

# 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)*

2014-15

### 1. Details of the Institution

1.1 Name of the Institution

R.A. Podar College of Commerce & Economics

1.2 Address Line 1

L.N. Road

Address Line 2

Matunga (East)

City/Town

Mumbai

State

Maharashtra

Pin Code

400019

Institution e-mail address

info@rapodar.ac.in

Contact Nos.

022-24143178

Name of the Head of the Institution:

Dr. Shobana Vasudevan

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCOGN 18879)

**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:

Web-link of the AQAR:

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

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A+		2004	5 yrs
2	2 <sup>nd</sup> Cycle	A	3.63	2011	5 yrs
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

20-06-04

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 2011-12 \_\_\_\_\_ (24/12/2012)
- ii. AQAR 2012-13 \_\_\_\_\_ (24/12/2013)
- iii. AQAR 2013-14 \_\_\_\_\_ (11/10/2014)

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

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  C 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	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other ( <i>Specify</i> )	NA
UGC-COP Programmes	NA		

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

2.1 No. of Teachers	06		
2.2 No. of Administrative/Technical staff	03		
2.3 No. of students	02		
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	01		
2.8 No. of other External Experts	01		
2.9 Total No. of members	16		
2.10 No. of IQAC meetings held	04		
2.11 No. of meetings with various stakeholders:	No.	04	Faculty
			04
Non-Teaching Staff	04	Students	04
		Alumni	04
		Others	04
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text"/>		

## 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

### **National Level**

- 10 days ICSSR sponsored Research Methodology Programme.
- ICSSR sponsored National seminar
- The Goli Vada Pav Story: Entrepreneurship and the Making of an Indian Fast Food Giant - Goli Vada Pav Founder, Mr. Venkatesh Iyer
- Jai Jawan Jai Kisan - From the battle to the field (From Books to Bullets to Bullocks) Adityavardhan Pathak
- Panel Discussion - Growth and Development - Jerry Pinto (Acclaimed Author and Philanthropist), Paul Abraham (COO, IndusInd Bank), Kuppuswamy Iyer (CEO, Shapoorji Pallonji Finance) moderated by Rajni Bakshi (Freelance Journalist and Author)
- Interactive Session with Dr. Nachiket Mor: Financial Inclusion – The road to a fully banked India
- Entrepreneurship in the current economic environment by Mr. Lavin Mirchandani, Founder, Mirc Media
- Conclave - Ajit Ranade (Chief Economist, Aditya Birla Group), Somasekhar Sundaresan (Partner, J Sagar Associates), Brijesh Mehra (CEO, Royal Bank of Scotland), Alok Vajpeyi (Mutual Fund industry veteran and Social Entrepreneur) moderated by Sriram Ramakrishnan (Resident Editor, The Economic Times)
- ACCA Competency Workshop: Mr. Kush Ahuja
- FDI in e-commerce - Mr. Rajesh Balpande (Co-Founder & CFO, Book My Show)
- Mr. Vineet Gupta, VP, South Asia Moody's "India's Sovereign Rating - Present Scenario and Future Prospects"
- How to Read a Financial Newspaper - Mr. Ashok Dhingreja

### **State Level**

- On behalf of the University of Mumbai, conducted a One day Avishakar Research convention workshop on 12<sup>th</sup> July 2014.
- Workshop on the “Revised Syllabi in Psychology of Human behavior at Work” (Semesters V and VI) under the Credit Based Semester and Grading System’ held on behalf of the Board of Studies in Psychology of the University of Mumbai in R. A. Podar College of Commerce and Economics, Matunga, Mumbai, on Saturday 4<sup>th</sup> July 2014.
- The Department of Accountancy in association with the Board of Studies of Accountancy has organized a One Day Workshop on “T. Y. B. Com (Semester V and VI) Revised Syllabus & Question Paper Pattern on Financial Accounting and Auditing on Wednesday 18<sup>th</sup> June 2014,

### **Institutional Level**

- NSDL brand ambassador programme on 4<sup>th</sup> Feb 2015 Mr Sameet Alegavi
- Seminar on Careers in Finance was conducted on 20<sup>th</sup> September 2014 by Mr Bhagwat and a Podar alumnus Mr Nachiket Pendharkar.
- Mathematics and Graphology” seminar by Mr. Anal Pandit, a speaker of national repute and the founder of the esteemed Institute of Graphology on the 28<sup>th</sup> of January, 2015.
- Maths, Maths Everywhere by Mr. R. Hariharan on 24<sup>th</sup> July, 2014
- Decoding Mathematics by Mr. Ranjit Calangutkar on 25<sup>th</sup> July, 2014
- Alternative Mathematics by Mr. Vinay Nair and Mathematics as a Career by Mr. Ranjit Calangutkar on 26<sup>th</sup> July, 2014
- A workshop on Basic of Photography

### 2.14 Significant Activities and contributions made by IQAC

- Moneta 2014, India's largest financial festival was hosted by the college from 6<sup>th</sup> to 9<sup>th</sup> of December, 2014 which witnessed over 40 colleges from across the country participating in the various competitions, seminars and workshops conducted during the event.
- Conducted 10 days ICSSR sponsored Research Methodology Programme.
- Conducted ICSSR sponsored National seminar
- Arthashishan abhiyan: Backward linkage with school children.
- Lecture for Parents on diet and Nutrition for teenagers by well-known dietician Ms. Rujuta Diwekar.
- Lecture on Citation Indies.
- Course coverage: Daily dairy
- Earn while you learn: student resource centre.
- Personality assessment for Teaching and Non-teaching Staff.
- Estate Management Committee
- In the academic year 2014-15, sixty two students registered themselves for the Extension Work activity.
- Earning the golden feather in Podar's prestigious cultural hat, i.e., The Youth Festival Trophy for the most number of times by any college in the history of Mumbai University
- Mathematrix 2014
- Sports: Chess, Cricket and Basketball championships
- Academic audit report
- 2014-15, 29th year of Podar Hikers' Club (PHC) was a year full of adventure. This year witnessed 6 hikes and a Rappelling session in college

## 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
1. To promote faculty members to apply for Minor and Major Research Projects and write research papers.	Four minor projects submitted. Two UGC minor submitted and One Major projects proposal submitted. One international level research project in progress. Industry based 5 research projects of Rs. 500000/- were approved.
2. To promote research amongst students through participation in all Research competitions and seminars.	Students won prizes for paper presentation in various Inter collegiate competitions. 22nd International Economic Convention, on 'Political Systems and Economic Development: Singapore'
3. Conduct ICSSR sponsored 10 days Research Methodology Programme for faculty pursuing research.	Conducted ICSSR Research Methodology Programme from 27th October to 5th November, 2014. Faculty and participants drawn across the country.
4. Install solar panels in the College.	Installed and electricity consumption being monitored. Energy saving being monitoring
5. Certificate programme in Spoken English.	Course conducted in the English Lab for vernacular medium students. Pre testing and post testing done to find the effectiveness of the course.
6. ICT workshop for staff.	Getting familiar with smart boards
7. Enhance the Backward Linkage Programme.	Students from a three neighbouring school participated in a half day orientation program

<p>8. Remedial and Incentive coaching plans</p>	<p>( Presentation on Commerce as a field of study, with focus on Podar College and a college tour )</p> <p>“Stand and Deliver” was based on a real life story of an American school teacher in the subject of Mathematics was screened.</p> <p>Survey was conducted to understand the difficulties of students.</p> <p>Small-group classroom teaching in core subjects like Mathematics and Statistics, Economics, and Accountancy, Business Law.</p> <p>Use of new technology like short You Tube videos to generate interest in the subject and academic counselling sessions to clarify concepts and academic difficulties.</p>
<p>9. Conduct external Academic Audit.</p>	<p>Submitted the academic audited report an awaiting the committee to conduct the audit.</p>
<p>10. Wellness programme for the non- teaching staff.</p>	<p>Wellness program on “Health Awareness” for non-teaching staff organized by Dr. Arun Ranade from Prachin Healthcare Multispecialty Hospital, Panvel on Tuesday 7th April, 2015.</p> <p>Later on ECG tests were conducted for majority of the staff (33 people).</p>
<p>11. Creating green campus</p>	<p>Purchase of incinerator and sanitary napkin vending machine</p>
<p>12. Community Engagement</p>	<p>The association with Lok Seva Sangham (N.G.O.) continued with teaching of street children by colleges students</p>
<p>13. Knowledge exchange programme.</p>	<p>With the help of interdepartmental exchange of ideas peer learning took place.</p>

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 for holistic development of the students.

## 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	01	02 (applied)		
PG	02			
UG	02		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				05
Others				
<b>Total</b>	05	02 (applied)	01	

##### 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  Non-operating schools (for PEI)

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

Revised syllabi recommended by University of Mumbai for the following courses:  
 Psychology of Human Behaviour at work, Accountancy and Management.  
 The syllabi has been modified in order to keep pace with the changing environment in the industry.

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

Permission for two PhD centers awaited.

**Criterion – II**

**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	17	10	07	-	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

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	20	06
Presented papers	08	10	04
Resource Persons	01	05	04

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

1. Work Book for Business Communication developed in-house for students to practice
2. Film based learning in ICT enabled classrooms
3. Research based assignments to challenge and hone student's critical thinking
4. Experiential learning in foundation course
5. Industry Academia Interface

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Entire examination process is in-house, continued with Centralised Paper setting

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage: 2014-15 results are awaited

Title of the Programme	Total no. of students appeared	Pass percentage
T. Y. BCOM	725	89.2%
T. Y. B.M.S.	115	95%

## 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:

1. Daily time sheets for monitoring lectures
2. Focused learning programme for slow learning through the Remedial Coaching and Intensive Training
3. Workshop conducted on teaching pedagogy by in-house faculty for better framing of multiple choice questions.
4. Training of Junior Supervisors for invigilation conducted by IQAC members.

## 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	--
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	3 (WRC research methodology workshop in social sciences)
Others:	College conducted refresher course in Commerce, Management and Accounts on behalf of UGC Academic Staff College, Mumbai. 45 Participants from across India

## 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	35	9	0	0
Technical Staff	---	---	--	02

## Criterion – III

### 3. Research, Consultancy and Extension

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

The college has formed research and development cell which is headed by a permanent faculty member. The R & D room is equipped with seven computers with internet facilities. During the academic year several of our faculty members presented research papers in National & International conferences.

- Principal Dr. Shobana Vasudevan was invited on an International Research Excellence Fellowship Programme.
- Encouraged the Faculty members to submit the research proposals to various funding agencies and publish research papers in journals. Two of our faculty members have applied for Minor Research UGC Grant and two have applied for Major Research project UGC Grant.
- ICSSR sponsored 10 days research methodology workshop for teachers from all over India.
- Our Faculty members contributed to the in-house research journal Podar Prabhodan which is currently under print.
- Conducted Orientation workshop on behalf of University of Mumbai “Aavishkar” for 50 student from cluster colleges.
- Motivate students for university level research competition.
- A T. Y. BMS student, participated in the Research paper presentation competition organised by B.M. Ruia Girl's College, Gamdevi on 17th January, 2015. The topic for the paper presentation was ' Role played by women in Media Advertising and the Challenges Faced.'
- The competition saw participants from various colleges like K.C. College, Guru Nanak Khalsa College, Mulund College of Commerce.

#### 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	01	___	02	04
Outlay in Rs. Lakhs	70,000	___	1,85,000	75,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	10	01
Non-Peer Review Journals	___	02	___
e-Journals	___	___	___
Conference proceedings	___	05	___

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 ( Three projects)	One year	University of Mumbai	75.000/-	75,000/-
Minor Projects ( One project)	One year	UGC	70.000/-	70,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored (4 projects)	One year	P J Foundation	3,00,000/-	3,00,000/-
Projects sponsored by the University/ College	--	--	--	--
Students research projects ( <i>other than compulsory by the University</i> )	One year	College	26,500/-	26,500/-
Any other(Specify)				
Total			4,71,500/-	4,71,500/-

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	---	07	---	03	10
Sponsoring agencies	---	ICSSR NSE	---	---	---

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

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	---
	Granted	---
International	Applied	---
	Granted	---
Commercialised	Applied	---
	Granted	---

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

Total	International	National	State	University	Dist	College
01	01					

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

	01	<input type="text"/>
	05	<input type="text"/>

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

	01	<input type="text"/>
--	----	----------------------

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

JRF	01	<input type="text"/>	SRF	--	<input type="text"/>	Project Fellows	--	<input type="text"/>	Any other	--	<input type="text"/>
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**3.21 No. of students Participated in NSS events:**

University level	65	<input type="text"/>	State level	02	<input type="text"/>
National level	--	<input type="text"/>	International level	--	<input type="text"/>

**3.22 No. of students participated in NCC events:**

University level	25	<input type="text"/>	State level	--	<input type="text"/>
National level	06	<input type="text"/>	International level	--	<input type="text"/>

**3.23 No. of Awards won in NSS:**

University level	11	<input type="text"/>	State level	--	<input type="text"/>
National level	--	<input type="text"/>	International level	--	<input type="text"/>

**3.24 No. of Awards won in NCC:**

University level	--	<input type="text"/>	State level	--	<input type="text"/>
National level	05	<input type="text"/>	International level	--	<input type="text"/>

**3.25 No. of Extension activities organized**

University forum	02	<input type="text"/>	College forum	40 active forums	
NCC	05	<input type="text"/>	NSS	85	<input type="text"/>
			Any other		<input type="text"/>

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

- Backward Linkage programme
- Health and Hygiene Awareness Programme ( Wellness programme and Lecture from a dietician)
- Installation of Incinerators in the girls common room
- Learn India ( Financial Educational Programme)
- Blood Donation Camp
- Anti-ragging squad
- Avhaan State level camp
- Vaacha (gender awareness) MAVA
- Participation in Road-safety workshop in K.C. College
- Boot Camp for Fresher's
- Skit Presentation: A skit on the importance of blood donation was presented by NSS volunteers.
- Workshop on 'Protecting and women & children' by Mumbai Police
- Participated in the program on 'Protecting women and children'' organized by Mumbai Police.
- 2-Days Workshop on Disaster Management
- Independence Day Celebrations: A skit on Indian Soldiers was presented by volunteers.
- Participation in toys distribution with Toy-bank
- Participation in University LTC Camp
- Community Policing
- The Blue Ribbon Movement – orientation
- Session on public speaking and preparedness of volunteers (Skill Building Session)
- Participation in crowd controlling activity at Shivaji Park,Dadar.
- Teacher's day celebration
- Mock parliament
- Vaysanmukti rally at Shivaji Park,Dadar.
- Bhajan Sandhya at Gate of India
- Sanjay Gandhi national park visit
- Poster making for Election Rally
- Voter Awareness Rally from College to Five Gardens.
- Diya painting & Decoration

- Collection of food items on Diwali for villagers.
- Visit to village for distribution at Barhanpur
- Run for Unity
- Meatless day Activities
- RRC orientation ( MDACS )
- Toy bank event
- NSS Rural Residential Camp from 20th November, 2014 to 27th November, 2014 at Baranpur

No. of volunteers: 47

Activities:

- Day 1: visit to village and survey of villagers (no. of member in each house)
- Day 2: shramdan (swachha bharat abhiyan)
- Day3: clothes donation, awareness activities
- Day4: veterinary camp and street play
- Day 5: uttung (interschool sports competition)
- Day6: uttung and wall painting
- Day7: price distribution and book donation to children of all the schools.
- Level: university.
- World AIDS day celebration
- Participating in Lakshya NSS fest at SIES College, Sion.
  - Activities: poster making competition
    - Slogan writing competition
    - Streetplay competition
    - Best out of waste competition.
    - Essay competition.
    - Rangoli competition
    - Photography competition.
- Women Development Cell Rally & Street play from SIWS College to Podar College.
- MAVA Rally from Veer khotval udyan to Ruia College.
- Stem Cell Registration Camp
- Maharashtra Times Mumbai darshan (historical places)
- Workshop on paper bag making
- Participation in “JEEVAN FEST”

Name of activities: poster making

- Slogan writing
- Essay writing
- Elocution
- Dance competition
- Programme on Staff Selection for Government of India.
- Work shop on Street play by Arman NGO.
- Session on TEAMNESS
- Marathon
- Return of Mahatma Gandhi 100<sup>th</sup> Anniversary
- Seminar on Nature and Science.
- Mava fest at Amarhind Mahal,Dadar.
- Yuva divas celebrations
- BRM (Schavenger hunt)
- ‘Clean Mumbai’ drive with Hindustan Times

#### 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	--	UGC XI plan	501.652 sqft
Sr. No	Particulars of equipment purchased	No. of important equipment's purchased ( $\geq$ 1-0 lakh) during the current year.	Value of the equipment purchased during the year (Rs. in Lakhs)	
1.	Stabilizers	03	41,250.00	
2.	Solar panel	01	6,53,477.00	
3.	Sanitary Vending machine	01	73,925.00	
4.	Software	02	1,54,000.00	

5.	Computer & printer	20 + 2	8,03,335.00
		TOTAL	17,25,987.00

#### 4.2 Computerization of administration and library

The college library has been fully computerized. Library software SLIM21 is used, All major modules like Acquisition, cataloguing, Serials and Circulation are fully active and the WEBOPAC is available 24 X 7 days. 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	6530	669647	641	105190	7171	774837
Reference Books	58011	5517010	910	870006	58921	6387016
e-Books	80000+	NA	--	--	80000+	NA
Journals	63	70216	-	-	63	70216
e-Journals	9	95901	1		10	101101
Digital Database	3	58989	-	-	3	154890
CD & Video	1351	170677	32	101193	1383	271870
Maps	211	NA	-	-	211	NA

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	111	68	62	62	-	13	-	8
Added	14	11	-	-	-	2	-	-
Total	125	79	62	62	-	15		8

#### 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 with 96 computers in total. Computers are upgraded with MS office 2013 educational

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT (Computer AMC, Library + Account Section)	2,28,482/-
ii) Campus Infrastructure and facilities	66,600/-
iii) Equipment's (Intercom AMC)	12,023/-
iv) Others (Website hoisting charge)	39,046/-
<b>Total :</b>	<b>3,46,151/-</b>

#### 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

##### 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.

Results of the learners are analyzed and consequent measures are taken accordingly.

Feedback from the students, parents and industry and neighborhood.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2361	282	05	-

(b) No. of students outside the state

(c) No. of international students

No	%

Men

No	%

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
1588	321	19	455	03	2386	1537	376	10	514	08	2448

Demand ratio

Dropout %

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

The college library prescribes to magazines and periodicals which are used by students to prepare for competitive examination. The college faculty's counsel and guide students for the same.

No. of students beneficiaries

### 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

## **Student Counselling**

Overall development of the students being the intent of the Self Development Cell, the students are encouraged to approach the Cell with regards to the issues pertaining to Personality, Personal, Social, Career and Academic Development. The students are also referred to the Cell by the parents and teachers as well as the principal for guidance and counselling.

The issues for which the students approached the cell were multifold such as:

- Adjustment issues with partners and family
- Overcoming stress
- Achieving academic excellence
- Choice of career and career guidance
- Personality issues
- Self Confidence
- Issues pertaining to confusion and decision making
- Overcoming substance dependence and other addictive habits

Therapeutic counselling sessions for some students is ongoing on a regular weekly basis. The students are taught effective study skills techniques, concentration techniques, time management skills, goal setting and reality acceptance. Many students were taught various techniques to handle emotional stress too.

## **Career Guidance Forum**

The year 2014-15 on 18<sup>th</sup> July, 2014 with a 'Road Show' conducted to inform the students about the GRE-Graduate Record Examination which would give information to those students who want to pursue their studies abroad. The programme comprised of details about the examination and its importance in global business schools. This was followed by a quiz based on general knowledge and English grammar. The programme was attended by more than 200 students.

Seminar on Careers in Finance was conducted on 20<sup>th</sup> September 2014. The Speakers were Mr Bhagwat and a Podar alumnus Mr Nachiket Pendharkar; both are a practicing Chartered Accountants. They gave the students a deep in sight on various careers in Finance and related areas such as CA, CS, ICWA, CPA, CFA. The seminar was truly helpful in enlightening the young minds about how they could pursue the various courses and their scope. It was followed by a Q & A. The programme was attended by 250 students of FY and SYJC. On 20<sup>th</sup> December 2014 a recruitment drive was conducted by FLIPKART at our college.

## No. of students benefitted

Student counselling

148

Career guidance

1000

## 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
09	100	36	8

## 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.

1. The program started with a presentation by the Secretary of WDC for 2014-15, Ruchi Shenoy on what is WDC, its importance & role in Colleges, and the introduction of Committee members of WDC of the Academic year 2014-15. The Event experienced a Crowd of more than 120 students & about 10 teachers, Principal Mam & Vice- Principal Mam, 2 members of Associated NGO- ARMMAN. The Professor-incharge of WDC, welcomed the Committee members with a bouquet. This was followed by an enlightening Speech by the Principal Dr Shobana Vasudevan on the topic 'Women of Strength'. After the Speech, Prof Tejashri Patankar explained the students the procedure on how to lodge a complaint to the WDC in case of any harassment they experience/ witness.
2. Posters For Creating Awareness Among Girls In College  
Posters were put up in the college as a part of creating awareness among the girls. The posters aimed at creating awareness about the Women Development Cell. Posters on sexual harassment of women were put up in the Ladies Common Room as a part of the same.
3. International Human Rights Day Program

On occasion of International Human Rights Day, students and teachers from colleges in and around Matunga, namely R.A.Podar College, Dr. Ambedkar College, SIWS College, Khalsa College conducted a rally to spread the importance of Women and their rights. The participants then gathered in Podar College where Skit play program was organized by the committee members of Women Development Cell of Podar College. There were various eye opening skit plays performed by Dr. Ambedkar College, SIWS College and R.A.Podar College on issues faced by Women in the Society. This event witnessed a crowd of about 200 students from the vicinity colleges.

4. Self Defence Session In Association With Fire And Security Association Of India (Feel Safe)

On the 13<sup>th</sup> of Dec. 2014, R.A.Podar College organized a self-defence training session in association with the Fire and Security Association of India. The theme for the event was 'Feel Safe'. The Principal of our College Dr. Mrs. Shobana Vasudevan welcomed the Members of FSAI and the Trainer Mr. Rajesh Shirke. The program was divided in 3 Sessions, the 1<sup>st</sup> Session was an interactive session that stated the reasons why women become victims and the ways to avoid them. 2<sup>nd</sup> Session started which was a practical session where Mr. Rajesh Shirke and his two professional accompanists demonstrated the techniques to be used while in danger. The 3<sup>rd</sup> session was about First Aid to be provided by normal public to the victim in case there is an emergency and the ambulance doesn't reach on time.

5. Workshop On Strret Play

A unique Sunday was spent by the First year junior college students and NSS volunteers of R.A.Podar College of Commerce and Economics, Matunga by conducting an informative and unique workshop on streetplay by ARMMAN NGO. The workshop started at 10:30am by the delegates of ARMMAN (Advancing Reduction in mortality and morbidity of mother, children and neonates). A project called " Mmitra" is a voice message service on mobile phone for urban poor pregnant women in their local language.

**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	29	62,698
Financial support from government	540	16,50,000
Financial support from other sources	05	11,250
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: 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 analysis

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

### 6.3.1 Curriculum Development

Our Principal Dr. Shobana Vasudevan, and faculty members Kavita Jajoo, Dr. Vinita Pimpale, Sudarshana Saikia contribute in syllabus framing. We obtain Feedback from Students about curriculum.

### 6.3.2 Teaching and Learning

- Twelve ICT enabled classrooms.
- Interdepartmental (KEP) Knowledge Exchange Programme in the subjects of Foundation course, Economic s and EVS.
- Focused learning programme for slow learning through the Remedial Coaching and Intensive Training
- Workshop conducted on teaching pedagogy by in-house faculty for better framing of multiple choice questions.

### 6.3.3 Examination and 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, Dr. Vinita Pimpale, 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 eat, read a book/newspaper; or do any unrelated work; 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**

R & D cell actively stimulated research at the undergraduate and postgraduate level. Industry sponsored projects of Rs 5 lakhs for teachers and students was generated. 3 minor research projects of Mumbai University were submitted. 1 Minor research project of Rs 70000 was submitted. New proposals were submitted to the UGC2 Minor and 1 Major research. Students were motivated to write research papers. 9 research papers received awards.

**Avishkar**, the Annual research competition organized by the University of Mumbai is a platform for students to hone their research skills. On behalf of the University of Mumbai, Avishkar team of R.A.Podar College of Commerce and Economics conducted a One day workshop on 12<sup>th</sup> July 2014. The workshop was inaugurated by late Shri Dr. R.T Sane Principal .Dr. Madhvi Pethe (Principal of M.L Dhanukar College) and Mr. Gopal Kalkoti (Head of Department of Economics,Nagindas Khandwala College) were the Resource persons . Young and enthusiastic researchers of Podar along with the students from cluster colleges attended the workshop.The workshop was a grand success and received an over whelming response from the students of more than 21 colleges who participated in large numbers.

Several meeting along with the students and their mentors were conducted to prepare students for Avishkar competition.

Four undergraduate teams participated in the competition from Podar, one team qualified for the semi-finals.

In house publication Podar Prabhodan was published and is in the process for acquiring ISSN. 10 number of papers were presented and 29 papers were published.

A workshop on Impact factor was held on 24<sup>th</sup> April 2015.

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

Our library has a huge and spacious Reading Hall which provides accommodation to 400 students at a time. Normally, the library is open between 8.30 a.m. and 5.10 p.m.

However, every year, during January to April, the reading hall is kept open for 12 hours from 8am to 8pm to enable students spend more time for their upcoming examinations.

**Total Collection of the Library:**

❖ Books	: 73331	Periodicals	: 60
❖ Online Journals	: 09	Online Database	: 03
❖ Back Volumes	: 2432	CDs	: 1354
❖ Audio Cassettes	: 61	Video Tapes	: 45
❖ Maps	: 198	Newspaper	: 09

**Databases subscribed for 2014-15:**

1. <http://www.taxmann.com/> (1880 – 2015)
2. Indiastate.com (Online Database)
3. UGC INFLIBNET's NLIST (with 4500+ e-journals and 70000 e-books)
4. British Council Library's 90000+ e-books with full text

**Fully Computerized Library:** The library has been using the SLIM21 library software for last 12 years. 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 since 2004. The library catalogue is now available 24 X 7 days on WAN

**Audio Visual Room:** The A/V Room accommodates 21 students at a time. The screening of the documentaries is done in the Audio Visual Room. Also the Self Development Cell conducts counselling in this room on every Thursday between 10 a.m. and 2.00 p.m.

**Collection Development:** This year the library has purchased 1512 books, subscribed to 69 (National and International) Journals and four online databased out of the available funds of Rs 7, 08,000/-.

**Library Facilities:** Library provides the Book Bank facility to economically weak students for one academic year at a time. It also renders other services like Home reading, Reference, Documentation, Photocopying, Bibliography, Inter-Library Loan, and Current Awareness Service, Internet surfing, Hands on Practice on online Databases, e-Journals, Online Public Access Catalogue etc.

**Library Orientation program for FYJC students was** conducted during 1<sup>st</sup> to 4<sup>th</sup> August 2014. The students were briefed about the facilities and services offered by the library. They were also shown the techniques of browsing OPAC and online journals which are available 24 X 7 X 365.

**BEST READER OF THE YEAR:** Following two students have qualified for the library award 'BEST READER OF THE YEAR 2014 -2015' in the interview conducted by the Library Committee members on 23rd January 2015.

### 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

### 6.3.7 Faculty and Staff recruitment

As per government rules and regulation

### 6.3.8 Industry Interaction / Collaboration

#### Industrial Visits

#### A) Century Rayon Manufacturing Unit (B.K. Birla Group of Companies), Shahad

Explanation of process manufacturing yarn, Raw Materials (pulp paper) to Final Product (RAYON) Process:

Paper is made from wood pulp of trees like Eucalyptus (India) and Pine and Spruce (Florida and Sweden) .Then it passes through the Homogenizer and Ageing Drum which convert it to slurry attar adding Caustic. The mixture is further processed and purified through the coaching Tower, Hopper and Simplex, Dissolver and Blender, by the end of which a purified liquid Viscose is formed.

Yarn is formed by interaction of Viscose with acid which then forms into cones after being treated in the Dryer and Cake Conditioning Room. The Rayon Cones are subjected to 17 types of washing processes before becoming ready for final packaging.

**B) Bisleri International pvt. ltd, Andheri East, Mumbai,**

An Italian Company formed by Felice Bisleri, in 1965 was bought by Jayantilal Chauhan. . The packaged water industry of Bisleri is worth 3 billion,. Its production is around 95 million litres. Bisleri had a market leadership of 70% share. It has reduced now to 60% yet it remains as a market leader.

**C) Visit to Parag Milk Products & Dynamic Logistics—Pune**

No. of students : 215 students travelled from FY, SY & TY BMS

Purpose of the visit: Parag Milk Products (Govardhan cheese): study the processes involved in a dairy, the manufacturing process of Cheese, the packing line, Understanding Quality control parameters, cold storage facilities.

Dynamic Logistics: To understand concept of bonded warehouse, Movement & loading of Cargo, transportation, Export documentation.

**D) Visit to Adani group of companies, Rann Utsav, Welspun , Friends & Friend's salt plant**

Purpose of the visit: To study the functioning at the port, to experience the Rann of Kutch as a Cultural interface, to witness the functioning of Welspun Industries export unit, to understand the manufacturing process of edible salt & industrial salt.

### 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, Diwali celebration, Personality Testing, In house counselling available
Non-teaching	Personality Testing, Wellness program
Students	Book Bank, Scholarships (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	Applied		√	
Administrative	√		√	

**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?**

NA

**6.11 Activities and support from the Alumni Association**

Mr. Praveen Kadle, our alumnus graced the occasion of our annual prize distribution. A meeting of our Past 25 General Secretaries met in college to discuss Platinum jubilee celebrations. This team will be core committee for the platinum jubilee celebration programs. The alumni is invited for delivering by various college forums. The alumni facilitate the placement of our students.

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

The academic year begins with an orientation program for the parents and their wards for the First Year B.Com and B.M.S students where parents and their wards are invited. They are briefed on the college rules, student conduct examination and other co-curricular activities. The credit system and importance of project work is also discussed. An open house is organized on the day of the results where parents meet the mentors of their ward and are given a feedback about their children. The attendance committee meets the parents of students who default class regularly.

**6.13 Development programmes for support staff**

Computer literacy program was organised for our support staff.

To understand themselves a personality test was conducted by Disha Counselling centre. This was followed by personal counselling with each staff members on their areas of strength and weakness. It was decided to conduct a workshop for the non-teaching staff on passion at work.

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

Solar Panel was erected on the college terrace to supply power to our college library

We started wet and dry garbage segregation. Two bins are placed on each floor. Red and Green.

Email are used is disseminate amongst the staff members

Note books were prepared from the unused pages by 840 students of F.Y. B.com. The same were distributed by the NSS volunteers at Brahanpur our adopted village.

#### **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.

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

- National level 10 day ICSSR sponsored Research Methodology Course
- ICSSR (WRC) sponsored National seminar
- Remedial lectures were conducted regularly by all the departments.
- Bridge course in Mathematics & Statistics
- Students from the vernacular languages are given the facility of using the lab to improve their English language with no cost attached
- Wellness program held. Lectures and ECG testing done.
- The students were provided with summer Placements (RBI)
- Artist guild represented college students at the youth festival and the College was the winner of the Youth Fest Trophy at the Mumbai University.
- The association with Lok Seva Sangham (N.G.O.) continued
- The Interdepartmental exchange of ideas continued with the KEP
- Earn while you learn scheme continued under the aegis of Student resource centre
- 25 Cadets from our College attended various ATC camps (Neral and Ghatkopar.)

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

**7.4 Contribution to environmental awareness / protection**

- Solar panels installed
- Films by WWf screened for the students
- Tree plantation drive
- Blood donation awareness camp
- Peace rally
- Blue ribbon movement orientation
- Ahimsa divas bhajan Sandhya
- Eco friendly Ganpati Idol installed during Ganesh Festival
- Note Books prepared by college students from unused pages
- Email encouraged for internal communication

**7.5 Whether environmental audit was conducted?** Yes  No

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

**Brief on SWOT analysis.**

<p><b>Strength :</b></p> <p>Learner friendly environment supported by management and staff which brings holistic development of students Committed staff with creative ideas working despite constraints of the syllabus Student community coming from diverse background bringing with them different expertise. Academics oratory skills sports performing arts and zeal to learn Alumni: placed in very good positions and forthcoming in supporting the Alma mater. Excellent Goodwill from society: Brand Podar</p>	<p><b>Weakness:</b></p> <p>Space constraints both horizontal and vertical expansion not possible. Restricts any additional courses to be conducted Syllabi given by university of Mumbai. Can't modify it. Staffing pattern given by govt.</p>
<p><b>Opportunities:</b></p> <p>Begin with self-financing courses Seek Autonomous status Curriculum oriented foreign collaboration. Exploring Consultancy Avenues.</p>	<p><b>Threats:</b></p> <p>Student –Teacher ratio Changing students attitude Constraint of horizontal growth in Infrastructure Challenges in starting new courses.</p>

**8. Plans of institution for next year (2015-16)**

Research: Seminars and Conferences to be organised during the year. Lectures Series on Research Methodology to motivate teachers and students to pursue research.

Review of timeline process

Broaden the horizon of the Self Development Cell: Inclusion of Diet & Nutrition and Legal counselling lectures for stakeholders in the neighbourhood.

Integrate Alumni Association in the Platinum Jubilee Celebration by organizing Podar Ratna Award and a musical evening for the alumni and students.

Project mentoring for T.Y.B.M.S. students by alumni.

Design of a college template for Power point presentation.

National Seminar on Library Science to be conducted with U.G.C. sponsorship

Wellness Programme for staff to continue

Sports mentoring to continue.

Role of teacher mentors to be enhanced; to take up the role of counsellors and motivate slow learners and economically disadvantaged students.

Name MRS. KAVITA JAIJO

K. S. Jaijo

Signature of the Coordinator, IQAC

Name DR. (MRS.) SHOBANA VASUDEVAN

Shobanadevan

Signature of the Chairperson, IQAC

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## Annexure I

### **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

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