

Annual Quality Assurance Report (AQAR)

2010-2011

**Name of the Institution : LALA LAJPAT RAI COLLEGE OF
COMMERCE & ECONOMICS
MAHALAXMI, MUMBAI - 400 034.**

Year of Report : 2010-11

Part A :

For the smooth functioning of the Institution –

- 1) The activities are grouped into various heads. Committees of staff members are appointed to carry out activities under various heads. A Convenor heads each committee and implements the plan.
- 2) Activities by the committees are proposed in advance which include curricular and co-curricular activities.
- 3) For the all round development of the students they are encouraged to participate in sports, personality development programmes and competitions organized by other colleges.
- 4) The staff members continuously enhance their knowledge by presenting papers, undertaking research work, attending seminars and workshops.

Part B:

- 1) Activities reflecting the goals and objectives of the institution :
 - The role reversal techniques and VIP treatment (validation, involvement and participation) are of paramount interest to meet the objectives of the college.
 - The college organizes and encourages the teachers to participate in seminars, workshops, guest lectures, orientation/refresher courses as well as Research Activities.
 - Students are encouraged to participate in various co-curricular activities upto National level along with academics and sports.
 - Students are encouraged to participate in NSS activities and D.L.L.E. activities to make them aware of their social responsibilities through various activities.
- 2) New Academic Programmes initiated :

A new optional subject has been offered to the T.Y.B.M.S students namely I.A.P.M. (INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT)
- 3) For an affiliated college, there is a limited scope for different design and innovation/revision of curriculum by virtue of being member of board of studies. But there is always a scope to touch the topics in brief from the practical point of view which may not be in the curriculum. Indirectly teachers are involved in participation and conducting such activities such as workshops seminar guest lectures etc.
- 4) New Programmes started :

Courses offered in the previous year are being continued successfully. We have started three certificate courses under UGC XI plan namely

 - Certificate course in Event management.
 - Certificate course in Human Rights.
 - Certificate course in Government Aid for evaluation and business.
- 5) Examination Reforms Implemented :
 - 03 sets of question paper for each subject were set as per University procedure.
 - Introduction of masking of answer books was started so as to make assessment of answer books foolproof and confidential.
 - Centralized assessment of answer books was done to expedite assessment work for early declaration of results.
 - Tutorial tests / Practicals / Projects / Viva were conducted in subjects of Maths / Statistics, F.C., Business Communication, D & I Taxes, Export Management and Computer Systems as per University Guidelines.
 - Preliminary examination for T.Y.B.Com. was held .
 - Computerized results and computerized marksheets were prepared.
 - Cases of students using unfair means during exams reported by concerned invigilators, were dealt with by Unfair Means Committee in accordance with the norms of University of Mumbai.

- 6) All professors who are appointed are fully qualified.
- 7) Staff Academy organized workshops on 'Computer Skills' and 'Body and Mind Relaxation Through Yoga' for the teaching staff.
- 8) Total number of seminars / workshops conducted :
Self Financed Courses conducted 28 workshops in the academic session 2010-11 on different topics which proved to be very useful for the students as well as the faculty.
- 9) Research Projects :
 - Newly implemented – Nil.
 - One Minor Research was completed by Dr. S.V. Lasune on "Emerging Trends in Aviation Industry with special reference to Indian Airlines."
- 10) Patents generated, if any : N.A.
- 11) New collaborative research programme : No.
- 12) Research grants received from various agencies : Nil.
- 13) The following Professors are pursuing Ph.D. programme :
 - Prof. Ms. Neelam Arora
 - Prof. Ms. Mohana Bandkar
 - Prof. J.H. Kadli
 - Prof. Vinay Pandit
 - Prof. Arun Poojari
 - Prof. Ashok Mahadik
 - Prof. Vaidehi Kamath

Ph.D. Guide – Dr. S.V. Lasune.

M.Phil. Guide – Dr. Ms. Purnima Sharma.
- 14) Citation index : Nil.
- 15) Awards / Honors to the Faculty :
Prof. D.L. Phadke –
 - was elected as the Chairman, Board of Studies in Accountancy in University of Mumbai from June 2009 to September 2010.
 - was also elected as member of the Academic Council of University of Mumbai from June 2009 – September 2010.
 - served as member of faculty of commerce.
 - served as member of Board of University – Teaching and Research for the faculty of Commerce.

- served as Convenor of Syllabus Committee for T.Y.B.Com., S.Y. and T.Y.B.M.S., B.A.F. for the subject of Management Accountancy and Direct Indirect Taxes.
- served as Resource Person at various workshops conducted by various colleges jointly with Board of Studies in Accountancy.
- delivered lectures as a Resource Person on VAT at Refresher Courses for Professors of Mumbai University conducted by UGC at various colleges.
- served as a member of Selection Committee for appointment and placement in senior scale of Professors, as Vice-Chancellor's nominee or Management nominee at various colleges.
- served as a member of L.I.C. for approval of colleges to start, continue the various courses and additional divisions.
- served as a lecturer and resource person at seminars and workshops organized by W.I.R.C. of Institute of Chartered Accountants of India on various topics such as MVAT, Taxation of Housing Societies, Management of Housing Societies, Road Map to GST.
- Co-authored books on MVAT Act 2002.

16) Internal Resources generated :

Funds for various programmes are raised through corporate sponsorships and also the resources have been raised by conducting various academic programmes.

17) No department has got SAP, COSIST, DST / FIST etc. assistance / recognition.

18) Community Services :

- Many activities were organized by the NSS Unit in the academic year 2010-11 which includes awareness of the masses by organizing rallies and marches, Malaria Awareness Programme with B.M.C., Traffic Awareness Programme with Mumbai Police Traffic Control Society and R.T.I. Awareness programme.
- Activities like Environmental Clean-up, River Clean-up Project, Free Dental Check-up Camp were conducted in the Special Rural Camp at Vangani Village.
- Student members of the Department of Life-Long Learning and Extension (D.L.L.E.) conducted a survey on 'Status of Women in the Society' in the adopted area. In the survey information regarding women's attitude towards education, family, money, family responsibilities, values and ethics, marriage and relationships were collected. An overall analysis based on the above mentioned factors was made and later given the frame of booklets so that it gives a handy and vivid picture of status of women in society.
- Fun Fair Activity for handicapped and crippled children was organized. Several stalls were put up by volunteers of our college to entertain the crippled children for which they received several rewards as an acknowledgement. Those rewards were given back to the children by the volunteers.

- 19) Teachers and officers newly recruited : Nil.
- 20) Teaching – Non-Teaching Staff Ratio : 1:1.44 approx.
- 21) Improvement in the Library Services :
- Library has updated the changed syllabus and also digitalized all current syllabus.
 - Library has been imparting basic computer skills and online information accessing techniques to the students. Library has established UGC – Network Resource Centre and subscribed ‘N-List’ e-resources of INFLIBNET.
 - Library is training the students about document scanning, printing and digital file format conversions etc. To support these services and to continue the existing services, library has procured new laser printers and scanners exclusively for the training of students.
 - Library is automated with SOUL software and is upgraded to SOUL 2.0 to render the services effectively.
 - The existing free internet facility has been continued for students and teachers and the speed of the internet has been doubled.
 - Library started the distribution of useful handouts to the students. The same information is also accessible on intranet in college campus through library website.

- 22) New Books / Journals subscribed and their value :

S.No.	Item	Books Purchased / Journals Subscribed	Amount Spent Rs.
1.	Books	3474	1,04,6962
2.	Journals	81	96,088
3.	Educational CDs / DVDs	92	30,885

- 23) Courses in which student assessment of teachers introduced and the action taken on student feedback :
- Students feedback about teachers was obtained in all the courses of Degree College.
 - All the teachers were informed about the prospective areas of improvement and accordingly necessary measures were taken to make student teacher interaction as well as teaching learning process more meaningful.
- 24) Unit Cost of Education : Rs. 15,704/- approx.
- 25) Administration and examination system is computerized.
- 26) Increase in infra-structural facilities :
The college building is well maintained. The necessary infrastructure is available. Wide spread renovation work was undertaken in the college premises. New offices, additional store room, new gymnasium, additional staff room have been created. All the lecture rooms have been renovated and provided with new furniture.

27) Technology Upgradation :

Following Equipments were purchased under UGC – XI Plan.

	<u>Equipments</u>	<u>Nos.</u>
1.	Computers	20
2.	Laptops	03
3.	Printers	05
4.	Scanner	01
5.	LCD Projectors	04
6.	Cameras	02

28) Students and teachers have full access to internet facilities during the college working hours. Also, training to teachers and students is provided as and when required.

29) Financial Aid to Students :

- Govt. of India, Govt. of Maharashtra as well as University Scholarships are made available to the students.
- Scholarships and freeships to various category of students – SC, OBC, SBC were given to the students by University of Mumbai during 2010-11.
- Apart from this, the college management pays for travelling expenses by reimbursing the rail/bus pass and also waiving the fees of poor and needy students.
- Management has offered freeships and scholarships to deserving students.

30) Activities and Support from the Alumni Association :

College had its very 1st alumni meet at the College Auditorium and Campus. Over 500 student's participated in the function. Students from the very 1st batch of 1975 and heads of the alumni association were felicitated and spoke to the present students about their times and about the fun and activities they had in their times.

31) Activities and support from the Parent – Teacher Association :

- The Parent-Teacher Association arranged a Parent-Teacher meeting during the academic year 2010-11 for students of all courses.
- Detailed counselling of students as well as parents was done by the Class Teachers so as to ensure that students took active measures to improve their attendance as well as academic performance.
- Undertaking forms were given to the parents wherein they took up the responsibility for their wards conduct both in and outside the college premises.

32) Health Services :

- Variety of Health services were provided by the N.S.S. Unit of our college. These include –
 - * Eye check-up camp.
 - * Thalesaemia check-up camp.
 - * Blood Donation Drive.
 - * Dental Check-up for villagers of Vangani.
- College has a gymnasium and dispensary to look after the physical fitness and medical needs of the students.

33) Performance in sports activities :

- College student Ms. Shraddha Kana got selected for state level open Tournament organized by Mumbai Volley Ball Association of Dhehiwadi, Satara.
- Boys secured 2nd place in inter-collegiate volleyball tournament organized by Wilson college.
- Boys participated in Chess Tournament organized by Mumbai University. Mr. Ronak Dharod was selected to represent Mumbai University.
- Senior College girl student Asmita Nayak participated in Rope Malla Khamb tournament organized by Mumbai University and secured 5th place. She was selected as National Coach for sub Junior and Mini Age Group.
- Our senior college student Tejas Shiraskar secured second place (Silver Medal) in 44th Senior National Kho-Kho Championship, Mumbai. Secured first place (Gold Medal) in State Championship, Ratnagiri and awarded as 'Best Player' of the Tournament. Secured first place (Gold Medal) in 14th Maharashtra State Inter – University Sports Meet 'ASHWAMEDH' Akola and awarded as 'Best Player' of the Tournament. Secured Second place (Silver Medal) in All India Inter Zonal Inter University Kho-Kho Tournament, Andhra Pradesh. Secured Second place (Silver Medal) in South West Inter University Kho-Kho Tournament, Andhra Pradesh. Secured first place (Gold Medal) in Bhai Nerukar State Level Championship, Sangli and got selected for the 'National Games' to be held at Jharkhand (Ranchi) from February 14-28, 2011.
- Senior Boys team played Inter-Collegiate Kho-Kho Tournament organized by V.J.T.I. Engineering College and secured 1st place, and Master Tejas Shiraskar was awarded best player of the Tournament.
- Our Senior College Cricket team stood 2nd in Inter Collegiate Cricket Tournament organized by Hero Honda.
- Master Chinmay Tamse secured 2nd place in 800 Mtr Run in athletic tournament organized by Mumbai University. He got selected for State Level open tournament. Lokesh Poojary secured first place in hammer throw and got selected in Mumbai University team.
- Paresh Karia was selected for National level Beach Volleyball organized by Mumbai District at Chennai.

34) The gymkhana activity was started in the month of June 2010 under the guidance of Prof. Vinay Pandit and Prof. Nitin Sankpal. Our senior and junior college students had participated in Badminton, Chess, Football, and Kho- Kho, cricket, Hammer throw, Volley ball, Mallkhamb, Fencing, Tennis and Athletics tournament at university level, state level as well as national level. Qualified students and teams were rewarded with certificate of merit, medals, track suit and momento. The annual athletic meet of the college was held on 22nd and 23rd December 2010 at university Fort pavilion, Marine lines in which 250 students had participated. Prize distribution was held on the ground. Several incentives are given to the outstanding sports students. T.A and D.A is given to them regularly.

35) Students Achievements & Awards :

- Students of Lala Lajpat Rai Theatre have excelled in the field of drama and bagged many awards at intercollegiate as well as at National level.
- One of our students, Tejas Deshpande (SYBAF) was elected as the President of 'Students Council', University of Mumbai, for the academic session 2010-11. Being the student representative of Mumbai University he got selected as Senate Member of Mumbai University.
- BMS won Lakshya 2010, a fest of MMK College and stood 2nd in Talaash 2010, fest of Jaihind College.
- BMM students participated in Polaris festival by Wilson College and won awards. They participated in 'Mary', a fest held by Ghanshyam Das Saraf College and won awards and also participated in 'Cutting Chai' by National College and won awards in the same.
- Our B.Com. N.S.S. students won 1st prize in street play [SIES College], won 2nd prize in street play [Siddharth College], won 3rd prize in debate competition [Poddar College].
- 40 students participated in various events, in Mumbai University. Youth Festival held at G.N. Khalsa College, Matunga, on 8th and 9th of August, 2010. Our student Prasen Sarmalkar won 3rd prize in Monoacting at the National Level. He also reached the National level Versatility competitions.
- Cultural Committee of B.Com. organized one week of cultural events comprising Rose Day, Chocolate Day, Black & White Day, Traditional Day, Mix & Match Day and Tie & Saree Day.
- Cultural Committee [B.Com.] organized Annual Talent Search to identify fresh talent amongst the college students. Variety of programme like solo singing, solo dance, duet dance and singing, fashion show etc. were organized to show case their talents.
- Several of our students participated in Akar event held at SNTD College, Matunga. They won three first prizes and two third prizes in this event in various categories.
- One of our students won a prize in 'Editorial Writing' in a fest 'May 2010' organized by Ganshyam Das Saraf College.
- Our students won third prize in fashion show in fest "Akarshan – 10" organized by MMK College.

36) Activities of the Guidance and Counselling Unit :

- College has a full fledged counselling centre. Problems of students, ranging from personal to career options, are counselled and solved.
- Women Development Cell is quite active in the college. Under this cell awareness week was held to make students aware of the various activities of cell. A campaign was conducted by putting up posters, banners and circulation of notice. A street play “Stri Janmache Sarthak” was held near college premises. A workshop by well known social and women activist Dr. Chaaya Datar was held in Jan. 2011 on the topic “Constitutional Rights of Women in India”. An essay competition titled “Women Rights and Issues” was held and prizes and certificates were distributed to the winners.
- College has an effective Anti-ragging cell which is run under co-ordinatorship of Prof. D.L. Phadke. The cell ensures that students are not ragged / harassed in the college premises. All the complaints related to this are looked into, by the Anti-ragging Cell and necessary disciplinary action is taken. During the year 2010-11, no such cases were reported.

37) Placement services provided to students :

- Lala Lajpat Rai College has an active Placement Cell for students from all streams.
- From 10 companies in 2007 to 90+ companies in 2011, we have come a long way. This academic year the Placement Cell of the college was successful in having 27 good companies like TCS, Tresvista Financial, K.P.M.G., J.P. Morgan Chase, Tata Trent, A.C. Neilson, India Forex, Edelweiss Capital etc. for Campus recruitment. The pay package offered was ranging from Rs. 1.8 lakhs to Rs. 3.5 lakhs p.a. with incentives. Over 100 students have been placed in these prestigious Companies.
- The Placement Cell also gave Summer Internships to the students in companies like Ariston Capital, CNBC TV 18, Wishberry.in, Sharekhan, Airtel etc. Over 112 students have been placed as interns in 20+ companies.
- We also initiated our first Career Fair ”**Careerscope**” which was held on 8th January, 2011. The main objective of the fair was to provide career guidance to the students. Esteemed institutes like ICAI, ICSI, ICWAI, ICFAI, Fly High Aviation Academy, NMIS, Kuoni Academy etc. were part of the fair and counselled the students towards the career of their choice.
- We have also launched a blog **lalaavenues.blogspot.com** on which the students can visit and check for the companies which will be visiting the campus for Placements or Internships with their Job Profiles. The students can also register on the blog for updates.

- 38) Development programmes for non-teaching staff :
Special lectures and workshops were organized to upgrade the computer skills of the non- teaching staff. They were sent to MKCL training centers, that they also can cope up with the changing environment specially in the area of academics
- 39) Healthy Practices of the Institution :
- College has a grievance cell which deals with the complaints of the students in both academic as well as non-academic areas. Students are encouraged to approach the concerned professors any time within college hours to get their problems solved.
 - Student's feedback is obtained on regular basis every year to ensure good rapport between students and teachers.
 - College do have a counselor who is available to counsel the students in case they have any problem.
 - 'Remedial Lectures' have been conducted for the benefit of underprivileged and weak students. These lectures are conducted free of cost.
 - BMS, BBI & BMM celebrated Graduation Day. Students were felicitated and awarded for their contribution to various activities held in last three years. Best students were given special prizes.
 - BMS held the academic fest – BMS Week 2011; wherein all seven days were full with academic activities that helped students explore and expand their management skills and capabilities. Events lie sports day, seminars, management games, management quiz, treasure hunt were held throughout the week. The fest concluded with prize distribution ceremony.
 - Tsunami 2010 was held in September 2010, which got 7.5. lacs in cash and 2.5 lacs in kind as sponsorship amount. Over 500 students all over Mumbai participated. More than 15 colleges including Jaihind, HR, Narsee Monjee, Mithibai, MMK, Hinduja Colleges participated in the event. Celebrities at the festival who enthralled the audience were Kunal Kapoor, Sanjay Suri and Anita Dongre. The event was covered by leading entertainment channel, like Zoom T.V., and UTV Bindaas. Press Media like DNA and Hindustan Times also covered this event.
- 40) Linkages developed with National / International Academic Research Bodies :
Students exchange program under Rotract club was started by the college. Five students were selected for “**STUDENTS EXCHANGE PROGRAM**” WITH Berkley University, Germany. Nature club “GAARVA” of the college is linked with world wide fund (WWF), India. It's now a part of Nature club of India (NCI).

41) Any other relevant information the institution wishes to add :

- National Service Scheme (N.S.S.) Unit and Department of Life-Long Learning & Extension (D.L.L.E.) jointly organized a one day intercollegiate festival 'SANKALP' to make the volunteers aware about their social responsibilities as well as to give them an opportunity to present their hidden talent in varied fields. This was a maiden attempt initiated in this regard. This was received very enthusiastically by the volunteers all over Mumbai.
 - Prof. Mohana Bandkar participated and presented a Research Paper entitled. 'Rural and non-farm sector in India : Prospects of the food processing industries for development in the 93rd IEA Conference organized by the Punjab University, Chandigarh during 27-29th Dec., 2010.
 - Prof. Kranti Ukey participated and presented a Research Paper entitled 'Innovations in the energy sector for the sustainability of Non-renewable Energy Resources : A Review : at two days National Conference on 'Environmental Innovations for Resource Sustainability' held on 21st and 22nd January, 2011 organised by School of Environmental and Earth Sciences, North Maharashtra University, Jalgaon.
 - Nature Club – 'GAARVA' of the College has installed an 'Electronic Bin' for the Management of Electronic Waste.
 - Rotaract Club of Lala Lajpat Rai College undertook 63 projects in the academic year 2010-11, some of them were District Conference, Modern India Parliamentary Sessions, Teenage Express, Charter Party, Sports day with NGO Kids.
 - Industrial visits were also organized for different courses to give the students practical exposure to different operative strategies and management techniques adopted by different industries.
 - Under UGC XI Plan following merged schemes were approved and conducted :
 - * UGC Network Resource Centre.
 - * Remedial Coaching.
 - * Coaching for Entry level Examination.
 - * Equal Opportunity Centre.
 - * Career and Counselling Cell.
 - * Schemes for persons with Disabilities.
- Dr. Suryakant Lasune, Mr. J. Kadli, Dr. Purnima Sharma and Prof. D.L. Phadke coordinated and monitored the above schemes.

1. UGC Network Resource Center :

Mr. J. Kadli, coordinated and monitored the UGC Network Resource Center. Five advanced computers, internet, and printer scanning facility were provided to students and Professors to access the information in different areas. Everyday more than 60 to 70 students and more than 50% Teachers were benefited.

2. Remedial Coaching :

Dr. Suryakant Lasune, coordinated and monitored Remedial Coaching. This scheme provided Remedial Coaching for SC/ST and Minority students at Undergraduate and Postgraduate level with a view to :

- Improve academic skills and linguistic proficiency of the students in various subjects.
- Raise their level of comprehension of basic subjects to provide a stronger foundation for further academic work.

More than 35 Teachers were engaged in Remedial coaching at Undergraduate level FY/SY/TY B.Com., B.M.S., B.A.F., B.M.M. and M.Com. More than 40 subjects were covered under remedial coaching for 20 hours each. 215 students got the benefit of remedial coaching.

3. Equal Opportunity Center :

Dr. Purnima Sharma coordinated and monitored the Equal Opportunity Center. Center implemented policies and programmes for disadvantaged groups, to provide guidance and counselling with respect to academic, financial, social and other matters.

Centre conducted short term courses like :

- Certificate course in Event Management.
- Certificate course in Human Rights.
- Certificate course in Government Aid for Education and Business.

More than 25 students enrolled in each course and completed the course successfully.

The center also organized visit to different places, like Mantralaya, NAB, Women and Child Development Department.

The Center formed Advisory Committee to implement and coordinate the activities and schemes of the college.

4. Coaching Class for entry in service :

Mr. J. Kadli coordinated and monitored class for entry in service. The basic objective of the coaching scheme is to prepare students belonging to SC / ST / OBC (non-creamy layer) and Minority communities to get gainful employment in Group 'A', 'B' or 'C' Central services, State services or equivalent positions in the private sector.

The college has developed an Employment Information Cell for providing information about various competitive examinations. More than 15 teachers were involved in coaching student appearing MPSC and UPSC examinations. 130 students enrolled and got the benefit. 20 students appeared for UPSC examination and 50 students appeared for MPSC examination.

5. Career and Counselling Cell :

Dr. Suryakant Lasune coordinated and monitored Career and Counselling Cell. The college established a Career and Counselling Cell to address the diverse socio-economic challenges and geographic backgrounds of the heterogeneous population of students coming to the colleges vis-à-vis equity of access and placement opportunities through availability of appropriate institutional support information.

Career and Counselling Cell organized workshop on "Career building before and after job". Four resource persons and 85 delegates participated in this workshop.

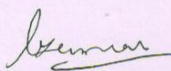
Cell undertook counselling programme in which 125 students participated. Cell organized placement in the college campus. More than 10 business organizations offered placement. 200 students participated and 25 students got selected.

6. Schemes for Persons with Disabilities :

Prof. Dilip Phadke monitored schemes for persons with disabilities. Differently abled persons need special arrangements in the environment for their mobility and independent functioning. The colleges under this scheme are expected to address their accessibility related issues. The Institutes created special facilities such as :
New and advanced lift.

Part C :

- 1) To implement the 'Credit Based Grading System' for F.Y.B.Com. and 'Revised Examination Pattern' for T.Y.B.Com. as per the new guidelines issued by the University of Mumbai.
- 2) To enhance the infrastructure of the college.
- 3) To buy laptops and LCD projectors.
- 4) To offer freeship to economically weak and deserving students.
- 5) To promote research among staff members.
- 6) To spend the additional grant for various schemes.
- 7) To organize seminars and workshops.


CO-ORDINATOR


I/C PRINCIPAL