

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	Vidyavardhini's Annasaheb Vartak College of Arts, K.M. College of Commerce, E.S.A. College of Science
1.2 Address Line 1	
Address Line 2	Dist. Palghar
City/Town	Vasai Road (W)
State	Maharashtra
Pin Code	401202
Institution e-mail address	<a href="mailto:avct23_principal@rediffmail.com">avct23_principal@rediffmail.com</a> avacsciqac@gmail.com
Contact Nos.	0250-2332017
Name of the Head of the Institution:	Dr K. N. Ghorude
Tel. No. with STD Code:	0250-2332017

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID**(For ex. *MHCOGN 18879*)

1.4 **NAAC Executive Committee No. & Date:**   
(For Example *EC/32/A&A/143 dated 3-5-2004.*  
*This EC no. is available in the right corner- bottom*  
*of your institution's Accreditation Certificate*)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	77.2	Feb 2004	5 yrs
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

14 July 2004

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

2015 - 2016

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

- i. AQAR 2013 – 14 submitted on 29/01/2015 (DD/MM/YYYY)
- ii. AQAR 2012 – 13 submitted on 29/01/2015 (DD/MM/YYYY)
- iii. AQAR 2011 – 12 submitted on 22/01/2015 (DD/MM/YYYY)
- iv. AQAR 2010 – 11 submitted on 21/01/2015 (DD/MM/YYYY)

1.10 Institutional Status

University  State  Central  Med  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Bachelor of Banking & Insurance, Bachelor of Management Studies, B.Sc(Comp. Sc), B.Sc(I.T.), B.Sc(Bio-tech.), M.Sc.(Comp. Sc), M.Sc.(I.T.), M.A(History).

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

University of Mumbai

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

Autonomy by State/Central Govt. / University

X

University with Potential for Excellence

X

UGC-CPE

X

DST Star Scheme

X

UGC-CE

X

UGC-Special Assistance Programme

X

X

UGC-Innovative PG programmes

X

Any other (*Specify*)

X

UGC-COP Programmes

X

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

13

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

2.4 No. of Management representative

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC made suggestions for

1. Renovation of Boys' Common Room and Girls' Common Room
2. Students' Feedback on infrastructure
3. Students' feedback on infrastructure
4. Visit to departments to study their requirements.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Conduct student feedback on infrastructure and teachers. Visit departments to study their requirements. Make website fully functional. Orientation program for FY students on facilities available.	Feedback from students obtained and analyzed Separate room for IQAC allotted Renovation of girls' common room started Modification of Physics lab started

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes  No

Management

Syndicate

Any other body

Provide the details of the action taken

IQAC team visited every department and submitted their requirements to the Principal and management for further action.

The feedback data was analysed and the report placed in front of IQAC committee. A copy given to Principal and management each.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the -- Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02			
PG	07		07	
UG	08 (including 05 self-financed programmes)		05	
PG Diploma	--			
Advanced Diploma	--			
Diploma	--			
Certificate	--			
Others	--			
<b>Total</b>	17		12	
Interdisciplinary	Nil			
Innovative	Nil			

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

*(On all aspects)*

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

*\*Please provide an analysis of the feedback in the Annexure*

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

Updated as per the advice from BOS constituted by teachers of constituent colleges of University.

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50+1	32+1	17	01	--

2.2 No. of permanent faculty with Ph.D.

16+2 on probation

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	14	--	--	01	02	--	--	01	16

2.4 No. of Guest and Visiting faculty and Temporary faculty

16

39

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	01	10
Presented papers	01	11	
Resource Persons			02

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

Each department follows different strategies to enhance and cultivate interest in students. For example, Physics department invited their alumni, working currently at premier institutes like TIFR & IISc, to guide the current batch for future preparation. The department made motivated students to attend seminars by eminent people.

2.7 Total No. of actual teaching days

during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by

As per University norms / There exists an unfair means committee to check malpractices.

the Institution (for example: Open Book Examination, Bar Coding,  
Double Valuation, Photocopy, Online Multiple Choice Questions)

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

04	01	05
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upto August 2015 after which all bodies were dissolved by the University

2.10 Average percentage of attendance of students

60%
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2.11 Course/Programme wise distribution of pass percentage :

**F.Y./S.Y. EXAM RESULT DETAILS**  
**2015-2016 (SEMESTER GRADING SYSTEM)**

Class	Year	Total No. of Students Appeared	Male	Female	O Grade	A Grade	B Grade	C Grade	D Grade	E Grade	Fails/ATKT	Fails	%
FYBA SEM I	OCT. 2015	500	238	262	0	12	26	32	19	3	384	24	19.33
FYBA SEM II	MAR. 2016	500	238	262	1	24	64	53	23	0	268	67	38.11
FYBCOM SEM I	OCT. 2015	531	191	340	5	73	51	32	16	3	351	0	33.90
FYBCOM SEM II	MAR. 2016	531	191	340	11	97	70	63	37	14	239	0	54.99
FYBSC SEM I	OCT. 2015	393	147	246	5	41	40	13	0	0	254	40	28.05
FYBSC SEM II	MAR. 2016	393	147	246	11	58	49	24	8	1	176	66	46.18
SYBA SEM III	OCT. 2015	333	129	204	2	15	52	30	9	3	216	6	33.94
SYBA SEM IV	MAR. 2016	333	129	204	1	38	71	48	14	1	155	5	52.74
SYBCOM SEM III	OCT. 2015	468	186	282	3	83	77	79	35	7	178	6	61.47
SYBCOM SEM IV	MAR. 2016	468	186	282	11	119	106	67	48	7	101	9	78.00
SYBSC SEM III	OCT. 2015	278	79	199	2	81	47	33	7	0	108	0	61.15
SYBSC SEM IV	MAR. 2016	278	79	199	15	87	43	32	4	0	97	0	65.11
FYBBI SEM I	OCT. 2015	61	15	46	5	21	13	4	1	0	16	1	73.33
FYBBI SEM II	MAR. 2016	61	15	46	6	22	13	8	3	1	8	0	86.89
SYBBI SEM III	OCT. 2015	62	10	52	9	30	6	6	2	0	9	0	85.48
SYBBI SEM IV	MAR. 2016	62	10	52	10	24	13	3	0	0	12	0	80.65
FYBMS SEM I	OCT. 2015	68	29	39	4	12	20	14	4	1	13	0	80.88

FYBMS SEM II	MAR. 2016	68	29	39	1	17	17	8	6	0	19	0	72.06
SYBMS SEM III	OCT. 2015	68	32	36	13	25	11	6	4	2	7	0	89.71
SYBMS SEM IV	MAR. 2016	68	32	36	4	23	7	5	1	1	27	0	60.29
FYIT SEM I	OCT. 2015	125	82	43	1	14	12	7	0	0	88	3	27.87
FYIT SEM II	MAR. 2016	125	82	43	4	14	11	10	4	1	76	5	36.67
SYIT SEM III	OCT. 2015	94	50	44	3	8	11	4	3	0	64	2	31.18
SYIT SEM IV	MAR. 2016	94	50	44	5	13	16	6	3	0	50	1	46.24

Title of the Programme	Total no. of students appeared	Grade				
		O %	A %	B %	C %	D %
TYBA	286	0.7	20	26	22	10
TYBCOM	411	nil	21	29	21	12
TYBSc	186	01	30	35	18	04

Title of the Programme	Total no. of students appeared	Grade				
		O %	A %	B %	C %	D %
TYBMS	77	--	24.7	24.7	6.5	04
TYBBI	55	--	30	29	18	02
TYBSc (Bio-tech)	29	04	14	04	03	NA
TYBSc (Comp. Sc.)	28	3.57	10.71	25	7.14	--
TYBSc (I.T.)	99	--	08	32	23	02

Title of the Programme	Total no. of students appeared	Grade				
		O %	A %	B %	C %	D %
M.A. (Economics)	40	2.5	47.5	30	7.5	--
M.Com.	NA	--	--	--	--	--
M.A. (History)	55	--	36.36	47.27	9.09	3.64
M.A. (Marathi)	32	--	6.25	43.75	31.25	3.12
M.Sc. (I.T.)	11	--	18.18	27.27	36.36	--
M.Sc. (Comp. Sc.)	05	--	--	40	60	--

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

- With the combined effort of the IQAC members, the internet began to be used in teaching.
- Some departments have begun to use Smart boards.
- The IQAC holds periodic informal meetings with heads of departments.
- The audio visual room in the library began to be used by departments.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01 (approved)
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	1 Registrar + 18 = 19	01	Nil	Nil
Technical Staff	05	01	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

Faculty members attend seminars/workshops/conferences. They are allowed to implement good practices followed elsewhere. Duty leave is sanctioned for such academic purposes. Departments are motivated to take up minor/major projects.

#### 3.2 Details regarding major projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	--	01	--
Outlay in Rs.	INR 25000			

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10		
Non-Peer Review Journals			
e-Journals			
Conference proceedings	05	12	09

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2015 - 16	University of Mumbai	INR 25000	Yes
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

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

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number	nil	nil	nil	nil	nil
Sponsoring agencies					

3.11 No. of conferences organized by the Institution

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="60"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="x"/>	State level	<input type="text" value="x"/>
National level	<input type="text" value="x"/>	International level	<input type="text" value="x"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="07"/>	State level	<input type="text"/>
National level	<input type="text" value="02"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="x"/>	College forum	<input type="text" value="x"/>	
NCC	<input type="text" value="√"/>	NSS	<input type="text" value="√"/>	Any other <input type="text" value="D.L.L.E."/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS team along with other like-minded students and teachers imparted awareness about HIV to people of Vasai Road area.
- NSS team also camped in a village for about one week to bring awareness about cleanliness.
- Cleanliness drive in college under Swatch Bharat Abhiyan programme.
- Blood donation camp organized in college.
- Program on Yoga, meditation and stress management conducted for one day.
- Trees were planted.
- NCC cadets participated in crowd management during festivals alongside the police.
- NCC cadets also participated in NCC Day parade and inter-college drill competition.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	48,562 sq. mts.		Management	48,562 sq. mts.
Class rooms	43			43
Laboratories	18			18
Seminar Halls	02			02
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others(enclosed rifle shooting range)	01			01

#### 4.2 Computerization of administration and library

Result of college is computerized.

Online question papers of University are downloaded and printed 1 hour before the scheduled time.

College website is maintained.

Library data is fully computerized.

Computation of salary and accounting in office is also computerized. Employee PF accounts are being updated.

College has mobile app created by the library, which students can download.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books + Reference Books + self-financing + SAF + BC + MA	61,838	36,56,296	2736	5,50,290	64,574	42,06,586
e-Books + e-Journals	Nlist DATA	INR 5000 / yr	Nlist DATA	INR 5000 / yr		
Journals	83	NA	nil	X	83	INR 5000
Digital Database			nil	X		
CD & Video	111	NA	nil	X	111	X
Others (Braily)	153	NA	nil	X	153	X

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	212	06	03	50	nil	02	23	16
Added	50							
Total	262							

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

Almost all departments provided with computers. Teaching and non-teaching staff are becoming computer friendly. Teaching staff are encouraged to provide soft copy or printout of QP. Even social science teachers are encouraged to learn new application software like latex.

4.6 Amount spent on maintenance in lakhs :

i) ICT

nil

ii) Campus Infrastructure and facilities

A total of INR 30 Lac sanctioned for all colleges by trust

iii) Equipments + Lab. Inst.

16,55,848 + 3,79,245

iv) Others [furniture, fittings etc.]

8,46,300

**Total :**

28,81,393 + part of INR 30 Lac. Sanctioned for this institution

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are reminded about facilities available through notices, website and alpha-numeric displays.

#### 5.2 Efforts made by the institution for tracking the progression

By observation, class test and semester exam progress is monitored. Results are made known to heads of departments who in turn ask concerned faculty to interact personally with the stake holder. If needed parents are also briefed.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4013	407	10	nil

#### (b) No. of students outside the state

--

#### (c) No. of international students

--

Men	No	%	Women	No	%
	1527	38		2486	62

Last Year						This Year (UG)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1858	478	318	951+	NA	4114	1800	457	308	842+	NA	4013
			509			44%	11%	8%	35%		

Demand ratio

Dropout % nil

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

Individual departments provide students with information about competitive tests and other related fields the students can look forward to.

No. of student beneficiaries

NA

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

There exists a career guidance cell which takes care of this part.

No. of students benefitted

NA

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	138	13	NA

5.8 Details of gender sensitization programmes

Women's development cell of the college is active. Students take part in various competitions at college, University and State level.

5.9 Students Activities

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

State/ University level

135

National level

09

International level

nil

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions	02 – INSPIRE Scholars	

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: nil

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

To provide affordable quality higher education to all students of Vasai and adjoining tribal areas. Promote higher education of girls. Instill self confidence in students of this region. Create social awareness in students regarding inequalities created by social and economic factors.

#### 6.2 Does the Institution have a Management Information System

Yes

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

##### 6.3.1 Curriculum Development

Curriculum is designed by Board of Studies in the University. The BoS is constituted of teachers from colleges. Four of our teachers are members of various BoS. A total of six members are in the Syllabus Committees of their subjects.

The affiliated colleges implement the curriculum developed by the BoS. BoS also conduct workshops for other teachers, which our staff attend.

##### 6.3.2 Teaching and Learning

Problems of weak students are taken up. Needy students are given the facility of Book Bank in the library. In extreme cases, the management gives financial assistance to such students.

Faculty use models to make concepts lucid. Additional vacation classes are conducted if needed. Visits to national institutes of importance are also arranged by some departments.

##### 6.3.3 Examination and Evaluation

Examinations are carried out at the end of the semester. Class tests are also conducted during the course work. For evaluation the performance in tests and examination along with the overall performance is considered.

#### 6.3.4 Research and Development

Teaching staff of various departments attend professional development programs conducted by the Academic College. Many are eagerly taking up research work. Teachers are encouraged to apply for major and minor projects supported by University, UGC, DST and other agencies. Teachers are also carrying out research for obtaining M Phil and Ph. D degree. The teachers also attend seminars, workshops and conferences conducted at the University, state, national and international level. Teachers are extended financial support and duty leave is sanctioned for this purpose.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The library is spacious with copious amount of books and ICT facility. Current internet infrastructure is limited. Being member of 'inlibnet', students are able to access soft version of many international reference books. A separate website of library is available for students. Mobile app. for accessing library can be downloaded by students. .

#### 6.3.6 Human Resource Management

For smooth functioning of the college various committees are formed. Over and above the normal teaching work teachers man these committees. Teachers also engage additional classes to help students.

#### 6.3.7 Faculty and Staff recruitment

Stipulated guidelines of UGC and state Government is strictly adhered to while recruiting teaching and non-teaching staff.

#### 6.3.8 Industry Interaction / Collaboration

Industrial visits are undertaken by students.

#### 6.3.9 Admission of Students

The admission committee consisting of the Heads of Departments and senior faculty of the department is constituted. Admission procedure is carried out as per University guidelines. Where demand is more than seats available, a merit list is prepared.

6.4 Welfare schemes for

Teaching	No
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

nil

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	Yes	Padhye& co.	Yes	Divekar& co.

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

N A

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

N A

6.11 Activities and support from the Alumni Association

All Heads of Departments have been advised by IQAC to contact past students to form the Alumni Association.

Two meetings with alumni who are part of our teaching and non-teaching staff in our college were held in this regard.

#### 6.12 Activities and support from the Parent – Teacher Association

No formal PTA has been formed. However parents approach and discuss with Principal and concerned faculty regarding problems faced by their wards.

If necessary, the department heads call concerned parents to update about their child.

#### 6.13 Development program for support staff

Non-teaching support staff are given opportunity to hone their skills. Some lab-assistants have developed skills to repair instruments, detect and repair electrical faults etc. Some peons have developed computer skills that they help exam committee in their normal routine work.

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

Though Vasai Road is a water scarce region, effort is taken to plant trees.

The campus is smoking free zone.

Janitors are appointed to keep campus clean.

N.S.S. department plants about 50 saplings every year.

There are 2 wells in the campus. Well water used to water plants and in wash rooms.

Botany department does an auditing of trees. They have also started a nature club tracking various types of birds observed in the campus.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

CCTV coverage of classrooms and main building. This has reduced misbehavior of students.

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

Separate IQAC room allotted.

Separate room for Board/University exams allotted.

Extended Chemistry lab has become functional.

Feedback about infrastructure and teachers taken from students and analysed.

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

The college awards the Best Library User award to one boy and one girl every year. They are sometimes invited to attend Library Committee meetings.

The open door policy of the college helps in resolving any issues immediately.

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

#### 7.4 Contribution to environmental awareness / protection

Our college has been proactive in maintaining clean environment and promoting environmental awareness among its students and staff. The institution is particular about instilling in its stakeholders a sense of responsibility towards environment.

The maintenance of the college greenery is done under the close supervision of a committee. A team of gardeners is engaged for the job.

A lawn with a central fountain and surrounded by a manicured garden in the heart of the campus with a variety of plants and trees has been developed.

The Campus Development Committee in consultation with the Botany Department identifies areas where further tree plantation may be possible.

Rain water harvesting is implemented in the Chemistry department.

The college has 2 wells dug for watering the garden, plants and trees as well as providing water in wash rooms.

In order to maintain college and its premises, the college has outsourced work and employees of a private agency keep the premises clean. Cleanliness drives are organized from time to time through NCC and NSS students. Dustbins with polybags are strategically placed to ensure proper garbage disposal.

7.5 Whether environmental audit was conducted?    Yes     No

Though the formal green audit is yet to start, students of the Botany Department under the guidance of their teachers undertake the environmental audit. All the trees have been numbered and labelled properly for maintaining the status in records.

The green layer of the college campus is regularly maintained and nurtured using compost. Trees are periodically trimmed. Cementing is minimized to make easier percolation. The use of plastic bags is discouraged in the campus.

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

Strengths:

- Crystal clear admission system
- Responsiveness towards environment
- Varied and inclusive campus with strong focus on girl education
- Robust work ethics and responsive administration
- Diversity of courses and subjects
- All departments have faculties pursuing doctoral degree.
- Almost all departments provided with computers.

Weakness:

- Modalities of alumni participation not formalized
- National and international tie-ups with industry and research yet to be explored

Opportunities:

- Introducing new skill development and vocational courses
- Utilizing alumni network for the benefit of the institution
- Taking advantage of various schemes from UGC and central government for development and upgradation of various facilities
- Promoting short-term internships with industries, media houses and law firms.

Challenges:

- Augmentation of vocational courses considering requirements and development goals of the institution
- Equipping classrooms with ICT facilities

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

Develop interaction with industries.  
Make alumni association active.  
Conduct orientation program for freshers to familiarize them with facilities available in college.  
To form a PTA.  
Organise workshop / seminar in college.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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## Annexure 1

Vidyavardhini's Annasaheb College of Arts, Kedarnath Malhotra College of Commerce & E. S. Andrades College of Science, Vasai Road, Dist. Palghar

### Academic Calendar 2015-16

<b>First Term: Second Term:</b>	<b>8 June to 21 October 2015 16 November 2015 to 2 May 2016</b>
1. Sale of admission forms	27 May 2015 to 10 June 2015
2. Submission of admission forms	11 June 2015 to 16 June 2015
3. First Merit List	16 June 2015
4. Acceptance of fees	17 June 2015
5. Second Merit List	18 June 2015
6. Acceptance of fees	19 June 2015
7. Third Merit List	20 June 2015
8. Acceptance of Fees	23 June 2015
9. Commencement of lectures of SY & TY	10 June 2015
10. Commencement of lectures of FY	6 July 2015
11. First Internal Test	24 to 28 August 2015
12. Old ATKT Exam	14 to 28 September 2015
13. Semester End exam (Term I)	28 September to 9 October 2015
14. Annual Social Gathering	22, 23 December 2015
15. Second Internal Test	18 to 22 January 2016
16. Old ATKT Exam	15 to 25 February 2016
17. Semester End exam (Term II)	1 to 22 March 2016
18. Additional Sem I & III (Internal)	28 March to 2 April 2016
19. Additional Sem I & III (Written)	4 to 14 April 2016
20. Additional Sem II & IV (Internal)	25 to 30 April 2016
21. Additional Sem II & IV (Written)	2 to 12 May 2016

Dr. K. N. Ghorude  
Principal

## Annexure 2

20 May 2016

### FEEDBACK ANALYSIS REPORT 2015-16

In the month of March 2015, the IQAC carried out a sample survey of the infrastructure available to students by circulating a detailed questionnaire among the stakeholder students. Random sample of about 5% students were selected. Broadly, the infrastructure was divided into the following categories, such as

1. Classrooms and laboratories
2. Library
3. Office & exam section
4. Canteen
5. Common rooms, Washrooms, Drinking Water
6. Gymkhana, Gymnasium, Sports, Auditorium
7. Campus, Security, First-aid, Parking, Bank, Photocopying

The findings were as shown in the table below:

#### S.Y.B.A./ B.Com./ B.Sc.:

	<b>Category</b>	<b>% Yes</b>	<b>% No</b>	<b>% Don't know</b>
1.	Classrooms and laboratories	63	26	11
2.	Library	55	38	07
3.	Office & exam section	53	43	04
4.	Canteen	35	58	07
5.	Common rooms, Washrooms, Drinking Water	41	51	08
6.	Gymkhana, Gymnasium, Sports, Auditorium	43	28	29
7.	Campus, Security, First-aid, Parking, Bank, Photocopying	61	32	07

**T.Y.B.A./ B.Com./ B.Sc.:**

	<b>Category</b>	<b>% Yes</b>	<b>% No</b>	<b>% Don't know</b>
1.	Classrooms and laboratories	68	20	12
2.	Library	63	30	07
3.	Office & exam section	65	31	04
4.	Canteen	44	45	11
5.	Common rooms, Washrooms, Drinking Water	50	39	11
6.	Gymkhana, Gymnasium, Sports, Auditorium	52	22	26
7.	Campus, Security, First-aid, Parking, Bank, Photocopying	62	30	08

Students were, by and large, satisfied with classrooms, laboratories, office and the exam section. However, they were not happy about the canteen, common rooms, washrooms and drinking water facilities. A significant number of students (about 30%) were unaware of facilities like gymkhana, gymnasium and sports.

The IQAC feels has that a lot of scope for improvement exists in improving infrastructural facilities. Towards this, the IQAC has the following suggestions:

1. To organize an orientation programme in the beginning of every academic year for the new entrants, i.e., the F.Y.B.A./ B.Com./ B.Sc., through the Chairpersons/ Co-ordinators of various committees in the college
2. To prepare a taskforce of senior students especially at the T.Y.B.A./ B.Com./ B.Sc. for providing comprehensive counselling to the freshers on survey-related issues
3. To encourage different departments to arrange welcome level events consisting of departmental level orientation, in particular schedules of classrooms, general discipline, lab arrangements and exam related affairs
4. To engage outstanding achievers of sports and other extra-curricular activities for orienting and appraising the new aspirants on the available sports facilities in the institution
5. To make sure that adequate number of water coolers with aquaguards is installed in the building premises

6. To maintain an astute awareness and subsequent actions on security, medical and miscellaneous requirements of the stakeholders
7. To draw up a transparent and credible report card with regard to implementation of the above-referred suggestions
8. Finally, to act and ensure total quality management in achieving excellence and adoption of suitable intervention strategies for monitoring successful implementation of the above proposals.

Dr. P. Shashidharan  
IQAC Co-ordinator

Dr. Deepa Murdeshwar-Katre  
NAAC Co-ordinator