Annual Quality Assurance Report (AQAR) 2011-12

Part A:

The IQAC has planned certain strategies for quality enhancement in academics, co-curricular activities as well as in infrastructure.

- The credit-based grading system was successfully implemented as per University guidelines which comprised of internal examination (40 marks) and semester end examination (60 marks). The Assignments and projects given to the students has helped to build research culture among students and explore field work survey for data collection.

- New lift has been installed which is high speed lift with capacity of 16 people. Complete renovation of class rooms was done and entire college premises was freshly painted.

- An apple I-pad with 3G facility, sound system with cordless mike, two laptops, two white screens, one Take-Note, one Interactive Smart-Board, two LCD Projectors, two Webcams, two Pen Tablets and Scanner with camera were purchased. All the above gadgets can be used in different teaching methods, seminars and workshops.

- Nineteen economically weaker and deserving students were offered freeships to continue their education in the college.

- A seminar on “Research Methodology” was conducted to promote research among staff members.

- A National Seminar on ‘Human Rights Education’ sponsored by UGC was organized where various participants (faculties and students) had presented research papers on various topics related to Human Rights.

- College has utilized the grant received under the UGC XI-Plan to carry out various schemes for educational enhancement. These schemes include:
  i. Remedial Coaching.
  ii. Coaching Classes for Entry level Examinations.
  iii. Equal opportunity Centre.
  iv. Career Counselling Cell.

- Workshops on ‘Event management’, ‘Government Aid’ and ‘Human Rights’ were organized under UGC-XI Plan.

- Career exhibition, Personality test and IQ test was organized for students under UGC-XI Plan.

- Career Counselling cell was also formed under UGC-XI Plan.
Part B:

1. The paramount interest of the college is to bridge the gap between the industry and academics. The college organises seminars, workshops, guest lectures for the students and faculty to meet the desired objectives. To make the theoretical lectures more interesting, teachers and students are more involved in assignments, tutorials, projects, industrial visits, etc. Industrial visits give the students practical knowledge about the corporate world. Achievements of the placement and alumni meet are witness of the successful performance of our students.

2. We have successfully implemented credit based grading system for F.Y.B.COM. and T.Y.B.COM. as per University guidelines.

   **New Academic programme initiated**
   - The college has signed MOU with ION Education who conducts certificate courses on Financial Markets, Entrepreneurship and Real Estate.
   - The college has signed MOU with Ambition Learning who conducts certificate course on CFP (Certified Financial Planner)

3. For an affiliated college, there is 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. This is done by organising workshops, seminars, guest lectures, etc.

4. Courses offered in the previous year are being continued successfully. This year also we have started three certified courses under UGC XI Plan namely-

   a) Certificate course in Event Management.
   b) Certificate course in Human Rights.
   c) Certificate course in Government Aid for evaluation and business.

   Apart from these courses college has also started a one month Certificate Course on Entrepreneurship and Financial Markets conducted by ION education. Also college has eight months Certificate Course on Certified Financial Planner conducted by Ambition Learning.
5. **Examination Reforms Implemented:**

- From the academic year 2011-12 onwards University of Mumbai introduced “Credit Based Grading System” at First Year B.Com level which will be carried forward to Second Year B.Com and Third Year B.Com level in subsequent years.

- As per the new system, the academic year for F.Y.B.Com was divided into two semesters. For each semester and for each subject, aggregate of 100 marks are divided as 60 marks for semester-end exam and 40 marks for internal assessment. Internal 40 marks are further sub-divided as Test I -10 marks, Test II-10marks, Assignment-10marks and student’s class participation-10marks.

- According to this pattern, the internal assessment for 40 marks was conducted by the respective departments in co-ordination with the Examination Committee. The Semester-end examinations were conducted at the end of each semester.

- Three question paper sets per subject were prepared, answer papers were masked, these were centrally assessed and then were moderated as per University Rules.

- Computerized results and mark sheets were prepared. Additional Examination of 60 marks per subject was held for medical and failure cases.

- In case of S.Y.B.Com. the old pattern was followed. Term End examination of 50 marks was conducted at the end of each term. Three sets of question papers were prepared, answer papers were masked, centralized assessment was done, computerized results and mark sheets were prepared. Supplementary Examinations for medical cases were held.

- ATKT Examinations for F.Y.B.Com (Old Pattern) and S.Y.B.Com were conducted as per the University Rules.

- For T.Y.B.Com. 60-40 marks pattern was introduced by University of Mumbai, which was successfully implemented in the college.

- The internal assessment of 40 marks further subdivided into Test (20 marks) – Best 2 out of 3 each of 10 marks, Assignment (10 marks) (Best 1 out of 2, each of 10 marks). In case of Computer Systems & Application (Applied Component Group) – Practical Examination (20 marks), Assignments (10 marks) – Best 1 out of 2, each of 10 marks & class participation – 10 marks.

- Preliminary Examinations were conducted for T.Y.B.Com.

- Cases of students using unfair means during exams were reported by concerned invigilators & were dealt by Unfair Means Committee in accordance with the norms of University of Mumbai.
6. All appointed teachers are fully qualified. Ms. Mona Thakkar Pandya, cleared NET (June 2011) examination in the subject of Commerce in this academic year.

7. • UGC sponsored National level seminar on ‘Human Rights Education’ was organized on 24th Dec., 2011.

• A Seminar was organized by Warwick Business school on ‘Foreign Education’ to guide the students on Foreign Education.

• An Environmental Model Exhibition on ‘Factory Waste Management System’ was held as a part of BMS week in college campus.

• A Seminar was organized on ‘Financial Market’ and ‘Entrepreneurship’ by ION education.

• A Seminar was organized on ‘CFP programme’ by Ambition Learning.

• A Seminar was organized on ‘Use of Yoga and Meditation’ by Ramtirth.

• A Seminar was organized on ‘Group Discussion and Personal Interview’ by Mr. Nikhil from CPLC.

• A Seminar was organized on ‘How to Crack Interview?’ by Mr. Charles.

• A Seminar was organized on ‘How to design your resume?’ by Mr. Omkar Patki from CPLC.

• A Seminar was organized on ‘Basics of Financial Market’ by Mr. Kirtan Shah from Ambition Learning.

• A Seminar was organized on ‘Career Guidance’ by Mr. Kumar.

• Guest lecture was conducted on ‘Service Marketing in Banking and Insurance’ by Mr. Arun Poojari.

• A Seminar on ‘Precautions against Internet Hacking’ was conducted for students of First year and Second year students.

8. Nil.

9. Research Project:
   A. Newly implemented.
   1. ICSSR, New Delhi, sponsored one major Research Project on SEI in Maharashtra to Dr. S.V. Lasune.
   2. One minor Research Project funded by UGC, WRC, Pune, to Dr. J.H. Kadli.

   B. Completed (In 2011-12).

      Nil.

10. Nil.

11. Nil.
12. Total Research grant received from various agencies.

<table>
<thead>
<tr>
<th>Sanctioned</th>
<th>Received</th>
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<tr>
<td>UGC (Minor Research Project)</td>
<td>8.5 Lakh</td>
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13. The following teachers are pursuing Ph.D. programme.
   i. Ms. Neelam Arora (I/C Principal).
   ii. Ms. Mohana Bandkar
   iii. Mr. Vinay Pandit
   iv. Mr. Arun Poojari
   v. Mr. Ashok Mahadik
   vi. Ms. Vaidehi Kamat

   - Mr. J.H. Kadli, Librarian, successfully completed his Doctoral Programme on the topic ‘Information seeking behavior of students and faculty in the changing environment: A study’.
   - Dr. S.V. Lasune is the approved Guide for Research in the area of Commerce & Finance.
   - Dr. Ms. Purnima Sharma is the approved Guide for M.Phil. students and students pursuing doctoral programme in the area of commerce and finance.

14. Citation Index: Nil

15. I/C Principal Mrs. Neelam Arora has been appointed as Vice-Chancellor’s nominee (Commerce Subject Expert) for career Advancement Scheme of Mumbai University for Senior and Selection Grade.

16. Funds for Various programmes are raised through corporate sponsorships and also by conducting various academic programmes.

17. Nil.

18. **Community Services undertaken by:**

   A. **N.S.S.** –

   1. **Rallies and Marches:** N.S.S volunteers participated in various rallies and marches viz; ‘Peace Rally’, ‘Martyrs Day’, ‘Sadbhavna Divas’ and a program on ‘Youth for Governance’ organized by the N.S.S cell, University of Mumbai.

   2. **Inter and Intra–collegiate Competitions:** Volunteers participated in various inter and intra-collegiate competitions based on the theme of various social issues.

   3. **‘Each One - Teach One’ Programme:** From the month of September 2011, volunteers participated in the Area-Based Programme – ‘Each One – Teach One’ wherein they taught the BMC school children.
4. **‘Right to Information’ Awareness Programme:** Volunteers undertook the ‘Right to Information’ Awareness Programme under the Area-Based activity in the adopted area.

5. **Red Ribbon Club (R.R.C) Activities:** The Red Ribbon Club (R.R.C) of the college works in collaboration with the Mumbai District Aids Control Society (MDACS) for HIV & AIDS Awareness. Various programmes like seminars, street plays and competitions were organized.

6. **Blood Donation Drive:** Blood Donation Drive was organized with KEM Hospital in the college campus and 110 units of blood were collected.

7. **Stem Cell Registry** was organized jointly with the ‘Bone Marrow Registry of India’, wherein around 60 students registered for this camp.

8. **‘Thalessemia Check-up Camp’** was organized for the Third Year students. Around 60 students took the benefit of the camp.

9. **‘Special Rural Camp’:** The special camping program was organised at village Mamnoli, Kalyan for seven days. The camp enabled the volunteers to understand their potential which helped them in developing their personalities through sustainable community service through various activities beneficial for the rural population. The camp was attended by 53 volunteers.

B. **DLLE:** Department of Life Long Learning and Extension programme unit enrolled 84 students in 2011-12. (Out of these 18 opted for National Open School Project, 17 for Survey of Women’s Status in Society and remaining 43 opted for Career Projects). 5 student managers were appointed to supervise them. Field Investigator from University – Mrs. Vani Aarhari visited our College on 19th September 2011 to investigate the activities of enrolled members. (On 19th January 2012, students of DLLE, participated in University Youth Festival with skits and posters. DLLE unit organized Intra- Collegiate poster making and elocution competition). In Feb 2012, the final evaluation of projects was conducted for 10 grace marks. Out of 84 students actually enrolled, 61 were certified for 10 grace marks and university certificates.

C. **Fun Fair Activity** held under Child Development programme, was organized at Child Development Centre, Mahalaxmi on 24th Feb., 2012, in which 20 volunteers of our college participated. They collected Rs.16000 through sale of coupons which was donated to the centre for the handicapped children. Our volunteers put up many stalls for games, related activities to entertain these children for which they received appreciation from organizers of the activity.
19. The following teachers were recruited in June 2011.
   i. Prof. Mona Thakkar Pandya M.Com, NET
   ii. Prof. Priti Parikh C.A
   iii. Prof. Famida Shaikh MSc Stats
   iv. Prof. Jayshree Ingale MSc CS
   v. Prof. Padmavati B.E. computers.

20. **Teaching – Non-Teaching staff ratio**

   Teaching : 1 : 1.57
   Non-Teaching

21. **Improvement in Library Services**:
   1) Under UGC – Remedial Course, library has been imparting the basic Computer Literacy and Digital Information Accessing Skills to the students. It also teaches the E-content development.
   2) The ‘UGC – Network Resources Centre’ is largely used by the students. Library promotes the use of ICT aides like Scanner, Printers, multimedia CD/DVD use.
   3) Library provides new addition alert services through e-mail and free internet SMS. Teachers and Students can also browse the ‘Library new additions’ on notice board which is displayed periodically. The cumulative list of additions for the year is available in booklet form.
   4) Library is interconnected with Intranet connectivity. Library catalogue (OPAC) can be accessed through all terminals in college campus. The latest syllabus can be accessed through library website.
   5) Library provides laptops to the students to be used in library only. It has developed from a library to a Resource Centre by developing ICT infrastructure and e-resources with internet facility.

    |--------|---------------------------|--------------------------------------|-----------------|
    | 1.     | Books                     | 2685                                  | 13,55,465       |
    | 2.     | Journals                  | 71                                    | 89,109          |
    | 3.     | Educational CDs / DVDs    | 345                                   | 1,89,458        |

23. During the academic year 2011-12 students feedback for teachers was taken on-line for all degree courses.

24. Unit cost of education - Rs.14, 937/- approx.

25. Administration and Examination system is computerized.

26. Internet facility is provided to teachers and students.
30. • Our College is actively involved with its alumni.
• Our prominent alumni have helped in the placement of some of our students in prestigious companies.
• College had its very first alumni meet on 24th April 2011 in the college auditorium. Over 500 students enthusiastically participated in the function.
• Students from our very 1st Batch i.e. 1975 and Heads of Alumni Association were felicitated. These ex-students had a very good interaction with the current year students.

31. Parents of students who were defaulters in attendance were informed to meet their respective subject teachers. Students and parents were counselled regarding the importance of attendance and performance in exams. Students of F.Y.B.Com. and T.Y.B.Com. were informed that they would be getting credit points/ marks for class participation as per new University Exam Rules 2011-12.

32. **Health Services** – Variety of Health services were provided by NSS unit of our college. These included:-
  • Thalassaemia Check up Camp.
  • Blood Donation Drive.
  • Bone Marrow Registry.

33. Several Incentives were given to the outstanding sports students. TA & DA was also provided to them on time.

34. The gymkhana activities started in the month of June 2011 under the guidance of Prof. Vinay Pandit and Prof. Nitin Sakpal. Our senior and junior college students had participated in Badminton, Chess, Football Kho-Kho, Cricket, Hammer throw, Volley ball, Mallkham, Fencing, Tennis and Athletics Tournaments at University level, State level as well as National level. Qualified students and teams were rewarded with certificate of merit, medals, track suits and memento’s. The Annual Athletic Meet of the college was held in Jan. 2011 at University Sports Pavilion, Marine Lines in which 200 students participated.

Our senior college boys and girls participated for Badminton tournament, Fencing tournament and Chess tournament organized by Mumbai University.

Our senior college students participated in football inter-collegiate tournament organized by Mumbai University under the guidance of Mr. Pilliye & Mr. Naresh, our national level football coach. Our senior college team showed very good performance in Inter College football Tournament at Mumbai University Sports Pavilion, Marine Lines.

Our senior college student Siddharth Guav was selected for Central Bank of India at professional level (elite Division). He has also participated in All India Tournament.
Our students participated in various cultural Inter collegiate competitions and won several awards.

- Our students won First, Second and Third places in events held under Kaliedoscope of Sophia College held between 23<sup>rd</sup> – 28<sup>th</sup> August 2011.
- Our students won consolation prize in Youth festival in category of Skit and Group Dances held on 29<sup>th</sup> August 2011.
- Our students reached the Grand Finale in the category of Solo and Group Dance events organized by NIEM College.
- Our students participated in Fashion show in K.C. college in the event ‘Kiran’ held on 14<sup>th</sup> & 15<sup>th</sup> Sept.2011, and reached finale.
- Total 25 students were placed in companies like TCS, Bajaj Allianz and Kotak security.
- BMS students participated and won first prize in all the events in “Talash 2011” a Cultural festival of Jaihind College.
- Mr. Noman Nathani the student of Second Year BMS had participated in International debate organized by IIMUN (Indian International Model United Nations) at World Trade Centre along with 19 students of BMS stream. The topic of debate was “International Issues with regards to Iran”.
- BMS students won the football match hosted by Russel Square International (college affiliated to London University) Juhu.
- BMM Second Year students attended a seminar conducted by RBI in completion of their 100 years of existence.
- BMM Students participated in “Blitzkrieg” a fest organized by KC College and won photography event.
- BMM Students participated in “Polaris” a fest organized by Wilson College and won Creative Writing event.
- BMM Students participated in “Detour” a fest organized by Jaihind College and won Street-Play and Painting event.
- BMM Students participated in “Cutting Chai” a fest organized by National College and won PR event, Glass painting, Fashion show and Dance events.
- BBI students won Carrom competition organized by MD College.
- BBI students won Cricket tournament organized by Welingkar College.
- BBI students won Drama competition organized by Thakur College.
College has a full fledged Counselling Centre. Problems of students, ranging from personal to career options are counselled and solved.

Women Development Cell – 2011-12: The cell is quite active in our college. Awareness week was held in 2nd week of August 2011 by WDC. A campaign was conducted by putting up posters, banners and circulation of notices. A Lecture cum workshop was held on 9th September 2011 for benefit of students. Chief Speaker was well known socialist Ms. Shrimali Iva Athavia who addressed students on ‘Eve teasing and dealing with it’. Research projects were invited from students on the topic ‘Women’s Development: Education and Entrepreneurship Analysis in rural Sector’. Best entries were awarded with merit certificates.

College has an effective Anti-ragging Cell. The Cell ensures that students are not ragged / harassed in college premises. All the complaints related to this are looked into, by the cell and necessary disciplinary action is taken.

Counselling Unit involves sharing problems and giving them guidance and support whenever they need it.

Many students have emotional, financial or personality issues. Giving empathy and listening to them gives them the courage to speak out and unburden themselves.

Career counselling is more popular with the students due to the availability of various career options.

Career Guidance also helps them to make the right decision.

The Placement Cell provides a platform to students seeking recruitment in the campus.

The Placement Committee, guided by a set of rules and principles strive to maintain a warm relation with firms. Preparing the recruitment schedule for the year, inviting firms for placements and overseeing the process to its end is a responsibility of the Placement Committee.

The Placement Cell invites Corporate Firms, Banks, Research Organizations, NGO’s etc. to be a part of the Placement Process at Campus.

The Placement Cell for the academic year 2011-12 was formed in the month of July.
• Many new companies approached the college for recruitment. The maximum number of students placed have been from T.Y.B.Sc.(IT) and T.Y.B.COM.

• Placement were provided to the students during graduation (internship) and after graduation by various reputed organizations such as J.P. Morgan, CRISIL, Edelweiss Capital, National Stock Exchange, ICICI Bank, Patni Computers, Oberoi Hotels, etc.

• The Placement Cell also organized a Career-Fair named ‘Careerscope’ on 24th January 2012 in the College Campus.

• It aimed at guiding the students for a better and secured career after their graduation.

• Some reputed institutions which were part of the fair were:
  ➢ The Institute of Company Secretaries of India (ICSI)
  ➢ Thomas Cook
  ➢ Fly High Aviation
  ➢ Mickey Mehta’s Gym
  ➢ B-Blunt
  ➢ Kuoni Academy

• Some stalls were put up by the Rotaract Club as well, where they had fun games and career oriented games.

38. Special lectures & workshops were organized to upgrade the computer skills of the non-teaching staff. They were sent to MKCL training centers, so that they can cope up with the changing environment.

39. • 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 teachers anytime within college hours to get their problems solved.

• Students’ feedback is obtained on regular basis every year to ensure good rapport between students and teachers.

• College has a counsellor to counsel and guide the students.

• ‘Remedial Lectures’ have been conducted for the benefit of underprivileged and weak students. These lectures are conducted free of cost.
40. **Students Exchange Program under Rotaract Club was started by the college.**

**International Youth Exchange Program 2012 with Germany:**
The Indo-German Youth Exchange Program was organized by Rotary Club of Bombay Mid-Town with Rotary Club of Nidda, Germany to provide an opportunity to the youth of Indian and Germany to experience life with culturally diverse range of International students to share knowledge, ideas and culture of their countries. Nine students were selected for this program whose names are as follows - Grishma Khajanchi, Farida officewala, Priyank Savla, Shadab Khan, Komal Karia, Nirikha Parikh, Shejal Wadkar, Dikshita Satra, Rupa Karia. The Duration of this program was 3 weeks from 11th May, 2012 onwards.

**Nature club ‘GAARVA’ of the college is linked with the ‘World Wide Fund (WWF)’, India and this year also it’s a part of ‘Nature Clubs of India Movement’ (NCI’S).**

41. **Research Papers Presented by Faculty:**

1. **Ms. Mohana. E. Bandkar :**
   - Presented a paper titled ‘Higher Education in India : The way Ahead’, in the 94th Annual Conference of Indian Economic Association held at Bharati Vidyapeeth, Pune from 27th to 29th Dec 2011.
   - Presented a paper titled ‘Microfinance movement and wage good theory’ at the National Seminar on Microfinance organized by Lala Lajpat Rai Institute of Management, Mumbai on 27th August, 2011.
   - Published the article titled ‘Rural Non-Farm sector in India : Prospectus of the food processing industry for development’ in Research Journal of Punjab University Chandigarh [ISSN No. – 0251 – 348X].

2. **Dr. Purnima Sharma :**
   - Presented a paper titled ‘Strategic Management of Construction Industry – Challenges and Opportunities’ at International Conference on 23rd and 24th Feb., 2012 at University of Mumbai.

3. **Ms. Munmy Chhetry Baruah presented a paper titled: “Inclusive Development : Gender Inclusion with reference to North East India”, on 28th February 2012 at one day National Level Seminar organized by S.M. Shetty College, Powai, Mumbai.**
4. Mr. Vinay Pandit:
   - Presented a paper on ‘Comparative Study between Airtel & Vodafone users in city of Mumbai’ at International Doctoral thesis Conference organized by IFEEL from 5th-6th Feb 2011.
   - The same research paper was published by Himalaya Publication whose information is as follows –
     Name of Research Journal: Kaleidoscope – Perspective of Research in Globalised Era.
   - Presented a paper on ‘Influence of Gender towards Brand Choice of Cell Phone users in Mumbai’ at International Research Conference on Retailing in the Globalized Era organized by IFEEL (5th-6th March 2011).
   - The same research paper was published by Himalaya Publication whose information is as follows –
     Name of Research Journal: Retailing in Modern Era.
   - Presented a paper on “A study of Gender discrimination in state of Saurashtra – Special reference to Junagadh district” at UGC sponsored National level seminar on Human Rights Education on 24th Dec., 2011, hosted by Lala Lajpat Rai College, Mumbai-34.


6. Mr. Arun Poojari has presented a research paper at International Research Conference on retail in the globalised era. Title of the paper was “Effectiveness of celebrity endorsement in Brand Recall and purchase Decision in Retailing”.


8. Ms. Vaidehi Kamat Published Research paper on Environmental degradation and GDP.

9. Dr. Minum Saksena has written research paper in Industrial Psychology which has been approved and published.
(B) **UGC XI Plan Activity Report (2011-12):**

**Remedial Coaching:**
More than 250 students got the benefit of Remedial coaching.

**CCES:** Coaching class for Entry in Services under free coaching for MPSC/UPSC Exam. to SC/ST and minority students was organized. 120 students got the benefit of free coaching.

(C) **Other Activities:**

   The Club got a record media coverage in the leading Newspapers for its 8 projects.

2. Nature Club ‘GAARVA’: The ‘Nature Club’ of the college is registered with the WWF, India and is now a part of ‘Nature Club of India Movement’ (NCI). A poster exhibition on various environmental issues was organized for the students and teachers.

**PART C:**

2. To enhance the infrastructure of the college.
3. To offer freship to economically weak and deserving students.
4. To promote research among staff members.
5. To spend the additional grant for various schemes.
6. To organize seminars and workshops.

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**CO-ORDINATOR**

**I/C PRINCIPAL**

LALA LAJPATRAJ COLLEGE OF COMMERCE & ECONOMICS

Mumbai - 400 034.