

KET'S V G VAZE COLLEGE OF ARTS, SCIENCE AND COMMERCE
MITHAGAR ROAD, MULUND EAST, MUMBAI 400 081.

The Annual Quality Assurance Report (AQAR) of the IQAC
April 2013 – June 2014

Part – A

I. Details of the Institution

1.1 Name of the Institution	KET'S V G VAZE COLLEGE OF ARTS, SCIENCE AND COMMERCE
1.2 Address Line 1	MITHAGAR ROAD
Address Line 2	MULUND EAST
City/Town	MUMBAI
State	MAHARASHTRA
Pin Code	400 081
Institution e-mail address	vazecollege@gmail.com
Contact Nos.	+91 22 2163 1421/ 23
Name of the Head of the Institution:	Dr B.B. Sharma
Tel. No. with STD Code:	022 2163 1004
Mobile:	+91 9820502142

Name of the IQAC Co-ordinator:

Dr Sonali Pednekar

Mobile:

+91 9820640737

IQAC e-mail address:

iqacvaze@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 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)

EC/58/RAR/105

1.5 Website address:

www.vazecollege.net

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 st Cycle	5 star	--	1999	2003
2	2 nd Cycle	A	86.6	2005	2010
3	3 rd Cycle	A	3.17	2012	2017
4	4 th Cycle	--	--	--	--

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

06/10/2005

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

2013-14

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 23 August 2013 (DD/MM/YYYY)
 ii. AQAR March 2012 (DD/MM/YYYY)
 iii. AQAR July 2011 (DD/MM/YYYY)
 iv. AQAR July 2010 (DD/MM/YYYY)

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

Advanced Diploma in Perfumery
& Cosmetic Management

1.12 Name of the Affiliating University (for the Colleges)

Mumbai University

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

Autonomy by State/Central Govt. / University	--		
University with Potential for Excellence	NA	UGC-CPE	√
DST Star Scheme	--	UGC-CE	--
UGC-Special Assistance Programme	--	DST-FIST	√
UGC-Innovative PG programmes	√	Any other (<i>Specify</i>)	--
UGC-COP Programmes	--		

2. IQAC Composition and Activities

2.1 No. of Teachers	09
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	--
2.8 No. of other External Experts	--
2.9 Total No. of members	15
2.10 No. of IQAC meetings held	05

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

Rs 3 lac under XII Plan

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

Academic calendar prepared

Academic Audit undertaken

New additional 125 seater auditorium with ICT facilities was inaugurated

Quotations sought for smart classrooms

Administrative office and activity group audit planned

Preparation towards autonomy

Use of OMR for Teacher evaluation by the students

Installation of solar lights towards conservation of energy

Proposed full automation of administrative office and quotation sought for the same

Proposed Health cards for girl students

Proposed and conducted environmental audit in college campus

Presented before the management the need for additional classroom space in view of new courses introduced

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
Academic calendar prepared	Brought in effect through the year
Conduct of Academic, Administrative and Activity Audit planned	Completed Academic audit in August & Report submitted to Principal
New additional 125 seater auditorium with ICT facilities set up	Inaugurated and became functional
Preparation towards Autonomy	Discussed in Staff meetings with Principal
Setting up of smart classrooms	Quotation sought
Use of OMR for analysis of Teacher evaluation by students	Machine and programme purchased and analysis undertaken; Report submitted to Principal
Installation of CCTVs	Quotation sought
Installation of energy saving solar lights in the campus	Installed
Complete automation of college administrative office	Quotation sought & approved. Work to start in the next academic year.
Proposed Health card for girl students	Programme to be implemented by the NSS
Proposed to conduct environmental audit	Conducted
Presented to the Management the need for more classrooms	Management sanctioned the construction of 4 th floor and called for detailed plans regarding the same

* See Annexure I for Academic Calendar

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Academic calendar was prepared and brought into effect from the beginning of the academic year. The calendar was printed in the Teachers' diaries.

Academic audit was undertaken for the Degree College and Junior College departments. Reports of the same were handed over to the Principal. They were discussed in the Heads of Departments Meeting and suggestions for improvement of each Department were discussed. The report was also displayed on the staff notice board for information of all staff.

New additional 125 seater auditorium was inaugurated by the Principal and made functional for official functions.

Quotations were sought for the installation of greater number of CCTVs in the campus . The CCTV's were installed in the Staff room, Library, Canteen, corridors and other public spaces in College to ensure greater discipline and safety.

Quotations were sought for the setting up of smart classrooms. Demonstration by vendors was sought.

Due to time constraints, it was decided to conduct the administrative and activity audit at the beginning of the next academic year.

In the course meetings with staff members, it was decided to conduct a series of interactions with Principals, faculty and students of autonomous colleges to understand the working of Autonomy and their experiences.

OMR software and machine purchased and used to analyse the performance appraisal of teachers by students. A teacher wise analysis was prepared. The analysis was submitted to the Principal who discussed it with the concerned Head of Department. The copy of the analysis was given to the individual teacher by the Head.

In view of environmental consciousness, Solar lights were installed in the campus to conserve electricity.

Quotations sought for the complete administrative office automation

Health card for girl students was proposed. It was decided that the NSS undertake the process of preparation of the Health card.

Proposed and conducted environmental audit in college campus

Management sanctioned the construction of 4th floor and called for detailed plans regarding the same from the architect.

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	05 + 01	01	01	--
PG	01 + 02	--	02	01
UG	04 + 04	01	04	01
PG Diploma	01	--	01	01
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	05	--	05	03
Others	01	--	--	--
Total	16 + 07	02	13	06
Interdisciplinary	01	--	01	01
Innovative	--	--	--	--

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

(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.

Revision of syllabi in almost all departments to suit the demands of the credit based continuous evaluation introduced by Mumbai University from the academic year 2011-12. The revised syllabi was progressively implemented in all courses and programmes.

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

The Department of English was recognised as a Ph.D Centre
Bachelors in Media Studies was introduced

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
54	22	32	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

33

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
--	22	--	--	--	--	--	--	--	22

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

20

22

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	17	20
Presented papers	08	10	05
Resource Persons	03	10	07

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

Identified slow and advanced learners and arranging coaching to suit their variant needs.
Coaching for NET/SET examination undertaken
Suggested the installation of smart classrooms in college
Faculty has published e-books

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

180

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

--

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

0	1	4
---	---	---

2.10 Average percentage of attendance of students

73.47

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	181	06	66	56	27	92.8
BCom	405	--	132	126	37	74.07
BSc	79	08	33	23	04	86.07

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BCom A&F	114	--	16	11	07	85.08
BCom B&I	61	--	18	11	07	96.72
BMM	56	--	10	21	24	98.21
BSc IT	51	--	22	09	--	60.78
BSc BT	27	03	17	06	01	100

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MCom	30	--	08	10	05	76.67
MSc Chem	08	--	03	02	01	80.00
MSc IT	12	--	04	06	--	83.33
MSc BT	20	--	18	02	--	100

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

IQAC has suggested the installation of smart boards in classrooms. IQAC undertakes the Performance Appraisal of Teachers by Students, feedback on support services to improve the facilities. In view of the new courses started in the academic year, the IQAC has suggested that more space be made available for classrooms and facility rooms for students and teachers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
---	-------------------------------------

Refresher courses	05
UGC – Faculty Improvement Programme	02
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	09
Staff training conducted by other institutions	06
Summer / Winter schools, Workshops, etc.	31
Others	--

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	104	04	--	--
Technical Staff	NA	NA	NA	NA

Criterion – III

3. Research, Consultancy and Extension

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

Institution has a Research Promotion committee to encourage research amongst staff and teachers.

Research Scholars' Meet for research students of science faculty organised annually.

Staff colloquium is a forum that promotes research paper presentation among staff members

Students are encouraged to actively participate in the inter university research competition –

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	--	--
Outlay in Rs. Lakhs	4.20	10.70	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	03	03	02
Outlay in Rs. Lakhs	0.25	3.75	3.0	1.45

3.4 Details on research publications

	International	National	Others
Peer Review Journals	28	12	01
Non-Peer Review Journals	03	10	--
e-Journals	02	--	--
Conference proceedings	07	06	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2010 - 14	UGC	14.67 lac	9.87lac
Minor Projects	2012-13, 2013-14	UGC	3.35 lac	85000/-
Interdisciplinary Projects	2013-14	Pvt. Company	24 lac	18 lac
Industry sponsored	2013-14	Pvt. Company	34 lac	28 lac
Projects sponsored by the University/ College	--	Mumbai University	.40 lac	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total			51.42 lac	38.72 lac

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 (DST-FIST)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	--	--	01	03	--
	Sponsoring agencies	--	--	Private sponsors	Private sponsors	--

3.12 No. of faculty served as experts, chairpersons or resource persons 23

3.13 No. of collaborations International 01 National 02 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	52 lac	From Management of University/College	2 lac
Total	54 lac		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	01
	Granted	--
International	Applied	01
	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
01	--	02	01	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides 15
and students registered under them 18

3.19 No. of Ph.D. awarded by faculty from the Institution 02

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	300	State level	05
National level	01	International level	--

3.22 No. of students participated in NCC events:

University level	NA	State level	--
National level	--	International level	--

3.23 No. of Awards won in NSS:

University level	--	State level	--
National level	--	International level	-

3.24 No. of Awards won in NCC:

University level	--	State level	--
National level	--	International level	--

3.25 No. of Extension activities organized

University forum	01	College forum	--
NCC	--	NSS	17
		Any other	--

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

- Adoption of village- Wakdi, Tal. Panvel, Dist. Raigad
- Tree plantations & plantation on road divider outside college premises.
- Teaching slum students.

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	2.70 acres	--	--	--
Class rooms	30	03	Management	90,000/-
Laboratories	10	--	--	--
Seminar Halls	01	01	Management & UGC	2.35 lac
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	05	UGC	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	6.86	UGC	6.86
Others	--	--		--

4.2 Computerization of administration and library

Computerization of the library section undertaken.

The process of complete computerization of the college office has been initiated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9151	944063.90	1543	182035/-	10694	1126098.90
Reference Books	22286	6040942.75	652	307724/-	22938	6348666.75
e-Books	97000	-	97000	-	97000	0.00
Journals	107	706009.50	123	145043.40	123	851052.90
e-Journals	3000	15000.00	6000	5000/-	6000	20000.00
Digital Database	0	0	Nil	Nil	0	0.00
CD & Video	114	22499.00	02	399/-	116	22898.00
Others (Newspapers)	19	167963.65	19	206,262.65	38	374226.30

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	156	03	156	156	36	20	12	07
Added	16	--	09	09	--	02	01	04
Total	172	03	165	165	36	22	13	11

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

Complete Office automation was proposed. Teachers and office administrative staff who will look after the programme were trained to use the same.

4.6 Amount spent on maintenance in lakhs :

i) ICT 2.00

ii) Campus Infrastructure and facilities 1.95

iii) Equipments 3.64

iv) Others 3.00

Total : 10.59

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The activities of the college are spelt out in the prospectus. The College encourages the students to participate in at least three of the fifty two activities of the College

5.2 Efforts made by the institution for tracking the progression

Each student has been allotted a control identity number at the time of admission and the records related to that student will be available on entry of that number in the data system. Complete automation of office planned and quotations sought for software to further augment this.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3216	199	09	49

(b) No. of students outside the state

20

(c) No. of international students

--

Men	No	%
	--	--

Women

No	%
--	--

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2207	396	79	544	13	3499	2171	372	83	560	13	3473

Demand ratio 625%

Dropout % Nil

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

Colleges runs a Coaching Centre for training for competitive examinations under the UGC XI Plan guidelines. It also conducts a course for imparting training for NET/SET examinations.

No. of students beneficiaries

80

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

The main objective of the counselling cell is to guide and help students to manage their academic and non academic problems. The students who availed of this facility showed improvement in their performance. Aptitude tests for the wards of the office staff were conducted free of cost.

No. of students benefitted

08

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
10	219	27	Data not available

5.8 Details of gender sensitization programmes

A talk on 'Women: Their rights and related laws' was organised. A short film entitled 'Mulichya jatila' was screened.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	115	82500.00
Financial support from government	323	1313490.00
Financial support from other sources	10	4,40000.00
Number of students who received International/ National recognitions	--	--

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: _____None _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – To grow and consolidate as one of the foremost autonomous centers of excellence in learning that contribute s to sustainable and inclusive development of a knowledge society and economy.

Mission- To improve society by educating the youth and enabling them to become highly qualified, mature men and women, able to meet the needs of all human activities.

6.2 Does the Institution has a management Information System

The institution has a Management Information system. However, Complete office automation planned for augmenting the existing systems.

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

6.3.1 Curriculum Development

Suggestions of the teachers for revision of syllabi have been communicated through the members of the Board of Studies and the Members of the Academic Council

Workshops organised by Departments in collaboration with the respective Board of Studies

Staff members attended various workshops organised by other colleges

6.3.2 Teaching and Learning

Identifying slow and advanced learners and catering to their separate needs

Increased use of ICT in classrooms by the teachers and the students

Plan to install smart boards in classrooms

OMR method for performance appraisal of teachers by students

6.3.3 Examination and Evaluation

The process of automation of the college data base has been initiated. This will be linked to the examination to enable smooth conduct of the examinations.

Purchase of new scientific instruments

Collaborative programmes with industries

6.3.5 Library, ICT and physical infrastructure / instrumentation

Automation of library has been undertaken.

New computers were purchased for use in the college.

It has been proposed to purchase and install smart boards in classrooms.

New 125 seater auditorium with ICT facilities has been built and brought into functioning.

6.3.6 Human Resource Management

In addition to the regular teaching, faculty is also engaged in conducting lectures for the self financing courses held in college

Faculty is actively involved in administrative, extra and co curricular activities

6.3.7 Faculty and Staff recruitment

New need based appointments in teaching and administrative positions.

6.3.8 Industry Interaction / Collaboration

The College has been proactive in establishing a link with industry and agriculture.

Industry based research is carried out in the College laboratories.

In addition to in house faculty, professionals from industry engage lectures for self financing courses. Industrial visits are regularly organised.

The Placement Cell of the College organises pre placement talks by leading companies and banks. As many as 10 companies visited the College for recruitment purposes.

The Post Graduate diploma in Perfumery and Cosmetic Management invites close interaction with the industry partners. Many of the faculty for the course are drawn from the industry. The students are made placement offers on successful completion of the course.

6.3.9 Admission of Students

All admissions are based purely on merit and granted as per the University and Government guidelines

6.4 Welfare schemes for

Teaching	02
Non teaching	03
Students	20

6.5 Total corpus fund generated

15 lacs

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	--	Yes	Committee appointed by Principal
Administrative	No	--	No	--

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

Alumni are actively involved in the college activities through engaging lectures on various topics. They contribute by arranging industrial visits and placements of students. Further, they provide financial assistance for the purchase of new instruments. They are also actively involved in training students in extra curricular programmes and various competitions.

6.12 Activities and support from the Parent – Teacher Association

Suggestions of the parents on academic performance of the students, attendance of the students are taken into consideration.

6.13 Development programmes for support staff

Workshop was organised for the non teaching staff of the college on improving administrative skills.

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

Solar lights installed in the campus.

Organic farming, Vermicomposting and Water Harvesting projects have been undertaken in the College 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.

The Academic audit has helped the teachers in planning departmental activities in a better manner. The strengths and developmental areas of the departments and individual teachers have been identified. Teachers are more aware and conscious of self improvement.

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

Academic calendar was prepared and brought into effect from the beginning of the academic year. The calendar was printed in the Teachers' diaries.

Academic audit was undertaken for the Degree College and Junior College departments. Reports of the same were handed over to the Principal. They were discussed in the Heads of Departments Meeting and suggestions for improvement of each Department were discussed. The report was also displayed on the staff notice board for information of all staff.

New additional 125 seater auditorium was inaugurated by the Principal and made functional for official functions.

Quotations were sought for the installation of greater number of CCTVs in the campus . The CCTV's were installed in the Staff room, Library, Canteen, corridors and other public spaces in College to ensure greater discipline and safety.

Quotations were sought for the setting up of smart classrooms. Demonstration by vendors was sought.

In the course meetings with staff members, it was decided to conduct a series of interactions with Principals, faculty and students of autonomous colleges to understand the working of Autonomy and their experiences.

OMR software and machine purchased and used to analyse the performance appraisal of teachers by students. A teacher wise analysis was prepared. The analysis was submitted to the Principal who discussed it with the concerned Head of Department. The copy of the analysis was given to the individual teacher by the Head.

In view of environmental consciousness, Solar lights were installed in the campus to conserve electricity. Environment Audit of the campus was conducted. Vermicomposting pit was prepared and water harvesting project was initiated.

7.3 Give two Best Practices of the institution

1. Open and healthy interaction between Management, Principal and staff members.
2. Environment friendly activities in campus such as Organic farming, vermicomposting rain water harvesting and installation of solar lights.
3. Associate Student Council body to assist in the functioning of the statutory Student council for effective functioning.

****See Annexures II, III, IV***

7.4 Contribution to environmental awareness / protection

Installation of solar lights in the campus

Organic farming, vermicomposting and water harvesting projects have been undertaken

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

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

Applying for Autonomy

Augmenting existing infrastructure

Academic Audit of the institution

Undertaking Administrative Office and activity groups audit

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

7.3 Give two Best Practices of the institution

1. Open and healthy interaction between Management, Principal and staff members.
2. Environment friendly activities in campus such as Organic farming, vermicomposting rain water harvesting and installation of solar lights.
3. Associate Student Council body to assist in the functioning of the statutory Student council for effective functioning.

**See Annexures II, III, IV*

7.4 Contribution to environmental awareness / protection

Installation of solar lights in the campus

Organic farming, vermicomposting and water harvesting projects have been undertaken

7.5 Whether environmental audit was conducted?

Yes

☒

No

☐

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

8. Plans of institution for next year

Applying for Autonomy

Augmenting existing infrastructure

Academic Audit of the institution

Undertaking Administrative Office and activity groups audit

Name DR SONALI PEDNEKAR

Name _____



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANNEXURE I

ACADEMIC CALENDER 2013 - 2014

First Term	University -10/6/13 to 31/10/13 Junior -17/6/13 to 31/10/13 Degree -10/6/13 to 13/10/13	10/06/2013 Degree	18/11/2014 Jr.
(A) Degree College			
1) Registration and Admissions		10/06/13	-
2) Commencement of First Term		10/06/13	17/06/13
3) Academic Awareness Week		20/06/13 to 26/06/13	-
4) Foundation Day- Management Teachers get-together		20/06/13	20/06/13
5) I Unit Test		-	Aug end/ Sep Beginning
6) Constitution of Students Council and Various Committees		Aug /Sept 13	-
7) Completion of 1st Term Portion		14th Sept 13	-
8) First Term Examination		16th Sept to 9th oct 13	Mid Oct
9) Diwali Vacation (NSS Camp & Educational Excursions)		1/11/13 to 24/11/13	1/11/13 to 18/11/13
(B) Junior College			
Second Term	University - 25/11/13 to 30/4/14 Junior - 19/11/13 to 1/5/14 Degree - 14/10/13 to 30/4/14		
10) Cultural & Intercollegiate Events		3rd Week of Dec	3rd Week of Dec
11) XII Prelim & XI, II Unit Test		-	1st Week of Jan
12) Completion 2nd Term Portion		26th Feb 2014	Feb end 2014
13) Prelim Examination for T.Y.		-	-
14) Annual Examination		1st March 2014 to 10 March 2014	March end 2014

ANNEXURE III

Are YOU interested in
Working for the further all-round glory of our college?
Working for the welfare of your fellow students?
Being a member of the Students' Council for this academic year?
Then join the ASTUCO!

Dear Students,

We invite those of you who want to work selflessly for the welfare of your fellow beings to join the Associated Students' Council.

The Students' Council will be nominated from among the members of the Associated Students' Council, on the basis of academic performance.

The General Secretary is elected by the members of the statutory Students' Council only. To aid him / her, we have from last year, created the post of "Assistant General Secretary" in our college. The latter is elected by all the members of the Students' Council as well as the Associated body.

The first meeting of the Associated Students' Council will be held on 20th August at 10.45 a.m. in the Conference Hall. The Principal will nominate the Students' Council immediately after that.

ANNEXURE III

NOTICE

The meeting of the Students' Council will be held on Monday 26th August 2013, at 10.30 am in the Staff Room Cubicle no.2. All members are requested to attend the meeting.

Agenda:

- 1.Approval of Associate Student Council
- 2.Formation of core committee

Minutes:

On 26th August 2013, at 10:40am, another meeting was conducted in the staffroom. The Chairperson of The Students' Council, Dr. Ambavane, was present along with few students of the Students' Council.

1.Vaze College is the only college where Associate Students' Council (ASTUCO) is also formed wherein students who are interested in working selflessly are warmly welcomed without any nominations. We got overwhelming response with many students volunteering for the ASTUCO.

Interested students were called in conference room on 20th August,2013 and after words committee finalize students for ASTUCO.(list attached)

2.These six members were declared as the Students' Council Core. The Core Committee includes Sneha Ramachandran, Katha Khilari, Veena Menon, Ingila Mujawar, Shraddha Kadam and Mayank Shirsat. The Core Committee will act as a link between the teachers and the other members of the Students' Council.

The meeting was attended by Dr.Adhir Ambavane, Prof.Ms.Satawant Balse, Dr.Kadam, Prof.Ms.Kulkarni , Sneha Ramachandran, Katha Khilari, Veena Menon, Ingila Mujawar, Shraddha Kadam and Mayank Shirsat.

Dr. Adhir V. Ambavane
Chairperson, Student Council

ANNEXURE III

V.G.Vaze College, Mumbai

STUDENT'S COUNCIL 2013-14

Notification

The Students' Council of the College for the Year 2013-14 is constituted under the provisions of Sec 40 (2) (b) of Maharashtra Universities Act, 1994.

Nominated Student members [Academic]

1. Vishaka Patil	FY BA A
2. Sneha Ramachandran	SY BA B
3. Amey More	TY BA PSYCHOLOGY
4. Kirk Arasha	FY BCom A
5. Prashanth Mudaliyar	SYBCom C
6. Veena Venugopalan	TYBCom D
7. Neha .V. Gokhale	FY BSc A
8. Priya .N. Singh	SY BSc A
9. Uttakar Vinay Janardan	TY BSc IT A
10. Jaspreet Kaur	FYBMM
11. Pallavi Bandari	SYBMM
12. Ingila Mujawar	TYBMM
13. [Gymkhana] Nimish D Shetye	SYBCOM D
14. [Cultural] Pooja Ramchandran	SYBCom C
15. [NSS] Abhilash V. Patil	SYBA B
16. [Special Girl nominee] SHRADDHA KADAM	TYBCOM B
17. [Special Girl nominee] SAYALI NAGESH	TY BCom C

The nominated members will hold office for the academic year 2013-14

_____ **Ms. Sneha Ramachandran** _____ of _____ S.Y.B.A. is being elected unopposed as **General Secretary** of the college for the year 2013-2014.

Dr Adhir V.Ambavane

Chairman Students' Council

Dr. B.B.Sharma

Principal

V.G.Vaze College, Mumbai

STUDENT COUNCIL 2013-14

MAIN STUCO

<u>SR. NO.</u>	<u>CLASS/DIV</u>	<u>NAME</u>	<u>CONTACT NO.</u>
1	FYBA A	Vishaka Patil	8655799807 / 8693880745
2	SYBA B-77	Sneha Ramachandran	9769385483
3	TYBA PSYCHOLOGY	Amey More	8080806304
4	FYBCOM A	Kirk Aranha	9619667563
5	SYBCOM C-31	Prashanth Mudaliyar	9769697580
6	TYBCOM D-31	Veena Venugopalan	7506001279
7	FYBSC A-62	Neha .V. Gokhale	9757444782
8	SYBSC A-93	Priya .N. Singh	7738204478
9	TYBSC A-44	Uttekar Vinay Janardan	8108077067
10	FYBMM	Jaspreet Kaur	7738601555
11	SYBMM	Pallavi Bandari	9920685658
12	TYBMM	Ingila Mujawar	9769271239
13	Girls Nominations TYBCOM B-84	Shradha Kadam	9594692097
14	Girls Nominations TYBCOM B	Sayali Nagesh	
15	Cultural Committee Representative SYBCOM / C-75	Pooja Ramchandran	9664528392
16	NSS Representative SYBA / B-18	Abhilash V. Patil	9595564395
17	Gymkhana SYBCOM / D	Nimish D Shetye	9930121891

ASSOCIATE STUCO

<u>SR. NO.</u>	<u>CLASS/DIV</u>	<u>NAME</u>	<u>CONTACT NO.</u>
1	TYBMM 35	Gargi Parte	9594497111
2	TYBMM 41	Mayank Shirsat	7666652534
3	TYBMM 16	Raj Ganatra	9821355565
4	TYBCOM B-36	Randhir Kagne	9867144541
5	TYBCOM C-64	Ratika .R. Patkar	9833756294
6	TYBCOM D-80	Manasvi .C. Vasa	9821139413
7	TYBCOM C-08	Dipshree .P. Apte	9820526391
8	TYBA A-67	Katha Khilari	9594784486
9	TYBA A-20	Vaibhav Shinde	9594313000
10	TYBAF A-07	Prajakta Andhari	8976993361
11	SYBA B-34	Grishma Walunj	9004747232
12	SYBA B-31	Alifiya Hierapurwala	8080781144
13	SYBA A-13	Deesha Khavnekar	9819143289
14	SYBA B-52	Rijuta Tyagi	9920929515
15	SYBA B-61	Aishwarya Kawle	9768031315
16	SYBA B-49	Sanchita Sapla	9870669670
17	SYBA B-22	Shreya Petare	9967368547
18	SYBA B-20	Kashmeera Gadge	9930151705
19	SYBSC A-24	Siddhi Baskaware	7738511259
20	SYBSC A-19	Shikha Shah	9867129697
21	SYBSC A-65	Prafulla Gaikwad	9004912468
22	SYBSC-IT A-33	Devika Shetty	9619385630
23	SYBAF B-42	Aditya Jadhav	97690212419
24	SYBAF A-29	Snehal Jaitapkar	9930846280
25	SYBAF A-48	Aayush Goyal	8097269436
26	SYBAF B-27	Vidhi Shah	8879466431
27	SYBAF B-37	Vaishnavi Upadhyaya	9167948669
28	SYBAF A-46	Ashish Gaikwad	9594892204
29	SYBBI 35	Aditya Patankar	8097738750
30	SYBMM 12	Madhura Kulkarni	9769024429

31	FYBMM A-36	Jyoti Rajan Shetye	8898372754 / 9969343367
32	FYBMM A-15	Prasanna A.Karlekar	8080742987
33	FYBCOM D-47	Harshit Raghav Shetty	9930988343
34	FYBCOM D-83	Devendra Bhupat Thakkar	9773777407
35	FYBCOM A-25	Viraj Vijay Bagul	7738061373
36	FYBCOM B-85	Rohit Rajendra Kelshikar	9664783236
37	FYBCOM A-115	Siddhesh Shriram Bhat	7738574338
38	FYBCOM A-99	Shruti Gadre	9029243864
39	FYBCOM A-98	Ruta C.Gadre	9820049733
40	FYBCOM A-54	Himali S.Chandorkar	9850788654
41	FYBCOM A-87	Pallavi S.Dingankar	8108848049
42	FYBA B-72	Amey Santosh Majgaonkar	8898744946
43	FYBA B-131	Jhelam M.More	8108241697
44	FYBA B-47	Priyamvada Kotnis	9773111606
45	FYBA B-101	Shreya Y.Mehta	8655666109
46	FYBA B-56	Divya Patil	9619539843
47	FYBA A-86	Ajay Rajan	9833570018
48	FYBA B	Revathy Vyas	9969292398
49	FYBA A-14	Jui Kadvekar	9869707384
50	FYBSC A-08	Shivani Vinay Datar	9819015972
51	FYBSC A-31	Akshay Dhananjay Musalik	9699510056
52	FYBSC A-50	Pushkar Vaidya	9819587262
53	FYBSC A-11	Aishwarya Gadekar	9820837845
54		Sreyas Khade	8097633605