sup> |
|         |                    |               |                     |                                    |                 |

|         | College Name | Festival Name | Events Participated | Participant's Name                 | Rank/Position   |
|---------|--------------|---------------|---------------------|------------------------------------|-----------------|
| 2013-14 | Hinduja      | Nexus         | Fashion Show        | Sagar Kadam & Others               | 1st             |
|         | K C College  | Kiran         | Duet Dance          | Sagar Kadam<br>Sushmita<br>Kanchan | 1st             |
|         |              |               | Solo Dance          | Sagar Kadam                        | 2nd             |
|         | Mithibai     | Kshitij       | Solo Dance          | Sagar Kadam                        | 2nd             |
|         | NMIMS        | Vaayu         | Solo Dance          | Sagar Kadam                        | 1 <sup>st</sup> |

|         | College Name | Festival Name | Events Participated | Participant's Name                | Rank/ Position  |
|---------|--------------|---------------|---------------------|-----------------------------------|-----------------|
| 2014-15 | N M College  | Umang         | Computer Gaming     | Vidit Mehta                       | 1 <sup>st</sup> |
|         | Podar        | Enigma        | War of CL           | Ausuf Shaikh<br>Uzma Shaikh       | 1 <sup>st</sup> |
|         |              |               | Duet Dance          | Sagar Kadam &<br>Sushmita Kanchan | 2 <sup>nd</sup> |
|         | KES          | Utkarsh       | Computer Gaming     | Ausuf Shaikh                      | 1 <sup>st</sup> |
|         |              |               | Solo Dance          | Sagar Kadam                       | 2 <sup>nd</sup> |
|         | Saraf        | Mauj          | Creative Writing    | Vivek Joshi                       | 1 <sup>st</sup> |
|         | Thakur       | Taarangan     | Duet Dance          | Sagar Kadam<br>Sushmita Kanchan   | 2 <sup>nd</sup> |
|         | Sydenham     | Brouhaha      | Symposium           | Ausuf Shaikh<br>Uzma Shaikh       | 1 <sup>st</sup> |
|         | Ritumbara    | Crescendo     | Coffee Painting     | Sagar Kadam                       | 1 <sup>st</sup> |
|         | Dalmia       | Dalmia Utsav  | Computer Gaming     | Ausuf Shaikh                      | 1 <sup>st</sup> |
|         | Hinduja      | Panaah        | Solo Singing        | Rishabh Kashyap                   | 1 <sup>st</sup> |
|         | St. Xavier's | Spandan       | Duet Dance          | Sagar Kadam<br>Sushmita Kanchan   | 1 <sup>st</sup> |

|         | College Name         | Festival Name | Events Participated | Participant's Name  | Rank/ Position                   |
|---------|----------------------|---------------|---------------------|---|----------------------------------|
| 2015-16 | R.A. Podar College   | Enigma        | Singing             | Abdul Karim   | Finalist                         |
|         |                      |               | Group Dance         | Sushmita, Ekta, Kanika, Yashvi, Sania, Kevika. (Assorted) | Finalists                        |
|         |                      |               | Duet Dance          | Sushmita and Ekta   | Finalists                        |
|         | St. Xavier's College | Malhar        | JAM                 | Apurva Singha   | Finalist (2 <sup>nd</sup> Place) |
|         |                      |               |                     | Saurav Mehra  | Finalist                         |



|  |                             |           |               |  |           |
|--|-----------------------------|-----------|---------------|--|-----------|
|  | National College Tournament |           | Group Dance   | Mahesh Ashutosh<br>Pranav Aniket<br>Shreyas & Akash                                | Winners   |
|  | Hinduja College             | Panaah    | Group Dance   | Mahesh Ashutosh<br>Pranav Aniket<br>Shreyas Akash<br>Azra, Anandi<br>Priyanka      | Runner Up |
|  |                             |           | Solo Singing  | Abdul Karim  | Finalist  |
|  | Mithibai College            | Kshitij   | Cheet Sheet   | Harsh Bambhani   | Finalist  |
|  | Jai Hind                    | Entourage | Group Dance   | Mahesh, Ashutosh,<br>Pranav, Aniket,<br>Shreyas & Akash                            | Finalist  |
|  | Sydenham                    | Brouhaha  | Solo Dance    | Jesica Thakker   | Finalist  |
|  |                             |           | Photography   | Ashish Valiraman   | Finalist  |
|  | Bhavan's College            | Spectrum  | Group Dance   | Mahesh, Ashutosh,<br>Pranav, Aniket,<br>Shreyas, Akash,<br>Azra, Anandi & Priyanka | Finalist  |
|  |                             |           | FIFA          | Harsh Sugandh  | Finalist  |
|  | NMIMS                       | Vaayu     | Solo Dance    | Jesica Thakker   | Runner Up |
|  |                             |           | Nail Painting | Moksha Bajpai  | Finalist  |
|  | Jai Hind                    | Shoutt    | Group Dance   | Mahesh, Ashutosh,<br>Pranav, Aniket,<br>Shreyas, Akash                             | Finalist  |
|  |                             |           | Duet Dance    | Ashutosh and Pranav  | Runner Up |

### Sports Achievement

#### Summary of Sports Achievements

| YEAR    | Athletics Events  | Winner |        |       |
|---------|---|--------|--------|-------|
|         |   | GOLD   | SILVER | Total |
| 2011-12 | Hockey (W), Hockey (M), BasketBall (M),   | 3      | -      | 3     |
| 2012-13 | Hockey (W), Athletics (M&W), Boxing (M), Tennis (M)   | 3      | 2      | 5     |
| 2013-14 | Athletics (M&W), Boxing (M), Basketball (M&W), Hockey (W)   | 4      | 2      | 6     |
| 2014-15 | Athletics (W), Karate, Hockey (M&W), Boxing(M)  | 3      | 3      | 6     |
| 2015-16 | Athletics (W), Hockey (M&W), Boxing (M), Tennis (M), Basketball (M&W), Football (W), Swimming (W) | 5      | 5      | 10    |

| Organized by         | Name of the event                 | Participant's name                          | Level ( inter-collegiate, national or international) | Position/ status at the university |
|----------------------|-----------------------------------|---|--|------------------------------------|
| <b>2011 – 12</b>     |                                   |   |  |                                    |
| DSO                  | Hockey (Women's)                  | Nimmy Nair (Captain)                        | State (DSO)  | Gold                               |
| University of Mumbai | Hockey (Women's)                  | Nimmy Nair (Captain)                        | Inter-collegiate                                     | Gold                               |
| University of Mumbai | Basketball (Men)                  | Abhijeet Aroskar (Captian)                  | Inter-collegiate                                     | Gold                               |
| University of Mumbai | Boxing (Men)                      | Shaikh Imran & Khan Mohammed Afzal          | Inter-collegiate                                     | Bronze                             |
| <b>2012 – 13</b>     |                                   |   |  |                                    |
| University of Mumbai | Hockey (Women's)                  | Nimmy Nair (Captain)                        | Inter-collegiate                                     | Gold                               |
| University of Mumbai | Athletics (women's) 100m and 200m | Mamta Hulke                                 | Inter-collegiate                                     | Gold                               |
| University of Mumbai | Athletics (Men) 4*400m            | Akshay Patil                                | Inter-collegiate                                     | Gold                               |
| Nationals            | Athletics (women's) 100m and 200m | Mamta Hulke                                 | Nationals  | Bronze                             |
| States               | Hockey (Women's)                  | Nimmy Nair (Captain)                        | States   | Silver                             |
| University of Mumbai | Boxing (Men)                      | Shaikh Imran, Shaikh Salman, Shaikh Sufiyan | Inter-collegiate                                     | Silver, Bronze                     |
| University of Mumbai | Tennis (Men)                      | Varun Nair                                  | Inter-collegiate                                     | Bronze                             |
| <b>2013 – 14</b>     |                                   |   |  |                                    |
| University of Mumbai | Athletics (women's) 100m and 200m | Mamta Hulke                                 | Inter-collegiate                                     | Gold                               |
| University of Mumbai | Boxing (Men)                      | Shaikh Salman, Shaikh Imran, Shaikh Sufiyan | Inter-collegiate                                     | Gold, Silver, Bronze               |
| University of Mumbai | Athletics (Men)                   | Akshay Patil                                | Inter-collegiate                                     | Gold                               |

|                       |                                   |                              |                       |                |
|-----------------------|-----------------------------------|------------------------------|-----------------------|----------------|
| University of Mumbai  | Basketball (women)                | PoojaAjmera                  | Inter-collegiate      | Silver         |
| University of Mumbai  | Hockey (Women's)                  | Nimmy Nair (Captain)         | Inter-collegiate      | Gold           |
| University of Mumbai  | Hockey (Men)                      | Sohail Arbi (Captain)        | Inter-collegiate      | Bronze         |
| University of Mumbai  | Basketball (Men)                  | Paramjit Singh (Captain)     | Inter-collegiate      | Bronze         |
| <b>2014 – 15</b>      |                                   |                              |                       |                |
| University of Mumbai  | Athletics (women's) 100m and 200m | Mamta Hulke                  | Inter-collegiate      | Gold           |
| International (India) | Karate                            | Yogesh Mourya                | International (India) | Gold           |
| National              | Rope Skipping                     | Yogesh Mourya                | National              | Bronze         |
| University of Mumbai  | Hockey (Women's)                  | SharminBassha (Captain)      | Inter-collegiate      | Gold           |
| State (DSO)           | Hockey (Women's)                  | SharminBassha (Captain)      | International (India) | Silver         |
| University of Mumbai  | Boxing (Men)                      | Khan Josher, Shaikh Mohammed | National              | Silver, Bronze |
| University of Mumbai  | Hockey (Men)                      | Moses Pullanthara            | Inter-collegiate      | Silver         |
| <b>2015 – 16</b>      |                                   |                              |                       |                |
| University of Mumbai  | Athletics (Women) 100m, 200m      | MamtaHulke, Sanaya Wadkar    | Inter-collegiate      | Gold, Silver   |
| State (DSO) Solapur   | Hockey (Women's)                  | PatilMadhavi                 | State                 | Gold           |
| University of Mumbai  | Boxing (Men)                      | Khan Jansher                 | Inter-collegiate      | Silver         |
| University of Mumbai  | Judo                              | Nanson Hemant                | Inter-collegiate      | Bronze         |
| University of Mumbai  | Tennis                            | HaadinBava                   | Inter-collegiate      | Gold           |
| University of Mumbai  | Hockey (Men)                      | Shubham Chaware              | Inter-collegiate      | Silver         |
| University of Mumbai  | Basketball (women)                | Amanda Fletcher              | Inter-collegiate      | Bronze         |
| University of Mumbai  | Football (Women)                  | Tonia Gonsalves              | Inter-collegiate      | Bronze         |
| University of Mumbai  | Swimming                          | Rujuta Bhatt                 | Inter-collegiate      | Gold           |
| Inter-                | Basketball                        | Samson                       | Inter-University      | Gold           |

|                  |            |  |                  |        |
|------------------|------------|--|------------------|--------|
| University       |            | Sandhu   |                  |        |
| Inter-University | Basketball | Nikanksha Mehta                                | Inter-University | Silver |
| Inter-University | Basketball | Sakshi Arora, Yashika Panchal, Amanda Fletcher | Inter-University | Silver |

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

- The following methods are used to get data and feedback to improve the performance and quality:
- The college seeks suggestions from the employers and recruiting agencies while conducting campus interview and tries to implement suggestions facilitating employment to the students.
- The college obtains feedback from the students. Out of the total strength, 20% of the students are given the feedback forms. These suggestions are taken into consideration while planning the future strategies for growth and development of the students.
- The suggestion box is kept to seek any kind of grievances of the students.

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

- The institution has created a platform for the students to express themselves creatively under the guidance of faculty members. The College publishes its annual magazine, "BEACON" as well as the following newsletters:
- **College Magazine- BEACON**  
Beacon is the annual college magazine of our College. It serves as a platform to our students and staff to showcase their creativity through the contribution of articles, poems, short stories, essays and photographs. Students are given the freedom to write in various languages and every year, many articles are written in English, Hindi and French.  
The magazine is headed by the chairperson Dr. A.C. Vanjani and has an editorial team consisting of teachers from the Degree and Junior College. Ms. Chippy Susan Bobby has been the magazine in charge from 2011 till date and the other team members are Dr. Anjali Verma, Ms. Feby Savio and Ms. Smitha Samant. The editorial board also takes in two new student members every year, who are trained by the teachers to assist in the editorial work.  
A wide range of photographs covering the various activities of the college during the academic year is the chief attraction of the magazine. It also comprises the annual report of the principal and the reports of various self financed courses and other committees of the college. It also displays the photographs of meritorious students which is a great source of encouragement for them. Special achievements of the staff members are also highlighted through the pages of the Beacon magazine.



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

- Yes, The Student Council is formed according to University of Mumbai guidelines. We nominate the students as per the university guidelines.
- Representatives from all courses i.e. Commerce and SelfFinancing are selected based on merit.
- The college has a very active student's council.
- The student members elect from among themselves, a General Secretary for a period of one year. This secretary represents the college at the University.
- **Activities:** The student council is actively involved in all the co-curricular and extra-curricular activities of the college. Activities conducted by the Student Council are:
  - 1) Teacher's Day celebration
  - 2) Traditional Day celebration
- **Funding:** There is no external funding for the council and is a fee component of Cultural activities. The college provides them with the same on need basis.
- The college has cultural committee where students actively participate in managing and organizing the annual festival "AAKARSHAN". This committee also encourages students to take part in events in other colleges.

**Helping to organize events like:**

- The orientation for the First Year students
- BombayTimes Fresh Face Contest
- Hindustan Times Cleanliness Drive
- Sports Day
- The Annual Day

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

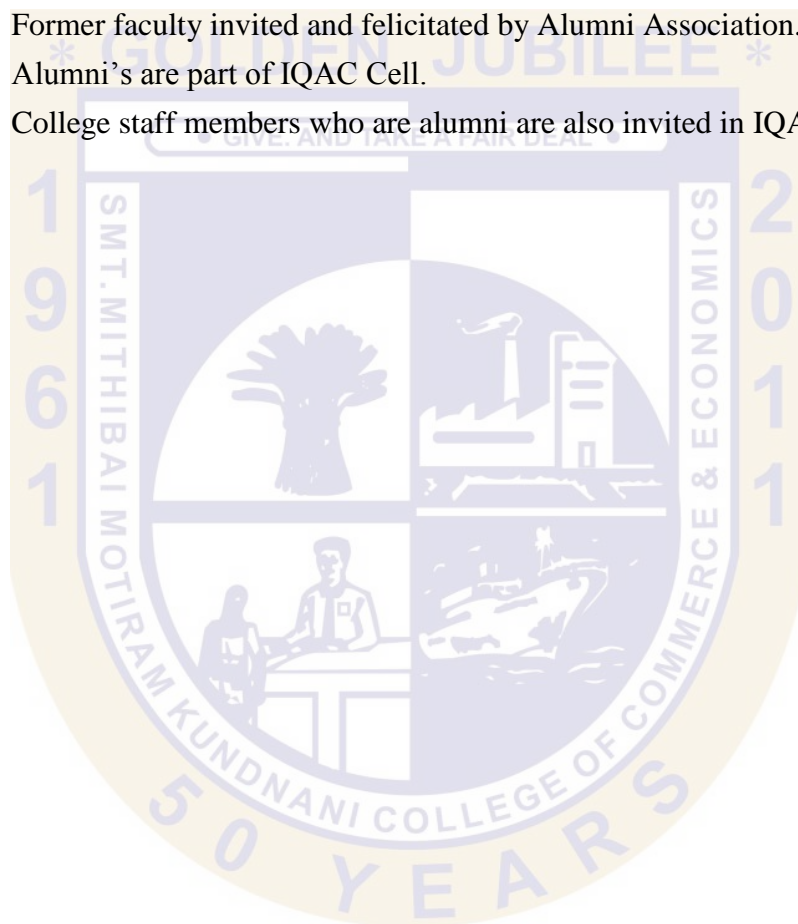
- Students representative are nominated in the number of committees every year in the beginning of the academic year.

| Academic Committee              | Administrative Committee             | Others                                  |
|---------------------------------|--------------------------------------|---|
| Magazine Committee              | Students Council                     | Cultural Committee                      |
| Literary and Debating Committee | Infrastructure Development Committee | Gymkhana Committee                      |
| Library Committee               | IQAC                                 | National Service Scheme (NSS) Committee |
| Sindhi Association              |                                      | Women Development Cell                  |
|                                 |                                      | Nature Club                             |
|                                 |                                      | Placement Cell                          |

*\*IQAC has two student representatives*

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

- Institution has good networking with alumni.
- College has conducted several successful alumni meets in the past years.
- There are eight members on the executive committee.
- Committee members meet once in six months.
- They discuss alumni activities.
- The College coordinates with the association to contact alumni.
- An Alumni reunion is held bi-annually.
- Former faculty invited and felicitated by Alumni Association.
- Alumni's are part of IQAC Cell.
- College staff members who are alumni are also invited in IQAC.





Smt. M.M.K College of Commerce & Economics

## *Criterion VI*

*Governance, Leadership and Management*







## **CRITERION VI:** **GOVERNANCE AND LEADERSHIP**

### **6.1 INSTITUTIONAL VISION AND LEADERSHIP:**

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

- **VISION:**

The Institution vision is 'to become a premier institution in the city of Mumbai, providing excellence in education at the Under-Graduate and the Post-Graduate levels in the fields of Commerce and Economics with specialization in Accountancy, Management, International Business and other emerging areas'.

- **MISSION:**

- To kindle intellectual curiosity in the students with a view to motivating them to achieve academic excellence, imbibe positive and healthy values of life and develop a well- balanced personality, capable of working harmoniously in team-work and of adjusting to the ever-changing environment.
- To empower its teachers to perform the role of change-makers in the society and to dedicate themselves to the enhancement of quality teaching by continuous up-gradation of their knowledge, this will improve their awareness about the latest developments in their fields of specialization.
- To impart education, which suits the needs of the business and industry, where fulfilling social responsibility is being increasingly recognized as crucial for the progress of society.
- To foster a culture of participation and innovation for employee's growth by creating in them a sense of belonging.
- To help in enriching the quality of life of the community and preserving Indian traditions in tune with changing times and strengthening the values of life through education.

**Distinctive characteristics of institution are as follows:**

- **ADDRESSING NEEDS OF SOCIETY:**

- Located in the main street of the city, ensuring easy accessibility to the students.
- Equal treatment to all employees and students.
- Education for all.
- Inculcating discipline in the students.
- Creating good citizens for the future.

- **INSTITUTIONS TRADITIONS AND VALUES:**

- Traditionally we are an institution which believes on academic discipline.
- Imparting quality education to the students.
- The students are encouraged to participate in sports, various co-curricular activities and welfare oriented activities through NSS.
- The visiting faculty from the industry imparts practical knowledge to the students thereby ensuring pragmatic quality to education.

- **FUTURE VISION:**

- Tie-up with external agencies for collaboration and consultancy.
- Research center to offer research guidance for M.Phil. & Ph.D. students in Commerce subject.

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

- The college is a Sindhi linguistic minority institution established in 1961 by the Hyderabad (Sind) National Collegiate Board to cater to the educational needs of the students. It is permanently affiliated to the prestigious University of Mumbai. The college is a premier institution in the city of Mumbai.
- The HSNC board has tie-up with University of East-London & State of Pennsylvania. The Management plays participatory role in designing and implementing various quality policies and plans. Our college has constituted Planning board committee, Local Management committee, IQAC etc. The LMC meetings provide the forum for discussion on Institutional issues. The IQAC takes the Performance appraisal of teachers by student's feedback. Feedback is also taken on support services to improve the facilities. IQAC guides in preparing Academic Calendar, Setting up of smart class rooms, Renovation of Health center and Conference room, Installation of CCTV's, Automation of college and Administrative office, Student Orientation Program, Faculty development Program, Conducting seminars and workshops etc.
- The IQAC cell constitutes various academic and non-academic committees as per the plans developed and mentioned in the academic calendar. Allocation of work is discussed through periodic staff meetings held by the Principal and ensure that there is adequate communication and feedback on the quality parameters and its implementation. Every faculty has to design their own teaching plan after consulting their respective heads of department and principal, to ensure the delivery of academic inputs to the student community. It also helps faculty to be prepared for developing teaching aids.

**6.1.3 What is the involvement of the leadership in ensuring:**

- **The policy statements and action plans for fulfillment of the stated mission.**

The college has various committees with the members from teaching and non-teaching staff and students. Through the periodic meetings of these committees various academic and extra-curricular activities are discussed. The Principal guides the staff to actively participate in fulfilling the goals and objectives of the college. The principal follows an open door communication system and encourage the staff to come up with their constructive suggestions and grievances, if any. The policy statements and action plans are formulated after careful consideration by the principal.

- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.**

Various committees are constituted for formulating and achieving the strategic plan. The action plans for operations are prepared under the supervision and guidance of the committee in-charge and principal. Through periodic staff meeting various proposals are discussed and necessary actions are taken through circulars and notices.

- **Interaction with stakeholders.**

The leader ensures that all stakeholders are fully informed of all institutional activities. The leader interacts with stakeholders through orientation Program at the commencement of the academic year, Alumni meet, inviting industrial experts as a speaker, feedbacks from the college website, LMC meeting, parents meeting on attendance etc. Suggestions and recommendations of all stakeholders are considered and given proper weightage in fulfilling college goals.

- **Proper support for policy and planning through need analysis, research inputs and consultation with the stakeholders.**

The college head understands the needs of the society through interactions with stakeholders. IQAC cell carries out review of policy planning and its implementation. The policies are framed keeping in mind the past experiences and future challenges. The management supports new plans for the benefits of its stakeholders.

- **Reinforcing the culture of excellence.**

- A culture of research is promoted by the institution. The teaching staff is encouraged to apply for major and minor research projects from the University of Mumbai, UGC and other academic bodies. Staff members have presented and published papers and are also appointed as subject experts. Staff is encouraged to pursue Ph.D. degree under the Faculty Improvement Program (F.I.P.) of UGC.
- Teacher's academic achievements are given a fair recognition by felicitating them on the Annual day function. Students excelling in sports, NSS, cultural activities are also felicitated. Several scholarships have been awarded to the students excelling in both academic and extra-curricular activities.
- Management gives financial support in renovation of Classrooms, library and health-center. Classrooms are installed with CCTV, L.C.D Projectors & Mike facilities, to facilitate teaching and learning. College organizes Conference and seminars every year.
- The Internal Quality Assurance Cell (IQAC) of the college compiles the suggestions from stakeholders and develops an annual action plan.

- **Champion organizational change.**

- The LMC is empowered to make recommendations for the improvement of academic and extra-curricular activities in the college. Regular meetings at various levels ensure that the developments in terms of infra-structure, learning resources are upgraded to take care of the changing educational requirements. New ideas are encouraged and implemented through departmental meetings and staff meetings.
- Through International Economic Convention, students get the necessary global exposure and encouragement to undertake research-oriented learning.
- To increase the employability of students, new professional courses are introduced by institution. Placement cell invite Industrial experts to provide information on future career prospects of students.
- In order to improve the quality parameters and improve organization and management of the institution, several innovative reforms have been undertaken like structural audit, environmental audit, energy audit and academic audit.



**6.1.4 What are the procedure adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

- The IQAC plays a prominent role in monitoring and evaluating policies and plans of the institution. The principal hold regular meeting of the IQAC cell which ensures that quality practices are followed and implemented by the various sub-committees constituted for achievement of academic goals. IQAC organizes seminar, workshops and conducts orientation program for students at the beginning of academic session.
- Our college has constituted Local Management Committee, Academic committee, NAAC Criterion Committee for better administration and management. LMC meeting is held two times in academic year, which enables the Management/Head of the institution to get adequate information in order to review the activities of the college. NAAC Criteria meeting is held periodically to assess the progress made by the institution in academic and extra co-curricular activities. Through academic audit of college, necessary suggestion made by the university appointed members are put forward towards the management of the college for further discussion and decision.
- Through feedback from stakeholders and regular staff meetings creative suggestion are considered and implemented. Innovative teaching methods are adopted by the teachers to make teaching and learning effective.

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

- H(S) NC board appoints a qualified and competent Principal and Vice-Principal to oversee the academic leadership of the Institution. They have also formulated academic research committee for encouraging research activities. Various committees are constituted by IQAC in consultation with Principal for smooth functioning of academic and co-curricular activities in the college.
- They regularly show their concern about the academic matters in the college and extend their full support to the faculty by suggesting newer academic programmes and providing expertise and resource persons for workshops and training programmes meant for the faculty.
- The management actively participates in the deliberations during occasions such as meetings of Local Managing Committee, academic audit and makes significant contributions to the decision making process on related issues. They also interact with the faculty members on regular basis and take their issues and challenges for consideration.
- They also provide necessary incentives and encouragement to faculty members by extending both financial and other support from time to time. Freedom is given to the staff in implementation of plans and decisions taken for the welfare of the institution. They motivate the staff to excel in performing their duties for the betterment of the institution.



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

The college management and principal groom leadership at various levels such as:

- **Faculty:**  
College helps to develop leadership skills of staff members by putting them in various committees and under the supervision of senior faculty as a head of committee in-charge. Committee in-charge mentors the junior faculty and supervises their performance. Through the student's feedback form, suggestion for improvement of teacher's performance is discussed. Several faculty members are also involved in administrative work to learn the leadership quality in administration.  
The college recommends names of meritorious and senior faculty members to the University for inclusion in various academic bodies like paper-setting, vigilance squad etc. Principal promotes development of faculty skills and career progression by encouraging them to apply for major and minor research projects. They are also motivated to pursue Ph.D. degree under Faculty Improvement Program (F.I.P.). IQAC guides the faculty to organize seminar, workshop, conference & cultural activities.
- **Students:**  
Students are also encouraged to take part in collegiate and intercollegiate events like Placement, NSS, Aakarshan and cultural events, which help in grooming leadership quality of the students like communication skill, financial management skill, marketing management skill etc. Faculty members provide support and guidance to students in academic and other activities.
- **Admin Staff:**  
The non-teaching staff is encouraged to improve their educational qualification and to learn new software programs related to their office work which may enhance their future prospects.

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

**The college delegate authority and provide operational autonomy to the departments of the institution and work towards decentralized governance system in the following ways:-**

- Vice-principals are appointed to assist principal to look after the smooth functioning of the college.
- Policy and plans are initiated at the meeting of LMC and IQAC. LMC ensures the institution works as per the University guidelines and regular quality check are carried through internal audit. IQAC appoints various committees for academic and co-curricular activities.
- Authority is delegated to committee in-charge and staff members in smoothly running their activities and necessary resources are provided by the college.
- The Principal holds regular meeting with the faculty, in which various issues are taken up for discussion before arriving at a final decision.
- Principal hold regular meeting with HOD's and coordinator of self-finance courses.
- Delegated authority to HOD's in allocation of work load, allocation of subject, paper setting, evaluation, organizing workshops, seminars.

- The office administration of the college is headed by the Registrar and holds regular meeting with the non-teaching staff to discuss the issues related to the office work.
- Sports committee is provided financial support in carrying out their sports activities and necessary financial support is also provided to NSS for fulfilling its NSS activities.

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

- The college promotes a culture of participative management. The IQAC constituted various committees of faculty to take responsibilities of different activities of the college.
  - Statutory Committees:
    - Examination Committee
    - Unfair Means Committee
    - Admission Committee
    - IQAC Cell
  - Functional Committees:
    - Student Discipline Committee
    - Scholarship Committee
    - Cultural Committee
    - Literary and Debating Committee
    - Research Committee
    - College Magazine Committee
    - Student Council Committee
    - NSS Committee
    - Academic Audit Committee
    - Seminar & Workshop Committee
    - Alumni Committee
    - Women Development Committee
    - Website updating Committee
    - Environment Audit Committee.

**6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT:**

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

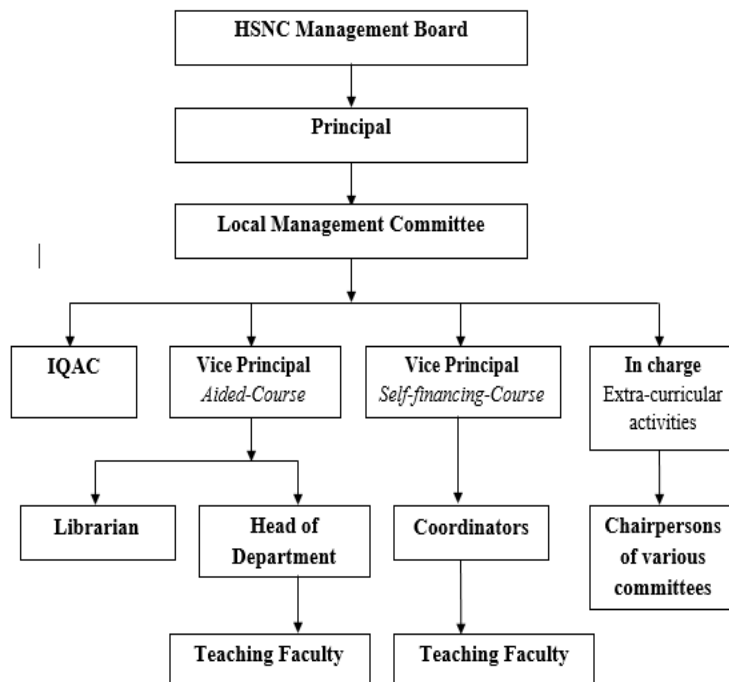
- The quality policy is aligned in the vision and mission statement of the institution which is monitored by IQAC cell.
- The IQAC (Internal quality assurance cell) conducts various activities like Admission process, preparation of work plan, Examination (college, universities), co-curricular and extracurricular programs. It aims at continuous improvement effort for ensuring quality education and making our students globally competitive. IQAC committee members contribute reviews quality parameters and strive to maintain the same. LMC (Local management committee) ensures the institution works as per the University guidelines and regular quality check are carried through internal audit.

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

- The IQAC has initiated the process of perspective plan which is under process.

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

- The organizational structure established for the College activities is as under:  
The following chart depicts the organizational details allowing free flow of information and helping in smooth administration of the institution.



**Decision Making Process:**

- The College is managed by the H(S)NC Board which was founded in 1949 by Barrister Hotchandani, G. Advani and the Principal. K.M. Kundnani. The Board members have regular working committee meetings with the Principal of college to discuss administrative and academic matters.
- The LMC is constituted as per the Universities Act, 1994, with powers and duties as stated in the Act. The LMC -consists of board members, teaching staff and non-teaching staff representatives- is empowered to make recommendations for the improvement of academic and non-academic activities in the College.
- The Principal is the defacto head of the institution and looks into academic and administrative matters. For this purpose, our principal is assisted by the office with its general administration and accounts staff. The Principal has helping hands in the form of two vice-Principals, one each for the regular degree courses and the self-financed courses. In addition, Principal also interacts with the heads of department and course coordinators and individual faculty in their capacity as heads of committees as and when required. Students on an individual basis or as part of the council interact with him bringing their concerns to him.

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

- **Teaching & Learning:**
  - Teachers are encouraged to use innovative methods in teaching. Each classroom is well equipped with LCD Projector and Mike facility.
  - Teachers are encouraged to attend Refresher / Orientation courses /Seminars /Conferences / Workshops to upgrade their skills and subject knowledge.
  - College conducts Orientation programs for students at UG and PG level.
  - Academic calendar, teaching plan, time table, tentative exam schedules are prepared and notified well in advance to stake holders.
  - International and National Industrial visits are organized for students which give them a practical perspective of the learning process adopted in the classrooms.
  - Provision of Remedial Classes for needy students.
  - The College encourages the students to be pro-active and teachers act more as facilitators and mentors.
  - The college library is well stock with books, journals and e-resources which help the students in knowledge enhancement and skill development.
- **Research & Development:**
  - College has applied for Ph.D. research center in subject of Commerce from University of Mumbai.
  - Teachers are encouraged to undertake minor and major research projects funded by various funding agencies.
  - Library, Internet facility, e-resources and equipment's are well maintained, regularly updated and made available to teachers as well as to students.
  - Teachers are encouraged to participate in conferences, seminars and workshops and are granted duty leave and financial support for attending these research activities.
  - College motivates teachers to pursue research by granting FIP leave.
  - Our College magazine 'Beacon' acknowledges the achievements of Ph.D. awardees.
  - Our faculty members introduce research to learners through assigning project work, field studies and surveys.
- **Community Engagement:**
  - Community engaged activities conducted by Institution through NSS and Self-financing courses are as follows:-
  - Blood Donation drive. In 2015-16, our college collected 320 blood bottles in association with Mahatma Gandhi Blood Bank, which is highest ever.
  - Education and recreation project with students of Municipal School.
  - Health and Hygiene Project with street children of NGO.
  - Help in selling flags made by physically handicapped students of NGO.
  - Joined hands with BMC for dengue awareness program in Bandra and Khar areas.
  - Awareness spreading through street plays in adjoining slum areas on topics such as dowry, AIDS, cleanliness, non-violence etc.
  - Cleanliness drive along with the faculty members in the college premises.



- Organized Communal Harmony Peace Rally for Mission Manavta in collaboration with Mumbai Sarvodaya Mandal and University of Mumbai
- BMM Department: '*ENACTUS*' (Entrepreneurs in Action) is an international non-profit organization that brings together student, academic and business leaders to improve the quality of life and standard of living for people in need.
- BBI department '*TEACH*' is a campaign to teach street children of NGO's on different areas like importance of education in life, cleanliness, First-aid-box, making best out of waste, Caring & Sharing with others etc.
- BMS department '*Share-a-Smile*' is an initiative of the students as well as the faculties of the department to help the underprivileged section of the society.
- **Human Resource Management:**
  - Institute has filled up all the teaching and non-teaching post and Recruitment is done according to University of Mumbai, Maharashtra Government rules and UGC.
  - Institution encourages faculty members for advanced studies under faculty development program. Faculty members are also motivated to participate in seminars, conferences, workshops etc. by providing financial support, duty leaves and adequate stationary.
  - Institution also ensures the welfare of non-teaching staff by encouraging them to improve their academic qualifications.
  - Job rotation of administrative staff to ensure that they are well acquainted with the various functions of administration. Similarly, teaching staff are also rotated in various committees.
  - Institute has helped the qualified teachers of self-financing courses in getting approval from University of Mumbai and providing them salary under 6<sup>th</sup> pay.
- **Industry Interaction:**
  - Regular industrial visits (international and national) and field visits are organized as a part of knowledge enhancement of the students, thus culminating education by experience.
  - In addition to in-house faculty, professionals from industry also engage lectures for self-financing courses.
  - Placement cell of the college organizes campus placement for students by leading companies.
  - Internships for students are facilitated by the institution.

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

- The Institution has duly constituted a Local Management Committee which enables the management to get regular feedback about the activities of the Institution. The LMC consist of representatives from teaching and non-teaching staff.
- Constant reviewing of all practices of institution is ensured through frequent meetings with Principal, Vice Principal, Head of departments, Coordinators and Registrar. Information is regularly displayed on the college notice board and on the college website for the benefit of stake - holders. Parent – teachers meetings and Orientation programs are also conducted from time to time to disseminate information. Annual activities are reflected in the college magazine and the website for reference.

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

- The Management is always keen to discuss academic and non-academic issues with teaching and non-teaching staff by conducting periodical meetings with them. It also gives freedom as well as extends moral & financial support to institution in carrying out their plans. By providing necessary infrastructural facilities in the form of classrooms, well equipped library and adequate workspace, management ensures congenial atmosphere to teaching and administrative staff of the Institution.
  - The LMC comprises of:
  - The President or his Nominee.
  - The Secretary of the Management or his/her Nominee.
  - The Principal of the Institution
  - Local members representing different areas nominated by the Management.
  - The Teaching Staff
  - The Non-Teaching Staff.

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

- The resolutions made by the Management Council of College and the status of implementation of such resolutions are as follows:

| A.Y: 2014-15 |   |                               |   |
|--------------|---|-------------------------------|---|
| Sr. No       | Management Resolutions  | Date of Meeting               | Status of Implementation  |
| 1            | Proposed to create a new research centre on the third floor and a store room would also be created. | 16 <sup>th</sup> October 2014 | Research Center application with all necessary formalities completed. The proposal with the Affiliation fees of Rs. 30,000/- had been forwarded to University of Mumbai. New Research Center had been set up on the third floor of the college and the entire work process has been completed.<br>The Local Inquiry Committee under the chairmanship of Principal. A.M. Bhamre has visited our college on 3 <sup>rd</sup> September, 2015. They interacted with the <i>Principal Dr. A.C. Vanjani, Prof. M.N. Iyer and Dr. Megha Somani</i> and inspected the facilities that have been created for Research Associates. <i>Approval for the same is received in October 2016 .</i> |

|   |  |                               |  |
|---|--|-------------------------------|--|
| 2 | Proposed to create a store room and account room for the purpose of office administration.   | 16 <sup>th</sup> October 2014 | A new store room is created on fourth floor in April 2015. A well-furnished and air-conditioned account room is also created on the first floor in April 2015 for smooth functioning of office administration work.  |
| 3 | Proposed to integrate the Boys Common Room (BCR) and Health Club and both will be renovated fully.   | 16 <sup>th</sup> October 2014 | Integrated Boys Common Room (BCR) and Health Club on the ground floor and the same has been renovated fully in July – August 2015.   |
| 4 | Searching for a new canteen contractor for our college. The tendering process for the same has begun.  | 16 <sup>th</sup> October 2014 | A new canteen for the students, faculties and administrative staff has begun functioning. The MOU for conducting canteen operations was signed between the Management of H(S)NC Board and Mr. Kapil Makhija director of Idea Executive Private Limited. The operation of the canteen commenced from 10th June 2015 but had to discontinue after few months due to issues like timely non-payment of rentals and other bills and non-hygienic food items, complaints from stakeholders etc. The college has started looking out for new contractor. |
| 5 | Proposed to replace the college lift with new OTIS lift.   | 16 <sup>th</sup> October 2014 | Replacement of 54 years old lift by installing a new OTIS lift in the month of January 2015.   |
| 6 | Proposed to apply for NOC from Joint director office for vacant posts in Aided section such as Degree college teachers-04 posts, Clerk-02 posts and Peon-03 posts. | 16 <sup>th</sup> October 2014 | NOC obtained from Joint director office for vacant posts in Aided section such as Degree college teachers-04 posts, Clerk-02 posts and Peon-03 posts.  |
| 7 | Proposed to install LCD in all remaining classrooms of the college.  | 15 <sup>th</sup> April 2015   | All our remaining classrooms have been installed with LCDs on April - May 2015. Areas not covered by cameras have been found and installation of cameras is completed in November 2015.  |

|                     |   |                              |  |
|---------------------|---|------------------------------|--|
| 8                   | Proposed to conduct Green and Environment Audit.  | 15 <sup>th</sup> April 2015  | <p>The college conducted <i>Green Audit and Energy Audit</i> of the college premises. It was a two days survey was done by experts (engineers) on 21<sup>st</sup> and 22<sup>nd</sup> August, 2015.</p> <p>Also a guest lecture on 'Environmental Auditing and Resource Management' was held on Friday 7<sup>th</sup> August, 2015 between 11.00am to 12.00 noon in L. H. Hiranandani Memorial Hall, ground floor of our college.</p> <p>A survey of college premises was done by the members of environmental committee in order to plant various interior and exterior plants on 9<sup>th</sup> September and 22<sup>nd</sup> September, 2015.</p> |
| 9                   | Proposed to conduct interview for filling up the vacant post for degree college teachers, clerks and peons. | 15 <sup>th</sup> April 2015  | <p><u><i>New Appointments in the Degree College Teaching Faculty from 2015-16:</i></u></p> <p><u><i>Interview Date: 30<sup>th</sup> April 2015</i></u></p> <p>1) Ms. Raveneet Syan – Economics</p> <p>2) Mr. Sushant Damodare – E.V.S.</p> <p>3) Mr. Satyprakash Pandey – Maths</p> <p>4) Ms. Shruti Lakhani- Accounts on Contractual Basis</p> <p>5) Ms. Prajakta Paralkar – Economics (01/09/2015) on Contractual Basis</p> <p><u><i>For the Non-Teaching Staff:</i></u></p> <p>1) Mr. Aashish Singh –Junior Clerk</p> <p>2) Mr. Gagan Singh – Junior Clerk</p> <p>3) Mr. Nilesh Kalwankar – Peon</p> <p>4) Mr. Nilesh Parab – Peon</p>            |
| <b>A.Y: 2015-16</b> |   |                              |  |
| 1                   | Proposed to conduct Academic and Administrative audit.  | 1 <sup>st</sup> October 2015 | <p>Academic audit of College was smoothly conducted on 19<sup>th</sup> August, 2016 by the following appointed members:</p>  |



|   |  |                              |   |
|---|--|------------------------------|---|
|   |  |                              | <ul style="list-style-type: none"> <li>• Dr. Raju Mankar, Ex-BATU, Director</li> <li>• Dr. P. P. Mahulikar, HOD, School of Chemical Sciences, NM University, Jalgaon.</li> <li>• Dr. Madhu Nair, Dean, Commerce Faculty, University of Mumbai.</li> </ul> <p>The report of the Academic audit has been uploaded on the college website.</p>   |
| 2 | Proposed to organize a Multi-Disciplinary International Conference in the month of December.   | 1 <sup>st</sup> October 2015 | <p>College organized an International conference on “Transformation through innovation, digitalization and start up India challenge” on 12<sup>th</sup> December, 2015 from 9:30 am to 4:30 pm at conference room.</p> <p>The selected conference papers were published in <i>Scholarly Research Journal for Inter-Disciplinary Studies – An International Peer Reviewed and Referred Journal</i> with Impact Factor of 4.889 bearing ISSN 2319-4766.</p> |
| 3 | College website has to be redesigned as part of the preparation for the coming NAAC.   | 1 <sup>st</sup> October 2015 | <p>College website was revamped and redesigned as part of the preparations for NAAC (3<sup>rd</sup> Cycle).</p> <p>Our new website <a href="http://www.mk.edu.in">www.mk.edu.in</a> went live on 17<sup>th</sup> February 2016 and gets updated on the regular interval for the benefit of all the stakeholders.</p>  |
| 4 | Proposed to get all the classrooms on the ground floor as well as administration office and staff room repainted as we would be going for 3 <sup>rd</sup> round of NAAC process in 2016. | 1 <sup>st</sup> October 2015 | <p>Renovation and Painting of classrooms on the ground floor as well as administration office and staff room completed in January 2016.</p> <p>NSS Room was also completely renewed in November 2015.</p>   |
| 5 | Proposed to utilize the new software ‘Vridhhi’ for the smooth functioning  | 1 <sup>st</sup> October 2015 | <p>New software ‘Vridhhi’ covers major work of MKCL Roll Call, Income tax, Salary Certificate,</p>  |

|   |   |                             |   |
|---|---|-----------------------------|---|
|   | of Administrative department.   |                             | Bonafide Certificate etc. It is also getting used for students' attendance purposes from the academic year 2016-17.   |
| 6 | Proposed to initiate structural repairs to college building during the month of May 2016. | 28 <sup>th</sup> April 2016 | Structural repairing process of college building has been initiated in the month of May 2016 and finished off the repairing work in the month of November 2016.   |
| 7 | Proposed to open up Coffee Day Xpress in college premises.                                | 28 <sup>th</sup> April 2016 | Setting up of new Coffee Day Xpress in July 2016 in the place of existing canteen of the college premises.<br>It offers quality hot and cold beverages and a variety of ready to eat snacks. It is a concept of 'Convenience Cafeteria' with an efficient, smart and reliable service delivery. |
| 8 | Proposed to upload the SSR on the college website at the earliest.                        | 28 <sup>th</sup> April 2016 | The process of preparation of SSR (Self Study Report) for the NAAC purpose is in its final stages.  |
|   |   |                             |   |

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

- Yes, the affiliating university has a provision for according the status of autonomy to an affiliated Institution.
- The college authorities are studying the various aspects, factors and issues in relation to the status of autonomy of the college. So it is on the discussion stage at college level before placing to any formal committee.

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

- Empowered committees are constituted comprising senior faculty members, to redress the grievances. Grievances/Suggestion boxes placed outside the principal's office and library. The WDC committee has been constituted to look into the grievances and complaints of female students.
- The Institution has formed various following committees for ensuring that grievances / complaints are promptly attended to and resolved effectively:
  - Student Grievance Redressal
  - Employee Grievance Redressal
  - Anti-Ragging Committee

- Admission Committee
- Unfair Means Committee
- RTI

In the last five years, the institute has not received any grievances or complaints.

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

- There were no cases filed by and against the institute in last four years.

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

- The institution has student's feedback as well as institutional feedback which are taken on a yearly basis through printed feedback forms. Student's feedback is taken by respective department for their academic related matters. The Principal and Vice-principal interact with the faculty members and suggestions for improvements are discussed. Whereas, Institutional feedback are also taken from students which include infrastructure facilities, administrative office etc. The information collected through institutional feedback is passed on to the management for further development of the institution performance.

**6.3 FACULTY EMPOWERMENT STRATEGIES:**

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

Efforts are made by the institution to enhance the professional development:

- **For Teaching Staff**
  - Regular Workshops and seminars are organized to introduce innovative teaching-learning practices to the in-house faculty members.
  - Teachers are encouraged and motivated to attend seminars, workshops, conferences, refreshers/ Orientation courses, computer training etc. and are granted duty leave for attending the above mentioned programs.
  - Teaching staff are motivated to increase their qualifications and further studies by providing them all the possible help. In last five years, 4 teachers have completed their Ph.D. so making a total strength of Ph.D. holders to 9 in teaching staff.
  - Teachers are encouraged to undertake Minor/Major research projects in their area of interest. In last five years, 4 minor and major research projects have been completed by teaching staff, 03 more teachers have got sanctioned letter for carrying out minor research project for A.Y. 2015-16.
  - Teachers are encouraged to be members of board of studies and syllabus revision committees.
  - FIP leave is granted for pursuing Ph.D. research.

- **For Non-teaching Staff**
  - Deputing non-teaching staff to other institutions for workshop and seminar.
  - They are also encouraged to improve their qualifications.
  - Non-teaching staff are motivated to complete MS-CIT certification course and for which full fees are borne by the college.

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

- FIP leave is granted for pursuing research. One of the faculty member is granted leave in 2013-14 for two years for acquiring Ph.D. degree.
- For NET/SET qualified lecturers of the self-financed courses, management pays 6th pay commission recommended salary. Institution helped 3 teachers of self-financed courses in getting approval from University of Mumbai and getting 6<sup>th</sup> pay salary also.
- Faculty members are encouraged to participate in seminars, workshops, present research papers, write books and take up research activities in their areas of interest and as and when required duty leave is granted.
- Involving, encouraging and giving freedom to faculty to take part in decision-making at the department and committee level.
- Felicitating staff members at appropriate forums.
- Faculty members are also encouraged to participate in faculty development program.

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

- IQAC obtain API forms from every faculty by the end of the academic year. In addition, a standard self-assessment format is filled by the faculty under CAS. Career placements are carried out by the institute as & when due for the faculty members.
- Faculty is required to provide the report of various committees in which he/she heads information about conferences/seminars attended, paper presented & their publications. Along with self-assessment or self-appraisal form, a confidential report about the faculty is prepared by the head of the concerned departments every year & a separate report is provided by the head of the department at the time of placements. Confidential Reports are maintained for the non-teaching staff & promotions are made by the college management by considering merit and seniority as per government norms.

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

- The feedback forms are filled by students at different courses forms the basis for the assessment of teacher's quality.
- The submitted self-appraisal forms are evaluated by principal and vice-principal. The collected information is processed. The principal & vice-principal interact with faculty members and suggestions for improvement are discussed. In case of major issues, Principal interacts with concerned faculty on one-to-one basis.



- Career advancement of the faculty is considered for promotion. The extension of teaching faculty as per the UGC norms post retirement has been an outcome at performance appraisals system.
- Through CAS & API committee's evaluation, following teachers were promoted.

| Sr. No. | NAME                 | STAGE     | YEAR | DEPARTMENT             |
|---------|----------------------|-----------|------|------------------------|
| 1       | Mr. Shreekumar Menon | II to III | 2012 | Commerce               |
| 2       | Mrs. Megha Somani    | II to III | 2011 | Commerce               |
| 3       | Mrs. Chippy Varghese | II to III | 2012 | Business Communication |
| 4       | Mr. Vishal Tomar     | I to II   | 2011 | Commerce               |
| 5       | Mrs. Ligimol Benny   | II to III | 2012 | Librarian              |
| 6       | Mr. Sandeep R. Sahu  | I to II   | 2014 | Commerce               |
| 7       | Mr. Shrinivas Aiyar  | I to II   | 2013 | Accounts               |
| 8       | Mr. Aashish Jani     | I to II   | 2013 | Commerce               |
| 9       | Mrs. Anjali Verma    | I to II   | 2013 | Business Communication |
| 10      | Mrs. Meena Kumari    | I to II   | 2013 | Accounts               |

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

Welfare Scheme initiated by College as a part of Human Welfare Scheme:

| SR. NO. | WELFARE SCHEME   | % OF STAFF |
|---------|--|------------|
| 1.      | Mediclaime Policies for Non-teaching staff                         | 100%       |
| 2.      | Provision of uniform to class-IV Employees                         | 100%       |
| 3.      | Festival Advance to Non-teaching staff                             | 90%        |
| 4.      | Advance Salary to New recruits                                     | 12%        |
| 5.      | Felicitatlon to Best Non-teaching Staff at College Annual Function | 4%         |
| 6.      | Preference in employment to employee's wards                       | 4%         |

In addition to the above mentioned welfare measures, some additional initiatives at the college level are

- Teachers who have completed 25 years of dedicated service in the institution are honored at the college Annual Function.
- College organizes cricket tournament for teaching and non-teaching staff to promote team spirit in the institute.
- Advance salary is given to entire staff in the first week of the month irrespective of the grant received from the government.
- Qualified faculties of self-financing courses are given salary under sixth pay.

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

- The Institution value the efforts of the faculty & retain them by taking various measures such as- providing FIP for further studies, opportunity for developing leadership qualities to faculties by assigning chairmanship to them of various committees, teachers are allowed to participate in orientation, refresher and short term courses. Duty leave is sanctioned for the same. The Institute has helped the qualified teachers of self-financing courses in getting approval from University of Mumbai and providing them salary under 6<sup>th</sup> pay.
- Teachers are also encouraged to participate at National & International level seminars as well as workshops by providing them the necessary financial support, duty leaves and adequate stationery. Duty leave is also sanctioned for teachers for visiting other Institution as a resource person.
- Vridhhi software training is provided to the non-teaching staff for improving their performance and speedy office work. After four years of service, non-teaching staff members are taken to aided section (if they are within age group as decided by University of Mumbai & UGC.)

**6.4. FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION:**

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

- Allocation of funds is based on requirement proposed by each functional committee appointed at the start of the academic year. The Budget is prepared by the accounts section of the college which is reviewed and approved by the Principal, and then placed before LMC for final approval.
- All accounts are maintained in ERP TALLY 9 software. All vouchers are duly recorded before making payments in order to maintain transparency.
- The college has a Purchase Committee to monitor the procurement of resources for infrastructural needs like classrooms, computer laboratories, library etc. The library committee approves the budget and utilization of the fund envisaged for library purchases. Quotations are invited and scrutinized by the Purchase Committee and placed before LMC for approval. The management at the end of the year reviews the budget and actual for better understanding and efficient fund management.

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

- The institute has initiated internal audit w.e.f. 2015-16, but regularly conducts external audit. The last audit for year ended 31<sup>st</sup> March 2015 for the degree section was completed on 31<sup>st</sup> July 2015.
- During the period under audit there were no major objections (apart from the adverse remark of caution money and library which was reported in the 2010-2011 and written off to the extent of Rs. 46,020/- as per the executive committee meeting of the management held on 07.08.2014.)

- The Management had appointed Deepa Wardani as Internal Auditor for the first time for financial year 2015-2016 and the period covered was April 2015 – November 2015 the reports for the same was submitted on 30<sup>th</sup> December 2015
- During the year 2015-2016 our institute also undertook Energy Audit which was conducted by Synergy Systems in the period August 2015 for conservation and effective utilization of energy resources. The institute has taken note of the recommendations made.

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

The major institutional receipts and expenditures for aided course is as follows:

| <u>DEGREE COLLEGE</u>           | <u>2011-12</u>        | <u>2012-13</u>        | <u>2013-14</u>      | <u>2014-15</u>        |
|---------------------------------|-----------------------|-----------------------|---------------------|-----------------------|
| <b>Total Receipts</b>           |                       |                       |                     |                       |
| Grant -In- Aid & Fees           | 25,325,250.00         | 28,916,788.00         | 45,536,480.35       | 34,054,344.60         |
| Other Misc. Receipts            | 626,690.30            | 503,520.00            | 77,125.00           | 116,540.00            |
| <b>Total (A)</b>                | 25,951,940.30         | 29,420,308.00         | 45,613,605.35       | 34,170,884.60         |
| <b>Total Expenses</b>           |                       |                       |                     |                       |
| Academic Expenses               | 26,585,994.00         | 28,454,730.00         | 41,647,841.00       | 31,798,035.00         |
| Administrative Expenses         | 3,559,522.55          | 4,155,825.13          | 3,878,140.24        | 4,678,440.14          |
| Depreciation on Assets          | 807,434.00            | 1,515,194.00          | 976,251.85          | 963,858.75            |
| <b>Total (B)</b>                | 30,952,950.55         | 34,125,749.13         | 46,502,233.09       | 37,440,333.89         |
| <b>Surplus/ (Deficit) (A-B)</b> | <b>(5,001,010.25)</b> | <b>(4,705,441.13)</b> | <b>(888,627.74)</b> | <b>(3,269,449.29)</b> |

There is no financial deficit in the self-financing section of the institution. In case of any deficit in the aided section, the same is adjusted by management through excess generated from other streams. As per the University norms, Rs. 5 lakhs is to be maintained as a reserve fund for each course and the college diligently follows the rules in maintaining the reserve funds. Audited Income & expenditure statement of academic and administrative activities of previous four years → **As per Annexure 6.1.**

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

- Deficit in case of some streams is provided by management at times through excess generated from other streams. The institute also gets funding from surplus generated from subletting the premises for ICMA exams MBA courses etc. College alumni also provide valuable contribution in kind for college development.

## 6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)

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

- The institute has established Internal Quality Assurance Cell (IQAC) in the year 2005-2006. Mr. M.N. Iyer (vice-principal) is presently in-charge of IQAC cell. *IQAC monitors day-to-day activities of the college, to achieve excellence in the field of education and all round development of the students.* The Cell has been functioning as integral part of our Academic and Administrative activities.
- In addition to IQAC Cell, the institution has other committees at various levels, such as Planning Board Committee, Local Management Committee, Development committee, CAS committee, API committee. Meetings are held in these committees at regular intervals.
- Faculty members are part of college administrative committee.
- Student's representatives in IQAC provide valuable inputs on student's improvement

#### Constitution of IQAC

| No. | Name of the Member     | Position         |
|-----|------------------------|------------------|
| 1.  | Dr. A.C. Vanjani       | Chairperson      |
| 2.  | Mr. M.N. Iyer          | Co-ordinator     |
| 3.  | Ms. Padma Shah         | Management       |
| 4.  | Dr. Megha Somani       | Faculty          |
| 5.  | Ms. Chippy Bobby       | Faculty          |
| 6.  | Ms. Shailkumari Gupta  | Faculty          |
| 7.  | Mr. Sashikant Manghani | Alumni           |
| 8.  | Ms. Afsha Kirkire      | Faculty & Alumni |
| 9.  | Mr. H. Bashin          | Faculty & Alumni |
| 10. | Mr. Sameer Kadamb      | Industry         |
| 11. | Mr. Jagdeesh M.        | Industry         |
| 12. | Mr. Jaspal Singh       | Industry         |
| 13. | Ms. Lijimol benney     | Librarian        |
| 14. | Ms. Devika N           | Office Sup       |
| 15. | Mr. Vinod Pawar        | Admin            |
| 16. | Ms. Pearl Luckdy       | Student          |
| 17. | Ms. Anneka Cardoza     | Student          |



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

- Details of decisions of the IQAC and the implementation of the same is evident from the ATR (Action Taken Report) submitted in the AQAR of the NAAC.

| Sr. No. | Plan of Action  | Action Taken  |
|---------|---|---|
| 1       | Academic Calendar Preparation                                       | ✓ Brought into effect through the year  |
| 2       | Setting up of Smart Classrooms                                      | ✓ CCTV installed in all classrooms and college corridors<br>✓ Installed LCD Projectors in all Classrooms  |
| 3       | Creation of Additional Classrooms for conducting Unaided Programmes | ✓ Quotation sought and contractor has been selected to begin the work   |
| 4       | Creation of New Store Room for Stationery                           | ✓ Quotation sought and contractor has been selected to begin the work   |
| 5       | Creation of New Record Room   | ✓ Quotation sought and contractor has been selected to begin the work   |
| 6       | Installation of CCTVs   | ✓ Areas like Office Corridor, computer Institute, Lift Corridor that were earlier not covered have been covered in this academic year   |
| 7       | Automation of college and Administrative Office                     | ✓ Website updated and decision taken to revamp the entire website to make it more student friendly.<br>✓ Most of the process in the Administrative office has been automated and will be continued in the next academic year. |
| 8       | Health Care   | ✓ Quotations has been sought for new instruments and order placed.<br>✓ Revamping Health Center with new instruments to be installed in the next academic year.   |
| 9       | Additional Divisions of FY BCOM in the Evening                      | ✓ Letter of Application for conducting FY Bcom (Un-Aided) course in evening has been sent to University of Mumbai.  |
| 10      | Research Center in the subject of Commerce and Management           | ✓ Letter of application for starting Research Center for Commerce and Management has been sent to University of Mumbai.<br>Awaiting the approval for the same.  |
| 11      | Inter – disciplinary National Conference                            | ✓ Conducted One Day Inter-Disciplinary National Conference on the Theme “Multi-Dimensional Growth for Economic development: A dream” on January 17 <sup>th</sup> , 2015.  |

|    |  |  |
|----|--|--|
|    |  | <ul style="list-style-type: none"> <li>✓ The college has published the National Conference proceedings with ISBN: 978-93-5202-471-1</li> </ul>   |
| 12 | Student – Centered Environmental Sensitizing Programme | <ul style="list-style-type: none"> <li>✓ Conducted a Student's seminar in collaboration with Hindustan Times (one of the leading newspaper) on sensitizing the student towards Environment.</li> <li>✓ Students participated in HT Campus Calling Programme organized as a part of the seminar and cleaned the area near our college premises.</li> <li>✓ Steps have been initiated to make our college Environment Friendly.</li> </ul> |
| 13 | Institutional Environmental Sensitizing Programme      | <ul style="list-style-type: none"> <li>✓ Our college supported Swachh Bharat Abhiyaan by organizing Swachh Vidyalay Programme on 7<sup>th</sup> October, 2014.</li> <li>✓ Entire Teaching Faculty participated in the programme along with our NSS students</li> <li>✓ It was decided that the college would celebrate Swachh Vidyalay Programme every year.</li> </ul>  |
| 14 | Carrer Advancement Scheme (CAS)                        | <ul style="list-style-type: none"> <li>✓ The process of CAS was initiated and completed during the Academic Year.</li> <li>✓ 10 of our faculty appeared for CAS. Out of which 6 faculty appeared for promotion from stage I to Stage II and 4 faculty appeared for promotion from stage II to stage III</li> <li>✓ All the cases were recommended for promotion by the committee.</li> </ul>   |
| 15 | NAAC (3 <sup>rd</sup> Cycle)                           | <ul style="list-style-type: none"> <li>✓ Steering Committee of NAAC was reconstituted.</li> <li>✓ Criterion – Wise committees were also reconstituted.</li> <li>✓ Preparations for NAAC (3<sup>rd</sup> Cycle) has begun from this Academic Year.</li> </ul>   |
| 16 | Student Orientation Programmes                         | <ul style="list-style-type: none"> <li>✓ The college organizes the Orientation Programme for all the First Year B.COM students of both Aided &amp; Un-Aided courses.</li> <li>✓ Orientation Programme was also conducted to First Year M. Com students.</li> </ul>   |
| 17 | Annual Convocation for Degree College Students         | <ul style="list-style-type: none"> <li>✓ The college organized Annual Convocation for TYBCOM (Aided &amp; Un-aided) students.</li> <li>✓ All the passed students were felicitated by the Principal and other Dignitaries on February 2<sup>nd</sup>, 2015.</li> </ul>  |
| 18 | New Appointments                                       | <ul style="list-style-type: none"> <li>✓ Posts of Assistant Professors in the subject of Economics, Accountancy, EVS and Maths were vacant due to super-annuation of existing faculty.</li> </ul>  |

|    |                         |   |
|----|-------------------------|---|
|    |                         | <ul style="list-style-type: none"> <li>✓ Ms. Shruti Lakhani was appointed in Accountancy Department on contractual Basis for academic year 2014 – 2015.</li> <li>✓ Ms. Prachi Raut was appointed for TYBCOM Computer Systems and Application on Contractual Basis for Academic Year 2014 – 2015.</li> <li>✓ Mr. Sushant Damodare was appointed for FY BCOM (Foundation Course and EVS) on Contractual Basis.</li> <li>✓ Mr. Easikimuthu was appointed for Accountancy Department on Contractual Basis for academic Year 2014 – 2015.</li> <li>✓ Letter applying for NOC from Joint Director Mumbai has been sent and the NOC has been received. Advertisement for the posts has been made in leading newspapers.</li> </ul> |
| 19 | All India Religion Meet | <ul style="list-style-type: none"> <li>✓ The College organized All Religion Prayer and Get Together on January 30<sup>th</sup>, 2015.</li> <li>✓ Representatives from various religious institutions like Brahma Hindu Association, BUILD, Daughters of St. Paul, Anjuman-I-Islam, Durelo Convent etc attended the Prayer Meet.</li> </ul>  |

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

- The IQAC committee has 17 members headed by Principal Dr. A .C Vanjani and members include Board Members, Vice Principals, Committee Head, Librarian, Administrative staff, Students Representative, and external members who are represented by college alumni. Our external members provide valuable suggestions on student's development, infrastructure development and other college related activities. They also attend IQAC meeting regularly conducted by college.

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

- Alumni are involved in sponsoring cultural events of the college. Some of our Alumni are actively engaged in college activities. They assist our college students by delivering motivational and guidance lectures. Alumni also provide assistance and support for college development and provide scholarship to deserving students. College also provides opportunity to alumni to engage in academic activities.
- The following faculty viz. Principal Dr. A.C. Vanjani, CA Sashikant Manghani, Mrs. Afsha Kirkire, and Mr. H. Bashin are the alumni of the college.
- Student's representative in IQAC meeting provides valuable suggestions for student's improvement. Students of institutions have initiated steps to spread awareness on eco-friendly practices followed by the institutions.

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

- The IQAC committee comprises of teachers and other administrative staff who are actively engaged in planning and implementation of its activities. Regular meeting of IQAC cell is conducted through which information is communicated to teaching and non-teaching staff. Information is also communicated through staff meeting, websites and other medium. If the need arises, meeting is also held informally to discuss & deliberate on different issues. Senior teachers in IQAC are in-charge of different criteria. They guide other committee members for documenting important information, based on which important data is prepared

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

- The institution has an integrated framework for quality assurance as it comprises of teachers and administrative staff. The institute believes in performance and so implements Performance based appraisal. The institute has also started conducting Academic Audit for assessment of the teaching faculty.
- Academic calendar of the routine events like exams and other cultural and co curricular activities is prepared before the beginning of the academic year and that calendar is observed meticulously by the institute. Individual faculty time table is prepared and distributed in the term end meeting of preceding academic year. Departments meetings are frequently conducted to update subject knowledge on current happenings. Exam schedule is prepared for the whole semester by the examination committee in advance and displayed on the notice boards for the planned preparations of the students.



- The Principal of the institute takes care of discipline by visiting classrooms when lecture is in progress or through surveillance. Our teachers take regular feedback from students. The institute has installed biometric & CCTV in order to keep a close checks on activities in the organization.

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

- Several members have attended quality assurance program. Our IQAC members have also participated in IQAC meet and provided valuable inputs.
- The college has formed one research committee who promotes the research culture among faculty members.
- In the current academic year our faculty attended the following courses for upgrading their skills: *Short Term Course – 05, Refreshers Course – 03 & Orientation Course – NA etc.*
- Our faculty participates and attends curriculum development workshops and seminars organized by Board of Studies, University of Mumbai.
- College also provides opportunity to alumni to engage in academic and non-academic activities. The following faculty viz. Principal Dr. A.C. Vanjani, CA Sashikant Manghani, Mrs. Afsha Kirkire, Mr. H. Bashin, Mr. Uday Bhinde, Mr. Vinod Pawar etc. are the alumni of the college.
- All non-teaching staff members are allowed to upgrade their skills on rotation basis.
- Non-Teaching Staff has participated in workshops such as *Library Software Training Course – 03, HSC online exam training – 01, AISHE – 01 and MKCL – 01* etc.

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

- The process of Academic Audit was initiated by the institute in the current academic year. The report for the same has been forwarded to the University of Mumbai for necessary action. External review of academic achievement is also evident from the report where our college was ranked top 8<sup>th</sup> commerce college of Mumbai conducted by AC Nelson and top 35<sup>th</sup> commerce college all over India. Department wise presentation of teaching plan is given to Principal in the beginning of the academic year. Individual teachers maintain their academic record which is assessed by Principal.

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

- Our institute strictly adheres to UGC, University of Mumbai & NAAC guidelines. We have also applied for NIRF. Being ranked as one of the top most commerce college by AC Neilson Survey, we are trying our best for improvement of the same.
- To impart the quality standards mandated by Government external bodies like NAAC, Academic audit by University of Mumbai, the college has developed mechanism whereby various committees are constituted that help in smooth conduct of institutional activities.

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

- Institutional mechanism such as provision of remedial classes for needy students, result analysis, student feedback forms etc. are in place to continuously review the teaching learning process.

College identifies students with low grades and gives them remedial lectures for improving their academic performance. Advanced learners are also identified by faculty for furthering their intellectual skills. Teachers are encouraged to use innovative methods in teaching. Each classroom is well equipped with LCD Projector and Mike facility. Teachers are also encouraged to attend Refresher/Orientation courses/Seminars/Conferences/Workshops to upgrade their skills and subject knowledge. International and National Industrial visits are also organized for students which give them a practical perspective of the learning process adopted in the classrooms.

Teachers make use of various creative teaching methods like Role play, Case Studies, Projects, Assignments, OHP and Power Point Presentations for making teaching-learning process a memorable experience.

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

- Institution disseminates information on its activities through its website and through class orientation at the beginning of the academic year. Reports on student enrollment, financial records are sent to the University of Mumbai and Joint Director office as per directives received. Through Alumni Associations and college annual day, the important developments in the college are highlighted.
- **Any other relevant information regarding Governance Leadership and Management which the college would like to include.**
  - After submitting AQAR to University of Mumbai & JD office, the same report is uploaded on college website for reference purpose of stakeholders.
  - Further, discussion on AQAR is also done in LMC meeting.
  - Details of the AQAR are also discussed with students & parents during the orientation program.

| SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE & ECONOMICS, BANDRA, MUMBAI 400 050. |          |                      |                                      |          |                      |
|---|----------|----------------------|--------------------------------------|----------|----------------------|
| DEGREE COLLEGE  |          |                      |                                      |          |                      |
| INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2012                        |          |                      |                                      |          |                      |
| EXPENDITURE   | SCHEDULE | Rs.                  | INCOME                               | SCHEDULE | Rs.                  |
| To Salaries & Allowances  | G        | 25,512,222.00        | By Grant - In-Aid                    | J        | 21,677,738.00        |
| To Salary to Un-approved Staff  |          | 355,428.00           | By Tuition Fees                      |          | 1,400,580.00         |
| To Honorarium to Teaching Staff   |          | 35,800.00            | By Other Fees                        | K        | 2,246,932.00         |
| To Gymkhana Expenditure   | H        | 682,544.00           | By Other Miscellaneous Receipt       | L        | 541,737.30           |
| To Other Misc. Expenditure  | I        | 1,421,314.55         | By Interest on S.B. A/c              |          | 84,953.00            |
| To Rent of College Building   |          | 20,212.00            | By Excess of Expenditure over Income |          | 5,001,010.25         |
| To Subscription   |          | 2,850.00             |                                      |          |                      |
| To Conveyance Expenses  |          | 23,416.00            |                                      |          |                      |
| To NAAC Exp.  |          | 10,969.00            |                                      |          |                      |
| To Legal Expenses   |          | 15,000.00            |                                      |          |                      |
| To Professional Fees  |          | 2,065,761.00         |                                      |          |                      |
| To Depreciation on Assets   |          | 807,434.00           |                                      |          |                      |
| <b>TOTAL</b>  |          | <b>30,952,950.55</b> | <b>TOTAL</b>                         |          | <b>30,952,950.55</b> |

As per our Report of even date

For PARIMAL M PARIKH & CO.  
CHARTERED ACCOUNTANTS  
Firm Registration No: 107588W



PROPRIETOR  
Membership No. 10355

Mumbai  
Date: 30 JUL 2012

The above Income & Expenditure Account to  
the best of my belief contains a true account  
of the Income & Expenditure of the Degree College

*(Signature)*  
(DR. A. C. VANJANI)  
PRINCIPAL

(DR. A. C. VANJANI) 28 JUL 2012  
Mumbai PRINCIPAL  
SMT. M.K. COLLEGE OF COM. & ECO  
BANDRA (WEST), MUMBAI - 400 050



**SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE & ECONOMICS, BANDRA, MUMBAI 400 050.**

**DEGREE COLLEGE**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2013**

| Expenditure   | Amount (₹)    | Amount (₹)           | Income                                    | Amount (₹)   | Amount (₹)           |
|---|---------------|----------------------|---|--------------|----------------------|
| To Expenses in respect of properties                            |               |                      | By Grant In Aid (Schedule M)              |              | 24,672,843.00        |
| Repairs and maintenance   |               |                      | By Tuition Fees                           |              | 1,440,540.00         |
| Rent to college management                                      | 0.00          | 20,212.00            | By Other Receipts                         |              |                      |
| To Audit fees   |               |                      | Other Fees (Schedule N)                   | 2,803,405.00 |                      |
| To Depreciation   |               |                      | Other Miscellaneous Receipts (Schedule O) | 419,624.00   |                      |
| To Salaries to approved staff (Schedule I)                      |               |                      | By Interest From Bank                     |              | 83,896.00            |
| Teaching Staff  | 17,595,709.00 |                      | By Excess of expenditure over income      |              | 4,705,441.13         |
| Non-Teaching Staff  | 7,413,995.00  |                      |   |              |                      |
| To With Pay Commission arrears to approved staff (Schedule I)   |               |                      |   |              |                      |
| Teaching Staff  | 2,359,332.00  |                      |   |              |                      |
| Non-Teaching Staff  | 398,361.00    |                      |   |              |                      |
| To salaries to unapproved staff and other expenses (Schedule J) |               |                      |   |              |                      |
| Teaching Staff  | 687,333.00    |                      |   |              |                      |
| Non-Teaching Staff  | 0.00          |                      |   |              |                      |
| To Extra Curricular expenses (Schedule K)                       |               |                      |   |              |                      |
| To General expenses (Schedule L)                                |               |                      |   |              |                      |
|   |               | 3,180,865.88         |   |              |                      |
| <b>TOTAL</b>  |               | <b>34,125,749.13</b> |   |              | <b>34,125,749.13</b> |

As per our report attached

**FOR PARIMAL. M. PARIKH & CO.**  
**CHARTERED ACCOUNTANTS**  
 Firm Registration no. 107588W

**PROPRIETOR**  
 Membership No. 10355

Place : Mumbai  
 Dated : **30 JUL 2013**



FOR SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMM. & ECO.

**Dr. A. C. Vanjani**  
**PRINCIPAL**

**(Dr. A. C. VANJANI)**  
**PRINCIPAL**

Place : Mumbai  
 Dated : **29 JUL 2013**  
**Smt. M.M.K. COLLEGE OF COM. & ECO**  
**BANDRA (WEST), MUMBAI - 400 050.**



**SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE & ECONOMICS**  
**DEGREE COLLEGE**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2014**

| Expenditure  | Amount (₹)    | Amount (₹)           | Income                                    | Amount (₹) | Amount (₹)           |
|--|---------------|----------------------|---|------------|----------------------|
| <u>To Expenses in respect of properties</u>              |               |                      | By Interest From Bank                     |            | 77,125.00            |
| Rates, Taxes, Cess                                       | 8,302.00      |                      | By Grant in Aid ( Salary)                 |            | 40,804,050.00        |
| Insurance  | 10,281.00     |                      | By Income from other sources ( in details |            |                      |
| Repairs and maintenance                                  | 20,212.00     |                      | as far as possible)                       |            |                      |
| Rent to college management                               |               |                      | Tuition Fees                              |            | 1,521,780.00         |
| <u>To Legal Expenses</u>                                 |               |                      | Other Fees From Students (Schedule F)     |            | 2,481,895.00         |
|  |               |                      | Recd. From Students for Specific Services |            | 507,376.00           |
| <u>To Audit fees</u>                                     |               |                      | (Schedule G)                              |            |                      |
| <u>To Depreciation</u>                                   |               |                      | By Deferred UGC Grants                    |            | 2,989,271.00         |
| <u>To Expenses on Objects of Trust</u>                   |               |                      | By Excess of expenditure over income      |            | 221,370.25           |
| <u>Educational:</u>                                      |               |                      |   |            |                      |
| Salaries & Allowances to Approved Staff (Schedule - H)   | 41,006,760.00 |                      |   |            |                      |
| Salaries & Allowances to Unapproved staff (Schedule - I) | 612,481.00    |                      |   |            |                      |
| Honorarium to Visiting Faculty                           | 20,600.00     |                      |   |            |                      |
| Administrative Expenses (Schedule - J)                   | 2,251,845.24  |                      |   |            |                      |
| Affiliation Fees   | 8,000.00      |                      |   |            |                      |
| Other Expenses (Schedule - K)                            | 1,374,640.00  | 45,274,326.24        |   |            |                      |
|  |               | <b>46,502,233.09</b> |   |            | <b>46,502,233.09</b> |

As per our report attached

FOR PARIMAL M. PARIKH & CO.  
CHARTERED ACCOUNTANTS  
Firm Registration no.107588W



PROPRIETOR  
Membership No.10355

Place : Mumbai  
Date : 31 JUL 2014

The above Income and Expenditure Account to the best of our belief contains a true account of Income and Expenditure of the Degree College.

FOR SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMM. & ECO.

Dr. A. C. Vanjani  
PRINCIPAL  
SMT. M.M.K. COLLEGE OF COM. & ECO  
BANDRA (WEST), MUMBAI - 400 050.

DR. A. C. VANJANI

PRINCIPAL

SMT. M.M.K. COLLEGE OF COM. & ECO  
BANDRA (WEST), MUMBAI - 400 050.

Place : Mumbai

Date : 31 JUL 2014



INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2015

| <b>Expenditure</b>   |           | <b>Amount (₹)</b> | <b>Amount (₹)</b>    | <b>Income</b>                            | <b>Amount (₹)</b> | <b>Amount (₹)</b>    |
|--|-----------|-------------------|----------------------|--|-------------------|----------------------|
| To Expenses in respect of properties<br>Rates, Taxes, Cess | 8,712.00  |                   |                      | <b>By Interest</b>                       |                   |                      |
| Insurance  | 11,016.00 |                   |                      | Interest From Bank                       |                   | 77,544.00            |
| Repairs and maintenance                                    |           |                   |                      |  |                   |                      |
| Rent to college management                                 | 20,212.00 |                   | 39,940.00            | By Grant In Aid (Salary)                 |                   | 28,716,241.00        |
| To Legal Expenses  |           |                   | 21,000.00            | <b>By Income from Other Sources</b>      |                   |                      |
| To Audit fees  |           |                   | 112,360.00           | (in details as far as possible)          |                   |                      |
| To Depreciation  |           |                   | 963,858.75           | Tuition Fees                             | 1,494,200.00      |                      |
|  |           |                   |                      | Other Fees from Students (Schedule-F)    | 2,848,310.00      |                      |
|  |           |                   |                      | Recd From Students for Specific Services |                   |                      |
|  |           |                   |                      | (Schedule-G)                             | 788,302.00        |                      |
|  |           |                   |                      | Sale of Scrap                            | 38,996.00         |                      |
|  |           |                   |                      | Deferred UGC Grants                      | 207,291.60        | 5,377,099.60         |
|  |           |                   |                      |  |                   |                      |
|  |           |                   |                      | By Excess of expenditure over income     |                   | 3,269,449.29         |
|  |           |                   | 36,303,175.14        |  |                   |                      |
| <b>TOTAL</b>   |           |                   | <b>37,440,333.89</b> |  |                   | <b>37,440,333.89</b> |

As per our report attached

FOR PARIMAL M. PARIKH & CO.  
CHARTERED ACCOUNTANTS  
Firm Registration no.107588W

PROPRIETOR  
Membership No. 10355

Place : Mumbai

Dated: 31 JUL 2015



**Dr. A. C. Vanjani**  
**PRINCIPAL**

(DR. A. C. VANJANI)  
PRINCIPAL

Place : Mumbai  
Dated : \_\_\_\_\_

FOR SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMM. & ECO.





Smt. M.M.K College of Commerce & Economics

## *Criterion VII*

### *Innovations and Best Practices*







## **CRITERION VII:** **INNOVATIONS AND BEST PRACTICES**

### **7.1 ENVIRONMENT CONSCIOUSNESS**

- Environmental degradation is an issue that we have to deal with constantly in our daily lives. However, there is also evidence that the concern is not always backed by actual knowledge. Environmentally responsible behavior is increasing, but the changes are modest. In such circumstances, it is not surprising that many educational institutions have sought to ensure that the next generation will live with greater regard for the environment.

A clean and healthy environment is what everyone desires for and as an Institute of Higher Education, we are not an exception. Our institution has emphasized in adopting environment friendly practices in and around the campus and the surrounding areas through various sensitizing programs. As an Institute of Higher Education, we involve all the stakeholders in the process and work towards inculcating the best environmental practices among our students and faculty. This ultimately leads our stakeholders in becoming agents of change and thus, contributing towards nation building.

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

- Yes, the college has undertaken Green Audit of its campus and facilities available in our campus. In order to promote green culture towards better environment and energy conservation, Green & Energy Audit was organized for two days (21st and 22nd August 2015) by the Environmental Auditing Committee. Engineers from Synergy Consultants, Mumbai conducted the audit. The major observations included lighting & ventilation, water quality & conservation, waste management, infrastructure usage and green IT culture. Our Institution is located in the heart of the city surrounded by concrete buildings from all sides and less greenery; therefore, we have taken steps in keeping our college campus green. Our EVS department is very proactive and has taken various initiatives to make our campus green by adding potted indoor plants at the entrance and on the area opposite to the administrative office. Steps were also initiated to maintain the plants located in the area behind the staff room. The institution has adopted green practices like segregation of waste, organizing E-waste Awareness programmes among the students, faculty and administrative staff and celebrating E-Waste Collection Week in the month of January from the academic year 2013-2014.

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

- **Initiatives taken by the institute to make campus Eco-friendly:**
- **Cleanliness Committee:** The College has established a cleanliness committee which does regular monitoring on the cleanliness in the classrooms, washrooms, library and other areas in the campus. The Principal, Vice Principal and Registrar also monitor the cleanliness in the campus. Students also intimate the officials or committee members whenever there are any cleanliness issues.
- **Energy Conservation:** Power wastage is controlled with the co-operation of the faculty, students and the non-teaching staff. The Institution has introduced the concept of Floor Incharge wherein a Peon is appointed as a floor incharge and he looks after the classrooms and other areas. He is assigned to switch off the lights and fans when not in use and lock the rooms once they are vacant. This has resulted in the reduction of the monthly Power Bill of the institution.

- **Energy Audit:** Energy Audit conducted by Synergy Consultants, Mumbai gave us an idea about the electrical load being used by our institution. The Energy Audit Report contained many suggestions towards energy consumption. Steps are being taken by the college to implement all the suggestions in a time bound manner. This has led to change of meters, cables, wiring and fittings. Maximum utilization of natural light is done to cut down usage of power in classrooms, library and computer labs.
- **Efforts for Carbon Neutrality:** Reducing the consumption of power is one of the most important objectives outlined by the management. It has resulted in creating awareness about carbon neutrality and power saving techniques, which have been introduced.

**Infrastructure Facilities:** The institution has also initiated the use of Dust-Free chalks and White Boards in some of the classrooms. All the new classrooms created in the last few years have been fit with White boards and LED projectors that result in minimum usage of chalks. All the normal tube lights are being replaced by LED lights to reduce energy consumption.

**Eco-Friendly Initiatives:** The College has initiated many steps towards reduction in the usage of paper and eco-Friendly measures as follows:

- ✓ The College encourages the Committees and the Administrative staff to use electronic formats of communication like E-Notices, E-Texting, E-Mails for issuing letters etc. to reduce paper consumption,
  - ✓ The college through its NSS and EVS departments conducts tree plantation programs every year.
  - ✓ The college has started installing LED bulb lighting in the classrooms and college corridors to reduce power consumption.
  - ✓ Due care is taken while purchasing electrical equipment. The college purchases highly star rated (BEE) Air Conditioners and Refrigerators.
  - ✓ Initiated the concept of online internal tests as a part of Internal Evaluation of undergraduate students introduced by the Mumbai University under CBSGS.
  - ✓ Teachers have started using electronic communication for exchanging lecture notes, lecture presentations, question banks and assignment topics to students which has led to reduction in the usage of paper.
- All the above initiatives have led to reduce our carbon footprints and achieve carbon neutrality to a great extent.
  - **Plantation:** As a part of the green awareness program, NSS and the Department of EVS undertake tree plantation drives every year during monsoon and also look after their growth. The restoration of uprooted trees due to extreme weather conditions in monsoon, in nearby areas is done in collaboration with the Municipal Corporation of Greater Mumbai. Planting of Indoor plants and also maintaining plants in the garden has resulted in clean air around the campus.
  - **Hazardous Waste Management:** As our college is a single faculty college, hazardous waste is not generated as we do not have Chemistry or Biological laboratories. As a result, our college contributes significantly less towards environmental pollution. As a part of Environment protection and promotion, the college has introduced several initiatives towards waste management during the last few years. They are:
  - **Waste Segregation and Disposal:** Waste is segregated into wet and dry waste, which are disposed off through the Municipal Corporation machinery. Each floor has two different types of dustbins. Students, Faculty and the Non-Teaching Staff are encouraged and instructed to segregate the waste and use these waste collection boxes. The canteen kitchen waste is also segregated as wet and dry waste.

- **Plastic Disposal:** Plastic and other non-degradable waste are disposed off through scrap dealing agencies for recycling. As far as possible, the institute tries to restore, recycle and reuse to minimize waste generation.
- **E-Waste Management:** The College has a strategic understanding with **ParisarBaginiVikasSangh** for collection and recycling of E-Waste. As a part of the environment protection and promotion initiative, the IQAC in collaboration with the EVS department every year organizes an Orientation programme to sensitize the students, faculty and staff about Energy Conservation, Waste Management and Electronic Waste and its impact on the environment. This results in waste segregation, collection of E-waste and proper disposal of plastic. The college also organizes E-Waste Collection Week in the month of January every year, wherein the students, faculty and the non-teaching staff collect Electronic waste which is in turn collected by ParisarBaginiVikasSangh for proper recycling and disposal. The college has a strategic understanding with the Interlink Services (IT Company AMC) for buy- back policy wherein the old or damaged computer peripherals are exchanged for new ones.

## **7.2 INNOVATIONS: CURRICULAR ASPECTS**

- Our faculty tries to introduce innovations in the curriculum design from time to time. The project work helps to develop both knowledge and analytical skills. This is done with a view to enhancing the quality of the curriculum and making the students look beyond the prescribed syllabus.  
Learner-centric methods are used in subject of Business Communication in the form of the following exercises
  - 1) Book review exercise
  - 2) Group discussion
  - 3) Mock interview
  - 4) Individual presentation
  - 5) Report writing and Business Correspondence
- Another feature is the college placement cell, which is the connecting link between the interested stakeholders, viz, the corporate world on one side and the student community on the other. The aim of the placement cell has been to provide suitable employment opportunities to budding graduates. Some of the recruiting companies providing placement opportunities to the students are Tata Consultancy Services, Ogilvy, Indus Communications, Prrems, Greenspot and Greenpeace.  
Visiting faculty from the industry, industrial and academic field visits, make the curriculum practical and relevant for the students and help expose students to the job scenario.
- The College offers a mixed blend of industry specific courses to meet the growing demand for trained talent. Undaunted by the severe space constraints in Mumbai, the college has introduced various skill development courses and enrichment courses to enhance the employability of students.

## **TEACHING, LEARNING AND EVALUATION**

- The College aims at developing, honing and mastering skills that help the students become life -long learners. The College has introduced new initiatives with the aim of motivating and inspiring the faculty and the students alike and helps them reach for, and realize their full potential as human beings. There is a strong thrust on student participation in academic activities for example the International Economics Convention, Enactus, the Literary and Debating (L & D) activities. This focus has



helped our students to do well at inter-collegiate events. Learner-centered methods like home assignments; projects, presentation, seminars, workshops, feedbacks etc. are extensively used to keep the students ceaselessly engaged. Teaching aids like OHP, Power Point Presentations are used to ensure that students have an effective learning experience. This student centric approach followed by the Institution encourages many in-house students as well as students from other institutes to enroll for the Masters programme in Commerce.

- **THE INTERNATIONAL ECONOMICS CONVENTION:** The annual intercollegiate International Economics Convention, a unique initiative of the H(S) NC Board since 1993, aims at inculcating research skills at the undergraduate level and sensitizing young minds to focus on pertinent issues. The convention encourages and develops analytical, presentational and leadership skills, self-confidence and camaraderie among the students. The enthusiastic and continuous participation of the overseas team from West Georgia University (USA) gives a new perspective to learning and research. The convention aims at keeping the faculty and the students abreast of latest changes in the national and global business environment and encouraging them to adopt a multidisciplinary approach in handling issues. Smt. MMK College was privileged to host this major event on four occasions in the years 1996, 2000, 2007 and 2013. The Institution has performed well in the convention every year and in the year 1998 and 2007 the College was awarded the 1st prize.
- **ENACTUS:** Enactus is a global non-profit organization which works through student teams. These teams teach important concepts through educational outreach projects. Founded in 1975, Enactus earlier known as Students in Free Enterprise has grown to become one of the largest collegiate organizations in the world active in more than 2000 colleges and 48 universities. Its mission is to provide college and university students the best opportunity to make a difference and to develop leadership, teamwork and communication skills through learning, practising and teaching the principles of free enterprise. The Institution has been associated with Enactus for the last couple of years.  
Since its inception, Enactus MMK has contributed to the community through various projects like 'Futile to Fertile', 'Financial Literacy – the 4th R of Literacy' and 'Hope Interwoven'. These projects have challenged us and enabled us to evolve into a team with a common purpose.  
Through the project "Hope Interwoven", we strive for the development of visually and physically challenged youth, women and deprived sections in the rural areas. With this in mind, we have tied up with the GrameenShrameekPratishthan (G.S.P.). This is a non-profit organization working in Latur since 1986. It aims at providing Sustainable Development to the disadvantaged section. It provides training to the visually impaired in handloom making.  
In 2013-14 we ventured into a project with the Koli community residing at the coastal belt in Mumbai. We visited the Uran coastal area where we met the locals and inquired about the problems the locals were facing. Accordingly our team will be working with the locals, our aim being a better life for them.



- **THE WOMEN DEVELOPMENT CELL:** The Women Development Cell of the College promotes the idea of gender equality and sensitizes the students on gender related issues. It monitors effectively cases of ragging and sexual harassment, if any. The WDC cell has organized a series of talks some of which were:
  - a) Mrs. Nirmala Sawant, Ex-Mayor of Mumbai and Ex-Chairperson of the Maharashtra State Commission for Women 2000-04 addressed our students on “Women Empowerment” on 17th August 2014.
  - b) A Self Defense workshop for female students of the college was organized on 12th February 2015. The workshop was conducted by Mr. Venkatesh and Mr. Manish, self-defense experts who are part of an NGO, United Social Development Foundation, that is spreading and teaching women these techniques to safeguard their life.
  - c) The cell organized a “Gender sensitization Workshop” on 21st January 2016 to inspire women to be aware of their legal rights and exercise them as well. The workshop was conducted by the resource person Advocate Nausheen Yousuf from NGO “Majilis”.
- **THE LITERARY AND DEBATING SOCIETY:** The Literary and Debating Society provides a platform to the students to express their views and opinions on the economy, the polity and the contemporary society. The Society organizes fun games, quiz competitions, elocution competitions, debates and essay- writing competitions at the College level.
- **COLLEGE FESTIVALS:** The festival in the college like Aakarshan, Lakshya , Zephyr are planned, organized and executed by the students themselves under the guidance of the faculty members. These festivals are inter-collegiate in nature. They help in inculcating a sense of social responsibility, developing organizational skills and building team spirit among the students besides showcasing their talents. These practical experiences lay a strong foundation for building life skills and bright futures.
- **SHARE-A-SMILE:** Share-a-Smile is a social initiative by the Department of BMS to develop future managers with humane outlook. Through this programme, the College strives to develop in the students a sense of responsibility towards society. Share-a-Smile is an endeavor where the students make an attempt to interact and help the unprivileged sections of society such as elderly people, slum and street children by organizing camps, funds raising etc. Several indoor and outdoor activities are conducted for underprivileged children. It is the constant endeavour of the college to meet the social needs of the student community. The college ensures that adequate facilities are provided to disabled students by providing facilities such as ramps, wheelchairs and elevator to suit the special needs of these children. Classrooms for disabled children are located on the ground floor to help them easy access.

### **RESEARCH, CONSULTANCY AND EXTENSION**

Research is an ongoing activity at MMK and most of the teachers are engaged in research activities. Four full-time teachers have acquired Ph.D. degree. Dr.A.C.Vanjani and Dr.MeghaSomani are recognized research guides in Commerce. The faculty members present research papers regularly. The college library subscribes to the journals related to various subjects to facilitate research. The faculty members are deputed to attend workshops and seminars at the state and national level. The teachers are given duty leave for this purpose and are reimbursed registration fees. The extension activities of the college include programmes related to community development, social work, health and hygiene awareness, blood donation and Thalassaemia camps, AIDS awareness, environmental awareness etc. Through NSS, Enactus, Share a Smile, our students are sensitized to various social issues.

### **INFRASTRUCTURE AND LEARNING RESOURCES:**

All the classrooms are equipped with state of the art LCDs, sound system and projectors to facilitate learning. The campus has Wi-Fi spots in the staff room. The College has purchased new software 'Vruddhi', data bank software and accounting software tally for effective administrative work. The Library functions are fully computerized with SLIM21. The Library follows an Open Access System. The Library subscribes to NLIST from INFLIBNET. Suggestion boxes elicit timely response from the students. Extra Library cards are issued to advanced and slow learners.

The college has created additional classrooms, store and record rooms and a Research centre. The examination room, academic counselor room, administrative office, N.S.S. room and health centre have been renovated for improving the functioning of the college and creating better facilities for the students.

The entire campus is installed with high definition CCTV cameras which enable better monitoring and ensure greater security in all the areas of the campus.

In the vacation/public holidays, the College premises are let out for examinations like ICWA, Banking, UPSC, and UGC –SET, Railways etc. Infrastructural audit, Green audit and Energy audit have been conducted by the college to identify loopholes and make suitable improvement in the existing facilities.

### **STUDENTS' PROGRESSION AND SUPPORT**

The college extends all government mandated freeships and scholarships to the socially and economically backward student community. The college also gives scholarships every year to students excelling in academic and non-academic activities. The college office has maintained proper records of all welfare schemes provided by the government. The year wise scholarship list is also maintained by the college. Remedial coaching is undertaken for the slow –learners.

### **GOVERNANCE AND LEADERSHIP:**

Our college has taken the initiative to be the lead centre for University of Mumbai Assessment and Moderation from 2013 – 2014 till date. The college has the unique distinction of completing the assessment and moderation of T.Y.B.Com (13 subjects) and M.Com (8 subjects) papers on time with assistance from the neighborhood (5) colleges.

Staff Welfare Schemes are provided by the Institution to the teaching and non teaching staff

- ✓ Advance Salary is disbursed to the entire staff in the first week of every month, irrespective of the grants received from the Government.
- ✓ Contractual faculty are given full salary for the vacation period (ie . both summer vacation and Diwali vacation)
- ✓ Periodic verification and evaluation of our accounting records by qualified auditors.
- ✓ Fully informative website

### **7.3 BEST PRACTICES:**

#### **1. Title of the Practice: Promotion of Research Culture**

#### **2. Goal**

The College is known for its excellence and dedicated efforts in teaching and research, including sponsored projects. The college has been actively involved in developing a research culture among its faculty and students. The primary aim is to tap the great potential and to encourage a very bright group of faculty and students to be more “research-oriented” and take up minor and major research projects sponsored by the UGC and the University.

Its aim is to foster cutting edge research (in the form of working papers, seminars, workshops,) of the highest standards in Commerce, Management, Economics, and Social Sciences that can be used in academic contexts.

We conduct workshops/ seminars and conferences at National and International levels to promote research culture among the staff and students.

The College holds guest lecture by eminent speakers from the corporate world to give the students a first-hand experience about the challenges and practices of the business world. This practice has been followed by the Institution for many years to facilitate corporate exposure to students in areas of practical aspects of business through classroom learning.

#### **3. The Context**

Our research cell has been functioning well with many senior teachers involved in research work and consultancy services. The college nurtures high-quality research. However, in the last few years, the college has witnessed a shift in the constitution of the teaching staff. Due to retirement of senior teachers, a new generation of young teachers has made their foray into the profession of teaching. The research committee has to orient the new group, inculcate in them the interest in research, and mould them with the requisite skills to become effective research scholars. The impact of such efforts was positive and as a result seven of the teachers have registered for PhD and four full-time teachers have acquired PhD degree.

The faculty is encouraged and supported in planning and executing research projects. Our nine teachers have been sanctioned research projects in various subjects. Out of that Mrs. Mary Edward of the Department of EVS completed a Major Research Project funded by the Maritime History Society of the Indian Navy and Dr. MeghaSomani of the Department of Commerce completed a Major Research Project funded by the UGC. To sustain its efforts, the research cell intends to enroll more teachers for research projects to keep the research culture alive in the college.



#### **4. The Practice**

The college strives to motivate students and teachers to adopt research for advancing their knowledge as well as refining their understanding. The college has also made continuous efforts to create the necessary infrastructure in the form of a good library and well-equipped and up-to-date computer labs. All the departments conduct seminars, conferences and workshops at various levels –regional, national and international. The college gives advance money to the departments for initial organizational expenses. The college encourages and promotes interdisciplinary teaching and research. Besides this, faculty mentor students for the International Economics Convention, a unique initiative of the HSNC Board. This motivates more students to conduct international and national research and present papers.

The college has been actively involved in developing a research culture among its teachers. Study and duty leave are granted for doctoral and post-doctoral research, as applicable under university rules. Complete academic autonomy is granted to the faculty in proposing and executing projects, as well as a great deal of financial autonomy. The college has a rich legacy of nurturing high-quality research. Apart from the statutory requirements, recruitments and subsequent promotions are always made on the basis of the research achievements of the faculty. Internet facilities, including Wi-Fi on the campus, are available freely to the faculty and students. The faculty is enthusiastically applying for the various research projects sponsored by the UGC and/or other educational agencies. The projects are completed on time and reports are published. The teachers are reimbursed their registration and travel charges for conferences, workshops and seminars. The college also has a seminar fund, which is utilized for supporting conferences and seminars, including those dealing with research. The college management has made provisions for a budget to be used for research activity. This assistance supports creation of infrastructure, buying of equipments and library material in the various departments.

#### **5. Evidence of Success**

The quality of research has improved over the years. This has enabled to enhance the faculty and students' confidence, improve their skills and analytical thinking about various aspects of research. The faculty of the college is actively involved in research besides their regular teaching responsibilities. Many of them regularly publish research papers and academic books and are well known in their chosen fields of specialization.

The number of faculty involved in research (PhD, / MPhil) has steadily increased in the last few years. Moreover, several teachers have taken up funded research projects. The college has organized various conferences at the National and International levels. Dr.A.C.Vanjani and Dr. MeghaSomani are recognized research guide in the subject of Commerce.

Five percentage of the faculty has utilized sabbatical leave for research activities. Mrs.Girija V.Nachnani availed of the benefit of FIP for completing her PhD degree. This encourages other teachers and students to pursue quality research. The faculty involved in research has doubled in the last five years. 40% of the faculty is involved in various research projects sanctioned by the UGC and the University of Mumbai.



## **6. Problems Encountered and Resources Required**

As such, there is no earmarked budget for research. Individual teachers are encouraged to apply for projects and get grants. The funds received are maintained under separate bank accounts. This has been done to provide autonomy and flexibility for research fellows.

The college has received the support from the University, the UGC and Indian Navy which has helped to enhance the research facilities of the college. Research Projects, funded by the various agencies, have helped the college to add the necessary books and equipments.

The college does not publish any research journal by itself or in collaboration with any other organization. However research proceedings of national and international conferences are published in research publications carrying ISBN no. and ISSN no. We are looking for grants and funds for the same.

## **1. Title of the Practice: Social Outreach Programmes**

### **2. Goal**

The College looks at education differently. It consistently and constantly works to form the students as Competent, Committed, Creative and Compassionate human beings. Foundation courses and the Outreach programs make a difference in the lives of the students forming them socially conscious and responsible citizens of the country. The College believes in giving back to the community in whatever ways possible by them. Keeping these high morals and living up that verve, is what makes students at the College stand out and take up social initiatives. The National Social Scheme (NSS) unit of the college through its multifarious activities involves students in wide range of community service. The unit tries to sensitize the students towards the changing needs of the society

There is an increasing reluctance on the part of young college students to take social service seriously and even as a career. There is a need to remedy this imbalance. The objective is to try and remedy this situation by creating a framework that facilitates collaborative work involving the students and the faculty members. The economics of social work makes it unviable for students to embrace it as a full-time vocation. We strive to remove this block from the mind of the students and encourage them to become a citizen with humane approach towards the underprivileged section.

### **3. The Context**

We believe in promoting a society which cares: cares to protect, preserve and conserve the marginalized and underprivileged section. Realizing the importance of holistic development many activities are undertaken to make the students sensitive to the issues. A plethora of events are organized each year to create awareness on campus, such as Tree Plantation, Awareness programmes on HIV/AIDS, Blood Donation Drives, Thalassemia Awareness Camps, NSS Rural Camps etc.

The college conducts regular extension activities and services so that education and research benefit society at large. National Service Scheme (NSS) volunteers actively participate in the extension activities of the college. Annual camps are held to sensitize students towards community development. Efforts are made to encourage students to engage with and contribute to the community through their college festivals. Participation in inter-collegiate events, seminars on environmental concerns, blood donation drives are held to promote holistic development of students.

Programmes such as Enactus, Share-a-smile are some of our flagship activities. Through Enactus students engaged with the koli community from Uran Manori Region

have been helping them increase their business by marketing their products since last four years.

The BMS and BFM festivals begin with a social initiative called Share a Smile. Our students visit orphanages and old age homes and engage in fun activities with them. The students are also sent for a 7-Day residential camp to Yusuf Mehrauli Center in Panvel, so that they interact with and understand the difficult life faced by adivasi communities and also learn to appreciate their culture.

Self-development through community development is the main objective of the camp. Such a camp develops team spirit among the volunteers and also strengthens them to adapt to different situations. Understanding the lifestyle and trying to adjust 7 days with the minimum resources available leave a great impact on their lives of the students and teach them to be more adaptable, and sensitive to the needs of community in our country.

#### **4. The Practice**

The NSS is the most active society of the College. It follows the motto "Service above self", it works for the betterment of the underprivileged sections of the society. It organizes several events and is actively involved in various projects and activities. Regular talks and seminars are conducted throughout the year, inviting people in the field of social service from Governmental and non-Governmental organizations. The following are our major events and projects:

**Blood Donation Camp:** It is held once a year, with a record of around 250 students from the University, donating blood with a view to saving lives.

The NSS volunteers put up a 'Help Desk' in the college to guide students and parents on the admission procedure. The admission process becomes hassle free due to the help extended by the NSS Unit.

The NSS unit of the college continues to spread light and transform lives. We firmly believe that children are the future of this country and values should be inculcated from the childhood. Children from low-income communities with a high-quality education would enable them to maximize their potential and transform their lives. In a 40 hour project the NSS volunteers visit Petit Municipal School (Bandra-W) for 9 days and organize a number of activities such as Sports, Quiz, Yoga etc. for the students of the school.

On the occasion of Independence Day the NSS unit successfully sells 1000 flags, individually handcrafted by mentally challenged children of Hitesh Family Enrichment Foundation.

During the 40 hours project our volunteers participated in the Bandra East Community Center project. The NSS unit continued to spread light by the project 'UMEEED - a ray of hope' by donating in kind in the form of books, blankets and other educational accessories to the street children who were rescued by BECC. The NSS volunteers spent quality time with the children.

- **DENGUE AWARENESS SESSION BY BMC:** ON 16th August 2013 Dr. Parihar spread the awareness about dengue by conducting session on "FIGHT THE BITE" of Dengue – Malaria by speaking to the volunteers.
- **Blood Donation Session by Dr. Kishore Jha:-**  
On 16<sup>th</sup> August 2013 Dr. Kishore Jha spread the awareness of donating blood by speaking to the volunteers and college students regarding the significance of donating blood.

The NSS unit and the Women Development Cell organized Cervical Cancer awareness programme with the collaboration of D.S Research Centre.

The NSS unit of the college participated in the dengue awareness campaign sponsored by the BMC. NSS volunteers went door to door in Bandra and Khar slum areas to spread awareness about the disease and suggested preventive measures.

**Enactus** (Entrepreneurs in Action) formerly known as SIFE (Students in Free Enterprise) is an international non-profit organization that brings together student, academic and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need. It operates in over 39 countries. It was launched in India in the year 2003. It is an innovative educational programme designed to channelize the idealism of university students into a meaningful community focused learning experience. The College has been a part of this organization since the past six years. We have come up with sustainable livelihood programs some of which greatly impacted the lives of the marginalized

Since its inception, Enactus MMK has contributed to the community through various projects like 'Futile to Fertile', 'Financial Literacy – the 4<sup>th</sup> R of Literacy' and 'Hope Interwoven'. These projects have challenged us and enabled us to evolve into a team with a common purpose.

Through our project "Hope Interwoven", we strive for the development of visually and physically challenged youth, women and deprived sections in the rural areas. With this in mind, we have tied up with the GrameenShrameekPratishthan (G.S.P.) . This is a non- profit organization working in Latur since 1986. It aims at providing Sustainable Development to the disadvantaged section. It provides training to the visually impaired in handloom making

This year 2013-14 we ventured into a project with the Koli community residing at the coastal belt in Mumbai. We visited the Uran coastal area where we met the locals and inquired about the problems the locals were facing. Accordingly our team will be working with the locals, our aim being a better life for them.

- **Teach-**

Street Children Teaching Initiative- A Social Initiative

BBI Co-ordinator in association with an NGO- USD, started a Social Initiative where on Tuesdays and Thursdays students visit Carter Road and teach street children subjects such as History, Mathematics, English etc. It was a wonderful experience of returning back to the society as a part of social responsibility.

- **The Nature Club-**

The year 2014 is a landmark year in international environmental efforts as it marks the end of the decade exalting education for Sustainable Development. In an attempt to spread awareness among the students towards a sustainable environment the Nature Club of the college planned activities which enabled the youth to bond with nature in and around the city. Students of our college volunteered for the innovative GREEN DIARY PROJECT. Under GREEN DIARY PROJECT students themselves are planning for Conservation, Preservation and creating Awareness towards Environment related activities under one umbrella! Some remarkable activities under GREEN DIARY PROJECT are mentioned as under:

- Students visited St. Catherine orphanage on 3<sup>rd</sup> December 2014 situated at Bandra, and spent quality time with small children by doing various activities.
- Further some students have visited Sanjay Gandhi National Park, Borivali and studied Geographical as well as Historical importance of the place.



- Some of them have done excellent Craft work on Eco-friendly products on the theme Best out of Waste which includes Pencil Stand, Jewellery Box, Note Pad, Candle Holder, Froggy Box, Vase, Zigzag Stand, Newspaper Basket, Ice cream stick Magic, photo frame etc.  
Through their immense enthusiasm and dedication for environmental consciousness, this student organization attempts to sensitize the youth on the need for conservation and sustainable practices in an informal and creative manner. They embody the principle that the small actions of a few can bring about a positive change in the world at large.

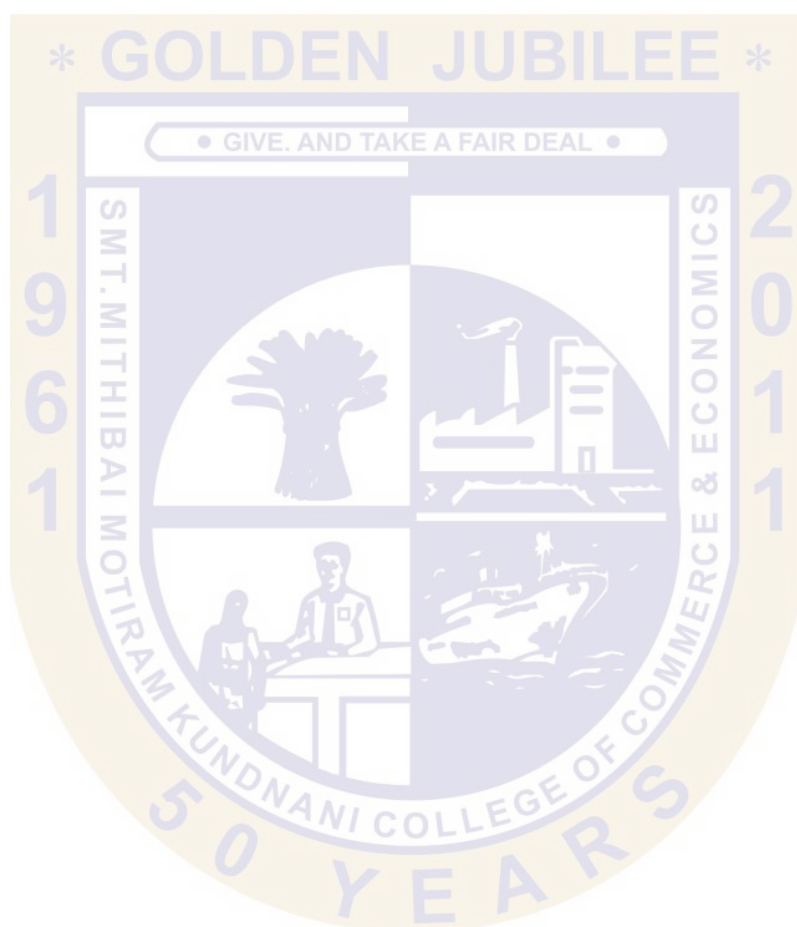
### 5. Evidence of Success

- The college NSS unit has to give detailed reports on the NSS activities every year to the University Department of Student Welfare. The Unit has self-motivated volunteers who actively participate in different activities and both male and female volunteers are involved in community development process.  
Since the extension activities are organized through NSS or individual departments, the participation of the students can be easily monitored. Activities such as cleanliness drive (Swach Bharat Campaign), street plays, residential camps, blood donation drives, peace rallies etc. ensure their presence and involvement right from the inception to the execution stage.
- These activities have ensured the holistic development of the students. They emerge as well-rounded personalities, who have learnt skills like team building, management, leadership, etc. They also understand their responsibilities as citizen of the country.  
The college encourages students to take part in NSS activities. Creating awareness among the students by announcements on the college website, notices circulated in class rooms and displayed on notice board and the faculty inform the students-are some ways through which the college promotes the participation of students in extension activities.  
The teachers and students who participate in extension activities are granted duty leave and attendance. Marks are awarded to the students for participating in extension activities. The faculty members perform their role as conveners of committees through which these activities are organized.  
Slum adoption programme, rural campaigns, entertainment programmes for orphanages and peace walks are activities which are held consistently by the college through NSS and individual departments. They are initiated in order to enhance a sense of social responsibility among students.  
Participation of the beneficiaries in community engagement initiatives of the college is promoted with the help of meetings held in advance. In the case of student projects, door to door contact and canvassing is done. Street plays are yet another medium through which community involvement is solicited. Workshops are held in municipal schools. Differently – abled students from *Akansha Foundation* were invited to perform in the cultural program of the college, thereby providing them with an opportunity to present their talent to a large audience.  
The college has a long association with J.B. Petit Municipal school. The students of the municipal school are provided with stationery and workshops are held with them for teaching them life skills. Differently – abled students from *Akansha Foundation* were invited to perform in the cultural program of the college, thereby providing them with an opportunity to present their talent to a large audience. The BMS and BFM festival begin with a social initiative called Share a Smile. Our students visit orphanages and old age homes and engage in fun activities with them.



## **6. Problems Encountered and Resources Required**

Students do not show interest in these activities. They have to be motivated. There is an increasing reluctance on the part of young college students to take social service seriously and even as a career. There is a need to remedy this imbalance. The challenge is of managing membership of students with different time tables and individual constrain. Since extension activities demand much time of students, academically inclined students generally avoid participation in such activities. Arranging funds for these activities is a real challenge. The college has to generate funds from its own resources and even management provides funds for encouraging community development programme.









## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF COMMERCE



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD





### DEPARTMENT OF COMMERCE

|    |  |   |                   |               |
|----|--|---|-------------------|---------------|
| 1) | Name of the department   | Department of Commerce  |                   |               |
| 2) | Year of Establishment  | 1961  |                   |               |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>PhD Research Cell (Commerce)<br>(Approval awaited from University of Mumbai)  |                   |               |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | Nil   |                   |               |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | B.Com (CBSGS)   |                   |               |
| 6) | Participation of the Department in the courses offered by other departments                              | Our faculty members are involved in administration and management of Unaided course like<br>❖ BBI: Dr Aashish Jani<br>❖ M.Com: Dr Megha Somani<br>❖ BBI Ex. Coordinator: Vishal R Tomar |                   |               |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | Nil   |                   |               |
| 8) | Details of Courses / programmes discontinued(if any) with reasons  | Nil   |                   |               |
| 9) | Number of teaching posts   | <b>Posts</b>  | <b>Sanctioned</b> | <b>Filled</b> |
|    |  | Professors  | -                 | -             |
|    |  | Associate Professors  | 01                | 01            |
|    |  | Assistant Professors  | 05                | 05            |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name                 | Qualification         | Designation         | Specialization        | Experience |
|----------------------|-----------------------|---------------------|-----------------------|------------|
| Dr, A.C Vanjani      | M.Com, M. Phil, PhD   | HOD & Principal     | Commerce & Management | 40 Years   |
| Mr. Shreekumar Menon | M.Com, MMS<br>M. Phil | Assistant Professor | Commerce & Management | 17 Years   |
| Dr. Megha Somani     | Mcom, MMM, PhD        | Assistant Professor | Commerce & Management | 16 Years   |
| Mr. Vishal Tomar     | M.Com, Mphil          | Assistant Professor | Commerce & Management | 11 Years   |
| Dr.Sandeep Sahu      | M.Com, PhD            | Assistant Professor | Commerce & Management | 10 Years   |
| Dr.Aashish Jani      | M.Com, Mphil<br>PhD   | Assistant Professor | Commerce & Management | 09 Years   |

11) List of senior visiting faculty: NIL

12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – All sanctioned posts are duly filled.

13) Student –Teacher Ratio (Programme wise):

Current Academic Year: 2015-16

| Sr. No. | Programme | Ratio |
|---------|-----------|-------|
| 1       | B.Com     | 120:1 |
| 2       | M.Com     | 80:1  |

14) Number of academic support staff (technical) and administrative staff; sanctioned and filled: Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:

| Sr.No. | Type           | No. Of Faculty |
|--------|----------------|----------------|
| 1.     | D.Sc / D. Litt | Nil            |
| 2.     | Ph.D.          | 04             |
| 3.     | M.Phil         | 04             |
| 4.     | PG             | 06             |

16) Number of faculty with ongoing projects from:

| Sr.No. | Agencies             | No. Of Faculty |
|--------|----------------------|----------------|
| 1.     | National             | Nil            |
| 2.     | International        | Nil            |
| 3.     | University of Mumbai | 04             |

| Type                       | Topic   | Agency               | Amount       | Status    |
|----------------------------|---|----------------------|--------------|-----------|
| <b>Shreekumar Menon</b>    |   |                      |              |           |
| Minor Research             | Job stress at workplace – an analytical study of stress among employees of selected banks in Mumbai.  | UGC                  | Rs. 30,000   | Completed |
| <b>Vishal R. Tomar</b>     |   |                      |              |           |
| Minor Research             | A Study of Consumer Behavior towards Organized Retail and Traditional Stores” (With special reference to survival strategies of traditional retail stores post FDI) | University of Mumbai | Rs. 25,000/- | Completed |
| <b>Dr. Sandeep R. Sahu</b> |   |                      |              |           |
| Minor Research             | An Empirical Study of Consumer’s Preferences and Decision-making Factors in Purchasing Organic Food in Mumbai City  | University of Mumbai | Rs. 26,000/- | Completed |

| Dr. Megha Somani |              |     |               |           |
|------------------|--------------|-----|---------------|-----------|
| Major Research   | FDI In India | UGC | Rs. 310,000/- | Completed |

17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18) Research Centre/facility recognized by the University: Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

19) Publications:

a) Publication Per Faculty:

| Sr.No. | Agencies         | No. Of Publications | Details         |
|--------|------------------|---------------------|-----------------|
| 1.     | Dr. A.C. Vanjani | 05                  | <b>Annexure</b> |
| 2.     | Shreekumar Menon | 05                  |                 |
| 3.     | Megha Somani     | 16                  |                 |
| 4.     | Vishal Tomar     | 09                  |                 |
| 5.     | Sandeep Sahu     | 11                  |                 |
| 6.     | Aashish Jani     | 06                  |                 |

b) Publication Per Faculty (Books Published): NIL

c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty:

|          |               |     |
|----------|---------------|-----|
| Faculty  | Peer Reviewed | 22  |
| Students | Nil           | Nil |

|  |     |
|--|-----|
| • Number of publications listed in International Database: | NIL |
| • Monographs:  | NIL |
| • Chapter in Books:  | NIL |
| • Books Edited:  | NIL |
| • Books with ISBN/ISSN numbers with details of publishers: | 03  |
| • Citation Index:  | NIL |
| • SNIP:  | NIL |
| • SJR:   | NIL |
| • Impact factor:   | 02  |
| • H-Index  | NIL |

20) Areas of consultancy and income generated: NIL

21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL

**22) Student Projects:**

- a) **Percentage of students who have done in-house projects including inter departmental or programme:**

| Sr. No.  | Programme | Percentage                 |
|----------|-----------|----------------------------|
| <b>1</b> | B.Com     | 100% (2012-13 and 2013-14) |
| <b>2</b> | M.Com     | 100%                       |

- b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students:**

| Faculty            | Best Paper Research Award  |
|--------------------|--|
| <b>S.R. Aiyar</b>  | Best paper presentation on “Guerilla Marketing in health care sector in Mumbai” at MES’s Pillai College of Commerce and Management, Panvel in December 2014. |
| <b>Jayesh Rana</b> | Best paper presentation on “The entrepreneurs broaden the skill of the employees” at People’s College, Nanded.   |

**24) List of Eminent Academicians and scientists/visitors to the department:**

- ✓ **Prof Rajendra Netawate** - HOD Department of commerce Ruparel college, Matunga
- ✓ **Dr Ashfaq Khan** - Senior faculty, Department of commerce, Rizvi College, Bandra
- ✓ **Prof Charmine Braganza** - HOD Department of Commerce, Andrews College, Bandra
- ✓ **Prof Laxmi Iyer** - HOD, Department of Commerce, R.D National College, Bandra
- ✓ **CA Girish Ramnani** - Practicing CA
- ✓ **Dr. Kanchan Fulmali** - Senior Faculty, Dhanukar College, Ville Parle
- ✓ **Dr. Pooja Ramchandani** - senior faculty HRcollege, Churchgate

**25) Seminars/Conferences/Workshops organized & the source of funding:**

| Type                 | Details of Conference  | Funding                                    |
|----------------------|--|--|
| <b>National</b>      | <p>1) We in collaboration with Department of Economics and Accounts organized national seminar on <i>Corporate generosity towards social cause: Going the philanthropic way.</i></p> <p>2) We in collaboration with Department of Economics organised national seminar on “<i>Multi-Dimensional growth for economic development – A dream</i>” on 17<sup>th</sup> January 2015</p> | <p><b>UGC</b></p> <p><b>Management</b></p> |
| <b>International</b> | We in collaboration with Department of Economics organized national seminar on “ <i>Transforming through Innovation, digitalization and start up India challenge- from 0 degree defect to 360 degree effect</i> ” on 12 <sup>th</sup> December, 2015   | <b>Management</b>                          |



**26) Student Profile: (Academic Year 2015-2016)**

| Course      | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|-------------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|             |         |                       |                       | Male     | Female | Male            | Female |
| <b>BCOM</b> | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|             | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|             | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| <b>BMS</b>  | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|             | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|             | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| <b>BCBI</b> | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|             | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|             | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| <b>BCAF</b> | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|             | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|             | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| <b>BMM</b>  | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|             | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|             | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| <b>BCFM</b> | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|             | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|             | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| <b>MCOM</b> | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|             | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12 %            |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled<br>(2015-16) |
|----------------------------------|---------------------------------|
| Campus Selection                 | 83                              |
| Other than Campus Selection*     | 19                              |
| Entrepreneurship / Self Employed | Data Not Available              |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |  |
|---------------------|--|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 14,040</li> <li>✓ Journals and Periodicals–51</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|--|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:**

- Guest Lectures by External Experts
- Debates during discussion on current topics during lectures

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ OHP Presentation
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study Method
- ✓ Group Discussion Method
- ✓ Role Plays
- ✓ Simulation

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- HOD: DR A.C Vanjani Ex NSS Programme officer
- MEMBER 1: Prof Shreekumar Menon Ex NSS Programme officer
- MEMBER 2: Prof Sandeep Sahu Ex NSS Programme officer
- MEMBER 3: Prof Vishal Tomar NSS Committee
- MEMBER 4: Prof Ashish Jani NSS Committee

### 35) SWOC Analysis of the Department and Future Plans:

|                                   |   |
|-----------------------------------|---|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Large percentage of students pursuing B.Com (regular) as compared to B.com (banking and Insurance, Accounting and Finance etc.)</li> <li>✓ Maximum students securing A grade in MHRM, BM-I and BM-III.</li> <li>✓ Student participation in seminars organized by department.</li> <li>✓ Student inclination to pursue professional courses like CA, CS, ICWAI etc.</li> <li>✓ Fully qualified faculty with sixty percent of department faculty with Ph.D.</li> <li>✓ Two faculty members actively involved in guiding PhD and M.Phil students</li> </ul> |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Infrastructural constraints</li> <li>✓ Limited choice of subjects</li> <li>✓ Industrial and on hand experiences has limited scope in the subjects</li> </ul>   |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Encourage students to enroll for PhD programme.</li> <li>✓ Encourage undergraduate and post graduate students to participate and present papers in Conferences and seminars.</li> </ul>  |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ To make students lifelong learners</li> <li>✓ To strike balance between demands of industry and course contents taught to students by way of seminars, Case studies, group discussions etc.</li> <li>✓ To ensure student participation in classroom teaching as trend is towards online e-learning platforms</li> <li>✓ Private universities and college with better infrastructure will attract sizeable student population</li> </ul>  |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ Organize more seminars and conference on current issues for benefit of students</li> <li>✓ Encourage department faculty to improve in academics</li> <li>✓ Invite experts from industry to orient students in latest trends in job market</li> <li>✓ Motivating faculty to undertake research projects by funding from various bodies</li> <li>✓ Providing remedial coaching for poor performers</li> <li>✓ Collaboration with external agencies to provide coaching to students to clear competitive exams</li> </ul>                                   |



**ANNEXURE: LIST OF PUBLICATIONS**

❖ **Dr. Ashok Vanjani (Head of Commerce Department)**

- a. ISSN-2321-1067- Business Ethics- A Myth or Reality
- b. ISSN-2321-1709-Human Resource Accounting
- c. ISSN-2348-3083-Religion and Spirituality
- d. ISSN-2319-4766-Corporate Social Responsibility
- e. ISBN-918-93-5202-471-1-Global Trends in Business Ethics

❖ **Dr. Megha Somani**

- a. 2013-14 - ISSN 2249-8117-Shopping Malls And Youth Behavior Of South Mumbai
- b. 2013-14 ISSN-0019-512 X - Foreign Direct Investment in Agriculture and its impact on Macroeconomic variable
- c. 2013-14 ISSN- 0975-0045- Foreign Direct Investments
- d. 2013-14- ISBN-978-93-83681-91-4- vision for Inclusive growth In India”
- e. 2013-14- ISBN-978-93-82880-66-0- Emerging Trends In Commerce & Management
- f. 2013-14- ISBN-978-93-83072-19-4- Descriptive analysis of information technology on Indian Banks
- g. 2013-14- ISBN-978-93-83072-19-4- Correlation Between Financial performance of Banks & Overseas Investment
- h. 2013-14-978-93-83842-72-8-- Management Innovation & Interventional for sustainable development
- i. 2013-14- ISBN-978-81-926742-1-6- Vedanta group –Its role of successful model in emerging scenario
- j. 2014-15- - ISSN- 2229-385X- An Analytical study on the significance of Route in the flow of offshore funds
- k. 2014-15- ISSN 2277-3622 - Study On The Impact Of Regulatory Announcements On Price Volatility And Trading Volume In Relation To Information Technology Sector
- l. 2014-15- ISBN: 81-89217-08-9- Women Entrepreneurs In India
- m. 2014-15- ISBN 978-93-87072-64-4- A study on impact of the regulatory announcement on price volatility and trading volume in relation to FMCG sector
- n. 2014-15- ISBN 978-93-87072-64-4- The Ethics of Food Advertising Targeting Towards children
- o. 2014-15- ISBN 978-93-87072-64-4- Corporate Social Responsibilities of Nationalized Banks in India
- p. 2015-16-ISSN 2229-385X-Accounting for E-Commerce Enterprises.

❖ **Shreekumar Menon**

- a. 2013-14-ISSN-97893-82159520- Rural banking in India: issues and challenges
- b. 2014-15-ISBN-9759383072729- Study of awareness level of various financial instruments in market among youth
- a. 2014-15-ISSN-2276-487X- Labour attrition issues in JBL softwares pvt ltd.
- c. 2014-15- ISSN-2319-4766-A Study of customers risk perception towards usage of alternate mode of Banking
- d. 2015-16- ISSN-0976-8564-Significance of literature review in research

❖ **Vishal R Tomar**

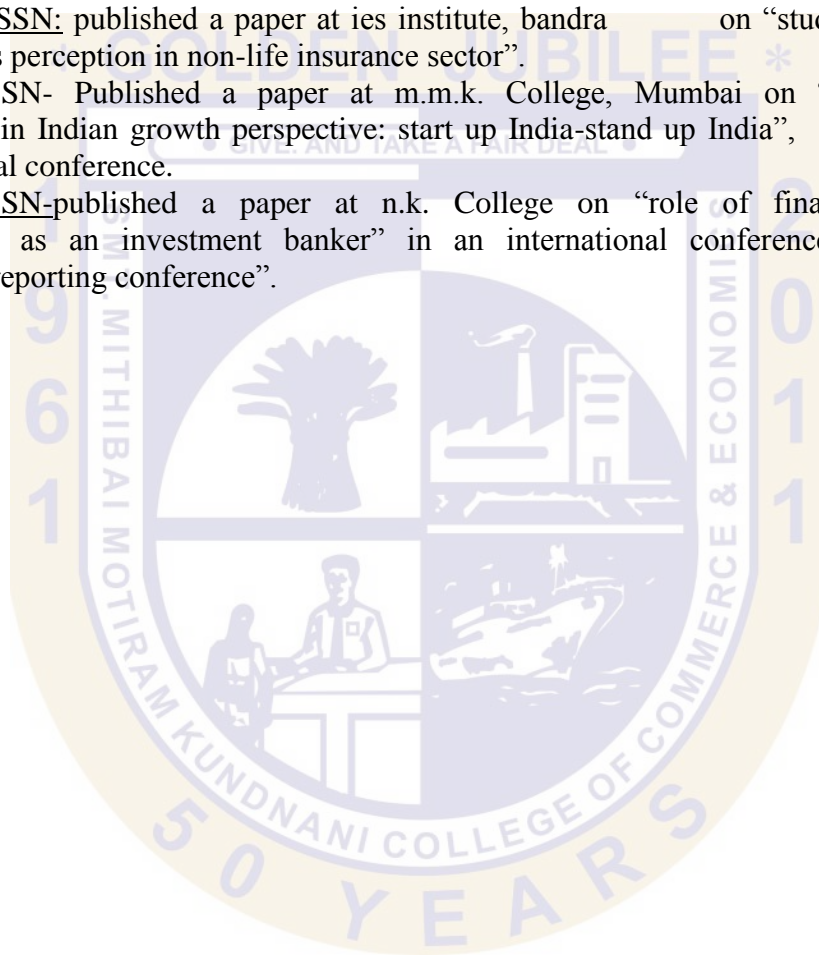
- a. 2012-13-ISSN 0976-8564-A study of consumer perception towards traditional and modern retail outlets in Thane district
- b. 2013-14-ISSN 2347-8217- A study related to customer perspective to e banking in India
- c. 2014-15-e-ISSN-2278-487X-Labour attrition issues in JBL softwares pvt ltd.
- d. 2015- 16- ISSN-2319-4766- A study relating to challenges of innovation in E-Banking environment
- e. 2015-16-ISSN-0976-8564- A study relating to challenges of sampling in qualitative research
- f. 2012-13-ISBN 978-93-5097-614-2-FDI in retail - A cinderella of India's multi brand retail
- g. 2013-14- ISBN 978-81-924894-6-9-money laundering through banks
- h. 2013-14-ISBN 978-93-83072-16-3-Study of Role & status of women in informal sector
- i. 2013-14-ISBN 978-93-82159-52-0-Rural Banking in India : Issues and challenges

❖ **Dr. Sandeep R. Sahu**

- a. 2011-12- ISSN - 0975-475X - E-Initiatives taken by Public Sector banks in Rural India.
- b. 2012-13- ISSN – 2277 – 9302 - An empirical study of younger generation's behaviour in shopping through net
- c. 2014-15- ISSN - 2277-8160 - An empirical study of Problems of shrinkage facing by retailers in Kalyan & Dombivli Region, Impact5 Factor – 3.12.
- d. 2014-15-ISSN - 2319-7935 - Is skill development a must for retail employees - A study of Hyper market employees in Thane District, Impact Factor – 2.16.
- e. 2014-15-ISBN - 978-93-83072-70-5 - Issue of working staff as a challenge in the development of shopping mall in Mumbai city.
- f. 2014-15- ISBN - 978-93-83072-72-9 - Study of Awareness levels of various financial instruments in the market among the youth.
- g. 2015-16- ISSN - 2231-6124 – Impact of E-tailing on Brick-and-Mortar Stores in Mumbai City.
- h. 2015-16-ISSN - 2249-555X – An Empirical Study of Youth Inclination towards Entrepreneurship as an Occupation in Mumbai Region, Impact Factor - 3.62.
- i. 2015-16-ISSN - 2277-8179 – Analysis of Purchasing Behavior of Office-Goers Youth in Branded and Non-Branded Apparel Category in Mumbai, Impact Factor - 3.24.
- j. 2015-16-ISSN - 2394-4226 – Identification of Common Patterns or Factors of Successful Shopping Malls in India – A Case Study Approach, Impact Factor - 4.31.
- k. 2015-16-ISSN - 0976-8564 – A Study of Role of College Library in Promoting Student-Engagement in Research and Learning.

❖ **Dr. Aashish Jani**

- a. 2011-12-ISBN- Published a paper at sir m.visvesvaraya institute of management studies and research, wadala (w), on case study on business environment of suzlon energy ltd.
- b. 2011-12-ISSN- paper published on ‘a study of consumer perception on the use of e-technology in the retail banking sector: a comparative study of public & private sector banks’, in indian journal of marketing.
- c. 2014-15-ISBN: -published a research paper at smt.m.m.k.College, mumbai on “study of employee’s perception towards job satisfaction in banking- a comparative study on public and private sector banks”.
- d. 2014-15- ISSN: published a paper at ies institute, bandra on “study of consumer’s perception in non-life insurance sector”.
- e. 2015-16-ISSN- Published a paper at m.m.k. College, Mumbai on “new dimension in Indian growth perspective: start up India-stand up India”, in an international conference.
- f. 2015-16-ISSN-published a paper at n.k. College on “role of financial institutions as an investment banker” in an international conference on “financial reporting conference”.











## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF BUSINESS ECONOMICS



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



## DEPARTMENT OF BUSINESS ECONOMICS

|    |  |   |  |   |        |
|----|--|---|--|---|--------|
| 1) | Name of the department   | Department Of Business Economics  |  |   |        |
| 2) | Year of Establishment  | 1961  |  |   |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai) |  |   |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | FYBCOM : FC I<br>FYBMS : Managerial Economics/Business Economics<br>FYBMM : Introduction to Economics                                 |  |   |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | B.Com (Credit Based Semester and Grading System)  |  |   |        |
| 6) | Participation of the Department in the courses offered by other departments                              | Course  |  | Subject                                 |        |
|    |  | BCOM  |  | FC I                                    |        |
|    |  | BMS   |  | Managerial Economics/Business Economics |        |
|    |  | BMM   |  | Introduction to Economics               |        |
|    |  | MCOM-Ex-Coordinator Mrs Girija V. Nachnani  |  |   |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | NIL   |  |   |        |
| 8) | Details of courses/ programmes discontinued(if any) with reasons   | NIL   |  |   |        |
| 9) | Number of teaching posts   | Posts   |  | Sanctioned                              | Filled |
|    |  | Professors  |  | NIL                                     | NIL    |
|    |  | Associate Professors  |  | 01                                      | 01     |
|    |  | Assistant Professors  |  | 02                                      | 02     |

10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

| Name   | Qualification                                     | Designation  | Specialization     | No. of Years of Experience | No. of Ph.D. students guided for the last four years |
|--|---|--|--------------------|----------------------------|--|
| Dr. K. Sasikumar (Superannuated April 2014)                            | Ph.D., M.Phil., & MA (Economics)                  | Reader & HOD   | Economics          | 29                         | NIL  |
| Mrs. Girija Nachnani (FIP leave from Nov 2013 to Nov 2015)             | M.Phil., & M.A Submitted Ph.D. Thesis (Economics) | Associate Professor (Ex Vice Principal, Current HOD) | Economics          | 27                         | NIL  |
| Mr. M.N.Iyer   | M.A (Economics) & M.Com (Advance Banking)         | Assistant Professor & Vice Principal                 | Economics          | 11                         | NIL  |
| Mrs. Ravneet Syan (joined June 2015)                                   | M Phil & MBE                                      | Assistant Professor                                  | Business Economics | 8                          | NIL  |
| Ms. Kesia Varghese – (Nov '13-Aug '15 as Substitute for Mrs. Nachnani) | MA (Economics)                                    | Assistant Professor                                  | Economics          | 01                         | NIL  |



11) List of senior visiting faculty: NIL

12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – All sanctioned posts are duly filled.

13) Student –Teacher Ratio (Programme wise):

Current Academic Year: 2015-16

| Sr. No. | Programme | Ratio |
|---------|-----------|-------|
| 1       | B.Com     | 120:1 |
| 2       | M.Com     | 80:1  |

14) Number of academic support staff (technical) and administrative staff; sanctioned and filled: Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:

| Sr.No. | Type           | No. Of Faculty |
|--------|----------------|----------------|
| 1.     | D.Sc / D. Litt | Nil            |
| 2.     | Ph.D.          | 01             |
| 3.     | M.Phil         | 02             |
| 4.     | PG             | 01             |

16) Number of faculty with ongoing projects from:

| Sr.No. | Agencies             | No. Of Faculty |
|--------|----------------------|----------------|
| 1.     | National             | Nil            |
| 2.     | International        | Nil            |
| 3.     | University of Mumbai | Nil            |

17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18) Research Centre/facility recognized by the University: Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

19) Publications:

a) Publication Per Faculty:

b)

| Sr.No. | Agencies        | No. Of Faculty | Details  |
|--------|-----------------|----------------|----------|
| 1.     | Girija Nachnani | 02             | Annexure |
| 2.     | M.N. Iyer       | 06             |          |
| 3.     | Aditya Ketkar   | 02             |          |

**c) Publication Per Faculty (Books Published)**

| Sr.No.           | Title   | ISBN Number   |
|------------------|---|---|
| <b>M.N. IYER</b> |   |   |
| <b>1</b>         | Business Economics – Paper III (Co-Authored) for TYBCOM Semester V, University of Mumbai  | Himalaya Publishing House, ISO 9001:2008 Certified 2015-16<br>ISBN: 978-93-5142-761-2 |
| <b>2</b>         | Business Economics – Paper III (Co-Authored) for TYBCOM Semester VI, University of Mumbai | Himalaya Publishing House, ISO 9001:2008 Certified 2015-16<br>ISBN: 978-93-5202-230-4 |

**d) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty:**

|                 |           |            |
|-----------------|-----------|------------|
| <b>Faculty</b>  | M.N. Iyer | <b>03</b>  |
| <b>Students</b> | Nil       | <b>Nil</b> |

|  |  |
|--|--|
| • Number of publications listed in International Database: | <b>NIL</b>                               |
| • Monographs:  | <b>NIL</b>                               |
| • Chapter in Books:  | <b>2 Books (One Module in Each Book)</b> |
| • Books Edited:  | <b>NIL</b>                               |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>2</b>                                 |
| • Citation Index:  | <b>NIL</b>                               |
| • SNIP:  | <b>NIL</b>                               |
| • SJR:   | <b>NIL</b>                               |
| • Impact factor:   | <b>03</b>                                |
| • H-Index  | <b>NIL</b>                               |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

**a) Percentage of students who have done in-house projects including inter departmental or programme:**

| Sr. No.  | Programme | Percentage                 |
|----------|-----------|----------------------------|
| <b>1</b> | B.Com     | 100% (2012-13 and 2013-14) |
| <b>2</b> | M.Com     | 100%                       |

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students:**

| Year           | Student Award and Recognition Details  |
|----------------|--|
| <b>2011-12</b> | Our college was ranked the 2 <sup>nd</sup> best team in the 19 <sup>th</sup> International Economics Convention held at H.R. College on 16 <sup>th</sup> & 17 <sup>th</sup> December 2011. We won the “Best Team Runners Up” trophy and our team leader Ms. Aliya Sayyed won the prize for outstanding contribution. |
| <b>2012-13</b> | Ms Tanya Pareira was adjudged as the Best Speaker in the 20 <sup>th</sup> International Economics Convention held at R.D. National College from 10 <sup>th</sup> -12 <sup>th</sup> December 2012   |
| <b>2014-15</b> | Mr Chris Vincent and Ms Simran Rose were adjudged as the best speaker and Outstanding Contributor respectively at the 22 <sup>nd</sup> International Economics Convention, held at K.C. College from 11 <sup>th</sup> to 13 <sup>th</sup> December 2014.   |
| <b>2015-16</b> | Mr Devansh Tiwari was chosen as the best speaker in the 23 <sup>rd</sup> International Economics Convention held at H.R. College from 10 <sup>th</sup> -13 <sup>th</sup> December 2015.  |

**24) List of Eminent Academicians and scientists/visitors to the department:**

- Dr. Bino Paul – TISS,
- Dr D.Sawant – Chief Economist, IMC
- Dr Sanjay Ranade – Faculty, University of Mumbai
- Dr. Sengupta – Director, SIESCOM

**25) Seminars/Conferences/Workshops organized & the source of funding:**

| Type                 | Details of Conference  | Funding   |
|----------------------|--|---|
| <b>National</b>      | <ol style="list-style-type: none"> <li>We in collaboration with Department of Commerce and Accounts organized national seminar on <i>Corporate Generosity towards social cause: Going the philanthropic way.</i></li> <li>We in collaboration with Department of Commerce organized a <i>One-day National Conference</i> on 17<sup>th</sup> January, 2015. The theme was “<i>Multi-dimensional growth for economic development- A Dream</i>”.</li> </ol>   | <p><b>UGC</b></p> <p><b>Management</b></p>        |
| <b>International</b> | <ol style="list-style-type: none"> <li>We organized and hosted the 21<sup>st</sup> International Economics Convention on <b><i>Emerging Economies of the World</i></b> from 12<sup>th</sup> to 14<sup>th</sup> December 2014. Eight reputed colleges of Mumbai and University of West Georgia, USA participated in the event.</li> <li>We in collaboration with Department of Commerce organized an International Conference on “<i>Transformation through innovation, Digitalization and start up India challenge</i>” on 12<sup>th</sup> December 2015.</li> </ol> | <p><b>Management</b></p> <p><b>Management</b></p> |

**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |



**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12 %            |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled<br>(2015-16) |
|----------------------------------|---------------------------------|
| Campus Selection                 | 83                              |
| Other than Campus Selection*     | 19                              |
| Entrepreneurship / Self Employed | Data Not Available              |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |   |
|---------------------|---|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 13537</li> <li>✓ Journals and Periodicals–30</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|---|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$)= Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:**

- Guest Lectures by External Experts
- Debates during discussion on current topics during lectures
- International Economics Convention to inculcate research aptitude in Under Graduate students.

**33) Teaching methods adopted to improve student learning:**

- ✓ Classroom Interaction
- ✓ Simplifying Concepts
- ✓ Additional Readings
- ✓ Use of Case Studies
- ✓ Use of Technology
- ✓ Remedial lectures
- ✓ Demonstration
- ✓ Role Play
- ✓ Debates
- ✓ Group Discussions
- ✓ Presentations
- ✓ Project Work
- ✓ Case Study
- ✓ Educational Visits to reputed libraries like American Library-BKC, Bandra, IGIDR-Goregaon

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- ❖ The faculty members of the department are actively involved in activities of NSS, WDC, Cultural Committee, Nature Club, Discipline Committee, Placement Cell, and IQAC Cell.
- ❖ The students are active participants in activities of NSS, WDC, Cultural Committee, Nature Club and IQAC Cell

### 35) SWOC Analysis of the Department and Future Plans:

|                                   |  |
|-----------------------------------|--|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Proactive Management and Principal</li> <li>✓ Learner-centered teaching methodology - case studies, summaries and feedbacks.</li> <li>✓ Cater to the diverse needs of the slow and advanced learners.</li> <li>✓ Continuous improvements in the quality of teaching.</li> <li>✓ Teachers act as mentors.</li> <li>✓ Sensitize students about the current issues.</li> </ul>   |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Focus on teaching &amp; evaluation leaves less time for field visits.</li> <li>✓ Inability to avail financial support from central agencies for research purposes.</li> </ul>   |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Students participate in the International Economics Convention, an ongoing event of the H(S) NC Board.</li> <li>✓ Events like this help the students to prepare for competitive exams.</li> <li>✓ Faculty is encouraged to participate in workshops, seminars, symposiums and other faculty development programmes.</li> <li>✓ Collaborations with professional institutions to start add-on and certificate courses with emphasis on Skill Development.</li> <li>✓ Developing research aptitude among UG and PG students.</li> </ul> |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ To be at par with the best performing colleges.</li> <li>✓ To bridge the gap for students taking admission from other streams or educational boards.</li> <li>✓ To widen the scope of Remedial and Intensive coaching to more number of students.</li> </ul>  |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>❖ Organizing International research conference for under graduate as well as post graduate students once in every 3 years.</li> <li>❖ Applying for Research Centre in Business Economics in the coming two years.</li> <li>❖ Motivating all departmental members to complete Ph.D. and undertake minor and major research projects.</li> </ul>  |

**ANNEXURE I: LIST OF PUBLICATIONS BY FACULTY**

**Mrs G. Nachnani**

| National/<br>International  | Journal/Proceedings/WPS  | Title   | Authors                                  | ISBN/ISSN                     |
|---|--|---|--|-------------------------------|
| National (UGC sponsored ) -<br>27 <sup>th</sup> and 28 <sup>th</sup> January 2012 | Effects of Globalization on<br>India's Services Sector:<br>Opportunity and Challenges          | "Export of IT and<br>ITES – An Engine of<br>growth" | Mrs Girija Nachnani                      | ISBN 13:978-<br>93-5023-618-5 |
| International 15 <sup>th</sup> -16 <sup>th</sup><br>September 2015                | Centre for Regional<br>Development and Planning<br>Dept of Economics,<br>University of Burdwan | "North East India,<br>Tourism &<br>Development      | A.M. Swaminathan,<br>Mrs Girija Nachnani | To be<br>Published            |

**Mr. M.N. Iyer**

| National/<br>International  | Journal/<br>Proceedings/<br>WPS | Title   | Author(s)                                  | ISBN/<br>ISSN               |
|---|---------------------------------|---|--|-----------------------------|
| International Seminar on "Status of<br>Women in Transitional Societies:<br>issues and challenges"(January 2014) | Proceedings                     | Impact on Women of<br>Self-Help Groups  | Iyer Manikandan<br>N, Jayesh Rana          | ISBN: 978-93-<br>83072-15-6 |
| National Seminar on "Emerging trends<br>in service sector" February 2014  | Proceedings                     | A Research study to<br>uncover the fact of<br>execution of Financial<br>Inclusion in MAKABO*<br>of Mumbai region, | Iyer Manikandan                            | ISBN: 978-93-<br>82159-52-0 |
| National Conference on<br>"Multidimensional Growth for<br>Economic Development – A Dream"<br>January 2015       | Proceedings                     | Micro-Finance – Tool for<br>Poverty Alleviation   | Iyer<br>Manikandan N,<br>Dr. R.M. Bhalerao | ISBN 978-93-<br>5202-471-1  |



**ANNEXURE II: LIST OF PUBLICATIONS [Peer Reviewed]**

| National/<br>International       | Journal/<br>Proceedings/<br>WPS  | Title  | Author(s)                                 | ISBN/<br>ISSN                                     |
|----------------------------------|--|--|---|---|
| Peer Reviewed (April 2015)       | International Scholarly<br>Research Journal for<br>Interdisciplinary Studies | <i>Disinvestment Of Public<br/>Sector Enterprises –<br/>Pinnacle of India's<br/>Economic Reforms</i> | Iyer Manikandan<br>N, Aditya Ketkar       | ISSN (P)<br>2319-4766<br>(Impact<br>Factor 4.889) |
|                                  | Rex Journal Volume 3 Issue 3   | <i>Business Ethics: A Myth or<br/>Reality</i>  | Dr. A.C. Vanjani,<br>Iyer Manikandan N    | ISSN (E)<br>2319-4766                             |
| Peer Reviewed<br>(December 2015) | International Scholarly<br>Research Journal for<br>Interdisciplinary Studies | <i>U.S. Economy's Twin<br/>Deficits &amp; Model for their<br/>Forecasting</i>                        | Iyer Manikandan<br>N, Aditya Ketkar       |   |
|                                  | International Scholarly<br>Research Journal for<br>Interdisciplinary Studies | <i>Economic Integration: A<br/>Detailed study of European<br/>Union</i>                              | Iyer Manikandan<br>N, Dr. A.C.<br>Vanjani | ISSN (P)<br>2319-4766<br>(Impact<br>Factor 4.889) |

2011\*







## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF ACCOUNTANCY



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD





### DEPARTMENT OF ACCOUNTANCY

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Department of Accountancy   |            |        |
| 2) | Year of Establishment  | 1961  |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | Nil   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | B.Com (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | Nil   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | Nil   |            |        |
| 8) | Details of courses/ programmes discontinued(if any) with reasons   | Nil   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | 01         | 01     |
|    |  | Assistant Professors  | 03         | 03     |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name                    | Qualification                          | Designation                 | Specialization                                   | No. of Years of Experience |
|-------------------------|--|-----------------------------|--|----------------------------|
| Mr. Shrinivas R. Aiyar  | M.Com, SET                             | HOD, Accountancy            | Cost Accounting, Management Accounting, Auditing | 17                         |
| Dr. Meena Kumari        | M.Com, SET, M.PHIL, Ph. D.             | Member, Accountancy         | Cost Accounting, Management Accounting, Auditing | 15                         |
| Dr. Jayesh K. Rana      | M.Com, NET, M.PHIL, Ph .D. M.B.A., DTM | Member, Accountancy         | Financial Accounting, Taxation                   | 09                         |
| CA. Sanjay Dagia        | B.Com, FCA                             | Member, Accountancy         | Financial Accounting, Taxation                   | 26                         |
| C.A. Sashikant Manghani | B.com, FCA, AICWA                      | Superannuated on 30/11/2014 | Cost Accounting, Management Accounting, Auditing | 25                         |

|                     |                                  |                       |                                     |    |
|---------------------|----------------------------------|-----------------------|-------------------------------------|----|
| Dr. Mehul Raithatha | M.com, SLET, NET, CFA, M.A. Ph.D | Resigned<br>28/2/2013 | Financial Accounting, Taxation      | 07 |
| Ms. Shruti Lakhani  | M.Com                            | Member, Accountancy   | Accounting and Financial Management | 03 |

11) List of senior visiting faculty: NIL

12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – All sanctioned posts are duly filled and 20% lectures of FYBCOM is handled by one temporary faculty member.

13) Student –Teacher Ratio (Programme wise):

Current Academic Year: 2015-16

| Sr. No. | Programme | Ratio |
|---------|-----------|-------|
| 1       | B.Com     | 120:1 |
| 2       | M.Com     | 80:1  |

14) Number of academic support staff (technical) and administrative staff; sanctioned and filled: Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:

| Sr.No. | Type           | No. Of Faculty |
|--------|----------------|----------------|
| 1.     | D.Sc / D. Litt | Nil            |
| 2.     | Ph.D.          | 02             |
| 3.     | M.Phil         | 02             |
| 4.     | PG             | 04             |

16) Number of faculty with ongoing projects from:

| Sr.No. | Agencies             | No. Of Faculty |
|--------|----------------------|----------------|
| 1.     | National             | Nil            |
| 2.     | International        | Nil            |
| 3.     | University of Mumbai | 01             |

| Type                   | Topic  | Agency               | Amount     | Status    |
|------------------------|--|----------------------|------------|-----------|
| <b>Dr. Meenakumari</b> |  |                      |            |           |
| Minor Research         | The role of commercial banks in promoting financial inclusion through technology innovation in Mumbai region | University of Mumbai | Rs. 26,000 | Completed |

17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18) Research Centre/facility recognized by the University: Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

19) Publications:

a) Publication Per Faculty:

| Sr.No. | Agencies    | No. Of Faculty | Details         |
|--------|-------------|----------------|-----------------|
| 1.     | S.R. Aiyar  | 09             | <i>Annexure</i> |
| 2.     | Meenakumari | 11             |                 |
| 3.     | Jayesh Rana | 08             |                 |

b) Publication Per Faculty (Books Published): NIL

c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty:

|          |               |     |
|----------|---------------|-----|
| Faculty  | Peer Reviewed | 09  |
| Students | Nil           | Nil |

|  |     |
|--|-----|
| • Number of publications listed in International Database: | 02  |
| • Monographs:  | NIL |
| • Chapter in Books:  | NIL |
| • Books Edited:  | NIL |
| • Books with ISBN/ISSN numbers with details of publishers: | NIL |
| • Citation Index:  | NIL |
| • SNIP:  | NIL |
| • SJR:   | NIL |
| • Impact factor:   | NIL |
| • H-Index  | NIL |

20) Areas of consultancy and income generated: NIL

21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL

22) Student Projects:

a) Percentage of students who have done in-house projects including inter departmental or programme:

| Sr. No. | Programme | Percentage                  |
|---------|-----------|-----------------------------|
| 1       | B.Com     | 100 % (2012-13 and 2013-14) |
| 2       | M.Com     | 100 %                       |

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL

**23) Awards / Recognition by Faculty and Students:**

| Faculty            | Best Paper Research Award  |
|--------------------|--|
| <b>S.R. Aiyar</b>  | Best paper presentation on “Guerilla Marketing in health care sector in Mumbai” at MES’s Pillai College of Commerce and Management, Panvel in December 2014. |
| <b>Jayesh Rana</b> | Best paper presentation on “The entrepreneurs broaden the skill of the employees” at People’s College, Nanded.   |

**24) List of Eminent Academicians and scientists/visitors to the department:**

- **C.A. Sashikant Desai** – Member of BOS, Head, Dept. of Accountancy, Chetana College, Bandra
- **C.A. Vijayan R.** – Head, Department of Accountancy, N. G. Achrya and D. K. Marathe College, Chembur.
- **Dr. Sunil B. Kadam** - Senior faculty Department of Accountancy, N. G. Achrya and D. K. Marathe College, Chembur.
- **C.A. Hrishikesh Wandrekar** - Senior faculty Department of Accountancy, L. S. Raheja College, Santacruz.
- **C.A. Kevine Miranda**, Head, Dept. of Accountancy, St. Andrews College, Bandra

**25) Seminars/Conferences/Workshops organized & the source of funding:**

| Type            | Details of Conference  | Funding    |
|-----------------|--|------------|
| <b>National</b> | We in collaboration with Department of Commerce and Economics organized national seminar on <i>Corporate generosity towards social cause: Going the philanthropic way.</i> | <b>UGC</b> |



**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
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|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
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|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
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|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
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|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12 %            |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled<br>(2015-16) |
|----------------------------------|---------------------------------|
| Campus Selection                 | 83                              |
| Other than Campus Selection*     | 19                              |
| Entrepreneurship / Self Employed | Data Not Available              |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

a. **Library:**

|                     |  |
|---------------------|--|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 5678</li> <li>✓ Journals and Periodicals–35</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|--|

b. **Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

c. **Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

d. **Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:**

- Guest Lectures by External Experts
- Debates during discussion on current topics during lectures

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ OHP Presentation
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study Method
- ✓ Group Discussion Method
- ✓ Role Plays

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- HOD: Shrinivas R. Aiyar NSS Programme officer
- MEMBER: Dr. Jayesh K. Rana NSS

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |   |
|-----------------------------------|---|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Our department has two faculties with Ph.D.</li> <li>✓ All the members of departments are engaged in Research work.</li> </ul> |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Infrastructural limitations.</li> </ul>  |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Teaching of Accounting Software</li> </ul>   |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ Self-financing courses in the subject of accountancy</li> </ul>  |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ To Teach Tally package to the students</li> <li>✓ To teach filing of I.T. Return to students</li> </ul>                        |

**ANNEXURES: LIST OF PUBLICATIONS**

**1. SHRINIVAS R. AIYAR (HEAD, DEPT. OF ACCOUNTANCY)**

**2011-2012:**

- a. Future of real estate in India

**2014-15 :**

- a. ISBN : 978-81-931391-0-3 A study of Guerilla Marketing in Insurance Sector.  
b. ISBN : 978-93-83072-69-9 A study of Financial Inclusion in India : the Role of Banking Sector.  
c. A study of Guerilla Marketing in Health Care Sector.  
d. ISBN : 978-93-5202-471-1 A study on the applicability of Forensic Accounting: a Panoramic view in global and Indian context.  
e. Applicability of post office for financial inclusion.  
f. ISBN : 978-81-931391-1-0 A detailed analysis of Bank Frauds-Preventive Measure

**2015-2016:**

- a. ISSN : 0976-8564 Research then and now  
b. ISSN : 2319-4766 Role of Banking Sector reform on E-services.

**2. DR. MEENAKUMARI**

**2012-13:**

- a. ISSN NO: 2249-345X Green Marketing: A New Initiative in the Challenging Environment  
b. ISBN NO: 978-93-82062-56-1 The Role of Higher Education in Human Development

**2013-14:**

- a. ISSN NO: 0976-2507 Micro Finance: Progress and Prospects  
b. ISSN NO: 2277-1018 Factors Influencing the Performance of Venture Capital Financing in India

**2014-15:**

- a. ISSN NO: 2277-3630 Retail- Current Trends, Challenges and Strategies for Growth  
b. ISSN NO: 2321-8916 The Financing of MSMEs – Role of Venture Capital

**2015-16**

- a. ISSN NO: 2319-4472 Private Equity in Real Estate – Trends, Progress and Challenges  
b. ISSN NO: 2319-4766 Financial Inclusion in Urban Areas – Issues and Challenges  
c. ISSN NO: 2348-9766 Role of Commercial Banks in Financial Inclusion – Strategy and Techniques  
d. ISSN NO: 2455-2267 Technology Adoption by Commercial Banks as an aid in Financial Inclusion  
e. ISBN NO: 978-93-85000-44-7 Financial Inclusion – The role of Commercial Banks



**3. DR. JAYESH K. RANA**

**2013-2014:**

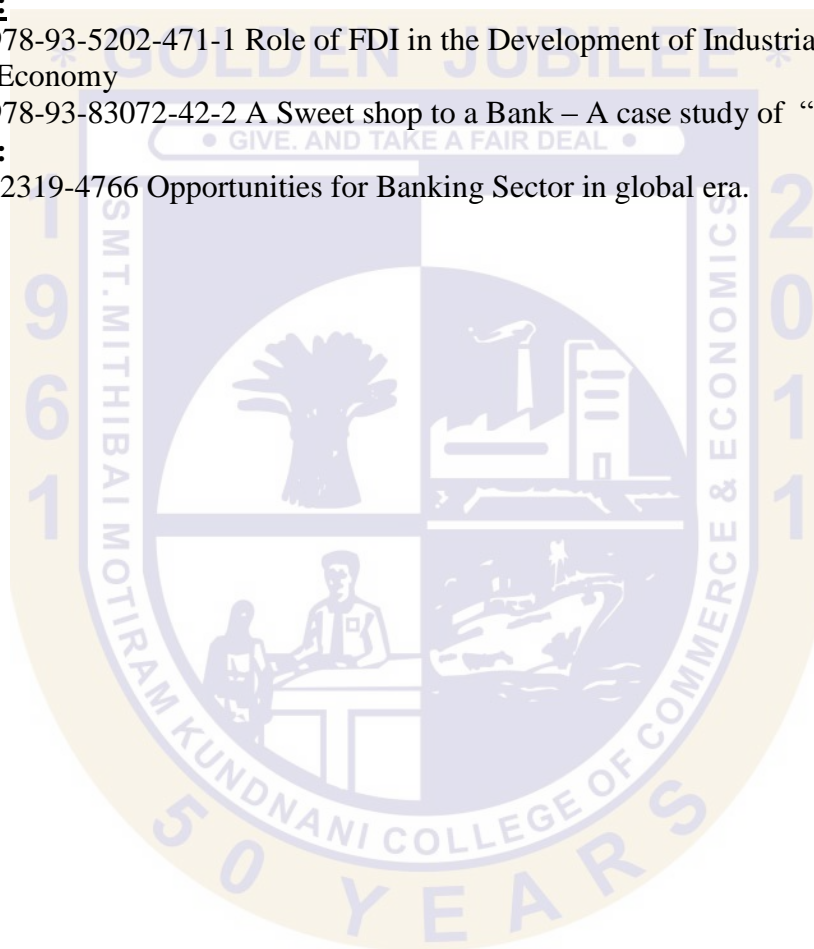
- a. ISBN 978-81-8287-214-1 The entrepreneurs broadens the skill of employees (Awarded for Best paper )
- b. A study on fraud in Finance: Money Laundering.
- c. ISBN 978-93-81-578-99-5 Role of FDI in Indian Economic Development with reference to retails sector.
- d. ISBN 978-93-83072-15-6 Impact on women of SHGs.
- e. ISBN 978-81-926910-2-2 Foreign Direct Investment in Multi-Brand Retail: pros & cons in Indian Market.

**2014-2015:**

- a. ISBN 978-93-5202-471-1 Role of FDI in the Development of Industrial Sector in the Indian Economy
- b. ISBN 978-93-83072-42-2 A Sweet shop to a Bank – A case study of “Bandhan”

**2015-2016:**

- a. ISSN: 2319-4766 Opportunities for Banking Sector in global era.









## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF BUSINESS COMMUNICATION



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD





### DEPARTMENT OF BUSINESS COMMUNICATION

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Department of Business Communication  |            |        |
| 2) | Year of Establishment  | 1961  |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | Nil   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | B.com (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | Nil   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | Nil   |            |        |
| 8) | Details of courses/ programmes discontinued (if any) with reasons  | Nil   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | --         | --     |
|    |  | Assistant Professors  | 02         | 02     |

#### 10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

| Name                   | Qualification        | Designation     | Specialization                | Experience |
|------------------------|----------------------|-----------------|-------------------------------|------------|
| Ms. Chippy Susan Bobby | MA, SET              | Asst. Professor | English Language & Literature | 15 years   |
| Dr. Anjali Verma       | M.A., M.Phil., Ph.D. | Asst. Professor | English Language & Teaching   | 08 years   |

#### 11) List of senior visiting faculty: NIL

#### 12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – As it is a self-financing course, lecturers from Bachelors of Commerce and also some visiting faculty from other institutes attached with Post graduate courses.

**13) Student –Teacher Ratio (Programme wise):**

**Current Academic Year: 2015-16**

| Sr. No. | Programme                    | Ratio |
|---------|------------------------------|-------|
| 1       | B.Com                        | 120:1 |
| 2       | M.Com (Advanced Accountancy) | 80:1  |

**14) Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

**15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | 01             |
| 3.     | M.Phil           | 01             |
| 4.     | PG               | --             |

**16) Number of faculty with ongoing projects from: 01**

| Type                    | Topic  | Agency | Amount       | Status  |
|-------------------------|--|--------|--------------|---------|
| <b>Dr. Anjali Verma</b> |  |        |              |         |
| Minor Research Project  | Developing academic Reading skills through strategy training at UG level | UGC    | Rs. 65,000/- | Ongoing |

**17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18) Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

**19) Publications:**

a) **Publication Per Faculty:** (Annexure Attached)

b) **Publication Per Faculty (Books Published):** NIL

**c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: NIL**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>03</b>  |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>01</b>  |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

**a) Percentage of students who have done in-house projects including inter departmental or programme:**

| <b>Sr. No.</b> | <b>Programme</b>             | <b>Percentage</b>           |
|----------------|------------------------------|-----------------------------|
| <b>1</b>       | B.Com                        | 100 % (2012-13 and 2013-14) |
| <b>2</b>       | M.Com (Advanced Accountancy) | 100 %                       |

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students: NIL**

**24) List of Eminent Academicians and scientists/visitors to the department: NIL**

**25) Seminars/Conferences/Workshops organized & the source of funding: NIL**

**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |



**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled |
|----------------------------------|--------------------|
| Campus Selection                 | 83                 |
| Other than Campus Selection*     | 19                 |
| Entrepreneurship / Self Employed | 25%                |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |   |
|---------------------|---|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 723</li> <li>✓ Journals and Periodicals–42</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|---|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$)= Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:**

- ✓ Elocution Competitions
- ✓ Debates
- ✓ Essay Writing Competition
- ✓ Book Review Competition
- ✓ Contributions made to College Magazine
- ✓ Group Discussions
- ✓ Mock Interviews

**33) Teaching methods adopted to improve student learning:**

- ✓ Interactive lectures
- ✓ Group Discussions
- ✓ Mock Interviews
- ✓ Presentations
- ✓ Chalk and Talk

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities: NIL**

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |  |
|-----------------------------------|--|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Tutorial classes are conducted regularly in small batches of thirty where students are given individual attention.</li> <li>✓ The department has instituted scholarships in the subject of Business Communication to recognize and motivate meritorious students.</li> <li>✓ A list of the best fiction and non-fiction books available in the college library is provided to the students. This exercise has enabled students to improve their reading skills and develop interest in the English language.</li> </ul> |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ There is a need for more practical sessions to develop the soft skills of students to make them industry ready.</li> </ul>  |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Ample opportunities are provided to improve and enhance the oral communication skills in tutorial classes and make the students ready for current needs of the industry.</li> </ul>   |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ Students assume that their communication skills are adequate for the employment market and they need to be convinced that improvement is required.</li> </ul>   |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ We plan to have more guest lectures and bring in people from the industry in order to expose our students to the current needs of the employment market.</li> <li>✓ There is a great need to upgrade the soft skills of the students to equip them with adequate skills in the competitive job market. Keeping this in view, planned and systematic efforts will be made to enhance the skills of Time management, adaptability, leadership skills, crisis management etc.</li> </ul>                                   |

**ANNEXURE: LIST OF PUBLICATION BY FACULTY**

**MS.CHIPPY SUSAN BOBBY:**

**2012-13**

- ✓ 1.Individual Differences in Second language learning ISSN No.2230-9136
- ✓ Resisting Patriarchy-A Study of women in God of Small Things ISSN 1930-2940

**2013-14**

- ✓ Haptic Communication: The Unspoken Dialogue ISSN 1930-2940
- ✓ Poetry in Translation: A Journey through the Book of Psalms ISBN 978-81-925005-1-5
- ✓ Humor in the Teaching of Christ ISBN 978-93-83871-55-1

**DR ANJALI VERMA:**

**2012-13**

- ✓ 1.Individual Differences in Second language learning ISSN No.2230-9136
- ✓ 2.Role of grammar in second language ISSN 0976-8564
- ✓ 3.Teaching Listening Skill at Undergraduate Level in Mumbai University :A Case study ISSN 1930-2940

**2013-14**

- ✓ Teaching speaking skill at the UG Level ISSN 1930-2940

**2014-15**

- ✓ Evaluation and Speaking ISSN 0973-5208
- ✓ Psychological Exploration: A Study of Anita Nair's Ladies Coupe ISBN 978-3-4985-0210-8









## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF ENVIRONMENTAL STUDIES



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



**DEPARTMENT OF ENVIRONMENTAL STUDIES**

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Department of Environmental Studies   |            |        |
| 2) | Year of Establishment  | 1961  |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com(Bachelors of Commerce)<br>M.Com(Accountancy)<br>Ph.D.(Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | NIL   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | B.Com (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | Nil   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | Nil   |            |        |
| 8) | Details of courses/ programmes discontinued(if any) with reasons   | Nil   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | 01         | 01     |
|    |  | Assistant Professors  | 02         | 02     |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name                               | Qualification               | Designation            | Specialization                             | Experience |
|------------------------------------|-----------------------------|------------------------|--|------------|
| Ms. Mary Edward<br>(Superannuated) | M.A. (Geo), and<br>M.Phil.  | Associate<br>Professor | Geography                                  | 36 Years   |
| Dr. Narinder Kaur                  | Ph.D., M.A.<br>(Geo), B.Ed. | Assistant<br>Professor | Geography &<br>Environmental<br>Management | 14 Years   |
| Mr. Sushant<br>Damodare            | M.A. (Geo),<br>NET.         | Assistant<br>Professor | Geography                                  | 03 Years   |

**11) List of senior visiting faculty: NIL**

**12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – NIL**

**13) Student –Teacher Ratio (Programme wise):**

Current Academic Year: 2015-16

| Sr. No. | Programme                    | Ratio |
|---------|------------------------------|-------|
| 1       | B.Com                        | 120:1 |
| 2       | M.Com (Advanced Accountancy) | 80:1  |

**14) Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

**15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | 01             |
| 3.     | M.Phil           | 01             |
| 4.     | PG               | 03             |

**16) Number of faculty with ongoing projects from: NIL**

**17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18) Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

**19) Publications:**

a) **Publication Per Faculty: 01**

b) **Publication Per Faculty (Books Published): NIL**

c) **Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: 01**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>NIL</b> |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>NIL</b> |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |



20) Areas of consultancy and income generated: NIL

21) Faculty as members in a) National committees b) International Committees c) Editorial Boards:

| Faculty Members      | Membership  |
|----------------------|---|
| Mrs. Mary Edward     | Bombay Geographical Association   |
| Dr. Narinder Kaur    | 1) Bombay Geographical Association<br>2) The Geographical Association of UK |
| Mr. Sushant Damodare | Bombay Geographical Association   |

22) Student Projects:

a) Percentage of students who have done in-house projects including inter departmental or programme:

| Sr. No. | Programme                    | Percentage                 |
|---------|------------------------------|----------------------------|
| 1       | B.Com                        | 100% (2012-13 and 2013-14) |
| 2       | M.Com (Advanced Accountancy) | 100%                       |

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL

23) Awards / Recognition by Faculty and Students: NIL

24) List of Eminent Academicians and scientists/visitors to the department: NIL

25) Seminars/Conferences/Workshops organized & the source of funding: NIL

26) Student Profile: (Academic Year 2015-2016)

| Course | Year   | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|--------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |        |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS  | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS  | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS  | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI  | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI  | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI  | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF  | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF  | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF  | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM  | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM  | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM  | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |

|             |         |     |    |    |    |       |       |
|-------------|---------|-----|----|----|----|-------|-------|
| <b>BCFM</b> | FYBFM   | 137 | 51 | 38 | 13 | 75.56 | 24.44 |
|             | SYBFM   | 47  | 47 | 33 | 14 | 58.82 | 41.18 |
|             | TYBFM   | 54  | 54 | 41 | 13 | 75.00 | 25.00 |
| <b>MCOM</b> | MCOM-I  | 177 | 73 | 35 | 38 | 40.82 | 59.18 |
|             | MCOM-II | 53  | 53 | 13 | 40 | 25.53 | 74.47 |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBM    | 100                   | 0                               | 0                         |
| BBF    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled |
|----------------------------------|--------------------|
| Campus Selection                 | 83                 |
| Other than Campus Selection*     | 19                 |
| Entrepreneurship / Self Employed | Data Not Available |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |                                       |
|---------------------|---------------------------------------|
| Centralized Library | ✓ Books – 554                         |
|                     | ✓ Journals and Periodicals–06         |
|                     | ✓ Online resources-N-list (Inflibnet) |

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:** A guest lecture on Resource Management was conducted by Mrs. Rashmi Joshi coordinator, Stree Mukti Sanghatana at our college on 7<sup>th</sup> August, 2015

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ OHP Presentation
- ✓ Case Study Method
- ✓ Group Discussion Method

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities: NIL**

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |   |
|-----------------------------------|---|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"><li>✓ Dedicated, hardworking knowledgeable and cooperative faculty</li><li>✓ Strong research potential with proven records of high quality research.</li><li>✓ Excellent administrative support.</li><li>✓ Supportive working environment among department members.</li><li>✓ Curriculum Flexibility.</li><li>✓ Subject relevant to a wide variety of career paths</li><li>✓ Strong relationship with students.</li></ul> |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"><li>✓ Lack of space to keep OHB, books etc.,</li><li>✓ As the subject is taught only at first year level. It cannot be taken as a separate subject at M.COM level for further studies and hence lack of scope of this subject.</li></ul>  |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"><li>✓ Opportunities for student volunteers to participate in the environmental healthy practices such as planting trees, waste management, resource management etc.</li></ul>   |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"><li>✓ Pressure created by credit system</li></ul>   |
| <b>Future Plans</b>               | <ul style="list-style-type: none"><li>✓ In order to improve academics, more seminars and conferences would be organized. Experts and resource persons would be invited for student orientation in the subject.</li></ul>  |





## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF MATHEMATICS, STATISTICS AND COMPUTER SYSTEMS



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



**DEPARTMENT OF MATHEMATICS, STATISTICS & COMPUTER SYSTEMS**

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Department of Mathematics, Statistics and Computer Systems  |            |        |
| 2) | Year of Establishment  | 1961  |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com(Bachelors of Commerce)<br>M.Com(Accountancy)<br>Ph.D.(Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | NIL   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | B.Com (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | Nil   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | Nil   |            |        |
| 8) | Details of courses/ programmes discontinued (if any) with reasons  | Nil   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | 01         | 01     |
|    |  | Assistant Professors  | 02         | 02     |
|    |  | Assistant Professor (Contractual)   | 01         | 01     |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name                          | Qualification              | Designation         | Specialization   | Experience |
|-------------------------------|----------------------------|---------------------|------------------|------------|
| Mrs. Asha Bhat                | M.Sc., PGDCA               | Assistant Professor | Statistics       | 22 Years   |
| Mrs. Shaikumari Gupta         | M.Sc.                      | Associate Professor | Pure Mathematics | 29 Years   |
| Mr. Satyprakash Pandey        | M.Sc., B.Ed., CSIR-UGC NET | Assistant Professor | Pure Mathematics | 03 Years   |
| Ms. Prachi Raut – Contractual | M.SC                       | Assistant Professor | Computer Systems | 06 Years   |

11) List of senior visiting faculty: NIL

12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – As it is a self-financing course, lecturers from Bachelors of Commerce and also some visiting faculty from other institutes attached with Post graduate courses.

13) Student –Teacher Ratio (Programme wise):

Current Academic Year: 2015-16

| Sr. No. | Programme                    | Ratio |
|---------|------------------------------|-------|
| 1       | B.Com                        | 120:1 |
| 2       | M.Com (Advanced Accountancy) | 80:1  |

14) Number of academic support staff (technical) and administrative staff; sanctioned and filled: Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | NIL            |
| 3.     | M.Phil           | NIL            |
| 4.     | PG               | 04             |

16) Number of faculty with ongoing projects from: NIL

17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18) Research Centre/facility recognized by the University: Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

19) Publications:

a) Publication Per Faculty: (Annexure Attached)

b) Publication Per Faculty (Books Published): NIL

c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: 01

|  |     |
|--|-----|
| • Number of publications listed in International Database: | 02  |
| • Monographs:  | NIL |
| • Chapter in Books:  | 01  |



|  |            |
|--|------------|
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

a) Percentage of students who have done in-house projects including inter departmental or programme:

| Sr. No. | Programme                    | Percentage                  |
|---------|------------------------------|-----------------------------|
| 1       | B.Com                        | 100 % (2012-13 and 2013-14) |
| 2       | M.Com (Advanced Accountancy) | 100 %                       |

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

**23) Awards / Recognition by Faculty and Students: NIL**

**24) List of Eminent Academicians and scientists/visitors to the department: NIL**

**25) Seminars/Conferences/Workshops organized & the source of funding: NIL**

**26) Student Profile: (Academic Year 2015-2016)**

| Course      | Year   | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|-------------|--------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|             |        |                       |                       | Male     | Female | Male            | Female |
| <b>BCOM</b> | FYBCOM | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|             | SYBCOM | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|             | TYBCOM | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| <b>BMS</b>  | FYBMS  | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|             | SYBMS  | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|             | TYBMS  | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| <b>BCBI</b> | FYBBI  | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|             | SYBBI  | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|             | TYBBI  | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| <b>BCAF</b> | FYBAF  | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|             | SYBAF  | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|             | TYBAF  | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |

|             |         |     |    |    |    |       |       |
|-------------|---------|-----|----|----|----|-------|-------|
| <b>BMM</b>  | FYBMM   | 497 | 55 | 22 | 33 | 40.00 | 60.00 |
|             | SYBMM   | 70  | 58 | 24 | 34 | 41.38 | 58.62 |
|             | TYBMM   | 61  | 55 | 23 | 32 | 41.82 | 58.18 |
| <b>BCFM</b> | FYBFM   | 137 | 51 | 38 | 13 | 75.56 | 24.44 |
|             | SYBFM   | 47  | 47 | 33 | 14 | 58.82 | 41.18 |
|             | TYBFM   | 54  | 54 | 41 | 13 | 75.00 | 25.00 |
| <b>MCOM</b> | MCOM-I  | 177 | 73 | 35 | 38 | 40.82 | 59.18 |
|             | MCOM-II | 53  | 53 | 13 | 40 | 25.53 | 74.47 |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad * |
|--------|-----------------------|---------------------------------|-----------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                           |
| BMS    | 81.25                 | 18.75                           | 0                           |
| BMM    | 82.55                 | 17.45                           | 0                           |
| BBM    | 100                   | 0                               | 0                           |
| BFM    | 94.11                 | 5.89                            | 0                           |
| BAF    | 100                   | 0                               | 0                           |
| MCOM   | 98.12                 | 1.81                            | 0                           |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled |
|----------------------------------|--------------------|
| Campus Selection                 | 83                 |
| Other than Campus Selection*     | 19                 |
| Entrepreneurship / Self Employed | Data Not Available |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |                                       |
|---------------------|---------------------------------------|
| Centralized Library | ✓ Books – 723                         |
|                     | ✓ Journals and Periodicals–42         |
|                     | ✓ Online resources-N-list (Inflibnet) |

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts: NIL**

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ OHP Presentation
- ✓ Case Study Method
- ✓ Group Discussion Method

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities: NIL**

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |  |
|-----------------------------------|--|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"><li>✓ Faculties in our department are experienced and fully qualified.</li><li>✓ Encouraging students for competitive professional exams like CA, CS, ICWA, NET, SET etc.</li><li>✓ Assignments and project work given to students are based on practical aspects so as to align theory with practical.</li></ul>                        |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"><li>✓ Some of the faculties are not registered for Ph.D.</li><li>✓ The department has not organized seminars.</li><li>✓ No consultancy service.</li></ul>  |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"><li>✓ To be at par with the best performing colleges.</li></ul>  |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"><li>✓ Students have fear of the subject and sometimes make even easy topics into tough. They need to be convinced that improvement is required and all questions are necessarily challenging.</li></ul>  |
| <b>Future Plans</b>               | <ul style="list-style-type: none"><li>✓ We plan to have more guest lectures and bring in people from the industry in order to expose our students to the current needs of the employment market.</li><li>✓ There is a great need to upgrade the skills of the students and hence the department plans to have workshops and guest lectures from eminent faculty.</li></ul> |

**ANNEXURE: LIST OF PUBLICATION BY FACULTY**

**MS. ASHA BHAT**

| <b>Year</b>    | <b>Topic</b>  | <b>ISSN/ISBN</b>                          |
|----------------|---|---|
| <b>2015-16</b> | <ul style="list-style-type: none"><li>✓ Contemporary challenges before women studies</li><li>✓ Higher Education- 0<sup>0</sup> degree defect to 360<sup>0</sup> degree effect</li></ul> | <div>2319-2429</div> <div>2319-4766</div> |





## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



### EVALUATIVE REPORT OF DEPARTMENT OF POST GRADUATE STUDIES (M.COM-ADVANCED ACCOUNTANCY)



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



### DEPARTMENT OF POST GRADUATE STUDIES

| DEPARTMENT OF POST GRADUATE STUDIES |   |  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
|-------------------------------------|---|--|-------|------------|--------|------------|-----|-----------------------------|----------------------|---------------|----|----------------------|----|----|--|--|
| 1)                                  | Name of the department  | Department of Post Graduate Studies (MCOM)   |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 2)                                  | Year of Establishment   | 2003   |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 3)                                  | Names of Programmes / Courses offered(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) | Masters In Commerce  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 4)                                  | Names of Interdisciplinary courses and the departments/ involved  | Department of Accountancy<br>Department of Business Economics<br>Department of Business Studies  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 5)                                  | Annual/semester/ choice Based credit system (programme wise)  | Credit Based Semester and Grading System   |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 6)                                  | Participation of the Department in the courses offered by other departments                               | Business Economics<br>Accountancy<br>Management Studies  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 7)                                  | Courses in collaboration with other universities, industries, foreign institutions, etc.                  | <table><tr><th>Course</th><th>Subjects</th></tr><tr><td>BBI</td><td>SAPM, Financial Management.</td></tr><tr><td>BFM</td><td>Equity Market</td></tr></table>   |       |            | Course | Subjects   | BBI | SAPM, Financial Management. | BFM                  | Equity Market |    |                      |    |    |  |  |
| Course                              | Subjects  |  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| BBI                                 | SAPM, Financial Management.   |  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| BFM                                 | Equity Market   |  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 8)                                  | Details of courses/ programmes discontinued(if any) with reasons  | NIL  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| 9)                                  | Number of teaching posts  | <table><tr><th>Posts</th><th>Sanctioned</th><th>Filled</th></tr><tr><td>Professors</td><td>-</td><td>-</td></tr><tr><td>Associate Professors</td><td>--</td><td>--</td></tr><tr><td>Assistant Professors</td><td>--</td><td>--</td></tr></table> | Posts | Sanctioned | Filled | Professors | -   | -                           | Associate Professors | --            | -- | Assistant Professors | -- | -- |  |  |
| Posts                               | Sanctioned  | Filled   |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| Professors                          | -   | -  |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| Associate Professors                | --  | --   |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |
| Assistant Professors                | --  | --   |       |            |        |            |     |                             |                      |               |    |                      |    |    |  |  |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name               | Qualification                    | Designation         | Specialization          | Experience |
|--------------------|----------------------------------|---------------------|-------------------------|------------|
| Dr. A C Vanjani    | Ph.D., M.Phil, M.Com             | Associate Professor | Commerce and Management | 35 years   |
| Dr. MeghaSomani    | Ph.D., M.Com., MMM, SET          | Assistant Professor | Commerce and Management | 16 years   |
| Mr. M.N. Iyer      | M.A. (Eco), M.Com (Banking), SET | Assistant Professor | Economics               | 7 years    |
| Prof. Sanjay Dagia | CA                               | Associate Professor | Accountancy             | 25 years   |
| Dr. Aashish Jani   | PhD,Mcom                         | Assistant Professor | Commerce and Management | 10 years   |

|                   |                     |                     |             |          |
|-------------------|---------------------|---------------------|-------------|----------|
| Dr. MeenaKumari   | PhD,M Phil Mcom,SET | Assistant Professor | Accountancy | 14 years |
| Mr. Hitesh Suthar | CA                  | Visiting faculty    | Accountancy | 07       |
| Dr. A.K. Banerjee | CA                  | Visiting Faculty    | Accountancy | 30       |
| Ms. Sana Damania  | Mcom,MMS.NET        | Assistant Professor | Management  | 07       |

**11) List of senior visiting faculty:**

- ✓ Mr. A.K Banerjee
- ✓ Mr. Hitesh Suthar

**12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** – As it is a self-financing course, lecturers from Bachelors of Commerce and also some visiting faculty from other institutes attached with Post graduate courses.

**13) Student –Teacher Ratio (Programme wise):**

**Current Academic Year: 2015-16**

| Sr. No. | Programme                    | Ratio |
|---------|------------------------------|-------|
| 1       | B.Com                        | 120:1 |
| 2       | M.Com (Advanced Accountancy) | 80:1  |

**14) Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

**15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | 04             |
| 3.     | M.Phil           | 03             |
| 4.     | PG (Visiting)    | 08             |

**16) Number of faculty with ongoing projects from: NIL**

**17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18) Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

**19) Publications:**

- a) Publication Per Faculty: NIL



**b) Publication Per Faculty (Books Published): NIL**

**c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: NIL**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>NIL</b> |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>NIL</b> |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

**a) Percentage of students who have done in-house projects including inter departmental or programme:**

| <b>Sr. No.</b> | <b>Programme</b>             | <b>Percentage</b>           |
|----------------|------------------------------|-----------------------------|
| <b>1</b>       | B.Com                        | 100 % (2012-13 and 2013-14) |
| <b>2</b>       | M.Com (Advanced Accountancy) | 100 %                       |

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students: NIL**

**24) List of Eminent Academicians and scientists/visitors to the department:** Dr. Gopal Kalkoti, Dr. Arvind Luhar, Dr. Neha Jagtiani, CS Himanshu Kapadia and Dr. Sengupta had participated as chairpersons of the technical sessions held for National and International conferences.

**25) Seminars/Conferences/Workshops organized & the source of funding:**

- ✓ Workshop on “How to crack NET/SET Exam”
- ✓ Seminar on “Wisdoms of Personal Finance and Mutual Fund”

**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled<br>(2015-16) |
|----------------------------------|---------------------------------|
| Campus Selection                 | Data Not Available              |
| Other than Campus Selection*     | 20%                             |
| Entrepreneurship / Self Employed | 25%                             |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |   |
|---------------------|---|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 780</li> <li>✓ Journals and Periodicals–05</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|---|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|-------|---------|---------|---------|---------|---------|
| SC    | 9       | 22      | 34      | 30      | 67      |
| OBC   | 12      | 19      | 27      | 24      | 54      |
| SBC   | 2       | 01      | 02      | 01      | 08      |
| ST    | NIL     | NIL     | NIL     | NIL     | NIL     |

|                           |                 |                 |                 |                      |                    |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$)= Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:** *Workshops on How to Crack NET/SLET exams and Seminars on Current topics like Mutual Funds, Financial Inclusions etc.*

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study and Assignments Method
- ✓ Field Trips.
- ✓ Mock Trading Sessions

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities: NIL**

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |   |
|-----------------------------------|---|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ To provide adequate basic understanding about accounting and financial education to the students.</li> <li>✓ To give adequate exposure to the operational environment in the field of accounting and finance.</li> </ul>   |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Students, who aspire to go to foreign universities for higher education, leave the course midway.</li> <li>✓ Most of the students pursuing professional courses like CA, CS, and CWA enroll for M.COM. Therefore, this results in their volatile performance.</li> </ul> |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Education in advanced accountancy provides opportunities and exposure in the financial institutes like bank, insurance companies, broking house, C.A firms etc.</li> <li>✓ Deep knowledge in accounts helps them in entrepreneurship.</li> </ul>                         |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ Most of the students are employed; hence they do not get time for studies.</li> <li>✓ Girls get married and leave the course midway</li> </ul>   |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ Increasing industry engagement through encouraging internships.</li> </ul>   |





## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF ACCOUNTING & FINANCE (BAF)



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



### DEPARTMENT OF ACCOUNTING AND FINANCE

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Bachelors in Accounting and Finance (BAF)   |            |        |
| 2) | Year of Establishment  | 2007  |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | NIL   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | BAF (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | NIL   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | NIL   |            |        |
| 8) | Details of Courses,/ programmes discontinued (if any) with reasons                                       | NIL   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | --         | --     |
|    |  | Assistant Professors (Contractual)  | 02         | 02     |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name               | Qualification   | Designation | Specialization | No. of Years of Experience |
|--------------------|-----------------|-------------|----------------|----------------------------|
| Mrs. Afsha Kirkire | M. COM , M.PHIL | Lecturer    | Accountancy    | 08                         |
| Mr. Jinen Jadhav   | C A, M.COM      | Lecturer    | Accountancy    | 05                         |

**11) List of senior visiting faculty:** Advocate Darayas Chacha and Prof. Vidyanand Joshi

**12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** – As it is a self-financing course, lecturers are conducted by either Contractual Teachers or Visiting Faculty from Industry..

**13) Student –Teacher Ratio (Programme wise):**

Current Academic Year: 2015-16

| Sr. No. | Programme                    | Ratio |
|---------|------------------------------|-------|
| 1       | B.Com                        | 120:1 |
| 2       | B.Com (Accounting & Finance) | 60:1  |

**14) Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

**15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type           | No. Of Faculty |
|--------|----------------|----------------|
| 1.     | D.Sc / D. Litt | NIL            |
| 2.     | Ph.D.          | NIL            |
| 3.     | M.Phil         | 01             |
| 4.     | PG             | 02             |

**16) Number of faculty with ongoing projects from: NIL**

**17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18) Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

**19) Publications:**

a) **Publication Per Faculty: NIL**

b) **Publication Per Faculty (Books Published): NIL**

c) **Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: NIL**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>NIL</b> |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>NIL</b> |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |



20) Areas of consultancy and income generated: NIL

21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL

22) Student Projects:

a) Percentage of students who have done in-house projects including inter departmental or programme:

| Sr. No. | Programme                    | Percentage                  |
|---------|------------------------------|-----------------------------|
| 1       | B.Com                        | 100 % (2012-13 and 2013-14) |
| 2       | B.Com (Accounting & Finance) | 100 %                       |

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL

23) Awards / Recognition by Faculty and Students: NIL

24) List of Eminent Academicians and scientists/visitors to the department: NIL

25) Seminars/Conferences/Workshops organized & the source of funding: NIL

26) Student Profile: (Academic Year 2015-2016)

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12 %            |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled (2015-16) |
|----------------------------------|------------------------------|
| Campus Selection                 | 83                           |
| Other than Campus Selection*     | 19                           |
| Entrepreneurship / Self Employed | Data Not Available           |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |                                       |
|---------------------|---------------------------------------|
| Centralized Library | ✓ Books – 5678                        |
|                     | ✓ Journals and Periodicals–35         |
|                     | ✓ Online resources-N-list (Inflibnet) |

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts:**

- Guest Lectures by External Experts
- Debates during discussion on current topics during lectures
- International Economics Convention for Under Graduate Students

**33) Teaching methods adopted to improve student learning:**

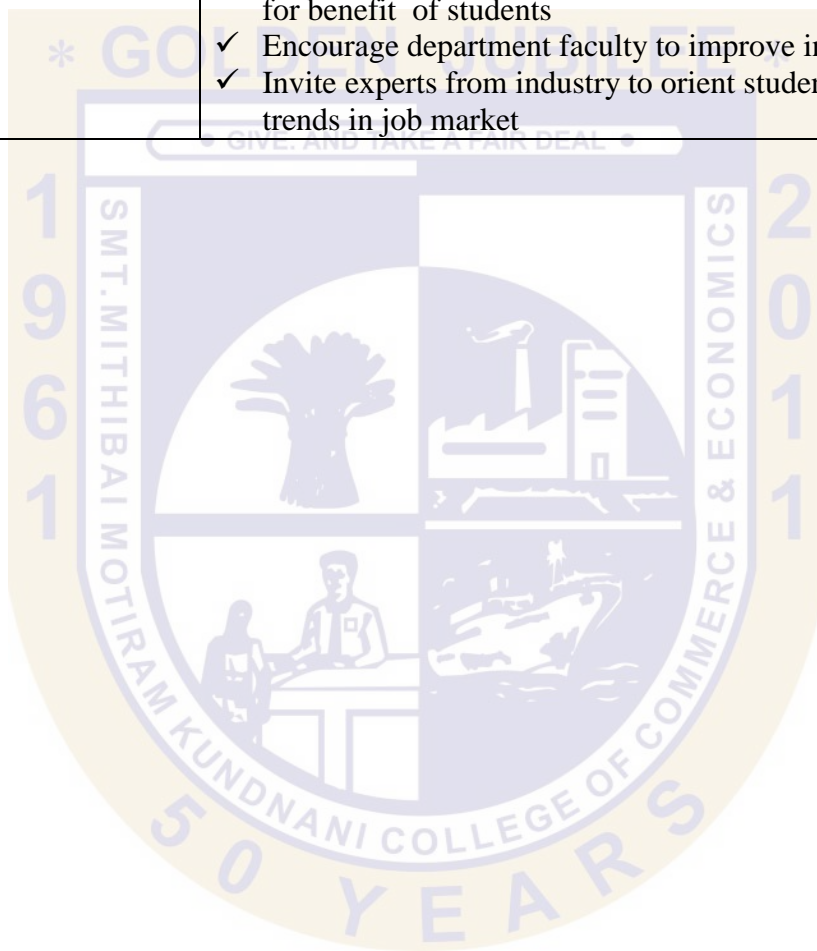
- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ Case Study and Assignments Method
- ✓ Field Trips

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- Ms. Afsha – Member Co-ordinator, All India Religious Meet since inception

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |   |
|-----------------------------------|---|
| <b>Departmental Strengths</b>     | ✓ Eminent and Qualified faculty from Industry   |
| <b>Departmental Weakness</b>      | ✓ Infrastructural constraints   |
| <b>Departmental Opportunities</b> | ✓ Encourage students to enroll for professional courses.  |
| <b>Departmental Challenges</b>    | ✓ Competition from neighboring institutions   |
| <b>Future Plans</b>               | ✓ Organize more seminars and conference on current issues for benefit of students<br>✓ Encourage department faculty to improve in academics<br>✓ Invite experts from industry to orient students in latest trends in job market |







## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF BANKING & INSURANCE (BBI)



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



### DEPARTMENT OF BANKING AND INSURANCE

| 1)                                 | Name of the department   | Bachelors in Banking and Insurance (BBI)  |       |            |        |            |   |   |                      |    |    |                                    |    |    |
|------------------------------------|--|---|-------|------------|--------|------------|---|---|----------------------|----|----|------------------------------------|----|----|
| 2)                                 | Year of Establishment  | 2004-2005   |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 3)                                 | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | UG  |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 4)                                 | Names of Interdisciplinary courses and the departments/ involved   | NIL   |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 5)                                 | Annual/semester/ choice Based credit system (programme wise)   | B.B.I. (CBSGS)  |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 6)                                 | Participation of the Department in the courses offered by other departments                              | NIL   |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 7)                                 | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | NIL   |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 8)                                 | Details of courses/ programmes discontinued (if any) with reasons  | NIL   |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| 9)                                 | Number of teaching posts   | <table> <tr> <th>Posts</th><th>Sanctioned</th><th>Filled</th></tr> <tr> <td>Professors</td><td>-</td><td>-</td></tr> <tr> <td>Associate Professors</td><td>--</td><td>--</td></tr> <tr> <td>Assistant Professors (Contractual)</td><td>--</td><td>--</td></tr> </table> | Posts | Sanctioned | Filled | Professors | - | - | Associate Professors | -- | -- | Assistant Professors (Contractual) | -- | -- |
| Posts                              | Sanctioned   | Filled  |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| Professors                         | -  | -   |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| Associate Professors               | --   | --  |       |            |        |            |   |   |                      |    |    |                                    |    |    |
| Assistant Professors (Contractual) | --   | --  |       |            |        |            |   |   |                      |    |    |                                    |    |    |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name                | Qualification                 | Designation       | Specialization                    | No. of Years of Experience |
|---------------------|-------------------------------|-------------------|-----------------------------------|----------------------------|
| Dr. Ashish Jani     | M.com, B.Ed, M.Phil, PH.D     | Cordinator of BBI | In Banking & Finance              | 10 Years                   |
| Dr. Mohina Kulkarni | M.com, A.C.S, ICWA, CFP, PH.D | Visiting Faculty  | Accountancy, Taxation and Finance | 27 Years                   |

**11) List of senior visiting faculty:**

- ✓ Dr. Mohina Kulkarni
- ✓ Mr. Vidyanand Joshi

- ✓ Ms. Farzeen D.
- ✓ Ms. Meghana Menon
- ✓ Mrs. Mandira Kamble

**12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** – As it is a self-financing course, lecturers are conducted by Visiting Faculty from Industry.

**13) Student –Teacher Ratio (Programme wise):**

**Current Academic Year: 2015-16**

| Sr. No. | Programme                   | Ratio |
|---------|-----------------------------|-------|
| 1       | B.Com                       | 120:1 |
| 2       | B.Com (Banking & Insurance) | 60:1  |

**14) Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

**15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | 02             |
| 3.     | M.Phil           | NIL            |
| 4.     | PG (Visiting)    | 20             |

**16) Number of faculty with ongoing projects from: NIL**

**17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18) Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

**19) Publications:**

**a) Publication Per Faculty: NIL**

**b) Publication Per Faculty (Books Published): NIL**



**c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: NIL**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>NIL</b> |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>NIL</b> |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

**a) Percentage of students who have done in-house projects including inter departmental or programme:**

| Sr. No. | Programme                    | Percentage   |
|---------|------------------------------|--|
| 1       | B.Com                        | 100% (2012-13 and 2013-14)   |
| 2       | B.Com (Accounting & Finance) | 100%<br>TYBBI Semester-V (Banking) & Semester-VI (Insurance) 100 marks compulsory project. |

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students: NIL**

**24) List of Eminent Academicians and scientists/visitors to the department: NIL**

**25) Seminars/Conferences/Workshops organized & the source of funding: NIL**

**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 20 % (2015-16)     |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled (2015-16) |
|----------------------------------|------------------------------|
| Campus Selection                 | 102                          |
| Other than Campus Selection*     | Data Not Available           |
| Entrepreneurship / Self Employed | Data Not Available           |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |  |
|---------------------|--|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 5678</li> <li>✓ Journals and Periodicals–35</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|--|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts: Enclosed in Annexure**

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study and Assignments Method
- ✓ Field Trips.

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- ✓ Participation in "Swaach Bharat Campaign."
- ✓ Organised Peace march in Bandra to protest against issue related to women's security.
- ✓ Organised activities with NGO-OASIS & TEACH INDIA Foundation

**35) SWOC Analysis of the Department and Future Plans:**

|                               |   |
|-------------------------------|---|
| <b>Departmental Strengths</b> | <ul style="list-style-type: none"> <li>✓ Excellent Infrastructure for Academics viz. Smart Classrooms (technology enabled), Conference Room, Research Centre and Updated Library;</li> <li>✓ Motivated Faculty – both in-house and visiting faculty from Industry, in terms of delivering value to the students and in terms of publications and research initiatives;</li> <li>✓ Enthusiastic students who actively participate in Academic programmes, extra-curricular activities and community oriented activities</li> </ul> |
| <b>Departmental Weakness</b>  | <ul style="list-style-type: none"> <li>✓ Inadequate Space / Infrastructure to introduce new courses;</li> <li>✓ Inadequate Linkages with Academic Institutions at National / International Level</li> <li>✓ Need for adequate academia - industry linkages.</li> </ul>  |



|                                   |  |
|-----------------------------------|--|
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Student Exchange Programmes, based on linkages to be established with other Academic Institutions;</li> <li>✓ Faculty Development and Student Development Programmes can be used to enhance the value to these major stake holders;</li> <li>✓ Interaction and Co-ordination with Industry can benefit the student community and meet with the requirements of Industry, in terms of employable graduates.</li> </ul> |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>○ Online Programmes and Assessment for Students are a potential threat to Class room teaching;</li> <li>○ It is challenging to implement and achieve the objectives for which the Credit Based Grading System, was introduced;</li> <li>○ It is a challenge to beat competition from new as well as foreign universities, setting up shop in India, offering new and updated courses / programmes.</li> </ul>           |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ Academic field visits</li> <li>✓ Research based Seminars &amp; Conferences</li> <li>✓ Internship programmes in Banks/Insurance firm</li> </ul>  |

#### **ANNEXURES: STUDENT ENRICHMENT PROGRAMMES**

| <b><u>SR. NO.</u></b> | <b><u>NAME OF PROGRAMME</u></b>   | <b><u>DATE/YEAR</u></b> | <b><u>RESOURCE PERSON</u></b>                | <b><u>REMARK</u></b> |
|-----------------------|-----------------------------------|-------------------------|--|----------------------|
| 1.                    | Communication skill at workplace  | July-12                 | Ms.Anita;<br>H.R.Consultant                  | Workshop             |
| 2.                    | Career in banking sector          | August-2013             | Mr. Shekhar Choudhary,<br>RBI,GM             | Workshop             |
| 3.                    | Career programme in MBA           | August -13              | Mr. Mukul R.<br>Craft Education Society      | Workshop             |
| 4.                    | Career as CFP                     | September<br>2013       | Mr. Sunil<br>Certified Financial Planner     | Workshop             |
| 5.                    | Career plan in commodity market   | December<br>2013        | Mr. Rahul<br>Reliance Commodities            | Workshop             |
| 6.                    | Women self defense                | November<br>2013        | John,<br>Swiss Trainer                       | Workshop             |
| 7.                    | Designing Insurance product       | February 2014           | Mr.Abu.N.<br>IFFICO-Tokio Insurance          | Workshop             |
| 8.                    | Work place etiquettes & mannerism | July 2014               | Prof. Vidyanand joshi                        | Workshop             |
| 9.                    | Know the share market             | December<br>2014        | Mr.chandrakant thakur                        | Workshop             |
| 10.                   | Career opportunities in LIC       | July 2015               | Mangesh Nikale,<br>Development officer, LIC. | Seminar              |

|            |   |  |  |          |
|------------|---|--|--|----------|
| <b>11.</b> | Skill development training orientation              | July 2015                                  | NSDL & NSE, Skill India campaign.                        | Seminar  |
| <b>12.</b> | Emerging trends in Capital Market & Project Finance | September 2015<br>(session-I & session II) | Mr.Paresh Udeshi, and Mr.Rahul Shah Udeshi & Associates. | Seminar  |
| <b>13.</b> | Personality development and corporate grooming      | December 2015                              | Ms.Jasmine D'silva, HR & placement officer               | Workshop |





## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF MANAGEMENT STUDIES (BMS)



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD





### DEPARTMENT OF MANAGEMENT STUDIES

| 1)   | Name of the department   | Bachelors of Management Studies (BMS)   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
|--|--|---|-------|------------|--------|------------|---|---|----------------------|----|----|--|----|----|--|--|
| 2)   | Year of Establishment  | 1999  |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 3)   | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai)   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 4)   | Names of Interdisciplinary courses and the departments/ involved   | NIL   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 5)   | Annual/semester/ choice Based credit system (programme wise)   | BMS (CBSGS)   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 6)   | Participation of the Department in the courses offered by other departments                              | <ul style="list-style-type: none"><li>Economics – Dr. Sheetal Chaddha – BFM, BBI, BMM</li><li>Law, Principles of Management – Ms. Sana Dhanani – BFM, BBI</li></ul>   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 7)   | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | NIL   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 8)   | Details of courses/ programmes discontinued (if any) with reasons  | NIL   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| 9)   | Number of teaching posts   | <table><tr><th>Posts</th><th>Sanctioned</th><th>Filled</th></tr><tr><td>Professors</td><td>-</td><td>-</td></tr><tr><td>Associate Professors</td><td>--</td><td>--</td></tr><tr><td>Assistant Professors - Contractual<br/>(Approved by University of Mumbai)</td><td>02</td><td>02</td></tr></table> | Posts | Sanctioned | Filled | Professors | - | - | Associate Professors | -- | -- | Assistant Professors - Contractual<br>(Approved by University of Mumbai) | 02 | 02 |  |  |
| Posts  | Sanctioned   | Filled  |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| Professors   | -  | -   |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| Associate Professors   | --   | --  |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |
| Assistant Professors - Contractual<br>(Approved by University of Mumbai) | 02   | 02  |       |            |        |            |   |   |                      |    |    |  |    |    |  |  |

#### 10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

| Name                | Qualification     | Designation  | Specialization            | No. of Years of Experience |
|---------------------|-------------------|--------------|---------------------------|----------------------------|
| Dr. Sheetal Chaddha | MA, Ph.D          | Co-ordinator | Economics                 | 06                         |
| Ms. Sana Dhanani    | M.COM, M.M.S, NET | Lecturer     | Human Resource Management | 06                         |

#### 11) List of senior visiting faculty:

- ✓ Mr. Balashankar Ramdas
- ✓ Mrs. Gargi Hingorani

- 12) **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** – As it is a self-financing course, 90% lecturers are conducted by Visiting Faculty from Industry.

13) **Student –Teacher Ratio (Programme wise):**

Current Academic Year: 2015-16

| Sr. No. | Programme                  | Ratio |
|---------|----------------------------|-------|
| 1       | B.Com                      | 120:1 |
| 2       | B.Com (Management Studies) | 60:1  |

- 14) **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

15) **Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | 01             |
| 3.     | M.Phil           | --             |
| 4.     | PG (Visiting)    | 02             |

- 16) **Number of faculty with ongoing projects from:** NIL

- 17) **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:** NIL

- 18) **Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

19) **Publications:**

- a) **Publication Per Faculty: Dr. Sheetal Chaddha – 06 (Annexure)**

- b) **Publication Per Faculty (Books Published):** NIL

- c) **Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: 03**

|  |     |
|--|-----|
| • Number of publications listed in International Database: | NIL |
| • Monographs:  | NIL |
| • Chapter in Books:  | NIL |
| • Books Edited:  | NIL |
| • Books with ISBN/ISSN numbers with details of publishers: | NIL |
| • Citation Index:  | NIL |
| • SNIP:  | NIL |
| • SJR:   | NIL |
| • Impact factor:   | NIL |
| • H-Index  | NIL |

20) Areas of consultancy and income generated: NIL

21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL

22) Student Projects:

a) Percentage of students who have done in-house projects including inter departmental or programme:

| Sr. No. | Programme                  | Percentage  |
|---------|----------------------------|---|
| 1       | B.Com                      | 100% (2012-13 and 2013-14)  |
| 2       | B.Com (Management Studies) | 100%<br>TYBMS Semester-V & Semester-VI: 100 marks compulsory project. |

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL

23) Awards / Recognition by Faculty and Students: Students won prizes in intercollegiate festivals such as debating, entrepreneurship and moot court.

- a) Debating Competition – 1<sup>st</sup> Prize, Lala Lajpatrai College, 2013
- b) ‘Developing Business Plan Competition’ - 1<sup>st</sup> Prize, Chandiramani College, 2014
- c) ‘Moot Court’ – 3<sup>rd</sup> prize, G.J. Advani Law College, 2014

24) List of Eminent Academicians and scientists/visitors to the department: NIL

25) Seminars/Conferences/Workshops organized & the source of funding: NIL

26) Student Profile: (Academic Year 2015-2016)

| Course | Year   | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|--------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |        |                       |                       | Male     | Female | Male            | Female |
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|        | TYBMS  | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
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|        | SYBBI  | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
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|        | SYBMM  | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM  | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |

|             |         |     |    |    |    |       |       |
|-------------|---------|-----|----|----|----|-------|-------|
| <b>BCFM</b> | FYBFM   | 137 | 51 | 38 | 13 | 75.56 | 24.44 |
|             | SYBFM   | 47  | 47 | 33 | 14 | 58.82 | 41.18 |
|             | TYBFM   | 54  | 54 | 41 | 13 | 75.00 | 25.00 |
| <b>MCOM</b> | MCOM-I  | 177 | 73 | 35 | 38 | 40.82 | 59.18 |
|             | MCOM-II | 53  | 53 | 13 | 40 | 25.53 | 74.47 |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBM    | 100                   | 0                               | 0                         |
| BBF    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled (2015-16) |
|----------------------------------|------------------------------|
| Campus Selection                 | 83                           |
| Other than Campus Selection*     | 19                           |
| Entrepreneurship / Self Employed | Data Not Available           |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.



**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |                                       |
|---------------------|---------------------------------------|
| Centralized Library | ✓ Books – 330                         |
|                     | ✓ Journals and Periodicals–20         |
|                     | ✓ Online resources-N-list (Inflibnet) |

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$)= Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts: Enclosed in Annexure**

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study and Assignments Method
- ✓ Field Trips.

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- ✓ BMS students visited the 'Akanksha Foundation' and conducted play group activities for the benefit of the under privileged kid.
- ✓ Visit to old age home, Peace March against terrorism, Rights of transgender, Visit to home for specially abled.

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |  |
|-----------------------------------|--|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Industry Faculty,</li> <li>✓ Seminars and Guest Lectures</li> <li>✓ MMK-BMS app developed for better coordination with students and faculties.</li> </ul>   |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Inadequate Space / Infrastructure to introduce new courses;</li> <li>✓ Inadequate Linkages with Academic Institutions at National / International Level</li> <li>✓ Need for adequate academia - industry linkages.</li> </ul>   |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Collaborating with National &amp; International Institutes for student exchange programmes</li> </ul>   |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ It is challenging to implement and achieve the objectives for which the Credit Based Grading System, was introduced;</li> <li>✓ It is a challenge to beat competition from new as well as foreign universities, setting up shop in India, offering new and updated courses / programmes.</li> <li>✓ Retaining the visiting Faculty</li> </ul> |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ Increasing industry engagement through encouraging internships.</li> </ul>  |

**ANNEXURE I: LIST OF PUBLICATION BY FACULTY**

- Burange, L.G, **Sheetal J. Chaddha** & Kapoor (2010) 'India's Trade in Services', *Indian Economic Journal*, Vol. 58, No.2, pp. 44-62
- Burange, L.G. and **Sheetal J. Chaddha** (2008) 'India's Revealed Comparative Advantage in Merchandise Trade', *Artha Vijnana*, Vol.1, No.4, pp. 332-363, Gokhale Institute of Politics and Economics.
- Burange, L.G. and **Sheetal J. Chaddha** (2007), Growth in India's Intra-Industry Trade, *Journal of Indian School of Political Economy* Vol. 19, Nos. 1&2, pp. 1-42
- Burange, L.G, **Sheetal J. Chaddha** & Kapoor (2010) 'India's Trade in Services', *Indian Economic Journal*, Vol. 58, No.2, pp. 44-62
- Burange, L.G. and **Sheetal J. Chaddha** (2008) 'India's Revealed Comparative Advantage in Merchandise Trade', *Artha Vijnana*, Vol.1, No.4, pp. 332-363, Gokhale Institute of Politics and Economics.
- Burange, L.G. and **Sheetal J. Chaddha** (2007), Growth in India's Intra-Industry Trade, *Journal of Indian School of Political Economy* Vol. 19, Nos. 1&2, pp. 1-42

**ANNEXURE II: STUDENT ENRICHMENT PROGRAMMES**

- Seminar on etiquettes,
- To enhance financial awareness, representatives from ICICI Bank visited the students and conducted a seminar on 16th August
- Representatives from University of Georgia and Kings College (London) met the students and informed them about the opportunities and courses available to Indian students and apprised them of the methods of education followed in the US and London respectively.
- On behalf of the BSE, Lotus Knowlwealth Pvt. Ltd. conducted a session on Capital Markets, with the aim of increasing the financial quotient of students.
- A workshop, 'Cracking AATMA', was held by the department to facilitate the students on methods to approach various management entrance exams.
- Students of TYBMS were sent for a seminar on 'Digital Marketing'. The events was presided by the CEO of mouthshut.com, Mr. Faisal Farooqui.
- An opportunity was given to the students to meet and interact with the Police Commissioner in a workshop organized by Mumbai Police. Issues relating to terrorism and women's security were discussed.
- BMS students in collaboration with NSS went for a Peace March to highlight issues relating to women security.
- Seminar conducted by Kraft Education Society about the benefits provided by Canada to overseas students.
- The Marketing Head of Sanofi Pharmaceuticals taught the students management strategies through games.
- A crash course on 'Introduction to French Language' was organized by the Boli Institute for the benefit of the TY & SY students.
- A seminar on 'Derivatives and Capital Markets' by Nitin Nachnani, an analyst with 'Geojit Finance'.
- A workshop on 'Career Guidance' was conducted by CPLC.
- A 'Mock Court' on the Nirbhaya Rape Case was organised for the FYBMS students, which was chaired by the Principal of Advani Law College
- Seminar on 'Marketing Management' by Kumar Luthra, Brand Manager, ABP News.
- Management Games were conducted for the SY and FYBMS students on the subject of 'Excellence & Leadership' in the month of January. The CPLC team had partnered with the BMS department for the same.





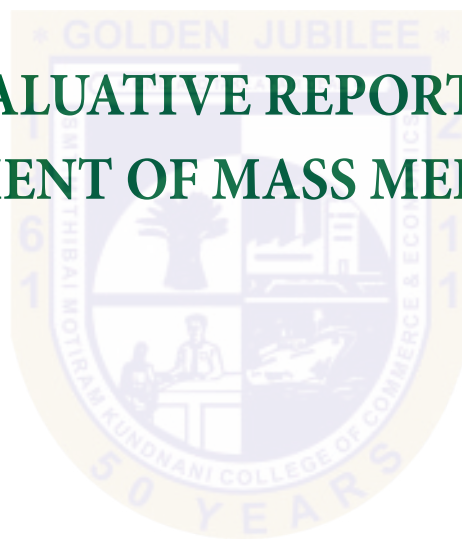




## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF MASS MEDIA (BMM)



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



### DEPARTMENT OF MASS MEDIA

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Bachelors in Mass Media (BMM)   |            |        |
| 2) | Year of Establishment  | 2007 - 2008   |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | NIL   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | BMM (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | NIL   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | NIL   |            |        |
| 8) | Details of courses/ programmes discontinued(if any) with reasons   | NIL   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | --         | --     |
|    |  | Assistant Professors - Contractual<br>(Approved by University of Mumbai)  | 01         | 01     |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name               | Qualification | Designation  | Specialization | No. of Years of Experience |
|--------------------|---------------|--------------|----------------|----------------------------|
| Ms. Sharon Menezes | M.A., M.Phil  | Co-ordinator | History        | 14                         |

**11) List of senior visiting faculty:**

- ✓ Mrs. Gargi Hingorani
- ✓ Mrs. Saudamini Bhagwat
- ✓ Mrs. Anita Mandrekar
- ✓ Mrs. Dipta Joshi

**12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** – As it is a self-financing course, 90% lectures are conducted by Visiting Faculty from Industry.

**13) Student –Teacher Ratio (Programme wise):**

Current Academic Year: 2015-16

| Sr. No. | Programme                 | Ratio |
|---------|---------------------------|-------|
| 1       | B.Com                     | 120:1 |
| 2       | B.Com (Financial Markets) | 60:1  |

**14) Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

**15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:**

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | NIL            |
| 3.     | M.Phil           | 01             |
| 4.     | PG (Visiting)    | 02             |

**16) Number of faculty with ongoing projects from: NIL**

**17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL**

**18) Research Centre/facility recognized by the University:** Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

**19) Publications:**

a) **Publication Per Faculty: NIL**

b) **Publication Per Faculty (Books Published): NIL**



**c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: NIL**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>NIL</b> |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>NIL</b> |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

**a) Percentage of students who have done in-house projects including inter departmental or programme:**

| <b>Sr. No.</b> | <b>Programme</b>  | <b>Percentage</b>                                      |
|----------------|-------------------|--|
| <b>1</b>       | B.Com             | 100% (2012-13 and 2013-14)                             |
| <b>2</b>       | B.A. (Mass Media) | 100% (TYBMM Semester-V: 100 marks compulsory project.) |

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students: NIL**

**24) List of Eminent Academicians and scientists/visitors to the department: NIL**

**25) Seminars/Conferences/Workshops organized & the source of funding: NIL**

**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled<br>(2015-16) |
|----------------------------------|---------------------------------|
| Campus Selection                 | 83                              |
| Other than Campus Selection*     | 19                              |
| Entrepreneurship / Self Employed | Data Not Available              |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |   |
|---------------------|---|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 174</li> <li>✓ Journals and Periodicals–10</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|---|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

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**Number of Students Receiving Financial Assistance**

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| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
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(\$ ) = Half amount pending

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**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study and Assignments Method
- ✓ Field Trips.
- ✓ Mock Trading Sessions

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- ✓ MEMBER : Ms. Sharon Menezes (4 years), All India Religious Meet Coordinator
- ✓ Conducting awareness programs through Kiosks, seminars and presentations where students discuss issues that pertain to society eg. Pollution, Global Warming, Women's rights, Corruption, etc.

**35) SWOC Analysis of the Department and Future Plans:**

|                                   |  |
|-----------------------------------|--|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Industry Faculty,</li> <li>✓ Seminars and Guest Lectures</li> <li>✓ MMK-BMS app developed for better coordination with students and faculties.</li> </ul>   |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Inadequate Space / Infrastructure to introduce new courses;</li> <li>✓ Inadequate Linkages with Academic Institutions at National / International Level</li> <li>✓ Need for adequate academia - industry linkages.</li> </ul> |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Collaborating with National &amp; International Institutes for student exchange programmes</li> </ul>   |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ Competition from neighboring college</li> <li>✓ Constant changes in media industry require more focused programs not only for the students but for the teachers as well.</li> </ul>   |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ Increasing industry engagement through encouraging internships.</li> </ul>  |



## **ANNEXURE I: STUDENT ENRICHMENT PROGRAMMES**

### **2011-12:**

- ✓ A career guidance seminar was organized for the TYBMM and SYBMM Students on the 4<sup>th</sup> of August 2011. It was conducted by Ms. Rhea from Edwise – a company that provides students with knowledge about study options internationally post the BMM Degree.
- ✓ A Fair Trade Workshop for FYBMM and TYBMM students was held on 9<sup>th</sup> August 2011 by Ms Shalini IRFT (International Resources for Fairer Trade). IRFT is dedicated to empowering farmers, artisans, companies and NGOs to develop their business capacity and promote sustainable livelihoods, for all those involved in producing the things we consume every day.
- ✓ The Annual Photography Exhibition ‘Colours of Life’ was held on 9<sup>th</sup> and 10<sup>th</sup> September 2011 showcasing the talent of the students. There was active participation from students of all the FY, SY and TYBMM classes.
- ✓ On 8<sup>th</sup> December 2011 a Seminar by Mr. Justin Gomes from London School of Arts was held. The topic covered at this seminar was ‘Fashion Trends Today’.
- ✓ On 10<sup>th</sup> January 2012, a Seminar by Mr Nikhil Gurav GEEBEE Education was held on study abroad opportunities for BMM students.
- ✓ The New Year also saw the TYBMM students working of various social initiatives.
- ✓ From 16<sup>th</sup> Jan to 21<sup>st</sup> Jan the campaign ‘Cut the Corruption’ was held where students created awareness about the problem of corruption in our society.
- ✓ From 23<sup>rd</sup> to 28<sup>th</sup> Jan a Campaign on Global Warming – ‘Global Warning’ was held. Here the students organised a fun fair to create awareness about the seriousness of climate change and its impact on our lives.
- ✓ 30<sup>th</sup> Jan to 4<sup>th</sup> Feb showcased a campaign on Sustainable Development – ‘Sustaining Humanity’ where students were encouraged to use eco friendly products.
- ✓ 6<sup>th</sup> to 11<sup>th</sup> February a campaign on Being Human was held followed by a Human Rights Campaign which was coupled with a Child Rights Campaign from the 13<sup>th</sup> to the 18<sup>th</sup> of February. A Mela was held for underprivileged children at Andheri.
- ✓ 20<sup>th</sup> to 25<sup>th</sup> an Anti Sexual Harassment Campaign was held where the student were made aware of their rights. The NGO explained to the students the need to stand against Eve Teasing and other such problems.
- ✓ 27<sup>th</sup> February to 3<sup>rd</sup> March Campaign Ghumao 1298 – Anti Domestic Violence campaign was held. Dr. Rajiv Naidu spoke to the students about the problems faced in homes today and empowered them to stand for women’s rights.
- ✓ 5<sup>th</sup> March to 10<sup>th</sup> March – Bromance – a campaign on ‘Gay Rights’ was held to create awareness about rights of Transgenders, Gays, Lesbians and Bisexuals who are ill treated by society.
- ✓ Throughout the campaigns relevant banners were put up in the college, badges distributed and seminars and sessions held to create awareness about the various social problems.
- ✓ Mr. Rajesh Kumar from KCCMS conducted a seminar informing the students about the industry recognized courses available for students after Graduation.
- ✓ The students of SYBMM visited Noble printing press in Navi Mumbai where they attended a session at the printing press and learnt the intricacies of printing technology. A follow up printing class was held at our own college where students did practical silk screen printing on t-shirts.

**2012-13:**

- ✓ Patricia from WIFT (Women in Film and Television) had a session with the BMM students giving them an overview of Cinema over the years. The students also attended the screening of the movie 'Saving Face' at NCPA. The screening was followed by a discussion with Kiran Rao and Sharmeen (the producer and director of Saving Face). It was a learning experience for those who attended.
- ✓ MET Bandra visited the college and Ms. Shweta gave the students an overview of careers in media after BMM.
- ✓ Ms. Sonakshi Singh from Balaji Telefilms Pvt Ltd visited the college and gave the students an overview of options in the media industry and invited students over to the studio to have a firsthand feel of movie making and all that goes with it.
- ✓ A Debate Competition 'In Our Hands' was held for the students by the students of St. Andrews College. Kumail Changezi and Manali Panchal were the winners of the Debate.
- ✓ Mr. Wayne D'Silva from Cine Vista visited the college and conducted auditions for a new TV serial they were coming up with. A large number of students tried their hand at acting at the auditions.
- ✓ Apeksha Macwan from L'Oreal Professionnel conducted a session on Hairdressing as a Career as part of the concept of Careers Out of the Box initiative for the students of the college.
- ✓ The TYBMM students undertook awareness programs on various issues that affect our society. They conducted one week kiosks, seminars and awareness campaigns on Corruption, Domestic Violence, Environmental Issues, Womens Empowerment, and other social problems. It was a learning experience for the students of the TYBMM as well as for all other classes who actively participated in the seminars, activities and games organized at the kiosk.
- ✓ On the occasion of World Cancer Day (4<sup>th</sup> February) Ms Priya Dutt from the Nargis Dutt Memorial Charitable Trust had a Cancer Awareness Session. Cancer has been spreading rapidly and there is a need for awareness among all age groups.
- ✓ The SYBMM students as part of their Culture Studies Project work conducted a one day kiosk in the college campus. They displayed the features of various cultures beginning with a presentation and skit on the Sindhi culture. This was followed by various other topics like Puppetry in India with a professional puppet show presentation, Indian Art display, Indian Architecture and its features, and Technology in India over the years.

**2013-14:**

- ✓ To commemorate Independence Day, the BMM Department organized 'Glimpses of How India Became Independent' by living legend and freedom fighter Shri. H.G. Hingoorani on the eve of Independence Day, 14<sup>th</sup> August 2013. Shri. Hingoorani shared his experiences as a freedom fighter and asked the students to carry the fragrance of freedom wherever they went. He also exhibited some of his painting from the struggle for freedom days with a portrait of Jawarharlal Nehru painted in his own blood.
- ✓ The annual photography exhibition 'Colors of Life' was held on the 24<sup>th</sup> and 25<sup>th</sup> of September 2014 and truly brought out the talent of the young photographers who were at the exhibition explaining the pictures to those who visited the exhibition.
- ✓ On the occasion of Gandhi Jayanti – 2<sup>nd</sup> October 2013 the students of the department volunteered their time assisting blind students from NAB with the NGO – Eshaan Humanity

Foundation. The NGO organized the event in order to provide an opportunity to the blind students to display their talent and the event Rainbow was held at Ravindra Natya Mandir was truly an experience that all our volunteers will cherish for life.

- ✓ Our students attended the NDTV Shoot 'Our Girls Our Pride' hosted by Priyanka Chopra in aid of girl student education. The Telethon was held on the 1<sup>st</sup> of December 2013 at Yashraj Studios Andheri.
- ✓ Our students volunteered yet again at another event for the Blind organized by Eshaan Humanity Foundation – Pratibimb at Yashwantrao Chavan Auditorium on 4<sup>th</sup> January 2014. The event was attended by the Governor of Maharashtra Mr. K Sankaranarayan and film star John Abraham.
- ✓ A session on Overseas Education Opportunities was held for the final year BMM student in order to assist and guide them about the avenues available to them. Natasha O' Hare from Aliff Overseas Services were invited to assist the students and to expose the students to the opportunities available.
- ✓ A session with Pearl Academy- Art, Design and Fashion was held in order to provide the students a kaleidoscope of opportunities available to students in the field of Art, Design and Fashion. Nicole Sequeira conducted the session.
- ✓ We also had vocal artist Aditya Kripalani – an ex student from MMK, explain his experience as a media freelancer and perform at College for the BMM Students on 13<sup>th</sup> Feb 2014. A Script writer, Novelist and Musician, Aditya Kripalani shared his experiences with the students and am sure have inspired quite a few of them on the choices they make and the message – follow your heart!
- ✓ Journalist Claudelle from Afternoon Dispatch and Courier shared her experiences as a journalist with the students and the session was truly enlightening as it helped students discern what course they would like to pursue in the final semesters of college.

#### **2014-15:**

- ✓ Screening of TedX videos was held on the 17<sup>th</sup> of July 2014 as part of the Idea Generation Programme for BMM Students.
- ✓ A career seminar was conducted for the BMM Students with the assistance of IMS and Ace Education. Meenaxi and Shawna were speakers of the day.
- ✓ Our students volunteered at an event for the Blind organized by Eshaan Humanity Foundation at the Veer Savarkar Auditorium on the 17<sup>th</sup> of January 2015. The chief guest of the event was theatre and film personality, Ms. Nadira Babbar.
- ✓ A session on Overseas Education Opportunities was held for the final year BMM student in order to assist and guide them about the avenues available to them. Aliff Overseas Services were invited to assist the students and to expose the students to the opportunities available.
- ✓ A session with Pearl Academy- Art, Design and Fashion was held in order to provide the students a kaleidoscope of opportunities available to students in the field of Art, Design and Fashion.
- ✓ On the 30<sup>th</sup> of January 2015 our college hosted the All Religion Prayer and Get-together Programme. The participants included Daughters of St. Paul, Bandra Hindu Association, Bramha kumaris, BUILD, Durelo Convent School, Anjuman I Islam School and Junior College, Smt MMK College of Commerce and Economics and Wilson College. It was truly a spiritually enriching experience for all of us who were part of the organizing team as well as for all those who attended the programme 2011-12









## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



## EVALUATIVE REPORT OF DEPARTMENT OF FINANCIAL MARKETS (BFM)



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



### DEPARTMENT OF FINANCIAL MARKETS

|    |  |   |            |        |
|----|--|---|------------|--------|
| 1) | Name of the department   | Bachelors in Financial Markets (BFM)  |            |        |
| 2) | Year of Establishment  | 2010 - 11   |            |        |
| 3) | Names of Programmes / Courses offered(UG, PG, M.Phil.,Ph.D., Integrated Masters; Integrated Ph.D., etc.) | B.Com (Bachelors of Commerce)<br>M.Com (Accountancy)<br>Ph.D Research cell (Commerce)<br>(Approval awaited from University of Mumbai) |            |        |
| 4) | Names of Interdisciplinary courses and the departments/ involved   | NIL   |            |        |
| 5) | Annual/semester/ choice Based credit system (programme wise)   | BFM (CBSGS)   |            |        |
| 6) | Participation of the Department in the courses offered by other departments                              | NIL   |            |        |
| 7) | Courses in collaboration with other universities, industries, foreign institutions, etc.                 | NIL   |            |        |
| 8) | Details of courses/ programmes discontinued (if any) with reasons  | NIL   |            |        |
| 9) | Number of teaching posts   | Posts   | Sanctioned | Filled |
|    |  | Professors  | -          | -      |
|    |  | Associate Professors  | --         | --     |
|    |  | Assistant Professors - Contractual<br>(Approved by University of Mumbai)  | 01         | 01     |

**10) Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)**

| Name                 | Qualification     | Designation  | Specialization | No. of Years of Experience |
|----------------------|-------------------|--------------|----------------|----------------------------|
| Ms. Harsha Hardasani | MMS (Fin),<br>NET | Co-ordinator | Finance        | 06                         |

11) List of senior visiting faculty: NIL

12) Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – As it is a self-financing course, 90% lecturers are conducted by Visiting Faculty from Industry.

13) Student –Teacher Ratio (Programme wise):

Current Academic Year: 2015-16

| Sr. No. | Programme                 | Ratio |
|---------|---------------------------|-------|
| 1       | B.Com                     | 120:1 |
| 2       | B.Com (Financial Markets) | 60:1  |

14) Number of academic support staff (technical) and administrative staff; sanctioned and filled: Administrative and academic support staffs are available from the common pool

| Sr.No. | Type           | Sanctioned | Filled |
|--------|----------------|------------|--------|
| 1.     | Administrative | 39         | 35     |
| 2.     | Technical      | 0          | 0      |

15) Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil /PG:

| Sr.No. | Type             | No. Of Faculty |
|--------|------------------|----------------|
| 1.     | D.Sc / D. Litt   | NIL            |
| 2.     | Ph.D. (Visiting) | NIL            |
| 3.     | M.Phil           | 01             |
| 4.     | PG (Visiting)    | 02             |

16) Number of faculty with ongoing projects from: NIL

17) Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18) Research Centre/facility recognized by the University: Ph.D. (Commerce) application has been made and Local Inquiry Committee has completed the visit. Awaiting approval from University of Mumbai.

19) Publications:

a) Publication Per Faculty: NIL

b) Publication Per Faculty (Books Published): NIL



**c) Number of Paper Publications in peer reviewed journals: (National/International) by students and faculty: NIL**

|  |            |
|--|------------|
| • Number of publications listed in International Database: | <b>NIL</b> |
| • Monographs:  | <b>NIL</b> |
| • Chapter in Books:  | <b>NIL</b> |
| • Books Edited:  | <b>NIL</b> |
| • Books with ISBN/ISSN numbers with details of publishers: | <b>NIL</b> |
| • Citation Index:  | <b>NIL</b> |
| • SNIP:  | <b>NIL</b> |
| • SJR:   | <b>NIL</b> |
| • Impact factor:   | <b>NIL</b> |
| • H-Index  | <b>NIL</b> |

**20) Areas of consultancy and income generated: NIL**

**21) Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL**

**22) Student Projects:**

**a) Percentage of students who have done in-house projects including inter departmental or programme:**

| <b>Sr. No.</b> | <b>Programme</b>           | <b>Percentage</b>  |
|----------------|----------------------------|--|
| <b>1</b>       | B.Com                      | 100% (2012-13 and 2013-14)   |
| <b>2</b>       | B.Com (Management Studies) | 100%<br><i>TYBFM Semester-V &amp; Semester-VI: 100 marks compulsory project.</i> |

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL**

**23) Awards / Recognition by Faculty and Students: NIL**

**24) List of Eminent Academicians and scientists/visitors to the department: NIL**

**25) Seminars/Conferences/Workshops organized & the source of funding: NIL**

**26) Student Profile: (Academic Year 2015-2016)**

| Course | Year    | Applications received | Applications Selected | Enrolled |        | Pass Percentage |        |
|--------|---------|-----------------------|-----------------------|----------|--------|-----------------|--------|
|        |         |                       |                       | Male     | Female | Male            | Female |
| BCOM   | FYBCOM  | 2023                  | 754                   | 475      | 279    | 61.72           | 38.27  |
|        | SYBCOM  | 730                   | 688                   | 360      | 328    | 51.63           | 48.37  |
|        | TYBCOM  | 645                   | 617                   | 333      | 284    | 50.20           | 49.80  |
| BMS    | FYBMS   | 1625                  | 142                   | 64       | 78     | 46.46           | 53.54  |
|        | SYBMS   | 167                   | 146                   | 83       | 63     | 52.89           | 47.11  |
|        | TYBMS   | 109                   | 107                   | 56       | 51     | 52.48           | 47.52  |
| BCBI   | FYBBI   | 165                   | 58                    | 20       | 38     | 21.43           | 78.57  |
|        | SYBBI   | 65                    | 59                    | 23       | 36     | 33.33           | 66.67  |
|        | TYBBI   | 56                    | 54                    | 27       | 27     | 45.45           | 54.55  |
| BCAF   | FYBAF   | 561                   | 53                    | 20       | 33     | 37.74           | 62.26  |
|        | SYBAF   | 57                    | 54                    | 16       | 38     | 29.63           | 70.37  |
|        | TYBAF   | 61                    | 59                    | 22       | 34     | 39.29           | 60.71  |
| BMM    | FYBMM   | 497                   | 55                    | 22       | 33     | 40.00           | 60.00  |
|        | SYBMM   | 70                    | 58                    | 24       | 34     | 41.38           | 58.62  |
|        | TYBMM   | 61                    | 55                    | 23       | 32     | 41.82           | 58.18  |
| BCFM   | FYBFM   | 137                   | 51                    | 38       | 13     | 75.56           | 24.44  |
|        | SYBFM   | 47                    | 47                    | 33       | 14     | 58.82           | 41.18  |
|        | TYBFM   | 54                    | 54                    | 41       | 13     | 75.00           | 25.00  |
| MCOM   | MCOM-I  | 177                   | 73                    | 35       | 38     | 40.82           | 59.18  |
|        | MCOM-II | 53                    | 53                    | 13       | 40     | 25.53           | 74.47  |

**27) Diversity of Students: (Academic Year 2015 -2016)**

| Course | % Students from State | % of students from other states | % of students from abroad |
|--------|-----------------------|---------------------------------|---------------------------|
| BCOM   | 96.03                 | 3.97                            | 0                         |
| BMS    | 81.25                 | 18.75                           | 0                         |
| BMM    | 82.55                 | 17.45                           | 0                         |
| BBI    | 100                   | 0                               | 0                         |
| BFM    | 94.11                 | 5.89                            | 0                         |
| BAF    | 100                   | 0                               | 0                         |
| MCOM   | 98.12                 | 1.81                            | 0                         |

**28) How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:**

|                |  |
|----------------|--|
| <b>SET/NET</b> | <b>07</b><br>(As per data available. However, there may be more students who have passed the examinations) |
| <b>Others</b>  | Data Not Available   |

**29) Student Progression:**

| Particulars            | Against % Enrolled |
|------------------------|--------------------|
| UG to PG               | 67.12%             |
| PG to M.Phil           | Data Not Available |
| PG to Ph.D.            | Data Not Available |
| Ph.D to Post- Doctoral | Data Not Available |

| Employed                         | Against % Enrolled<br>(2015-16) |
|----------------------------------|---------------------------------|
| Campus Selection                 | 83                              |
| Other than Campus Selection*     | 19                              |
| Entrepreneurship / Self Employed | Data Not Available              |

\* Placement cell forwards data required by the corporate firms for employment of students. Firms contact students as per their job requirements directly.

**30) Details of Infrastructural facilities:**

**a. Library:**

|                     |   |
|---------------------|---|
| Centralized Library | <ul style="list-style-type: none"> <li>✓ Books – 174</li> <li>✓ Journals and Periodicals–10</li> <li>✓ Online resources-N-list (Inflibnet)</li> </ul> |
|---------------------|---|

**b. Internet Facility for staff and students:**

- ✓ Internet facility available in Departmental Room, IT-Labs. Library, Staff Common Room, NSS Room and Health Centre.
- ✓ WI-FI facility available for staff only at Departmental Rooms, Staff Room, Library and Administrative office.
- ✓ One Laptop each for major departments and also for self-financing courses.

**c. Classrooms with ICT Facility:**

- ✓ 26 Classrooms ICT enabled with Projectors, Screens and Public Address System.

**d. Laboratories:**

- ✓ Two IT-Labs located at Ground floor and Third floor with 54 Computers for faculty as well as students.

**31) Number of students receiving financial assistance from college, university, government or other agencies:**

**Number of Students Receiving Financial Assistance**

| Caste                     | 2011-12         | 2012-13         | 2013-14         | 2014-15              | 2015-16            |
|---------------------------|-----------------|-----------------|-----------------|----------------------|--------------------|
| SC                        | 9               | 22              | 34              | 30                   | 67                 |
| OBC                       | 12              | 19              | 27              | 24                   | 54                 |
| SBC                       | 2               | 01              | 02              | 01                   | 08                 |
| ST                        | NIL             | NIL             | NIL             | NIL                  | NIL                |
| NT                        | NIL             | NIL             | NIL             | NIL                  | 05                 |
| Sahu Maharaj Scholarship  | NIL             | NIL             | NIL             | 02                   | 01                 |
| Open Merit                | NIL             | NIL             | NIL             | NIL                  | NIL                |
| Total No. of Students     | 23              | 42              | 63              | 57                   | 135                |
| <b>Total Amount (Rs.)</b> | <b>1,33,343</b> | <b>3,10,280</b> | <b>3,38,640</b> | <b>2,55,297 (\$)</b> | <b>96,664 (\$)</b> |

(\$ ) = Half amount pending

**32) Details on student enrichment programmes (special lectures/workshops/seminars) with external experts: Enclosed in Annexure**

**33) Teaching methods adopted to improve student learning:**

- ✓ Traditional Chalk and Board.
- ✓ Power Point Presentation on relevant topics
- ✓ Audio-Visual aids (films and videos on subject related topics)
- ✓ Case Study and Assignments Method
- ✓ Field Trips.
- ✓ Mock Trading Sessions

**34) Participation in Institutional Social Responsibility (ISR) and Extensions activities:**

- ✓ FYBFM and SYBFM students participated in Prime Minister Narendra Modi's "SWACCH BHARAT ABHIYAAN"
- ✓ FYBFM and SYBFM students joined hands with NGO "St. Catherine's Home" – an NGO looking after 275 girls
- ✓ BFM students went for a Peace March in Bandra to protest against the issues related to Women's



### 35) SWOC Analysis of the Department and Future Plans:

|                                   |  |
|-----------------------------------|--|
| <b>Departmental Strengths</b>     | <ul style="list-style-type: none"> <li>✓ Industry Faculty,</li> <li>✓ Seminars and Guest Lectures</li> <li>✓ MMK-BMS app developed for better coordination with students and faculties.</li> </ul>   |
| <b>Departmental Weakness</b>      | <ul style="list-style-type: none"> <li>✓ Inadequate Space / Infrastructure to introduce new courses;</li> <li>✓ Inadequate Linkages with Academic Institutions at National / International Level</li> <li>✓ Need for adequate academia - industry linkages.</li> </ul>   |
| <b>Departmental Opportunities</b> | <ul style="list-style-type: none"> <li>✓ Collaborating with National &amp; International Institutes for student exchange programmes</li> </ul>   |
| <b>Departmental Challenges</b>    | <ul style="list-style-type: none"> <li>✓ It is challenging to implement and achieve the objectives for which the Credit Based Grading System, was introduced;</li> <li>✓ It is a challenge to beat competition from new as well as foreign universities, setting up shop in India, offering new and updated courses / programmes.</li> <li>✓ Retaining the visiting Faculty</li> </ul> |
| <b>Future Plans</b>               | <ul style="list-style-type: none"> <li>✓ Increasing industry engagement through encouraging internships.</li> </ul>  |

### ANNEXURE I: STUDENT ENRICHMENT PROGRAMMES

- Investor's Awareness Programme
- Working of Forex Market
- Derivatives & Capital Market
- Supply Chain Management
- Working of a Stock Exchange
- Insights in Stock & Commodity Markets
- Financial Awareness
- Business Cycle and its impact on the market
- Financial Management





## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



### Peer Team Report and Recommendations (Cycle 2) and Post-Accreditation Initiatives



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD





**PEER TEAM REPORT  
ON  
INSTITUTIONAL RE-ACCREDITATION OF  
SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE &  
ECONOMICS, MUMBAI, MAHARASHTRA**

|  |   |
|--|---|
| <b>Section I: GENERAL INFORMATION</b>  |   |
| 1.1. Name & Address of the Institution   | : SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE OF COMMERCE & ECONOMICS, 32nd Road, TPS III, Bandra (W), MUMBAI 400 050,   |
| 1.2. Year of Establishment   | : 15 <sup>th</sup> June 1961  |
| 1.3. Current Academic Activities of the Institution (Numbers)                          |   |
| • Faculties/Schools  | : 01 (Commerce)   |
| • Departments/Centres  | :   |
| • Programmes/Courses offered   | : PG 01 UG 05 Add On Certificate : 01   |
| • Permanent Faculty Members  | : 19  |
| • Permanent Support Staff  | : Non-Teaching : 33, Technical :  |
| • Students   | :   |
| 1.4. Three major features in the institutional context (as perceived by the Peer Team) | 1. Single faculty Grant-in-Aid, Linguistic Minority Institution with good academic ambience.<br>2. Enjoys locational Advantage for imparting professional skills.<br>3. Social profile of the students reveals its urban character. |
| 1.5. Dates of visit of the Peer Team (A detailed visit schedule is included)           | : 29 <sup>th</sup> September - 1 <sup>st</sup> October, 2010 (Enclosed)   |
| 1.6. Composition of the Peer Team which undertook the on-site visit                    | :   |
| Chairperson  | : Prof. (Dr. ) Ashish Ray<br>Former Vice-Chancellor<br>Kalyani University<br>KOLKATA -700084 (W.B.)   |
| Member Coordinator   | : Prof. (Dr.) P.K. Biswasroy<br>Head & Dean,<br>Department of Commerce,<br>Berhampur University,<br>Berhampur-760 007, Orissa.  |
| Member   | : Dr. Abraham George<br>Former Principal, Mar Thoma College,<br>Thiruvalla-689 103, Kerala  |
| NAAC Officer   | : B. S. Madhukar<br>Deputy Advisor, NAAC<br>Bangalore-560072  |



| <b>Section II: CRITERION-WISE ANALYSIS</b>           |   |
|--|---|
| <b>2.1. Curricular Aspects</b>                       |   |
| 2.1.1. Curricular Design & Development               | <ul style="list-style-type: none"> <li>Programme option match with the institutional goals and objectives.</li> <li>The affiliating university develops and designs the curriculum.</li> <li>Curriculum facilitates entry to further higher education as well as employment in organised and unorganised sectors.</li> </ul>  |
| 2.1.2. Academic Flexibility                          | <ul style="list-style-type: none"> <li>The college offers 05 UG, 01 PG, and 01 Add On courses. Elective options are available as per the University norms.</li> <li>The College has introduced 04 Self Financing courses during the post-accreditation period.</li> </ul>   |
| 2.1.3. Feedback on Curriculum                        | <ul style="list-style-type: none"> <li>Suggestions obtained from stakeholders are integrated by the faculty and communicated to the university.</li> <li>There is the need for a system of having regular feedback for quality improvement.</li> <li>Some Faculty Members are associated with regards to revision of course of studies of University of Mumbai.</li> </ul>  |
| 2.1.4. Curriculum update                             | <ul style="list-style-type: none"> <li>Periodically, the affiliating university revises the curriculum following guidelines of statutory bodies.</li> <li>The curriculum is enriched by offering an add-on course.</li> </ul>   |
| 2.1.5. Best Practices in Curricular aspects (if any) | <ul style="list-style-type: none"> <li>The curriculum is for skill development.</li> <li>Efforts are made for helping students to achieve professional competence.</li> </ul>   |
| <b>2.2. Teaching-Learning &amp; Evaluation</b>       |   |
| 2.2.1. Admission Process and Student Profile         | <ul style="list-style-type: none"> <li>Wide publicity is given inviting applications for admission to various courses through the college prospectus and the regularly updated college website.</li> <li>Admission process is transparent and as per the prescribed rule of the State Government and the University.</li> <li>The in-house students get preference and the remaining seats are filled up on the basis of merit.</li> </ul>  |
| 2.2.2. Catering to the diverse needs                 | <ul style="list-style-type: none"> <li>The academic programmes of the college are in consonance with the academic calendar of the University.</li> <li>The advanced learners are encouraged to take part in group discussions, seminars organized on various occasions and in various other co-curricular competitions.</li> <li>The progress of the disadvantaged learners is enhanced and monitored through coaching.</li> <li>Measures undertaken for differently-abled students can be further strengthened.</li> </ul> |

|  |   |
|--|---|
| 2.2.3. Teaching-Learning Process                                   | <ul style="list-style-type: none"> <li>Teachers adopt academic calendar, teaching plan and use modern teaching aids.</li> <li>Project work, industrial visits, field work, exhibitions, quiz, etc., are encouraged.</li> <li>The faculty members try to keep pace with recent developments by attending orientation and refresher courses, national and international seminars, conferences and workshops.</li> </ul>   |
| 2.2.4. Teacher Quality   | <ul style="list-style-type: none"> <li>05 Teachers are Ph.D holders, 09 possess M. Phil Degree and 09 Teachers have cleared the SLET/NET.</li> <li>Teachers are appointed as per the Guidelines of the UGC, University and State Government. Most teachers shoulder additional responsibilities for the overall development of the college.</li> <li>A good number of teachers have participated in Refresher / Orientation courses / workshops and conferences and the Principal of the College received state level awards on different fields of expertise.</li> </ul> |
| 2.2.5. Evaluation Process and Reforms                              | <ul style="list-style-type: none"> <li>System of continuous assessment of the students through assignments, class tests, term tests, paper presentations, quiz competition, debates is in vogue.</li> <li>The examination system is transparent and effective.</li> <li>Evaluation blueprint prepared by the University is followed by the College.</li> </ul>  |
| 2.2.6. Best Practices in Teaching-learning and Evaluation (if any) | <ul style="list-style-type: none"> <li>Invited talks by subject experts and professionals</li> </ul>  |
| <b>2.3. Research, Consultancy &amp; Extension</b>                  |   |
| 2.3.1. Promotion of Research                                       | <ul style="list-style-type: none"> <li>The College has a Research Committee and the College promotes research by sanctioning duty leave for attending conferences and seminars.</li> <li>The college has provision for research funds in its annual budget.</li> <li>Institutional research culture, collaborative research work may be formalised through M.O.U.</li> </ul>  |
| 2.3.2. Research and Publications Output                            | <ul style="list-style-type: none"> <li>The faculty members have limited publications in journals, but authored / co-authored for 05 Reference books and 10 Text Books during the post-accreditation period.</li> <li>One teacher has a research project on Maritime History funded by Maritime History Society of the Indian Navy.</li> </ul>   |
| 2.3.3. Consultancy   | <ul style="list-style-type: none"> <li>The consultancy services are in-house in nature.</li> </ul>  |
| 2.3.4. Extension Activities  | <ul style="list-style-type: none"> <li>The extension and outreach programmes are conducted by NSS volunteers.</li> </ul>  |



|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>The extension activities of the college include community development, health awareness programmes, blood donation camps and youth training programmes.</li> <li>The innovative units of Akarshan, Lakshya Shikhar, Share a Smile and SIFE of the College have organized festivals on various themes of social relevance besides regular NSS activities.</li> <li>The collaborative approach has facilitated placement of students and also enhancement of their skills.</li> </ul>   |
| 2.3.5. Collaborations  | <ul style="list-style-type: none"> <li>The NSS units take active part in various extension activities in collaboration with GOs and NGOs.</li> <li>The college has established informal collaboration with Industries / Establishments, which resulted in increased employability of students.</li> </ul>  |
| 2.3.6. Best Practices in Research Consultancy and Extension (if any) | <ul style="list-style-type: none"> <li>Participation of faculty and students in extension activities is encouraged and sustained.</li> </ul>   |
| <b>2.4. Infrastructure &amp; Learning Resources</b>                  |  |
| 2.4.1. Physical Facilities for Learning                              | <ul style="list-style-type: none"> <li>Located in a well-protected campus area of 1.2 Acres with a built-up area of 4132.69 sq. mtr with class rooms, computer labs and moderate space for co- and extra curricular activities.</li> <li>The college has 20 Class Rooms, 2 Computer Labs, an Audio Visual room, Conference Room, Central Library, Staff Reading rooms, Staff Common Room, Women's rest room and Men's rest room and Students' Committee room, Peon's Changing Room and Gymnasium.</li> <li>The infrastructure facilities and space are used optimally by running the academic programmes and sharing it with sister and other organizations as and when required.</li> </ul> |
| 2.4.2. Maintenance of Infrastructure                                 | <ul style="list-style-type: none"> <li>Budgetary allocation is made under different heads for maintenance facilities of the college.</li> <li>Most of the services are outsourced for the maintenance of equipments etc.</li> </ul>  |
| 2.4.3. Library as a Learning Resource                                | <ul style="list-style-type: none"> <li>The college library has 22800 books titles and subscribes to 46 national journals, 05 international journals and 116 periodicals and magazines. It has 55 back volumes of journals.</li> <li>The resource of the Library has been augmented continuously during the last five years. The library has open access system, reading room facility for teachers and students.</li> <li>The library is fully computerised with internet and reprographic facilities and functions under the supervision of a committee.</li> </ul>   |

Smt. Mithibai Motiram Kundnani College of Commerce &amp; Economics, Mumbai





|  |  |
|--|--|
| 2.4.4. ICT as Learning Resources   | <ul style="list-style-type: none"> <li>There are 97 PCs plus 4 Laptops in the college, 54 PCs are installed in computer centres, whereas 41 PCs are used in office, library and other administrative purposes and 10 PCs are installed in the departments.</li> <li>Internet facility with 05 terminals in the Library and 54 terminals in the computer centre are available to the students and faculty. The newly developed computer centre is having Wi-Fi facility. 07 LCD and 9 OHPs are in use.</li> <li>The faculty and administrative staff are computer savvy.</li> </ul>   |
| 2.4.5. Other Facilities  | <ul style="list-style-type: none"> <li>There are facilities for parking, telephone, canteen, students centre, conference room and staff rooms.</li> <li>The college has adequate water, electricity also generators.</li> </ul>  |
| 2.4.6. Best Practices in the Development of Infrastructure & Learning Resources (If any) | <ul style="list-style-type: none"> <li>ICT with Computer Network has been integrated with college activities.</li> </ul>   |
| <b>2.5. Student Support and Progression</b>  |  |
| 2.5.1. Student Progression   | <ul style="list-style-type: none"> <li>The college monitors the student's progression which needs to be systematized with Computer Network.</li> <li>The pass percentage of the college is impressive and students have secured university positions in some examinations.</li> <li>The drop out rate in UG and PG are in higher side which is a matter of concern.</li> </ul>   |
| 2.5.2. Student Support   | <ul style="list-style-type: none"> <li>College publishes its updated prospectus every year and a Handbook containing necessary information is given to all students.</li> <li>Different organizations and management have instituted Awards, Scholarships and other financial benefits to the needy and meritorious students in addition to the Govt. sponsored ones.</li> <li>The personal counselling cell make efforts to reduce the stress and strain of the students on various inter-personal issues.</li> <li>The college has a Career Guidance-cum-Placement Cell, for on-campus and off-campus placements. However, specific infrastructural facilities for the Placement Cell are to be provided.</li> </ul> |
| 2.5.3. Student Activities  | <ul style="list-style-type: none"> <li>The college has indoor and outdoor games and sports facilities. The institution conducts regular sports and games meets and extends training facilities to the students. Students of the college have represented in the inter-collegiate and inter-university athletic and game meets.</li> <li>The college magazine Beacon and cultural programmes on various occasions provide opportunity to the students to exhibit and develop their talents.</li> </ul>  |

Smt. Mithibai Motiram Kundnani College of Commerce &amp; Economics, Mumbai



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|   | <ul style="list-style-type: none"> <li>The Alumni Association is proactive.</li> </ul>  |
| 2.5.4. Best Practices in Student Support and Progression (If any) | <ul style="list-style-type: none"> <li>The institution has instituted some prizes and cash awards to felicitate students who excel in study, games and sports.</li> </ul>   |
| <b>2.6. Governance and Leadership</b>                             |   |
| 2.6.1. Institutional Vision and Leadership                        | <ul style="list-style-type: none"> <li>The vision and mission of the Institution is in consonance with the stated objectives of Higher Education. The Management Committee and the Principal provide leadership and guidance for achieving the Goals and Objectives of the Institution.</li> <li>During the last five years the Management has started 4 new programmes under self-financing scheme.</li> <li>Efforts are being made to provide Computer training to the entire faculty and staff.</li> </ul> |
| 2.6.2. Organizational Arrangements                                | <ul style="list-style-type: none"> <li>The organizational structure of the college is as per rules. Various committees have been constituted to assist the principal in administrative and academic matters.</li> <li>The management encourages teachers to monitor and participate in various activities of the institution.</li> <li>The Principal plays key role in the planning and management of College and coordinates all activities.</li> <li>Participation in governance is visible.</li> </ul>     |
| 2.6.3. Strategy development & deployment                          | <ul style="list-style-type: none"> <li>The institutional plan is highlighted in the annual academic calendar.</li> <li>The administrative functions are computerized.</li> </ul>  |
| 2.6.4. Human Resource Management                                  | <ul style="list-style-type: none"> <li>The management is sensitive to human resource requirement to implement the various academic activities of the college.</li> <li>Performances of the teachers are monitored through SAR and Students' Feedback on teachers' performance. The performance of the non-teaching staff is monitored by the Principal.</li> <li>Recruitment of staff is as per State Government, UGC and University rules.</li> </ul>  |
| 2.6.5. Financial Management & Resource Mobilisation               | <ul style="list-style-type: none"> <li>The college utilises the funds provided by the State Government, University and UGC as per the norms laid down. The Management also grants funds for academic and developmental activities.</li> <li>Accounts of the College are computerised and audited by Internal and external auditors.</li> <li>The college ensures proper and optimum utilisation of funds received from various sources.</li> </ul>  |

Smt. Mithibai Motiram Kundnani College of Commerce &amp; Economics, Mumbai



|   |   |
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| NAAC for Quality & Excellence                               |   |
| 2.6.6. Best Practices in Governance and Leadership (If any) | <ul style="list-style-type: none"> <li>The management is positive in its attitude.</li> </ul>   |
| <b>2.7. Innovative Practices</b>                            |   |
| 2.7.1. Internal Quality Assurance System                    | <ul style="list-style-type: none"> <li>The IQAC of the college provides a forum for quality assurance and sustenance. Its composition, responsibilities and action plans are to be strengthened.</li> <li>The Students' feedback, alumni response and observations of the parents are taken into consideration for improving quality.</li> <li>Different committees and clubs are constituted for decentralisation of responsibilities and efficient functioning.</li> </ul>                          |
| 2.7.2. Inclusive practices                                  | <ul style="list-style-type: none"> <li>Orientation programmes, annual management and cultural festival, computer quiz events are unique efforts which develop the skill and knowledge of the students.</li> <li>The institution is sensitive to the needs of differently-abled students.</li> <li>The College has need-based programme for nearby slum areas.</li> </ul>  |
| 2.7.3. Stakeholder Relationship                             | <ul style="list-style-type: none"> <li>Healthy interpersonal relationship between various stakeholders is noticeable.</li> <li>The students and the faculty undertake extension activities in the neighbouring adopted villages for the purpose.</li> </ul>   |
| <b>Section-III: OVERALL ANALYSIS</b>                        |   |
| 3.1. Institutional Strengths                                | <ul style="list-style-type: none"> <li>Located in the heart of the city, the institution is open to having all metropolitan facilities.</li> <li>The college has committed faculty members and non-teaching staff.</li> <li>There is a collective spirit of functioning in the college.</li> <li>Most of the activities of the college are computerised.</li> <li>Performance of the students in the university examinations is praiseworthy.</li> <li>Positive support of the management.</li> </ul> |
| 3.2. Institutional Weaknesses                               | <ul style="list-style-type: none"> <li>Space constraint</li> <li>Absence of research culture.</li> <li>Absence of other interactive subjects with Commerce.</li> <li>Infrastructural development does not correspond to increasing number of students.</li> <li>Has to depend on the University for changes in curriculum to cope with fast changing techniques in the field of industry and commerce.</li> </ul>   |

Smt. Mithibai Motiram Kundnani College of Commerce & Economics, Mumbai





|                                  |  |
|----------------------------------|--|
| 3.3. Institutional Challenges    | <ul style="list-style-type: none"> <li>To attract students from other states.</li> <li>To develop credible expertise to offer consultancy.</li> <li>To develop strategies to offer diverse course options.</li> <li>To develop ICT back-up and campus expertise for e-applications.</li> <li>To further its competing competence in a globalised environment.</li> </ul>   |
| 3.4. Institutional Opportunities | <ul style="list-style-type: none"> <li>Opportunities for offering new programmes in the thrust areas, through contributions and support from industries / NGOs / Alumni.</li> <li>Scope for introducing several short-term Diploma / Certificate courses, on a flexible 'community college' model, as an appendage of the regular college; and provide opportunities for enriching the career potential of the campus students and members of the community as well.</li> <li>Offering some online training / coaching on specific career areas by networking with the professional agencies in this field.</li> <li>Scope for running short term programmes in soft skills and functional knowledge in Foreign languages.</li> <li>The institution can establish all possible linkages with commerce and industries around it.</li> </ul> |



*(Signature)* 11/10/2010

**(Dr. A. C. VANJANI)**  
PRINCIPAL

SMT. M.M.K. COLLEGE OF COM. & ECO.  
BANDRA (WEST), MUMBAI - 400 050.

*(Signature)*

Smt. Mithibai Motiram Kundnani College of Commerce & Economics, Mumbai



#### Section IV: Recommendations for Quality Enhancement of the Institution

- Efforts be pursued to start new programmes in the cutting edge areas such as Fashion Designing and Jewellery Designing, Event Management, Retail Management, and others relevant courses of career relevance may be explored.
- The college may think of starting Value Added courses on Disaster Management, Stress Management etc.
- The existing language lab needs to be further strengthened with a common pool of departments like Business Communication and Computer science.
- Exploring the research potentials of the faculty, provision of consultancy services be encouraged by establishing formal linkages with industries / institutions, appropriate incentive for the concerned faculty in revenue sharing be formulated.
- Introduction of entrepreneurship and skill development programmes.
- The Centre for Women Development can be further strengthened and activated.
- The college may avail of UGC support for more Add-on / Career oriented certificates / Diploma courses, so that students may do one or more courses simultaneously.
- The ICT thrust in teaching / learning be strengthened / expanded further.
- Adequate thrust be given in faculty development activities, particularly in latest pedagogy and e-content preparation.
- The management may organise more of staff welfare/student support services (e.g group insurance, mediclaim etc) if necessary, by networking with other educational institutions run by the same management.
- The research committee has to be more functional and include some outside experts.
- Management shall have to overcome space constraint for further expansion.
- The college may prepare a perspective plan for development for the next 10 years.

I agree with the observations of the Peer Team as given in this Report.



*[Signature]*  
1/10/2010

Principal,  
(Dr. A.C. Vanjani)

#### Signature of the Peer Team Members:

Chairman: (Prof. Ashish Ray)

*[Signature]*  
1.10.10

Member Coordinator: (Prof. P.K. Biswasroy)

*[Signature]*  
1.10.10

Member: (Dr. Abraham George)

*[Signature]*  
1.10.2010

NAAC Coordinator: (B. S. Madhukar)

Place: Bandra (W), Mumbai

Date: 1<sup>st</sup> October, 2010

**(Dr. A. C. VANJANI)**  
**PRINCIPAL**  
SMT. M.M.K. COLLEGE OF COM. & ECO.  
BANDRA (WEST), MUMBAI - 400 050.

Smt. Mithibai Motiram Kundnani College of Commerce & Economics, Mumbai

## POST REACCREDITATION INITIATIVES [Period 2011-12 to 2015-16]

Smt. MMK College of Commerce and Economics is due for the third cycle of accreditation. The college has not only sustained the quality but has also introduced measures towards quality enhancement. The recommendations of the Peer Team of NAAC reaccreditation Cycle II signified a set of guidelines that our institution need to carry on for achieving academic excellence and quality enhancement. Our proactive, supportive and progressive management acts a philosopher and guide the activities of the college so that they are in sync with the core NAAC values.

A contemplation of the steps taken by the college of the NAAC recommendations shows the commitment of our college to provide good quality programmes and services towards all stakeholders. We present the recommendations of NAAC and the initiatives taken by the college towards its implementation as follows:

| RECOMMENDATIONS  | INITIATIVES TAKEN TO IMPLEMENT THE RECOMMENDATIONS  |
|--|---|
| <i>Efforts be pursued to start new programmes in the cutting edge areas</i>                | <ul style="list-style-type: none"><li>❖ Keeping with the popular demand and ever changing requirements of the student community, over the years several steps have been taken to offer courses with cutting edge and latest market requirements:<ul style="list-style-type: none"><li>a) The college initiated new courses like Certificate courses in Travel and Tourism Management, Fashion Designing, Digital Marketing in association with IITC, Bandra and Future Global Academy.</li><li>b) In association with Ambition Learning, a private education provider, we have started online courses for students belonging to self-financing courses.</li><li>c) Besides, the institution also proposes to conduct Certification in Retail Management and Certification in Mutual Funds in association with National Institute of Securities Market (NSIM) - a unit of SEBI and Certification in Advance Excel and Ethical Hacking in collaboration with Microsoft IT Academy from the Academic Year 2016-2017.</li></ul></li></ul> |
| <i>College may think of starting value added courses on Stress and Disaster Management</i> | <ul style="list-style-type: none"><li>❖ We are aware that Disasters may strike at any time and the level of our preparedness determines the magnitude of the disaster. Education for Disaster management is trans-disciplinary exercise aimed at developing knowledge, skill and values at levels. We are also aware of the tremendous psychological stress our students are subjected with regards to high grades, peer pressure and high career aspirations. The college has taken the following initiatives towards the issues:<ul style="list-style-type: none"><li>a) The college has conducted workshops to develop techniques to reduce the stress levels among students.</li></ul></li></ul>  |

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|  | <p>b) Regular Yoga sessions for the faculty as well as students are conducted to reduce the stress levels amongst the faculty and students.</p> <p>c) The college also conducts a remedial coaching in the subject of mathematics and economics to relieve the exam pressure and enable them to clear the subjects with good marks.</p> <p>d) We also propose to start orientation programmes on disaster management and explore various opportunities available for developing a certification course in stress and disaster management with our education partners.</p>  |
| <i>The existing Language Lab has needs to be further strengthened</i>  | <p>❖ The college has strengthened the language lab and also added facilities required as per changing modern requirements. We have added facilities like computers, printer, projector, display screen and now it has been renamed as Media Room. This is being used by the faculty for preparing material and presentations to enhance teaching-learning process and students use the facility to obtain information, prepare projects and prepare presentations which form a part of their curriculum.</p>   |
| <i>Explore Research Potential of the Faculty, Provision of Consultancy services with formal linkages and incentive of the concerned faculty in revenue sharing</i> | <p>❖ The Principal, Management offer continuous support and encouragement to the faculty members showing interest in pursuing research. The following initiatives have been taken by the institution in promoting research potential:</p> <p>a) The number of Ph.D. degree holders has increased amongst the degree college faculty. At present, a total of 8 faculty members are Ph.D. Over the last five years, 4 faculty members have acquired their Ph.D. degrees and 1 faculty has submitted the thesis and is awaiting her viva.</p> <p>b) Over the last five years, 2 Major research projects and 6 Minor research projects have been completed by our faculty. 1 Minor research project is ongoing and would be completed by the academic year 2016-17.</p> <p>c) Over the last five years, 4 faculty members have been registered for Ph.D. and two faculty members amongst the four would be completing their Ph.D. degree during the academic year 2016-2017.</p> <p>d) Over the last five years, a total of 94 seminars, conferences and workshops (International, National and Institutional) have been organized by the college.</p> <p>e) Since 2011, a total of 143 paper publications have been made by our faculty in conferences (national and international) as well as reputed journals (national and international)</p> <p>f) Guest lectures by reputed faculty and scholars have been regularly organized.</p> <p>g) The college has signed MOU's with two leading firms to</p> |



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|   | <p>provide consultancy in the area of taxation, management and commerce.</p> <p>h) The college has a revenue sharing policy in place. The revenue proceeds from consultancy are to be collected by the faculty providing consultancy services. 20% of the revenue collected has to be shared with the college for overall institutional development.</p>  |
| <p><i>Introduction of Entrepreneurship and Skill Development Programmes</i></p> | <p>❖ Skill and Knowledge are driving forces of economic growth and social development. At present the capacity of skill development in India is 3.1 million persons per year. It is critical that a holistic approach is taken that ensures building employability skills, encourage lifelong learning and efficiently link employers with skilled workers. The college has initiated the following measures:</p> <p>a) The college has MOU in place with Ambition Leaning Private Limited for providing online courses.</p> <p>b) The college also has MOU in place with IITC, Bandra for certificate course in travel and tourism management and fashion designing.</p> <p>c) The college has also collaborated with Future Global Academy for certificate course in Digital marketing.</p> |
| <p><i>Centre for Women Development can be further strengthened</i></p>          | <p>❖ The college believes that along with women development, empowerment is also one the significant challenges that we face in recent times. Promoting the participation of women in all areas and sectors to build stronger economies, improve their quality of life and have gender equality. The college has initiated following measures:</p> <p>a) The WDC has been revamped and reconstituted.</p> <p>b) The WDC is required to not only organise seminars on women development but also have to organise workshops of Self-Defense, legal and constitutional rights and basic information that safeguards and protect women.</p> <p>c) The college regularly organizes talks by eminent lawyers, human rights activists and trained personnel for conducting workshops.</p>           |
| <p><i>College may avail of UGC support for more Add-On courses</i></p>          | <p>❖ The college had a certificate, diploma and advanced diploma course in foreign trade of 3 years. The number of students admitted in this course was declining and during the academic year 2014-2015 we had only 24 students. After getting the students view and changing market trends our college introduced certificate courses in Travel and Tourism Management in collaboration with IITC, Bandra, from the academic year 2015-16. At present, we have 10 students enrolled for certificate course in travel and tourism management. The college has also introduced Certificate Course in Fashion Designing in collaboration with IITC,</p>  |



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|   | <p>Bandra and Certificate Course in Digital Marketing in collaboration with Future Global Academy from the current academic year.</p> <p>❖ The college has initiated efforts to get funding from UGC under 12<sup>th</sup> Plan. The formalities and the procedures are being processed and formal application shall be made during the current academic year.</p>   |
| <i>The ICT thrust in teaching/learning may be strengthened/expanded further</i>   | <p>❖ As per the recommendations of Peer Team Report of NAAC (2011), the college has focused on capacity building in the area of ICT's through the following measures:</p> <ol style="list-style-type: none"> <li>All classrooms are ICT enabled with projectors and screens for delivering lectures using presentations.</li> <li>The college has given 8 departmental laptops to enable faculty to prepare E-content and presentations. They are also used for various college events.</li> <li>The college has two IT-Labs located on the ground floor and third floor. Ground Floor IT-Lab is well equipped with 30 Computers. Third Floor IT-Lab is well equipped with 24 computers.</li> <li>Library is well equipped with 10 computers for the use of students as well as faculty.</li> <li>Research Centre has been set up on the third floor with a computer, printer and high speed internet connection.</li> <li>Staff Room has been equipped with two computers, one printer, internet connection and Wi-Fi connectivity. It is being used by faculty for online content preparation and plan for effective delivery of lectures.</li> <li>Teachers are being motivated by the Principal to use technology in making teaching-learning process more students friendly and effective.</li> </ol> |
| <i>Adequate thrust may be given in faculty development activities, particularly latest pedagogy and e-content preparation</i> | <p>❖ The college understands that faculty development is significant for developing students potential. Faculty development activities are undertaken by the Principal and the Management from time to time through following initiatives:</p> <ol style="list-style-type: none"> <li>Principal Dr. A.C. Vanjani motivates the new faculty to enroll themselves for Ph.D. degree course on completion of their probation period. Dr. A.C. Vanjani also gives suggestions for improving the PBAS based API scores during staff meetings regularly.</li> <li>Faculty members are encouraged to attend orientation programmes, refresher courses and short-term courses. Faculty is also allowed to attend conferences and workshops as resource persons or guest speakers.</li> <li>Each faculty is required to present a minimum of two paper publications in each academic year. The participation fee is reimbursed by the college. This has resulted in increase in</li> </ol>   |

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|  | <p>the number of publication in the last five years.</p> <ul style="list-style-type: none"> <li>d) The senior teaching staff participates actively as Members of Sub-Committees of Board of Studies/Ad-hoc Board of Studies.</li> <li>e) The college has organized two International level and two National level research conferences in the last five years.</li> <li>f) Faculty is encouraged to participate in syllabus revision/formation workshops or seminars.</li> <li>g) A copy of paper published by any faculty is required to be submitted to the IQAC Cell for record purpose. The papers are collected by the IQAC and kept in library for reference by students as well as faculty.</li> <li>h) A copy of M.Phil. &amp; Ph.D. thesis has to be submitted by the faculty to the IQAC for record purpose. The thesis is kept in the library for reference. A copy of the same is also sent to the Management for reference purpose.</li> <li>i) Since the last NAAC, our faculty members have attended a total of 14 Refresher Courses/Orientation Programmes, 01 FIP, 06 Short-term Courses, and 22 Summer Schools/Winter Schools/Workshops</li> </ul>   |
| Management may organise staff welfare / student support services       | <ul style="list-style-type: none"> <li>❖ The Principal and Management offer constant support and encouragement towards staff welfare and student support activities. The following initiatives are undertaken: <ul style="list-style-type: none"> <li>a) All Class III and Class IV employees are covered by Medical Insurance of Rs. 50000/- each. The premium has been fully sponsored by the college.</li> <li>b) The college arranges Annual Picnic and Annual Cricket Tournament between faculty and administration staff.</li> <li>c) The college also provides festival advance to the administration staff. The College also gives salary to faculty and administration staff in the first week of every month irrespective of grant received from the government.</li> <li>d) The college also provides advance salary to newly appointed staff till they clear all procedural formalities from University of Mumbai and Joint Director of Education, Government of Maharashtra. The formalities normally takes anywhere between 8 to 12 months.</li> <li>e) Apart from freeships and scholarships from government agencies, the college also provides institutional scholarship to socially backward and meritorious students every year.</li> <li>f) All our students also covered by The Oriental Group Insurance Scheme under “Yuva Raksha”, an accidental insurance cover amounting to Rs.200,000/- each.</li> </ul> </li> </ul> |
| Research Committee has to be more functional and include some external | <ul style="list-style-type: none"> <li>❖ The Principal and the Management recognises the urgent need to bring in research skills among the faculty as well as students which include quality paper presentations, Major and Minor</li> </ul>   |

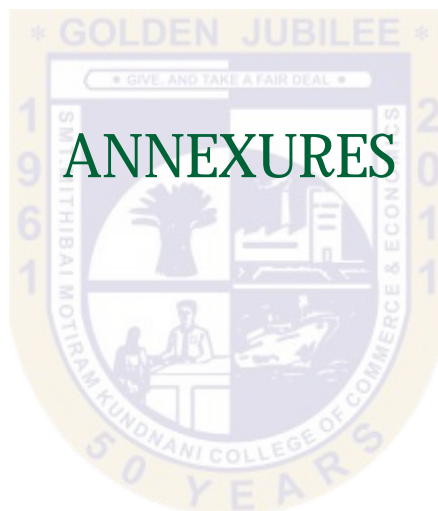
|   |   |
|---|---|
| <p>experts</p>  | <p>research projects, Ph.D., Consultancy services etc. The following initiatives have been undertaken for the same:</p> <ol style="list-style-type: none"> <li>Outside experts are invited as special invitees have been included as a part of reconstituted research committee. Principal Dr. Shobana Vasudevan, Principal Dr. Manju Nichani, Principal Dr. Kavita Lalchandani, Principal Dr. Mintu Sinha, Principal Dr. Thampi and Principal Dr. Minu Madlani are the external experts who are a part of the Advisory committee. Their expertise helps us in organizing National, International Research Conferences and workshops.</li> <li>The Advisory Committee, Research Committee and IQAC cell initiated and completed the process of establishing Ph.D. Research Centre in Commerce. The college is awaiting final approval from the University of Mumbai.</li> <li>Over the last five years, 4 faculty members have acquired their Ph.D. degrees and 1 faculty has submitted the thesis and is awaiting her viva.</li> <li>Over the last five years, 2 Major research projects and 6 Minor research projects have been completed by our faculty. 1 Minor research project is ongoing and would be completed by the academic year 2016-17.</li> <li>Over the last five years, 4 faculty members have been registered for Ph.D. and two faculty members amongst the four would be completing their Ph.D. degree during the academic year 2016-2017.</li> <li>Over the last five years, a total of 94 seminars, conference and workshops (International, National and Institutional) have been organized by the college.</li> <li>Since 2011, a total of 143 paper publications have been made by our faculty in conferences (national and international) as well as reputed journals (national and international)</li> </ol> |
| <p>Management shall have to overcome the space constraint for further expansion</p> | <p>❖ The Principal and Management realize the need to expand the existing infrastructure to meet the growing needs of the student community. The college has taken the following steps in the last five years to overcome the challenges of space constraint:</p> <ol style="list-style-type: none"> <li>The college has created a new record room on the first floor and store room on the terrace by efficiently utilizing the available place.</li> <li>The college has created 3 new class rooms (2 classrooms on the ground floor and 1 classroom on the second floor) for catering to the need of self-financing courses.</li> <li>The college also follows the concept of staggered timetable for each self-financing courses for effective utilization of available space on the premises.</li> <li>The management is also awaiting the approval of</li> </ol>  |

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|  | additional FSI for educational institutions from Government of Maharashtra for construction of additional floors in the existing building.  |
| College may prepare perspective plan for next 10 years | <p>❖ The Principal, IQAC Coordinator, members were of the opinion that Perspective Plan for the next ten years. The Perspective Plan would be prepared by the IQAC and would be placed for approval before the IQAC cell meeting during current academic year. The approved Perspective Plan would be sent to the Management for consideration and changes. The finalized Perspective Plan received from the Management would be uploaded on the college website for six months for taking recommendations from all stakeholders and would be implemented for the period 2016-2017 to 2026-27. The plan would involve the following aspects:</p> <ol style="list-style-type: none"> <li>NAAC guidelines for ensuring quality aspects in higher education</li> <li>Vision and Mission statement of the College and H(S)NC Board</li> <li>Quality Policy of Smt. Mithibai Motiram Kundnani College of Commerce and Economics</li> <li>Inputs from Students, Parents, Alumni, Industry, Management, Government etc.</li> <li>Suggestions given by Academic Audit by University Local Inquiry Committee</li> <li>SWOC analysis done by the IQAC and efforts to be initiated to face challenges and weakness.</li> </ol> |





## Smt. Mithibai Motiram Kundnani College of Commerce & Economics



HYDERABAD (SIND)  
NATIONAL COLLEGIATE BOARD



## Annexure A

PL/1/Certificate Letter

### University of Mumbai



AFFILIATION SECTION

No. Aff.II/ICD/2016-17/1508

October, 2016  
9th November, 2016

#### TO WHOMSOEVER IT MAY CONCERN

This is to certify that the Smt. Mithibai Motiram Kundnani College of Commerce & Economics, 32<sup>nd</sup> Road, Bandra (W), Mumbai-400 050, is affiliated to the University of Mumbai, and the following Courses are conducted in the said college.

| Sr. No | Course                       | Duration | Affiliation (Permanent/ Temporary) | Period of Validity for the years (s) |
|--------|------------------------------|----------|------------------------------------|--------------------------------------|
| 1      | B. Com                       | 3 Years  | permanent                          | ---                                  |
| 2      | B.Com (Accounting & Finance) | 3 Years  | Temporary                          | From 2007-08 to 2015-16              |
| 3      | B. Com (Banking & Insurance) | 3 Years  | Temporary                          | From 2004-05 to 2015-16              |
| 4      | B. Com (Financial Markets)   | 3 Years  | Temporary                          | From 2009-10 to 2015-16              |
| 5      | B.M.S.                       | 3 Years  | Temporary                          | From 1999-2000 to 2015-16            |
| 6      | B. M. M                      | 3 Years  | Temporary                          | From 2007-08 to 2015-16              |
| 7      | M.Com (Accountancy)          | 2 Years  | Temporary                          | From 2002-03 to 2015-16              |

This Certificate is issued on the request of the Principal of the said College for submitting the same to the NAAC, Bangalore, accordingly.

Dr. Anil Patil  
Director

Board of College and University Development





## Annexure B

Ph. 23236351, 23232701, 23237721  
23234116, 23235733, 23232317  
23236735, 23239437, 23239627

Extension No. 414 (CPP-I Colleges)  
UGC Website: [www.ugc.ac.in](http://www.ugc.ac.in)  
F. No. 1-1/2013(CPP-I/C)

The Principal,  
Smt. Mithibai Motiram Kundnani College  
Of Commerce & Economics,  
32<sup>nd</sup> Road, T.P.S. III, Bandra(W),  
Mumbai – 400 050,  
Maharashtra



Speed post

विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली-110 002

UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110 002

July, 2015

For The Registrar  
30 JUL 2015  
[Signature]

**Sub: - Recognition of Smt. Mithibai Motiram K. College of Commerce & Economics, 32nd Road, Bandra, Mumbai, District Mumbai - 400 050, Maharashtra under Section 2(f) and 12(B) of the UGC Act, 1956.**

Sir,

With reference to your letter no. ADM/GEN/1060 dated 26.06.2015 on the above subject, I am directed to say that the name of **Smt. Mithibai Motiram K. College of Commerce & Economics, 32nd Road, Bandra, Mumbai, District, Mumbai - 400 050, Maharashtra** established in the year of **1961**, affiliated to **Mumbai University, Mumbai** is included in the list of Colleges maintained under **Section 2(f) and 12(B)** of the UGC Act, 1956 under the head **Non-Government** College teaching upto **Master's Degree**.

Yours faithfully,

[Signature]  
(Charan Dass)  
Under Secretary

Kindly send me  
Xerox copy to me  
as well.



**ANNEXURE - C: LIST OF FACULTY ATTENDED REFRESHER COURSES  
AND ORIENTATION PROGRAMMES**

| <b>Sr. No.</b>                | <b>Year</b>    | <b>Department</b>      | <b>Name of the Faculty</b> |
|-------------------------------|----------------|------------------------|----------------------------|
| <b>ORIENTATION PROGRAMMES</b> |                |                        |                            |
| <b>1.</b>                     | <b>2012-13</b> | Economics              | Mr. M.N. Iyer              |
| <b>REFRESHER COURSES</b>      |                |                        |                            |
| <b>1.</b>                     | <b>2011-12</b> | Accounts               | Mr. Shrinivas Aiyar        |
| <b>2.</b>                     | <b>2011-12</b> | Accounts               | Ms. Meenakumari .K.        |
| <b>3.</b>                     | <b>2011-12</b> | Commerce               | Mr. Vishal Tomar           |
| <b>4.</b>                     | <b>2011-12</b> | Commerce               | Mr. Shreekumar Menon       |
| <b>5.</b>                     | <b>2011-12</b> | Librarian              | Ms. Ligimol Benny          |
| <b>6.</b>                     | <b>2012-13</b> | Commerce               | Dr. Megha Somani           |
| <b>7.</b>                     | <b>2012-13</b> | Business Communication | Dr. Anjali Verma           |
| <b>8.</b>                     | <b>2012-13</b> | Business Communication | Ms. Chippy Bobby           |
| <b>9.</b>                     | <b>2012-13</b> | Commerce               | Dr. Aashish Jani           |
| <b>10.</b>                    | <b>2012-13</b> | Librarian              | Ms. Ligimol Benny          |
| <b>11.</b>                    | <b>2013-14</b> | Commerce               | Mr. Vishal Tomar           |
| <b>12.</b>                    | <b>2013-14</b> | Commerce               | Dr. Sandeep Sahu           |
| <b>13.</b>                    | <b>2014-15</b> | Mathematics            | Ms. Asha Bhat              |
| <b>14.</b>                    | <b>2014-15</b> | Business Communication | Dr. Anjali Verma           |
| <b>15.</b>                    | <b>2015-16</b> | Economics              | Mr. M.N. Iyer              |



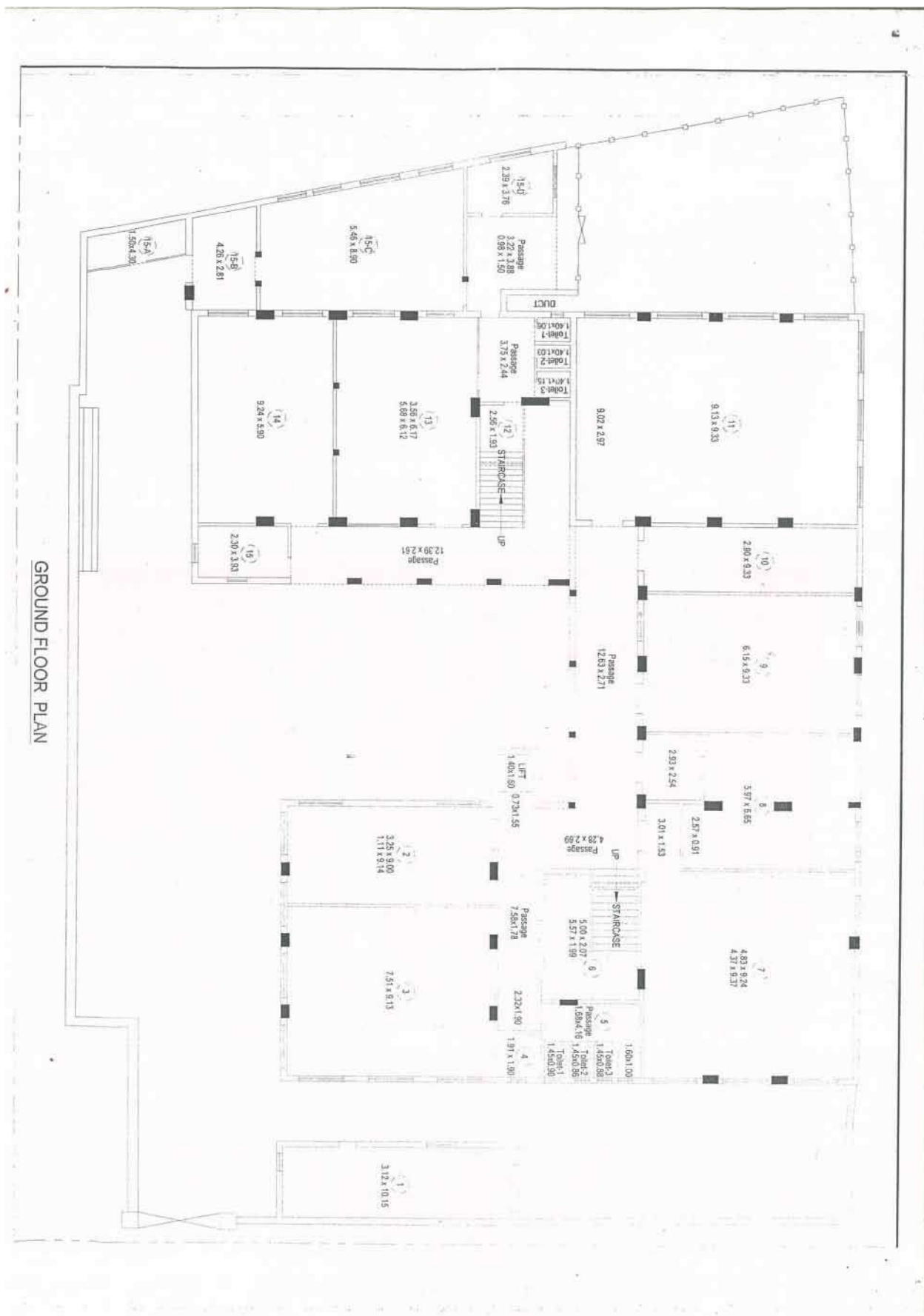


**ANNEXURE-D: LIST OF MINOR AND MAJOR RESEARCH PROJECTS**

| Sr. No.                        | Year    | Name of Faculty      | Title of the project  | Department                    |
|--------------------------------|---------|----------------------|---|-------------------------------|
| <b>MAJOR RESEARCH PROJECTS</b> |         |                      |   |                               |
| 1.                             | 2010-12 | Mrs. Mary Edward     | Maritime Heritage of Kutch, Kathiawad and Gujarat   | <b>EVS</b>                    |
| 2.                             | 2012-14 | Dr. Megha Somani     | FDI in India  | <b>Commerce</b>               |
| <b>MINOR RESEARCH PROJECTS</b> |         |                      |   |                               |
| 1.                             | 2012-13 | Mr. Shreekumar Menon | Job stress at work place: An analytical study of stress among employees of selected banks in Mumbai   | <b>Commerce</b>               |
| 2.                             | 2012-13 | Dr. Anjali Verma     | Challenges of teaching oral skills to undergraduate commerce students   | <b>Business Communication</b> |
| 3.                             | 2013-14 | Mr. Vishal Tomar     | A study of consumer behavior towards organized retail and traditional stores (with special reference to survival of traditional retail stores post FDI) | <b>Commerce</b>               |
| 4.                             | 2013-14 | Mrs. Ligimol Benny   | Challenges of e-resources development in academic libraries of undergraduate colleges (with special reference to Mumbai University)                     | <b>Librarian</b>              |
| 5.                             | 2014-15 | Dr. Anjali Verma     | Developing academic reading skills through strategy training at under graduate level in Mumbai University   | <b>Business Communication</b> |
| 6.                             | 2015-16 | Dr. Meenakumari      | A study of role of commercial banks in promoting financial inclusion through the use of technology.   | <b>Accountancy</b>            |
| 7.                             | 2015-16 | Dr. Sandeep Sahu     | Analysis of Customer's preference and Decision-making styles for purchasing organic food in Mumbai City.  | <b>Commerce</b>               |



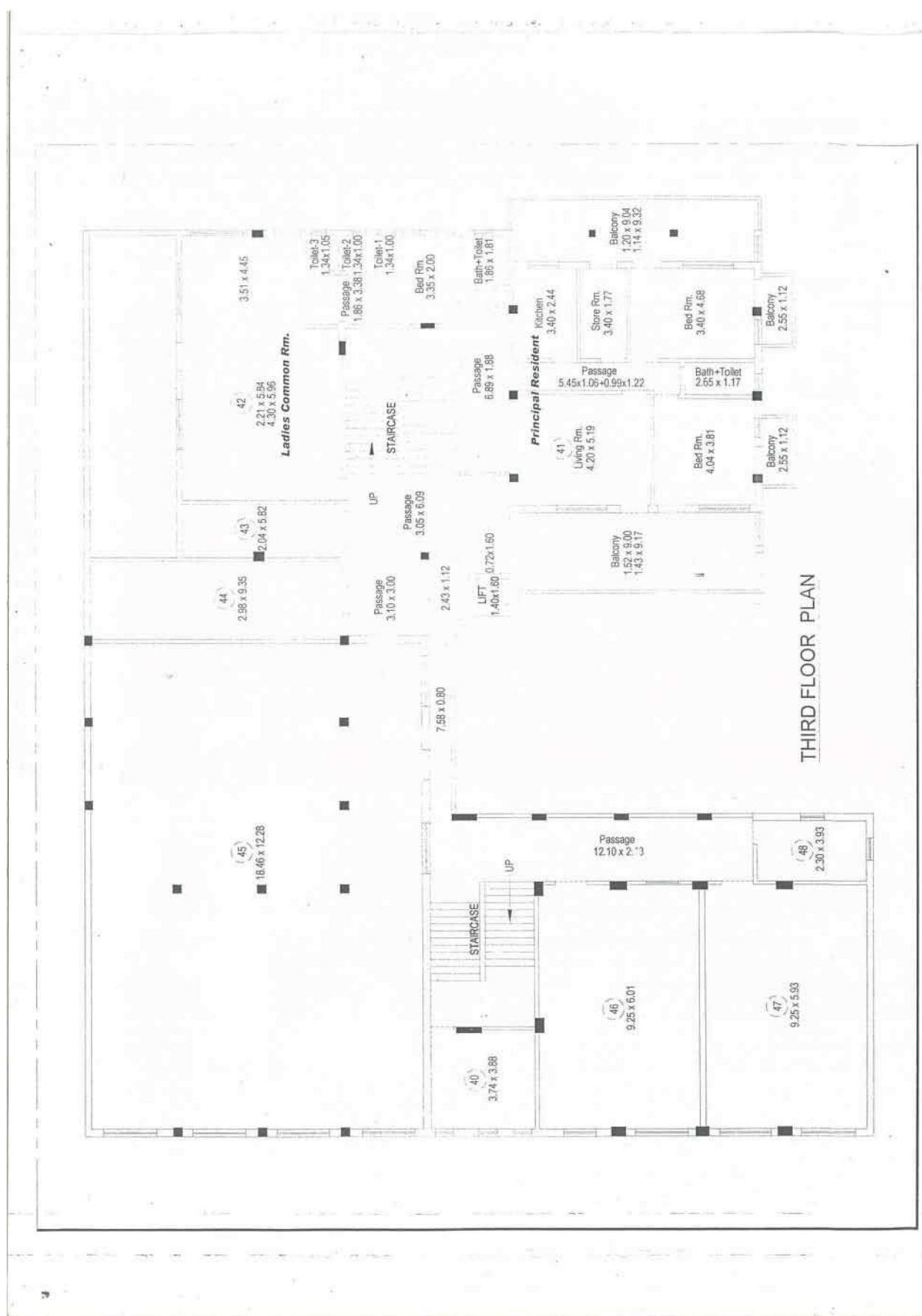
## Annexure E

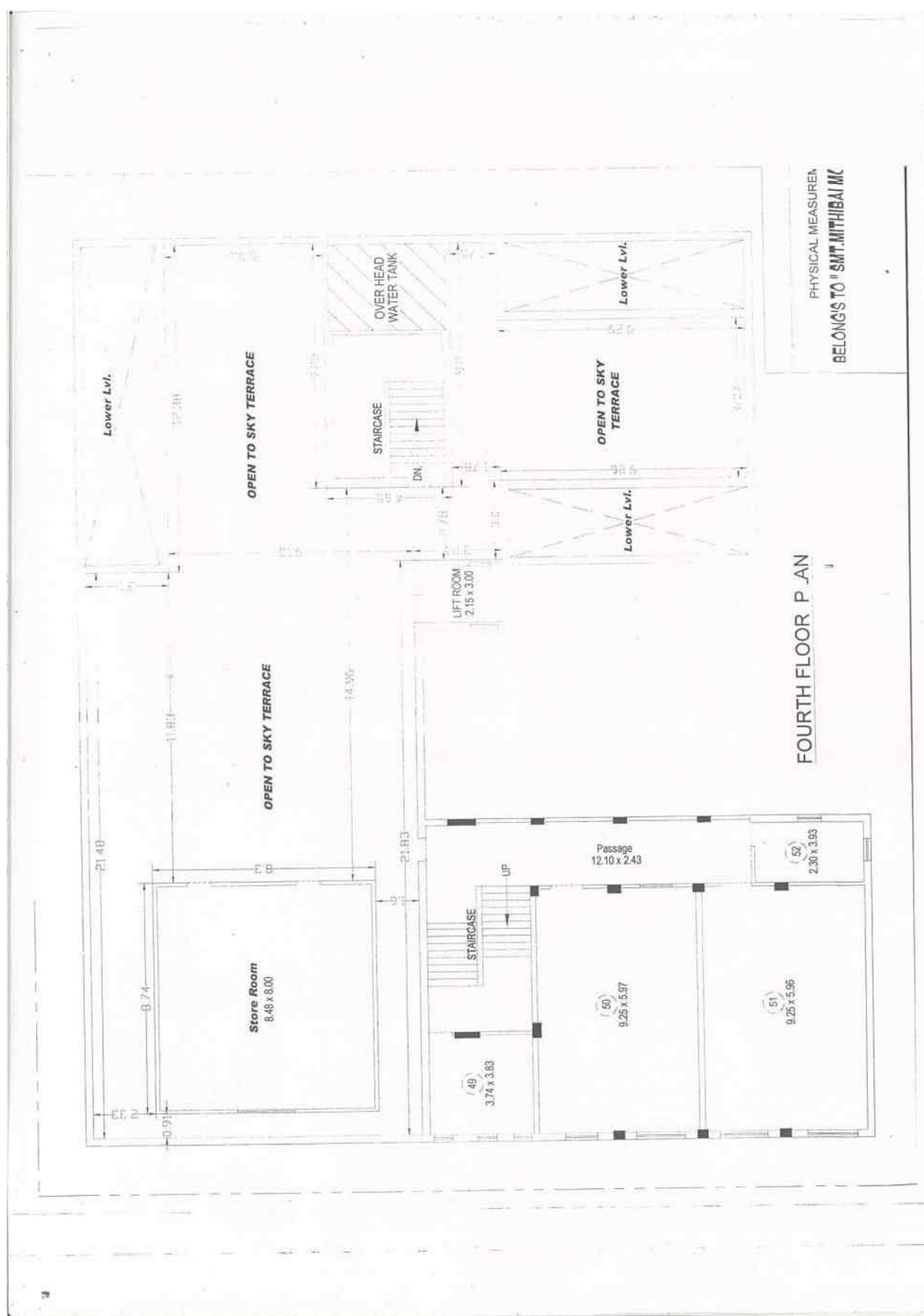


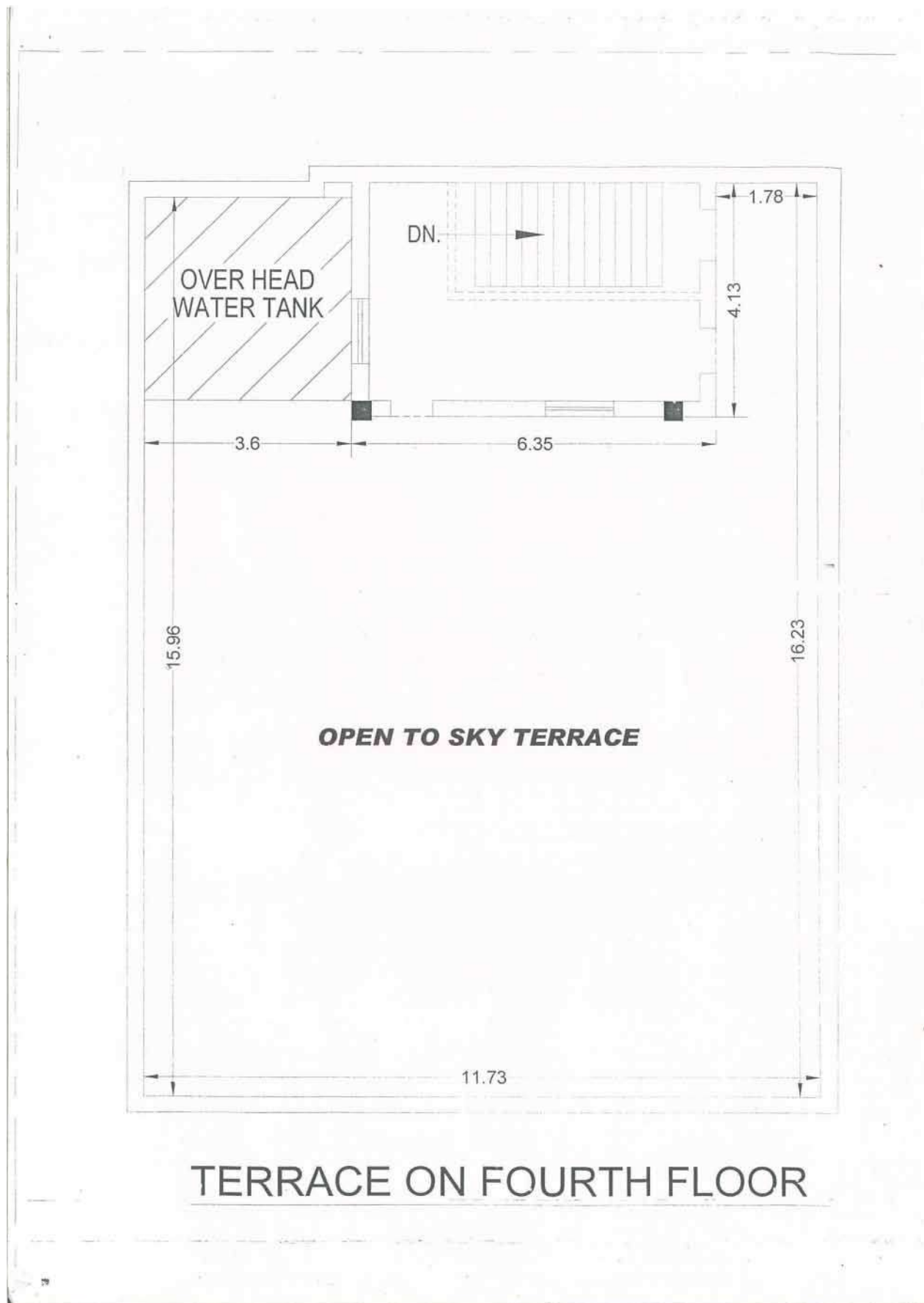














**SMT. MITHIBAI MOTIRAM KUNDNANI COLLEGE  
OF COMMERCE & ECONOMICS**  
RE-ACCREDITED "A" GRADE BY NAAC



**DR. A. C. VANJANI**  
M. Com., M. Phil., Ph. D.  
PRINCIPAL

**DECLARATION BY THE HEAD OF THE INSTITUTION**

I certify that the data included in this self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the peer team visit.



Place: Mumbai- 400 050.

Date: 15<sup>th</sup> December, 2016.

(Prin. Dr. A. C. Vanjani)

**(Dr. A. C. VANJANI)**

PRINCIPAL

SMT M.M.K. COLLEGE OF COM. & ECO.  
(WEST), MUMBAI - 400 050



## Certificate of Compliance

This is to certify that Smt. Mithibai College of Commerce and Economics, Bandra (West), Mumbai-50 fulfils all norms stipulated by the affiliating University Viz., University of Mumbai and Government of Maharashtra.

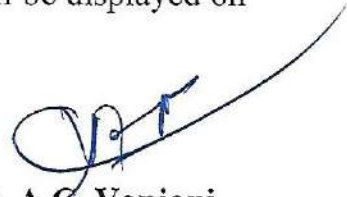
The affiliation and recognition is valid as on date.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

**Date: 4<sup>th</sup> January, 2017**  
**Place: Mumbai**



  
**Dr. A.C. Vanjani**  
(Principal)

