

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

AQAR for the year (for example 2013-14)

2017-18

I. Details of the Institution

1.1 Name of the Institution

R.A. Podar College of Commerce

1.2 Address Line 1

L.N. Road

Address Line 2

Matunga

City/Town

Mumbai

State

Maharashtra

Pin Code

400019

Institution e-mail address

info@rapodar.ac.in

Contact Tel. No. with STD Code:

022-24143178

Mobile:

9820125173

Name of the IQAC Co-ordinator:

Ms. Kavita Jajoo

Mobile:

9920524905

IQAC e-mail address:

iqac.podar@rapodar.ac.in

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

MHCOGN10946/2016

OR

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:

<http://rapodar.ac.in>

Web-link of the AQAR:

<http://rapodar.ac.in/iqac.php>

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	1st Cycle	A+		2004	5 yrs
2	2nd Cycle	A	3.63	2011	5 yrs
3	3rd Cycle	A+	3.68	2017	7 yrs
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 20/06/2004

1.8 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 2015-16 _____ (24/10/2016)
- ii. AQAR 2016-17 _____ (18/12/2017)
- iii. AQAR 2017-18 _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 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 ☐

(e.g. 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 ☐

1.10 Type of Faculty/Programme

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

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

Others (Specify)

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

University Of Mumbai

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

Autonomy by State/Central Govt. / University

Applied

University with Potential for Excellence

Applied

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

05

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

01

Community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

04

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

IQAC conducted the following Seminar and Workshops at the national, State and Institutional level in 2017-18

- **Moneta Four Day National Financial Literacy Program:**

Sessions and Speakers:

- **Chief Guest's Address:** Mr. Ashish Chauhan, Managing Director, Bombay Stock Exchange on "Equity market: growth and beyond".
- **Financial Inclusion in Digital Banking:** Mr. Srinath Bolloju, COO, RBS Bank.
- **Growing importance of taxation, corporate & personal advisory services:** Mr Nilesh Vikamsey, of the Board at HLB India. Senior Partner of Khimji Kunverji & Co, Chairman.
- **Growth of commodity exchange - Looking Ahead:** Mr. Mrugank M. Paranjape, MD, CEO Multi commodity exchange of India Ltd.

- **Institutional**

Sessions and Speakers:

- **Resume Building - Session:** Mr. Jamit Doshi, Chief Sales & Marketing Officer - Coverfox insurance on 24-Jun-17
- **Resume Building - Session 1:** Mr. Jamit Doshi, Chief Sales & Marketing Officer - Coverfox insurance on 1-Jul-17 Resume Building – Session.
- **Norms of Corporate Finance:** Mr. Ravi Sundar Muthukrishnan, Co - Head, Research Head, Strategic Research Group ICICI Securities Ltd on 8-Jul-17
- **Role of Negotiation in Complex Deals:** Mr. Shanmukha Vaidyanathan, VP - Sales Strategy Cheers Interactive on 8-Jul-17
- **Trends in Media:** Mr. Nayan Chandan, Consultant - Marketing & Syndication of Feature Films & Music on 8-Jul-17
- **Fringe Benefits in Attrition: Motivation & Leadership:** Mrs. Asha Krishnan, AVP - Group HR Tata Sons on 8-Jul-17
- **Overseas Education Guidance: London:** Mr. Yash Salgaonkar, Professional on 25-Sep-17

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
<ul style="list-style-type: none"> To conduct Platinum Jubilee Celebrations in association with the Alumni co-ordination committee. 	Hon'able Vice-president Shri Venkiaji Naidu presided the morning session which was attended by more than 2000 stakeholders. The evening session was a musical tribute to Podar college by Podar students (Past and present)
<ul style="list-style-type: none"> To create an active Web Page for all Faculty Members and link them to College Website. 	Workshops were conducted to enable faculty members to create their own webpage. All the faculty members were successful in creating the same.
<ul style="list-style-type: none"> To conduct Value Education Certificate Course for Students. 	23 students successfully completed a 10 session certificate course on ' Mind Storming '-Storm to perform
<ul style="list-style-type: none"> To network with the mass media to reach out to stakeholders. 	Leading national and regional newspapers gave coverage to all college events.
<ul style="list-style-type: none"> To design and develop simplified e-learning resources with focus on academically weak students. 	Departments Economics, Business law, Mathematics , statistics and computers and Business management and commerce uploaded simplified learning modules on college website
<ul style="list-style-type: none"> To strengthen the class mentor-mentee and Parent-Teacher relationship through periodic meetings. 	Orientation sessions conducted by each class mentor for the student and the parents at the beginning of the academic year. These interactions lead to better rapport between the mentor and the mentee.
<ul style="list-style-type: none"> To continue updating the administrative staff with upgraded IT skills. 	A 10 series workshop on advanced Tally was conducted for the office staff.
<ul style="list-style-type: none"> Wellness programme for non-teaching staff to be continued. 	Series of lectures on holistic well being was conducted for the non –teaching by reputed doctors.
<ul style="list-style-type: none"> To continue to organize various college intra & inter collegiate festivals 	Enigma, Hruturang, Moneta, Rostrum-Spectrum and Rapport were conducted
<ul style="list-style-type: none"> To apply for Autonomy to UGC 	Application submitted.
<ul style="list-style-type: none"> To conduct a one day workshop in library Science 	Process under way.
<ul style="list-style-type: none"> To apply for an additional academic program in Actuarial Science for under graduates 	Application submitted and Approval for the same received.

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

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The AQAR was placed in the local Managing Committee meeting at the beginning of the academic year. The committee acknowledged and encouraged the efforts made by the IQAC in adopting strategies and tools to enhance quality measures.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	03			
PG	02			
UG	02		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				06
Others				
Total	07		01	06

Interdisciplinary				
Innovative				

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* (*On all aspects*) Alumni ☒ Parents ☒

Employers ☐ Students ☒

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.

The university recommends revision and updating of syllabi.

The University of Mumbai revised syllabi and paper pattern of Second Year Bachelor of Commerce. Faculty members attended workshops organised by University of Mumbai and recommended changes in the syllabi and paper pattern .

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19	10	07	NIL	01 Principal 01 Librarian

2.2 No. of permanent faculty with Ph.D.

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
NIL	10	NIL	NIL	NIL	NIL	NIL	NIL	NIL	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Visiting Temporary

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	04	09	01
Presented papers	04	09	01
Resource Persons	02	04	

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

It is a constant endeavour at R. A. Podar to reinvent and adopt innovative pedagogical techniques for effective learning. All modern ICT tools available are regularly used during the class lectures. The College has provided Laptops and projectors to teachers to blend ICT into their teaching. Some of the innovative teaching tools used by the teachers for the last four years

are mentioned in the table below:

Case study	Projects	Group Discussion
Quiz	Textra	Short film-discussion
ICT usage	Free E-Resources	Academic Blogging
Experiential	Role play	Mind maps
Research	Presentation	Flip Flop

The College regularly organizes workshops and training sessions for teachers to enhance and adopt newer and better method of teaching. Experts share their expertise and knowledge with the faculty and this helps them to implement the same in their own classrooms. Teachers regularly attend workshops and seminars organized in other Institutes as well. Comprehensive problem sheets are given to students in the subject of Accountancy before the lectures so that there is minimum loss of time in dictating the questions in the classroom.

The Department of English has developed a Workbook in the subject of Business Communication for students to practice. This is a highly effective method as students especially from vernacular medium can gain confidence in the subject through continuous practice.

The College has been trying out an innovative teaching methodology Textra (Text Reflection and Application). It is a collaborative way of learning. The level of students' participation in the class increases with this technique. Chart explains the method as applied to teach the concept of 'quality management' to the undergraduate students.

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, and Online Multiple Choice Questions)

Examination department was completely redesigned over a period of two years. The entire examination process is inbuilt which includes processing and declaration of the results.

The college successfully implemented the E- Question Paper delivery with the help of electronic face reader.

The college experimented with a rehearsal open book examination for the students. The conduct and assessment of college exams are as per university guidelines never the less, Faculty has customised some procedures as per the student needs.

- Students who are alternately abled are seated in a separate class room during the exams.
- Examination processes in college have been designed by the examination committee of the College.

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

Curriculum restructuring

04

Curriculum Revision

05

Syllabus development

10

2.10 Average percentage of attendance of students

65% to 80%

2.11 Course/Programme wise distribution of pass percentage:

Title Of The Programme	Total No. of Students Appeared	No. of Students Passed	O Grade	A Grade	Others	% passing in first attempt	%of First class
T.Y.B.Com	769	664	24	345	336	91.64%	55.42%
T.Y.BMS	119	116	9	67	40	97.48%	65.51%
Total	888	780	32	412	336	87.83%	56.92%

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

IQAC is committed to enhance the quality of teaching learning in the college. The committee identified the areas where measures were required to improve the teaching learning process available in college. Following were the initiatives taken:

- Innovative teaching methods adopted by teachers were collected and shared with all so that each one could adopt each other's innovative teaching methodology.
- IQAC conducted the Internal Academic Audit.
- Every year training sessions are conducted by IQAC for the new teachers about exam supervision duties with an update meeting each year for the existing invigilation team so that they are aware of any changes. The objective is to make sure that invigilators know what is expected of them.
- Feedback from different students, parents, alumni are collected by IQAC about teaching- learning, evaluation, analysed and shared with the staff
- Bridge course were conducted in the subjects of accountancy, mathematics, and statistics
- Focused learning programme for slow learning through the Remedial Coaching.
- The junior faculty members guided in assessment by the senior members of their respective department. They are given model answers and assess few answer books and submit to the senior staff assigned to them. The senior staff members then evaluates the assessment and gives the feedback.

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	
HRD programmes	01
Orientation programmes	
Faculty exchange programme	01
Staff training conducted by the university	02
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	10
Others(Knowledge Exchange Program)	03

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	10+23*			
Technical Staff				01

* Non teaching Class IV employees

Criterion – III

3. Research, Consultancy and Extension

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

The College Research committee has identified four important aspects of research related initiatives. In order to institutionalise the main aspect of research four distinct subcommittee's function. They are:

- Consultancy Committee
 - Research proposal screening Committee
 - Research Publication Committee
 - Doctoral Research Committee (Ph. D Committee)
-
- The member of the subcommittee meet regularly and share their inputs with the apex committee.
 - All critical decision such as budget proposal, participation in other research activities are finalised after due consultation.

- The committee in line with the philosophy has prepared a research policy and ethical code of conduct.
- The code and policy is as follows:

Ethical Code of conduct

Professional and personal integrity of researchers:

- Researchers have a responsibility to be aware of and ensure that all relevant requirements are met for proper conduct of research.
- All the research has to be carried out under its auspices meets the highest standards while taking account of law and public interest.
- Plagiarism should be avoided or due acknowledgement has to be given while doing research work.
- Researchers during the tenure of their research should optimally use the resources available with the research centre.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		--	--	--
Outlay in Rs. Lakhs		--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	--	--
Outlay in Rs. Lakhs	170000/-	33,000/-	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	06	
Non-Peer Review Journals	-	-	
E-Journals	07		
Conference proceedings			

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	2015-2017	UGC	1,70,000/-	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2017-2018	University Of Mumbai	33,000/-	
Students research projects (other than compulsory by the University)				
Any other(Specify)	2015 onwards	P.J. Foundation, BSE	2,00,000/-	
Total			4,03,000/-	

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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	04	-	-	07
Sponsoring agencies	-	BSE	-	-	College

3.12 No. of faculty served as experts, chairpersons or resource person: 07

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	NA
	Granted	
International	Applied	NA
	Granted	
Commercialised	Applied	NA
	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
05	01	04	-	03	-	-

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 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	02	College forum	44	
NCC	10	NSS	58	Any other
				-

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

The Podar college students are doing yeomen service at the adopted village in the tribal area named Barhanpur. Besides the usual social services of the adopted village the NSS has been very active in promoting tree plantation, drug eradication, etc.

Students of Podar has participated in **Swacchh Bharat Abhiyan** in multiple ways, like painting the foot-over bridge at Dadar Railway Station along with Railway department.

One jewel in the crown is the selection of few of our students to be given an opportunity to work as an intern in the Prime Minister Swachh Bharat Internship programme. **The Principal being the Nodal officer has been encouraging community services of several kind.**

Learn India is an initiative which spreads financial literacy among the excluded community in surrounding areas. Podar college students participated in the same in a very structured manner.

Extension activities and Institutional Social Responsibility(917-18)

- **University organised a state level camp “AVHAAN ”**
 - Date: 1st June- 10th June, 2017
 - The camp was conducted by Kolhapur University. Nearly 1200 volunteers attended this camp from all over Maharashtra.
 - From our college Ms. Amita Phale attended this camp.
- **World Environment Day**
 - Date: 5th JUNE, 2017
 - 15 NSS volunteers were asked to prepare posters on account of World Environment Day and these posters were displayed in the college to spread awareness of Environment Day.
- **Yoga Day Activities**
 - Date: 17th June- 19th June, 2017
 - Yoga Day was organised in college by R.D. National College. All students, teaching staff, non-teaching staff and Principal Ma'am participated in the session.
 - International Yoga Day was celebrated on 21st June in the college with NCC and Extension forum.

- **Interaction with Adam Gilchrist at convocation**
 - Date: 20th June, 2017
 - This was a university level activity in which there was interaction between volunteers and Adam Gilchrist.

- **DRUG ABUSE Awareness:**
 - Date: 28th June, 2017
 - Activity on drug abuse was conducted at Worli which was attended by 17 volunteers. Various programmes were arranged to increase awareness of Drug Abuse.

- **Vanmohotsav Week**
 - Date: 1st - 7th July, 2016
 - Tree plantation was done on 1st July in the college premises and a total of 20 trees were planted during this programme.
 - It was followed by a Poster Making Competition and Rally.

- **Pulse Polio Drive**
 - Date: 3rd July- 7th July, 2017.
 - Pulse Polio Drive was conducted in association with Lal Bahadur Shastri hospital.
 - Volunteers were allotted different areas which they visited and gave the dose to the children between the age of 0-5 years.

- **Gurupoornima**
 - Date: 8th July, 2017
 - Our NSS Volunteers had celebrated the programme of Gurupoornima with the teaching as well as non-teaching staff. Teachers were felicitated with small token of love.

- **Vajreshwari Book Donation**
 - Date: 9th July, 2017
 - We had a book donation programme at Vajreshwari in association with Parel Samajik Sanstha.
 - Books were donated to the orphanage children by 50 volunteers.

- **Administrative Activity**
 - Date: 11th July- 13th July, 2017
 - Our NSS Volunteers helped the office staff in the admission process of FYJC students for form filling and other stuff.

- **F.Y.Bcom Orientation:**
 - Date: 13th July to 15th July, 2017
 - NSS Volunteers helped the college staff for the F.Y.Bcom Orientation.
 - They helped in crowd controlling and sitting arrangements.

- **University Foundation Day**
 - Date: 17th July, 2017
 - There was a university activity in convocation hall on account of University Foundation Day which was attended by 18 volunteers.

- **Anti-Ragging squad**
 - Date: 17th July, 2017
 - Ragging is a scar on a student's mind. The Anti Ragging Squad of NSS Unit make sure that Podarites do not become a part of such anti-social activities.
 - On the first day of college the volunteers formed an anti-ragging squad to prevent F.Y.Bcom students from being ragged. The Anti-Ragging Squad consisted of 35 students who volunteered to achieve the aim of the squad.
 - Squad was active during the college hours to protect the students and raise voice against Ragging. The squad also helped the students to adjust in a new environment.

- **N.S.S Orientation**
 - Date: 20th July, 2017
 - The function was conducted to help and understand the policies and ethics of NSS. Presentations were given to understand the work that is to be done throughout the year being an NSS Volunteer.

- **Boot Camp**
 - Date: 29th July, 2017
 - Our senior volunteers arranged boot camp for our juniors. First they gave introduction to each other, and then treasure hunt was organized for juniors.
 - After treasure hunt juniors had to do street play on the topic which was given at the end of treasure hunt. After treasure hunt we had refreshments. Core team was introduced to juniors at the end of boot camp.

- **Waste Management Session**
 - Date: 2nd August, 2017
 - Waste management session was organized by Ruia College. This was attended by our volunteers. Session was about how to manage different kinds of waste i.e. wet& dry waste. Seminar was conducted by an NGO. They told us about how to segregate wet and dry waste? How to decompose wet waste? And what to do with

dry waste? They told us to do job that 2 societies should be covered per volunteer and awareness should be spread throughout the Mumbai about waste management.

- **Stem Cell Activity**

- Date: 4th August, 2017
- Stem cell donation camp was organized by our NSS unit with the help of Tata Memorial Hospital.
- Our volunteers tried to bring as much as donors possible for registration. And tried to explain the importance of stem cell donation and how it can save someone's life (e.g. a child suffering from cancer can be saved with this donation).
- At the end of the day total 250 donors registered themselves for stem cell donation.

- **Clean Up-Drive At Barhanpur**

- Date: 5th August, 2017
- Venue: Bharanpur
- A clean- up drive was conducted at Barhanpur to make the awareness of cleanliness by 40 volunteers.

- **Blood Donation Drive**

- Date: 10th August, 2017
- We arranged BLOOD DONATION CAMP in our college with the help of Sion Hospital.
- Before Blood Donation Camp our volunteers performed a street play on blood donation, in front of our college gate and near Matunga station. They tried to convey our message to audience that blood donation is the best donation which can actually save someone's life
- There were our 39 volunteers on duty during blood donation camp. They tried to bring donors by explaining the importance of blood donation. 35 blood samples were collected during this whole camp.

- **Friendship Day**

- Date: 11th August, 2017
- On the occasion of friendship day our volunteers celebrated friendship day with sweepers who clean near Matunga station and nearby areas, around our college.

- **Peace And Harmony Rally**

- Date: 13th August, 2017
- It was a university level activity at Worli.

- Seminar was arranged and it was addressed by Ram Dev Baba. He gave a speech on non-violence.

- **Independence Day celebration**
 - Date: 15th August, 2016
 - The Independence Day program was managed by our N.S.S. Volunteers.
 - On the occasion of Independence Day our volunteers enacted an act or play to show today's generation how the condition of our India in pre Independence was and post-Independence period. To show how our freedom fighters gave their life to save our country. And what are we doing now? Is this the India our freedom fighters gave their life for? These are the questions on which our play focused on.

- **LTC Camp**
 - Date: 16th August- 20th August, 2017
 - LTC is a university level camp, arranged by K.C College, Churchgate. In this camp Mr. Siddhant More and Ms. Siddhi Kadam represented our college. In this camp total 62 volunteers participated from 30 different colleges. Volunteers were given special training about NSS and different activities. It was a 5 day camp which consisted of different activities.

- **Tree Plantation At Barhanpur**
 - Date: 18th August, 2017
 - Venue: Bharanpur
 - Planted 100 trees in our adopted village Barhanpur.
 - The act was volunteered by 30 volunteers.

- **Waste Management Activity**
 - Date: 24th August, 2017
 - Venue: Gurunanak College.
 - Waste management activity was arranged by Gurunanak College, which was attended by our volunteers.
 - In this seminar how to segregate wet and dry waste, what to do with wet waste, and how to decompose it, and other questions regarding waste management were discussed.

- **Book Donation (Barhanpur)**
 - Date: 24th August, 2017
 - Book donation was carried out by our volunteers in Barhanpur rural schools. The children were extremely happy to receive those books.

- **Food Distribution (Barhanpur)**
 - Date: 25th August, 2017
 - Volunteers distributed biscuits at our adopted village.

- **Crowd Controlling:**
 - Date: 29th August, 2017 - 5th September, 2017
 - During Ganesh Chaturthi our volunteers did crowd controlling at Dadar Chowpatty.
 - Our volunteers helped police officers who were working in that area by helping them to control crowd and helping other people.

- **Rally For Rivers**
 - Date: 1st September, 2017
 - Our volunteers carried out rally for rivers, after the session of rally for rivers which was conducted in our college.
 - Rally for rivers is a mission to save all the important rivers of India. We tried to spread out awareness about rally for rivers through this rally.
 - We distributed leaflets of rally for rivers; and tried to convey our message by peaceful means. We explained to them that rivers are our mothers so it is our duty to save them.

- **Clean-Up Drive L.S.S**
 - Date: 2th September, 2017.
 - A clean-up drive was conducted by the volunteers at our adopted area in Sion.

- **RRC Workshop**
 - Date: 4th September, 2017.
 - Three volunteers which included the RRC heads of the college attended the workshop in which they were informed about HIV and AIDS.
 - Moreover, which and how the activities should be conducted was also briefed.

- **Teachers Day Celebration**
 - Date: 5th September, 2017.

- Teacher's day was celebrated by the volunteers in the college by making and distributing THANK YOU cards to the teachers and the staff.
- **Youth Festival Prize Distribution:**
 - Date: 7th September, 2017
 - 5 female volunteers from our NSS UNIT went for this activity. On the occasion of prize distribution of youth festival, our female volunteers welcomed chief guests for this event.
- **One Mind Training:**
 - Date: 8th September, 2017
 - The Activity started at morning 9 am with a warm welcome to everyone, Then the introduction of Principal of Gurunanak College, Chief Guest Mrs. Thomas Anderson who is the regional director of I.Y.F, and Mrs Duke Jan Yen who is the Ambassador of Korean Republic.
 - Mr JAN YEN gave a speech on how best training has been given to their Korean students to help the people all over the world, to bring equality, faith, love towards each other.
 - I.Y.F is carrying its activities since 2003 and now there are 5704 members in all over the world.
- **LSS Activity**
 - Date: 8th September, 16th September and 23rd September, 2017
 - We went to LSS i.e. Lok Seva Sanga, a school where our volunteers go every Saturday to teach and play with the students of this school.
 - We enjoyed a lot over there while playing and teaching them. We donated pencils on the 1st day of LSS.
- **Gender Sensitization**
 - Date: 16th September, 2017
 - Gender sensitization activity was arranged by Ruia college NSS unit and attended by 29 NSS volunteers. Main focus of this activity was to increase awareness about gender equality and equity.
- **Pulse Polio Drive**
 - Date: 17th September-22nd September, 2017
 - Our college volunteers did a pulse polio drive in Dadar, Matunga and Sion.

- The volunteers on 1st day were given polio booths to complete the task. From 2nd day onwards our volunteers did door to door pulse polio drive.
- **NSS Day Celebration**
 - Date: 23rd September, 2017
 - On the occasion of NSS day we decorated our NSS room with balloon and ribbons. We took NSS prayer. Then our principal gave a small speech to inspire and motivate us.
- **State Level Prize Distribution**
 - Date: 24th September, 2017
 - It was a university level activity which was attended by our volunteers.
 - On the occasion of NSS day, a prize distribution ceremony was held at Convocation Hall, Churchgate.
 - Our C.M. Mr. Devendra Fadanvis and education minister Vinod Tawade were the Honourable Chief Guests of the occasion.
- **College Cleanliness Drive**
 - Date: 27th September, 2017
 - Cleanliness drive was done by 34 volunteers in our college.
- **Cleanliness Drive At Mahim Beach**
 - Date: 29th September, 2017
 - 45 volunteers conducted a cleanliness drive at the Mahim beach.
- **Bhajan Sandhya**
 - Date: 2nd October, 2017
 - It was a university level activity.
 - On the occasion of 2nd October, Bhajan Sandhya was organised by university.
 - Volunteers from different colleges of Mumbai gathered in front of gateway of India. After singing we all took the oath of non-violence.
- **Vyasn Mukti Rally**
 - Date: 3rd October, 2017
 - It was a university level activity.

- Rally was organized from Azad Maidan to Churchgate.
- 50 volunteers joined for this movement to make people Vyasn Mukta.

- **Eye Check Up Camp**
 - Date: 4th October- 6th October, 2017
 - Free eye check-up camp was arranged in our college from 4th October to 6th October, for all the students, teaching and non-teaching staff.

- **Compost Pit Work**
 - Date: 7th October, 2017.
 - Wet waste was collected from the Matunga station market area for the compost pit work by the volunteers.
 - It was followed by a session by our principal Dr. Mrs. Shobhana Vasudevan about the working of compost pit and how it should be done.

- **Diwali celebration (Barhanpur)**
 - Date: 8th October- 14th October, 2017.
 - 40 volunteers celebrated Diwali with the residents of Barhanpur by distributing diyas hand-painted by the volunteers.

- **Jashn-E-Qawwali**
 - Date: 10th October, 2017.
 - An area based activity was conducted at the Kalina University.

- **Anti-corruption Seminar**
 - Date: 13th October, 2017.
 - A university level activity was conducted at Jai Hind College.
 - A seminar was conducted on anti-corruption.

- **Run For Unity**
 - Date: 31st October, 2017.
 - At Marines Drive a run was conducted as a university level activity to promote unity.
 - 26 volunteers ran for the good cause.

- **Children's Day Celebration**
 - Date: 14th November, 2017.
 - The day was celebrated with street kids by gifting them stationery.

- **Celebration of Constitution Day**
 - Date: 18th November, 2017.
 - A seminar about briefing our constitution was conducted as a college level activity.

- **Meatless Day**
 - Date: 18th November, 2017.
 - There was Meatless Day celebration in KC College.
 - Being a University Level Activity various events were conducted.

- **Constitution Day Rally**
 - Date: 26th November, 2017.
 - It was a University Level Activity.
 - On account of Constitutional Day there was a rally from Worli Seaface to Dadar Chaityabhumi.

- **Red Ribbons Club Week**
 - Date: 30th November- 8th December, 2017.
 - Poster Making:
A poster making activity was organized during the RRC Week in the college on the topic of HIV/AIDS awareness on 30th December, 2017. The posters later were used during the rally.
 - T-Shirt Painting:
A T-shirt painting competition was held in the college on 2nd December, 2017. There were participants from both degree as well as junior college.
 - Quiz Competition:
A quiz competition was conducted to get to know how much awareness is there among the college students about HIV/AIDS on 2nd December, 2017. And it really helped them.
 - Tattoo Making:
Another activity conducted during the RRC week was of tattoo making before rally and the theme was HIV/AIDS on 4th December, 2017. Basically, the idea was to carry the tattoo during the rally.
 - AIDS Awareness Rally:
An AIDS awareness rally was organized on 4th December, 2017. The rally started from our college gate and the route was from Ruia College via Maheshwari and then coming back to our college. This was one of the major activities organized by us.
 - AIDS Awareness Street play:

In order to aware people near our college premises the volunteers performed a street play supporting the theme HIV/AIDS on 6th December, 2017.

- Group Discussion:

An open group discussion session was organized so as to aware volunteers about HIV/AIDS on 6th December, 2017 and to come forward with their thoughts, doubts etc.

- Treasure Hunt:

Within the Matunga area, with clues related to HIV/AIDS a treasure hunt was organized on 7th December, 2017. Groups of 4 were formed. It was one of the major, banded on event.

- Balloon Display:

In this event a red balloon was given to each volunteer and made them stand in a shape of RED RIBBON and also formed the RRC with human chain so as to make other people aware about HIV/AIDS on 7th December, 2017.

- **Blood Donation Camp**

- Date: 8th December, 2017.
- HDFC Bank organized a blood donation camp for one day in the college campus. Many people, outsiders as well as the college students turned up for donation of blood.

- **Lok Seva Sang (LSS) Activity**

- Date: 22nd December, 2017.
- Two volunteers had gone to the LSS area (Sion). A skit was set by them on the topic cleanliness amongst the group of 14 children.

- **Barhanpur Pre-visit**

- Date: 8th January, 2018.
- Few volunteers had gone for a pre-visit at the camp site – Barhanpur to check it.

- **Road Safety Week**

- Date: 9th January- 13th January, 2018.
- Poster Making:
A poster making competition was organized on 9th January, 2018 in our college on the topic road safety. The posters were later used during the rally.
- Street play:
A street play was prepared on road safety on 10th January, 2018. It was performed at the college gate and even at the Matunga station area.
- Quiz Competition:
A quiz competition was organized based on road safety on 10th January, 2018.

- Road Safety Rally:
A rally was organized on 11th January, 2018 by the volunteers. The rally started from our college gate and the route was from Ruia college via Maheshwari Udyaan and then coming back to our college. The posters made during the competition were used.
 - Thank you card:
Thank you cards were made and distributed to the traffic policemen on 12th January, 2018. The cards were hand made by the volunteers.
 - Video byte:
An activity of video byte was conducted on 13th January, 2018 where the volunteers encountered the college students as well as outsiders. It was a basic question and answer session on road safety which's video was recorded.
 - Group discussion:
On the account of road safety week, a group discussion was conducted for the same on 15th January, 2018. There was great participation from both degree and junior college students. They all came forward with their own incidents and points.
- **Beach Clean-Up**
 - Date: 14th January, 2018.
 - This was an area based activity to clean up the Dadar beach taken up by 37 volunteers.
- **Paper Bag Making**
 - Date: 15th January, 2018.
 - Bags of paper were made by the volunteers to say no to plastic bags. The same bags were distributed in the adopted village during the camp.
- **ICTC Visit**
 - Date: 16th January, 2018.
 - It was an activity based on the RED RIBBION CLUB. The volunteers paid visit to the Sion Hospital to get information on HIV/AIDS – its causes and prevention methods.
- **Rural Camp (Barhanpur)**
 - Date: 19th January- 25th January, 2018.
 - Venue: Barhanpur, Palghar.
 - 51 N.S.S volunteers attended the 7 days rural camp this year. The 51 volunteers were divided into 6 groups. Various activities were conducted.

Activities for all the 7 days were as followed :- Wall painting, Compost pit, Shramadan, Survey, Seminar, Clothes Distribution, Street play, Haldi Kumkum, Dental camp, Industrial visit.

- **Awareness about Safety and Terrorism**

- Date: 30th January, 2018.
- A seminar was conducted by Security branch of Mumbai police conducted it as part of the initiative 'JAGARUK MUMBAIKAR' on the account of Road Safety Week.

- **Pulse Polio Drive**

- DATE: 29th January- 2nd February, 2018.
- Pulse Polio Drive was conducted in association with Lal Bahadur Shastri hospital volunteers were allotted different areas. Our Volunteers visited the allotted area and had given the dose to the children of age 0-5 years.

- **Self Defence Workshop**

- Date: 6th February, 2018.
- A workshop was conducted by women development cell for all the students, teaching and non-teaching staff for empowering them to be a fighter and never a victim.

- **Matunga Station Clean-Up Drive**

- Date: 8th February, 2018.
- As the old maxim goes "Cleanliness is next to godliness," a clean-up drive was conducted by our volunteers at Matunga station.

- **Annual Prize Distribution**

- Date: 10th February, 2018.
- During the college Annual Prize distribution function the N.S.S unit volunteered for its management and security work.

- **Sankalp Event**

- Date: 12th February, 2018.
- A university level activity was conducted by Lala College.
- It was a seminar on transgender. The chief guest for the event was Shri. Gauri Sawant.

- **Camp at Devgad**
 - Date: 15th February- 21st February, 2018.
 - A university level camp was conducted at Devgad. It was a seven day camp.

- **Organ Donation Seminar**
 - Date: 16th February, 2018.
 - The seminar was conducted by university at NSS College. Importance and awareness regarding organ donation was done.

- **Disaster Management Workshop**
 - Date: 22nd February- 23rd February, 2018.
 - Two day seminar and practical teaching was done at Disaster Management Office in Curry Road. It was a very informative session.

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	67801.527sqft	---	S.P.Mandali, Pune	67801.527sqft
Class rooms	17896.475sqft	---	S.P.Mandali, Pune	17896.475sqft
Laboratories	948.634 sqft	----	S.P.Mandali, Pune + UGC XI plan	948.634 sqft
Seminar Halls	501.652 sqft	----	S.P.Mandali, Pune + UGC XI plan	501.652 sqft
No. of important equipment's purchased (\geq 1-0 lakh) during the current year.	2 computers 2 Printers	-	UGC XII plan and College development fund	-

Value of the equipment purchased during the year (Rs. in Lakhs)	-	86,272/-	-	-
Others				

4.2 Computerization of administration and library

The library is fully computerized with all major activities namely Acquisition, Cataloguing, Circulation, and Serial Control. OPAC (Online Public Access Catalogue) and Internet facility is also made available to the readers. Library provides computerized bar-coded Borrowing Tickets.

The library catalogue is now available 24 X 7 days on WAN. It is also linked with college website so that readers can browse it through internet.

4.3 Library services:

	Existing		Newly added		Total	
	No	Value	No.	Value	No.	Value
Text Books	9064	987233	1317	186910	10381	1174143
Reference Books	56105	7013414	720	419363	58154	7432777
e-books (INFLIBNET)	3135000	5750	--	--	3135000	5900
Journals print	67	129384	01	1200	68	130584
e-Journals	10810	63000	404	--	11214	70800
Digital Database	04	134739	--	--	04	148955
Cd & Video	1517	152928	22	--	1539	152928
Others (Specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others laptops
Existing	129	78	118	118	--	18	32	22
Added	-02	--	--	--	--	-02	--	--
Total	131	78	118	118	--	20	32	22

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

Master software purchased for office management. Training to office staff provided. Teachers and students are provided with internet access in the library and two computer labs and 2 language labs with 96 computers in total. Computers are upgraded with MS office 2013 educational.

4.6 Amount spent on maintenance in lakhs:

i) ICT	111213
ii) Campus Infrastructure and facilities	5034717
iii) Equipments	1257123
iv) Others	135955
Total:	6539008

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC has been instrumental in organising and conducting Orientation programs for the students to create awareness of the forty active forums of the college, the class mentors, parents and students.

Helping first-generation learners by providing learning resources and books free, low-income group learners with scholarships, and/or disabled students especially blind learners by permitting them to use audio recorders to record the lectures of the teachers, special training given by teachers for eg EVS and Maths department to learn maps and graphs.

Self-Development Centre for holistic development of students.

- Earn while you learn scheme for students (Post graduate and under graduate students)
- Student resource centre managed for the students and by the students
- Students' orientation programme is conducted at the beginning of every academic session where newly admitted students are made aware about the various Student Support Services available in the college.

The IQAC also renders information by publishing it on college website and prospectus giving ideas and suggestions to enhance the quality of student life and to encourage their participation in various activities.

Any enhancements in the services are being notified on the notice board as well as through circular sent to the various Departments.

5.2 Efforts made by the institution for tracking the progression

The self-development centre records the progression of the students who visited the centre.

The remedial cell analysis of the results of the learners. The slow learners and students performing poorly are given focused training through remedial lectures engaged after class hours. Parents are invited for periodic open house to discuss their ward's performance.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2356	283	12	-

(b) No. of students outside the state

57

(c) No. of international students

NIL

No	%

Men

No	%

Women

Last Year: 2016-17						This Year: 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1457	401	22	560	17	2453	1446	397	20	578	19	2460

Demand ratio

Dropout %

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

The Career guidance forum organises lectures to guide students on the preparation for competitive examinations. The College Library prescribes to Magazines and periodicals which are used by students to prepare for competitive examinations. The College faculty's counsel and guide students for the same.

No. of students beneficiaries

70%

5.5 No. of students qualified in these examinations

NET	07	SET/SLET	-	GATE	-	CAT	05	
IAS/IPS etc.	-	State	-	PSC	-	UPSC	-	OTHERS (CPT)
Others (IPCC)			-					

5.6 Details of student counselling and career guidance

Academic Counselling: The teachers from the individual Departments provide academic guidance and assist on a regular basis. They encourage and guide students on various academic challenges they may occur and how to handle these challenges on a regular basis during mentoring sessions. They are also counselled on how to make a right choice and benefit from the available list of courses.

Personal Counselling: There is a Career Counselling Cell with a trained Counsellor who conducts regular counselling session on one to one basis every Thursday. This Cell also arranges for counselling sessions, motivational talks, by inviting experts and professionals.

Career Guidance: The Career and Counselling Cell arranges for career counselling by inviting experts and professionals.

Activities under Self Development Cell:

In the present academic year, the counselling center at R. A. Podar College became functional since June 2017 and it ended on 31st May 2018. Sessions were conducted on every Thursday. Both Career and Personal Counseling Sessions were done.

Overall 128 sessions were done with students, parents and staff members. Individual career counseling sessions were held for 17 students from all streams of Junior and Degree College.

Overall 105 Individual Personal counseling sessions and 23 career counseling sessions were held for students from all streams of Junior and Degree College.

Student orientation sessions for Junior College were held. During this year, various issues were handled by the psychologist. Their concerns ranged from family issues, personal issues, exam stress, and low concentration issues, and study related problems. 8 parents also approached the psychologist personally about their ward's academic, career and personal issues. The counselor had parenting sessions with them for the same.

Also, various queries from students were answered about courses, their eligibility, entrance exams and institutes. Information was also given about general options after HSC, B.Com, and Graduation. Information was also given regarding requirements for Banking exams, Civil Services, Hotel Management, Business, Law, Economics, Management, Chartered Accountancy, Company Secretary and so on.

No. of students benefitted

273

Career Guidance

1500

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
06	160	33	15

5.8 Details of gender sensitization programmes:

The college has formed Women development Cell (WDC) as per the university guidelines. A special space has been provided in the ladies common room to discuss any gender bias issue with the convener of WDC. Posters with contact details of the WDC committee members have been displayed prominently in strategic places. The WDC has been active in organising gender sensitization programmes stated below:

Personal hygiene awareness program for Municipal school children

Self-defence workshop

International women's day celebration

Our NSS students attended a Gender Sensitization activity on 16th September, 2017 to increase awareness about gender equality and equity.

No. Of Volunteers

65

5.9 Students Activities

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

State/ University level 330 National level 36 International level -

No. of students participated in cultural events:

State/ University level 42 National level 02 International level 01

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

Sports: State/ University level 29 National level 7 International level -

Cultural: State/ University level 38 National level 02 International level 01

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	413	19,13050/-
Financial support from other sources		
Number of students who received International/ National recognitions	01	100000/-

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

At R. A. Podar College the Philosophy of education may be summed up in two sentences. 'Samaani va aakooti samaanaa hridayaani vaham' (one in mind and one in heart) — may this be the atmosphere in which we work at this college, so that a spirit of healthy competition prevails — one in which, each lives and lets another live a more purposeful life. 'Na hi gnyaanen sadrasham pavitraniha vidyate' (there is nothing in this universe as pure as knowledge) — may this be the mission that guides our students, so that they never stop drinking at the fountain of knowledge in all its forms, curricular, co-curricular and extra-curricular.

6.2 Does the Institution has a management Information System

Yes, Master software for student data

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

6.3.1 Curriculum Development

The college is affiliated to Mumbai University therefore there is a limited scope in curriculum development and modification.

Feedback on curriculum is taken regularly from students and necessary suggestions is conveyed to the university through the member representatives in the Board of Studies (BOS).

Curriculums for the Career oriented courses offered by the college are developed internally by the respective Departments.

Our faculty members Dr. Shobana Vasudevan, Ms. Kavita Jajoo, Dr. Amitha Shegal, Dr. Pradeep D. Kamthekar, Dr. Vinita Pimpale, and Ms. Sudarshana Saikia contribute in syllabus framing.

6.3.2 Teaching and Learning

Teachers are encouraged to participate on faculty development programme

- Training programme is also conducted for the faculty to enhance their teaching skills.
- Teachers are required to prepare academic calendar at the beginning of the academic session.
- Exposing students for outdoor learning through educational trips, camps etc.
- Motivating students for research activities.
- Special coaching and remedial.
- Using ICT enabled advanced methods for teaching such as: Interactive Board, Over Head Projector and Internet.
- Teaching Pedagogy
 1. Traditional mode: Chalk and Talk, Case Study, Group discussion
 2. Presentations: Ad film shows, movies, power point presentations
 3. Guest Lectures: Seminars and Workshops organized by Forums
 4. Experiential learning: Industrial visits, Long tours Project work
 5. Games: Quiz, Role Plays, Management Games
 6. Innovative: Textra, Flip Flop, Mind Maps, Academic Blogging

6.3.3 Examination and Evaluation

Continuous and comprehensive evaluation: The conduct and assessment of college exams are as per university guidelines never the less, Faculty has customised some procedures as per the student needs.

- Students are alternately abled are seated in a separate class room during the exams.
- Examination processes in college have been designed by the examination committee of the College.
- In house developed program for mark sheet of the students.
- Continued with the Centralised Paper Setting, masking and coding
- Training provided to the invigilators before the examination to apprise them of any changes.

Members of Examination Committee conducted the Orientation: (VP Ms. Kavita Jajoo, Mrs. Manjusha Sawant, Dr. Vinita Pimpale, Mr. Kapildeo Indurkar and Ms. Sudarshana Saikia).

Instructions to invigilators during examination:

- Whilst invigilation involves preparing the environment for the student examination experience and overseeing the conduct of the examination candidates, invigilators must give candidates every opportunity, within the regulations, to attempt and complete an examination.
- Once the examination is in progress, invigilators should only talk to candidates or to each other when absolutely necessary and then in a quiet manner so as not to disturb the other candidates. It is important that the examination room is as quiet as possible at all times.
- Invigilators must not use a mobile phone or other e-devices during the examination unless it is absolutely necessary and only related to the examination to admit the candidates into the examination room no later than 30 minutes before the start time.
- Distribute the answer books to the students before 10 minutes of the examination and ask them to fill all the details in the answer book.
- Distribute the question paper to the students immediately after the bell at the start of the examination.
- Verify the admit card / I card of the students in the examination hall.
- Take the signature of the students on the attendance sheet and maintain attendance record of the examination hall.

- Invigilators must watch the students continuously and should be vigilant.
- Please move in the examination hall to prevent indiscipline / copying.
- Before masking of the answer book recheck the roll.no
- Invigilators should not leave examination hall during examination period.
- Distribute the supplement answer books / graph sheets to the students when requested by students.
- Request the students to tie their supplement answer books before 10 minutes of the end of the examination time.
- Once examination is completed, Answer books will be collected and handed over to by concerned Sr. supervisor

6.3.4 Research and Development

The Research and development Cell at Podar, aims to help its students understand the importance of research. The cell aims to develop a questioning attitude, foster and nurture the curious young minds of students and help them develop a strong research base which would help them in their future endeavours.

The college administration is always supportive of the research oriented activity of the faculty and the learners. The registration fees for participants for seminars and symposium is always paid by the college administration. Students' activation in research are also encouraged by making them to participate in Aavishkar (A research based intercollegiate competition conducted by the University of Mumbai.)

Many faculty member has written reference books and text-books which are very much appreciated and demanded by the students. The college has three Ph.D. centers. Three students have completed their doctorate and many are on the Podar Prabodhan which is an international inter disciplinary journal has been published successfully or last several years. The research articles are reviewed by an expert panel. It is also tagged in j-gate. The college has been regularly conducting the course work for Ph.D. scholars which has been participated by many research centre across Mumbai colleges.

Participation in Inter-Collegiate Research Paper Presentation Competition

Sameeka Samal (T.Y.Bcom) and Nikita Tanksali (S.Y.Bcom) were awarded with "Best Paper" title and a cash prize of Rs.5000 for their research paper on the Implication of Demonetization

on Manufacturing Sector for the National Level Intercollegiate Research Conference for students on the Implication of Demonetization on Manufacturing, Service, IT & Finance on 4th September, 2017.

Shreepati Walawalkar (S. Y. B. Com) was awarded with “Best Paper” title and a cash prize of Rs.5000 for his research paper on the topic Implication of Demonetization on IT Sector.

Kinjal Patel (S. Y. B. Com) won 3rd Prize for her research paper on Implication of Demonetization on Service Sector.

Aditya Chitale (S. Y. B. Com) also had represented R. A. Podar College in this event.

Inter-University Avishkar Research Convention

- 1) Nikita Tanksali (S.Y.Bcom) and Mangesh M. Nigudkar (Ph.D. Accountancy) won at the Inter-collegiate Zonal / District Level of Avishkar Research Convention and her research paper got selected for the University (Inter-Zonal / Inter-District) level in the Avishkar Research Convention.
- 2) The research paper of Nikita Tanksali was themed “Charging of penalty for non-maintenance of Minimum Balance in Savings Bank Account- Fair or Unfair”.
- 3) Whereas the research paper of Mangesh Nigudkar was themed ‘Game Based Teaching, Learning and Evaluation – An Innovative Approach’

6.3.5 Library, ICT and physical infrastructure / instrumentation

Keeping in view this changing environment, Podar College library no longer restrict itself to print services but has extended its efforts to bring in virtual set up to provide access to online resources in its premises. A fully computerized library, a well synchronized office, adequately equipped labs and an updated website lends sufficient support to our stakeholders. These ICT tools have given our faculty, staff and students a competitive edge in the areas of learning and research.

The college library provides quality learning spaces, creates metadata of its holdings, offers virtual reference services, teaching information literacy, choosing resources and managing resource licenses, collecting and digitizing archival materials, and maintaining digital repositories. Besides this the College Library possesses a huge amount of collection in commerce and Economics and other interdisciplinary subjects.

Needless to say that the students and teachers tend to get information at the least time with minimum human interference.

Computerization of Library: The library has been using the SLIM21 library software for last 15 years. The library is fully computerized with all major modules namely Acquisition, Cataloguing, Circulation, and Serial Control. OPAC (Online Public Access Catalogue). OPAC is available online. Internet speed was upgraded this year.

Maintenance of Infrastructure: The College has a dedicated housekeeping staff to monitor and keep the college premises clean.

The mobile app developed for the college provides information about the various events notices and particular about examination and results etc. The state of the art the seminar room and audio-visual room is used for showing movies as a part of teaching and learning.

6.3.6 Human Resource Management

At R.A. Podar, the management believes in continuous improvements. Self-appraisals, peer evaluation and student appraisals are a norm. Teacher's feedback forms from students are taken at the end of each term. The statistical analysis is done and the respective faculty members are given a score at the end of each term.

The management at Podar believes in job satisfaction of all employees. Regular informal feedback is taken from the staff and faculty on improving the work environment.

- Knowledge exchange programmes are conducted to motivate the staff to achieve higher goals
- Family day and Diwali celebration every year are celebrated in college
- Meditation and yoga sessions for non-teaching staff.
- Wellness program for non-teaching staff
- The **Samarth Sevak Puraskar** an award given to non-teaching staff member every year is a unique feature at Podar in maintaining her commitment towards human recourse management.
- The college auditorium is made available to the staff members for family functions free of cost.
- Admission is granted to the children of college staff members on preferential basis.

- Book Bank facility is also provided to their children free of cost.
- A staff welfare fund is maintained in the college out of the contribution made by the management and interested staff members.
- Encourage newly recruited faculty members to attend orientation.
- Apart from regular duties all the staffs are members of various committees
- Certificate courses are co-ordinated by the faculty, organise seminars, workshops and talks
- Non teaching Welfare schemes are managed by the staff
- Workshop/Training programme for non-teaching staff is organised.

6.3.7 Faculty and Staff recruitment

As per University of Mumbai Norms/ Government of India

6.3.8 Industry Interaction / Collaboration

- BSE funded projects
- Collaboration with Forum of free enterprise
- NSE
- NGO's: LSS

6.3.9 Admission of Students

The application form and the prospectus has been found as an effective tool for communicating the procedure and process of admission. The website **www.rapodar.ac.in** also provides valuable information about the number of seats reserved and the detailed, date wise, procedure for admission etc. With increasing usage of internet amongst the student community, the college website is becoming the most important medium of communication with the outside world. All information about the college is available on the website including the admission process. The website is regularly updated with latest developments, news and forth coming events. The College provides a prospectus and a handbook to all prospective students at the time of admission. The handbook acts as a complete guide for the students and their parents.

The admissions to the first year courses of B.Com. for outsiders is on merit basis (students who complete H.S.C. examination through R.A. Podar Junior College are admitted automatically in the aided under graduate course). The admissions to B.M.S. and M.Com. is open to all and is done on merit basis. The cut-off percentage of the previous year for these courses is also displayed in the college website in order to enable the parents and students to indulge in

informed decision making. The admissions to the first year courses are strictly on the basis of overall merit. However reservation policies of the Government of India as recommended by the University, are followed in word and spirit.

6.4 Welfare schemes for

Teaching	Podar Family Day, Wellness program, In house counselling available.
Non-teaching	Wellness program, Welfare fund.
Students	Book Bank, Scholarship (State Government).

6.5 Total corpus fund generated

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	
Administrative	Yes		Yes	

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

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

A college is as good as the cultural and intellectual capital of its students. But, what makes it special is the strength and influence of its alumni. Podar College of Commerce and Economics has an illustrious past. Students from the college have gone on to excel in diverse domains like Cricket, Politics and business. Every Alumni has contributed in building The Podar legacy.

The Alumni Association has been committed to the cause of creating linkages between the past and the present students of the College.

The formal procedure to register the Alumni association is under process. The highlight of the year was the conduct of the Platinum jubilee celebrations and R. A. Podar Alumni Association.

6.12 Activities and support from the Parent – Teacher Association

The college believes in nurturing intellect and creating personalities. This is not possible unless the parents are aware about what their children do in college. Podar College holds a special parent teacher interaction meet where the report card of each student is handed over to the student only if he comes along with his parent. These meets are an opportunity for two-way communication. They're not merely a stage for teachers to give parents' information on classroom performance but also **a place for parents to tell teachers things about their child.**

The college follows a system wherein each class has a class mentor and each mentor aims to develop such relations with the class that they are well aware about each student. These mentors talk to the parents about the students' strengths as well as weaknesses. They also draw the attention of the parent to areas that need improvement. Importance is given to extra-curricular activities too in the college life.

Sometimes parents do not wholly realize the importance of extra-curricular and do not always appreciate their need. In such cases, these meets allow the mentors to clear this gap too.

6.13 Development programmes for support staff:

The Support Staff are being given training in relevant areas.

- Wellness program for holistic development.
- Information Technology training is organised for them at regular intervals.

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

The college is conscious about the preservation about the healthy environment.

- The college has got a green gym to encourage the green initiative of the institution.
- Collection of tetra pack and using them for making park benches are encouraged amongst the students. A tetra pack collection bin using tetra pack is kept for the same.
- Collection of e-waste and disposal for the same is another environment friendly initiative of Podar.

With the composite pit in place the nature club spreads awareness about the need for using the waste. An incinerator for disposal of sanitary napkins in the ladies common room is another path-breaking environment friendly initiative of Podar.

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 college has always encouraged creative ideas from students and staff. Following are some of the innovative practices.

- Personality Assessment test were administered for teaching and non-Teaching staff. The results were analysed by the appointed college counsellors and discussed in person with the staff members. It helped the staff member understand their areas of strength and weakness.
- Active continuum: the college has been the nodal point for various events
- Film based learning
- Wellness program for staff.
- Podar family day
- **Samarth Sevak Puraskar** for the non-teaching staff.

7.3 Give two Best Practices of the institution

Best Practice

1. Name of the Practice: Capacity building by Student facilitation

2. Goal

In accordance with Podar's vision for creating all-round personalities allowing the students to explore their own potential to the best extent possible, the college has always supported and encouraged student activities aimed at providing the same. It is also however noted that rather than placing everything for the students to consume directly, it is better to allow them the freedom to build for them a structure that improves and enhances the personalities of the students present and future.

3. The Context

In today's world where a good academic education has become increasingly crucial and almost impossible to survive without, there has been a constant negligence of other activities cultural and of other kinds that are essential to create a society of individuals of different kinds and giving it the variety that makes it rich and its culture intense.

However, while nourishing such talent it should be understood that a spoon-feeding mechanism cannot work. It would only stifle creativity and end up being self-defeating. To inculcate all-round growth it is also seem important that the students learn to manage, organize and execute such activities that they also gain a lesson in team-work and management skills. Accordingly the practice has been designed.

4. The Practice

The college has a huge number of forums that allow students to undertake whatever means of self-expression the find best suited to themselves. There is the Artists' Guild for enhancement and improvement of drama, dance and music amongst the students. It also on various occasions hosts various guests from the world of the fine arts. The college recently had the privilege to host Ustad Zakir Hussain. The Gymkhana encourages participation in sports and athletics. Ms. Akshata Shetye, an ex-student, has been hailed as India's queen in the field of Rhythmic Gymnastics. Rakesh Kulkarni from Podar has played various international chess events and is working towards his Grandmaster norm, the highest permanent title in the field. Shreyas Iyer from Podar has played in the prestigious Indian Premier League.

Besides, there are forums with a more academic bent such as the various literary forums, the Speakers' Academy and the Group Discussion Cell. Literary Circles and their events catering to the practice and propagation of languages like English, Hindi, Marathi, Gujarati and Tamil are very popular. The Speakers' Academy and The Group Discussion Cell prepare students for public speaking and hone their debating-skills. Students from Podar have won the prestigious A. D. Shroff Memorial elocution conducted by the Forum of Free Enterprise a number of times. Besides there a number of intra-collegiate events which train students in voicing their opinions and are extremely beneficial to them when they appear for interviews for placements. Rostrum Spectrum is a literary festival which takes this fervor to the inter-college level.

The various forums are funded by the college and hence have to budget their activities through the year. While this is good training for the committee members, it also places certain constraints on the size of activities or events conducted.

This practice is purely extra-curricular and outside the classroom. It aims not at creating rankers but at creating personalities that shine outside their report cards. Sometimes it is not possible to put the improvements on paper but the aim of Podar has never been to improve its statistics. It has always been all-round growth amongst its students and rich academic and cultural environment.

5. Evidence of Success

The success of the practice can be gauged by the various achievers Podar has created. It is also seen in the diversity in the student force and their involvement in activities beyond books and examinations for reasons other than results. It is also believed that a healthy exposure to culture and sports broadens the mind and improves one academically. That Podar has performed well in academics as well as in other sphere of the society can be attributed to this commitment of the college to foster all-round growth. Various students from Podar have represented the state or the nation or attended international schools and institutions and are a matter of pride for the college and the society.

6. Problems Encountered and Resources Required

As all forums are financed by the college it has occasionally been a bit difficult to extend activities beyond the college and foster a more competitive environment by involving other colleges. However time and again at such occasions sponsorship from various means and sources has saved the day. The only true problem encountered in an activity of such kind is a

lack of spirit or passion amongst the students or the college authorities. The college is proud to say that it has never been wanting in the former and never shall be in the latter.

7. Notes

The one thing that is paramount in an activity of this kind is freedom. Interference only defeats the objective. If all-round growth is to be achieved then it must also range the matter of organizing and executing. Besides, students connect and work with each other much better than they would do with others. This must always be kept in mind while conducting a practice of this kind. Also, the scope should be as broad as possible, encompassing any and every sphere of Learning and expression that any and every students has an interest in.

Best Practice-2

1. Name of the Practice

Inclusive Learning: Learn India

2. Goal

In the complicated conditions of the current times, knowledge of basic financial concepts like banks, savings and investments is crucial. There is no human that does not do worse in the world for lack of such knowledge, understanding the same is paramount. Besides, there is no dearth of such information amongst the relatively better sections of the society. It is, ironically, the weaker sections of the society, those who most need such skills, who are found lacking in the same. It is the aim of the college to do its bit in bridging this gap and promote ‘inclusive learning’ in the society.

3. The Context

It is seen that the vicious circle of poverty closes in upon its victims very tightly. Education has seen to be an important cure to such ills which however, unfortunately comes at a cost not always affordable to the poor and has failed to be inclusive. These costs, of course, are not always monetary in nature. Social constraints, spatial constraints, traditional issues also come in way of the propagation of such knowledge to those who need it. It has been seen while designing the program that it is more difficult for our intended beneficiaries to come to us than for us to

reach them. In certain cases, it is noted that a lack of prior knowledge which leads to the current problem, also makes it difficult for correcting it through formal channels. Accordingly it has been deemed fit to conduct the sessions in a language and a manner that is easily accessible and understandable.

4. Practice

According to the problems and principles laid down above, the entire Learn India program process has been planned out to firstly, reach out to the maximum number of beneficiaries possible, whether by asking them to visit the college where possible, or sending student volunteers to visit them where the former does not apply. The modules are prepared by the students themselves and are of a language and manner that is most easily accessible. The modules are prepared in English, Hindi and Marathi. Every year, a team of students is identified to lead the initiative and plan out the course for the year under the guidance of a teacher. Then volunteers from across the college are asked to step forward. Students from Podar visit colleges and communities and impart knowledge to people in need of it. Students have visited various rural areas within Maharashtra such as Bahrampur and other villages dotted across the state and sometimes outside the state. The schools visited are usually those where the medium of instruction is vernacular. The books printed are complete with illustrations. Such supplementary material has been found useful together with the efforts of the students.

What is unique about this practice propagated by R. A. Podar College is that instead of trying to hand-out people a degree or a certificate, it aims at inculcating in them a more fundamental understanding, which though never seen on paper, will go miles towards helping them in the real world. Learn India, instead of teaching its beneficiaries everything, aims at providing specific and specialized knowledge in the hopes that it may lead to better understanding on parts of the program's students and more quality efforts on the part of the volunteers. Learn India has across the five years visited a number of schools (more than 25 in 2015 alone) and benefitted hundreds. In 2013, a session was conducted in the college premises for taxi-drivers. Such out-of-the-usual sessions have been a vital part of Learn India's vision for inclusive learning for all.

The areas covered are mostly rural or on the margins of society. Schools targeted are small ones with not many teachers and too many students.

On the other hand, the specific nature of the activity also provides certain clear limitations and constraints. It is not possible to expand the minds of the people we cater to in any other horizons.

Besides, there exists the sheer physical constraint of the number of students that can be working towards the practice and the extent of geographical area that can be covered.

5. Evidence of Success

Every year, a certain tentative target about how many people should be reached is set and reviewed at the end. Beginning last year, there has been a practice of obtaining from the principals of schools where such sessions are conducted their feedback on the same. The same has been overwhelmingly positive and appreciative of the work taken up by Podar College. Such results show that the idea that the community needs such specific services rendered by students is correct and that there is further scope for expanding such operations and thus almost creating a parallel informal channel of education to supplement the existing formal one.

6. Problems encountered and Resources Required

The problems of Learn India are largely physical. Since the operation is mostly in the hands of the college's students expenses are kept to a minimum and travelling fares, when occasioned due to outstation visits are the only major expense. The constraints that do affect Learn India is that at a time there are only so many people that can be visited and that there are still many, other than school children who could benefit from the activities but remain beyond reach due to social seclusion, amongst other reasons. This only underlines the gravity of the problem that the practice aims to address.

7. Notes

It has been noticed that it is better to allow a student body to form their own content for the module as it would be based more on what students themselves practicing the activities they are to teach face. Reliance on practical facts rather than bookish theory goes a long way towards improving the accessibility of the program. If an institution were to adopt the same, it is advisable to form a nexus of institutions and working on the synergy thus created.

8. Contact Details

Name of the Principal: Dr. (Mrs.) Shobana Vasudevan

Name of the Institution: R. A. Podar College of Commerce and Economics

City: Mumbai

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

7.4 Contribution to environmental awareness / protection:

The college is conscious about the preservation about the healthy environment. The college has got a green gym to encourage the green initiative of the institution. Collection of tetra pack and using them for making park benches are encouraged amongst the students. A tetra pack collection bin using tetra pack is kept for the same. Collection of e-waste and disposal for the same is another environment friendly initiative of Podar. With the composite pit in place the nature club spreads awareness about the need for using the waste. An incinerator for disposal of sanitary napkins in the ladies common room is another path-breaking environment friendly initiative of Podar. The NSS unit of the college has initiated the seed bomb technique in the adopted village.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add.

The college is happy to inform that it celebrated its **Platinum Jubilee year** with great fanfare.

“It is important to learn as many languages as possible however one should not forget to learn one’s mother-tongue as it comes from the womb of a mother. It helps to communicate in a better way” said Shri.M. Venkaiah Naidu, Hon’ble Vice President of India, while addressing more than 2500 students, along with members of the managing Council, Shikshan Prasarak Mandali, Pune, Past Principal’s, Parents, Staff members, Principals from neighboring colleges,

Distinguished Alumni and other Stakeholders of S.P. Mandali's R.A. Podar College of Commerce and Economics, Matunga, at the inaugural ceremony of Platinum Jubilee Celebrations of the college at Shanmukhanada Auditorium on 19th February 2018.

Highlighting on the progress of our country, he said, "Our goal is to make our country 'Vishwa Guru' once again. It is the responsibility of every citizen to contribute to the governance by participating in the various programs initiated by the government." "Live and let others live should be the way of life" he said.

While taking pride in our country's civilization and culture, he advised students and said, "You should always remember your mother, place of birth, mother-land, Guru and feel proud to be an Indian".

In his concluding remarks, the honorable Vice President emphasized the need for integrating education wherein there will be a culmination of cultural values along with the appropriate use of modern technology.

The chief Guest Shri.M. Venkaiah Naidu, Hon'ble Vice President of India, also did the honor of releasing KAL AAJ AUR KAL, a souvenir which chronicle the *glorious past, Inspiring Present and Promising Future of the college*.

Adv. Shri. Sohanlal K. Jain, Chairman Managing Council, Shikshan Prasark Mandali, Prakash Mehta, Cabinet Minister for Housing Department of Maharashtra, MLA Ms. Madhuri Misal, Council Member, S.P. Mandali, were the other special dignitaries present on the stage along with Dr.(Mrs) Shobana Vasudevan, Principal of the college.

The dignitaries Adv. Shri. Sohanlal Jain and MLA Ms. Madhuri Misal also motivated the students by sharing their thoughts and appreciated the institution for its impeccable system and contribution in the field of providing quality education to many over a period of 75 glorious years.

The formal function ended with the principal, proposing the vote of thanks. She thanked everyone for their valued contribution in making the college what it is today. She also observed the college believes in making socially conscious national citizens.

The exuberant evening function witnessed an array of cultural programs and felicitation of Alumni. It kicked off with a Powada performance by the students illustrating the various nuances of the college life and experiences earned.

The chief guest Mr. Jain released the Podar Film conceptualized, directed and edited by the students of R.A. Podar College. It outlined the various activities undertaken by the college for the benefit of the students, community and society. It brought out the excellence of students in every walk of student life namely, Academics, Co-curricular activities like NCC and NSS, Extra- curricular activities like cultural events and sports. The various awards won by the students in different categories was showcased.

Adv. Sohanlal Jain was felicitated by prominent cricketer, coach and Alumni Shri Dilip Vensarkar and Adv. Shri Sohanlal Jain in turn felicitated Sunil Joshi and Suresh Deole, members of Managing Council, Shikshan Prasarak Mandali, Pune and alumni Dhananjay Sandu, Krishnan Muthukumar, and Pritam Chivukula, founders and director of Tridhaatu Realty & Infra Pvt Ltd and the sponsors of the jubilee celebrations.

The celebrations culminated in spectacular events that included soul-stirring and exhilarating performance by the college alumni. Pooja Gaitonde marvelled the audience with her melodious Sufi and Gazal renditions, whereas Satyajit Padhye, the puppeteer, and ventriloquist tickled everyone's funny bones with his hilarious act. The event concluded with a power-packed musical concert rendered by Mahalakshmi Iyer, and other alumni of the college.

It was a day filled with enthusiasm, emotions and entertainment as everyone in the auditorium not only felt nostalgic but also took fresh and sweet memories to be imprinted forever.....yet again!

8. Plans of institution for next year

1. To conduct a value education certificate course for students
2. To conduct a workshop for faculty members on Gender sensitization
3. To conduct a workshop on use of MOOC/Swayam.
4. To conduct Short certificate Online courses in finance.
5. To conduct popular inspiration talks (TED talks)
6. To submit a proposal to UGC for ‘College with potential for Excellence ‘
7. To conduct workshops on ‘Autonomy : Opportunities and challenges ‘
8. To conduct academic program in association with R. A. Podar Alumni Association .(R.A.P.A.A)
9. To promote Entrepreneurship amongst college students with the help of Angel Investors.
10. To strengthen the role of Self Development cell by creating awareness on the need for Mental Hygiene
11. To continue with wellness program for the non-teaching staff.

Name: Kavita Jajoo

Name : Dr Shobana Vasudevan

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
