

The Annual Quality Assurance Report (AQAR) of the IQAC (2014-15)

Part – A

AQAR for the year (*for example 2013-14*)

2014 – 15

I. Details of the Institution

1.1 Name of the Institution

Birla College of Arts, Science and Commerce, Kalyan

1.2 Address Line 1

Birla College Road,

Address Line 2

Kalyan (W), Dist. Thane

City/Town

Kalyan

State

Maharashtra

Pin Code

421304

Institution e-mail address

birlapincipal1972@gmail.com

Contact Nos.

0251-2232930 / 2230740

Name of the Head of the Institution:

Dr. Swapna Samel

Tel. No. with STD Code:

(0251)2231294/2230740 / 2232930

Mobile:

9820356382

Name of the IQAC Co-ordinator:

Dr. Radhika Lobo

Mobile:

09819021609

IQAC e-mail address:

radhikalobo@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 10154

OR

1.4 NAAC Executive Committee No. & Date:

EC/46/RAR/02

1.5 Website address:

www.birlacollege.org

Web-link of the AQAR:

www.birlacollege.org/aqar.html

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	5 Star	--	2002	5 years
2	2 nd Cycle	A	3.37	2008	5 years
3	3 rd Cycle	A	3.58	2014	5 years
4	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

22nd June, 2003

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 (2013 – 14) 27 / 01 / 2016
- ii. AQAR (2011 – 12) 28 / 09 / 2012
- iii. AQAR (2010 – 11) 21 / 11 / 2011
- iv. AQAR (2009 – 10) 06 / 01 / 2011
- v. AQAR (2008 – 09) 14 / 10 / 2009

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) UGC 12B

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

--

1.11 Name of the Affiliating University (for the Colleges)

University of Mumbai

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text" value="V"/>
DST Star Scheme	<input type="text" value="V"/>	UGC-CE	<input type="text" value="V"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text" value="V"/>
UGC-Innovative PG programmes	<input type="text" value="*"/>	Any other (<i>Specify</i>)	<input type="text" value="DBT Star College scheme"/>
UGC-COP Programmes	<input type="text"/>		

* PG Diploma in Bionanotechnology

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="08"/>

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Orientation programme for First Year Students.
2. Prize Distribution Ceremony.
3. Degree Certificate Distribution Ceremony.
4. Scholarly Lecture Series.
5. One Day Awareness Programme on NAAC Assessment and Accreditation for the Non Accredited Colleges.

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. Orientation Programme for all F.Y. Classes.	Conducted in July, 2015.
2 Felicitation of all who contributed towards securing the CGPA score of 3.58 out of 4.	Conducted on 12 th July, 2015.
3. Collection of Feedback from all stakeholders and their analysis.	Collected and analysed at the end of each term.
4. Parent – Teacher meeting.	Conducted one in each team.
5. Follow up towards CAS.	The Concerned faculty were the placed in the relevant position.
6. International Conference on Quality Initiatives through Accreditation.	Will be conducted in 2016-17.

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate any other body

Provide the details of the action taken

Will be placed in the subsequent Local Managing Committee.

Part – B

Criterion – I

I. Curricular Aspects (Annexure I.1)

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 programmes Added / Career Oriented Programmes
PhD	07*	-	-	-
PG	16	01	17	-
UG	21	-	-	-
PG Diploma	02	-	02	-
Advanced Diploma		-	-	-
Diploma	02			
Certificate	12	-	-	-
Others	--	-	-	-
Total	60	01	19	-
Interdisciplinary	01	-	-	-
Innovative	01			

*Plus – 02 (In the Departments of Economics and Zoology, visit of Local Inquiry Committee completed)

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

➤ CBSGS (Credit Based Semester and Grading System)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√ (All)
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

* Analysis of the feedback is provided in Annexure 1.2

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

There is a revision in syllabi and update of regulation, wherein 75:25 Semester End Exam: Internal Exam pattern is adopted for UG courses. Similarly a 60:40 pattern is adopted for PG courses. Accordingly syllabus revisions have been undertaken by all the Boards of Studies.
New theories / changes etc. in some of the syllabi have been introduced.

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

Nil

Annexure: - 1.1

Sr. No.	Program	Courses	Details	
1	Under Graduate	Bachelor of Arts.	Marathi	6 Unit
			Philosophy	SYBA (CR,FC)
			History	6 Unit
			Geography	6 Unit
			Hindi	6 Unit
			Political Science	6 Unit/ 3 Units
			Economics	6 Unit
			Bachelor of Mass Media	6 Unit
		Bachelor of Science	Computer Science	5 Unit
			Information Technology	5 Unit
			Mathematics	6 Unit
			Physics	6 Unit
			Chemistry	6 Unit
			Zoology	6 Unit
			Micro-biology	6 Unit
			Biotechnology	6 Unit
		Bachelor of Commerce	Bachelor of Management Studies	6 Unit
			B.Com. (Accounting & Finance)	6 Unit
			B.Com. (Banking & Insurance)	6 Unit
B.Com. (Financial Management)	6 Unit			
2	Post-Graduate	Master of Arts.	Marathi	
			History	
			Business Economics	

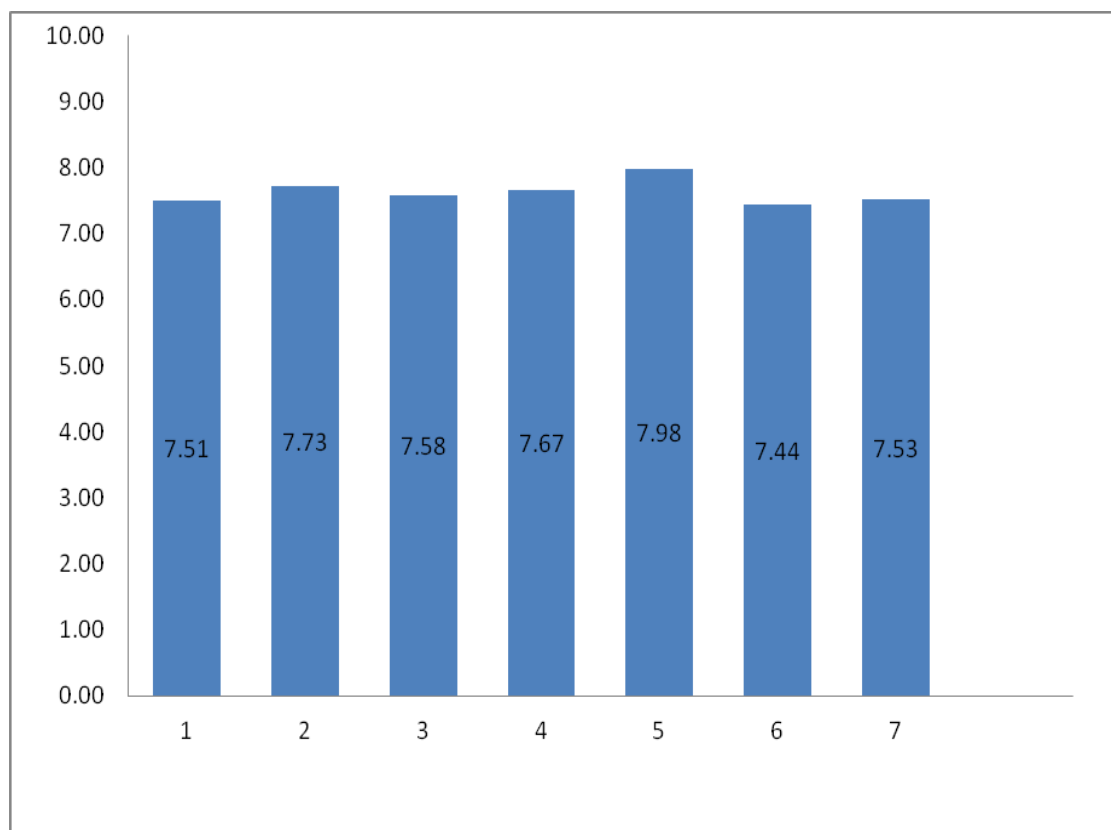
		Master of Science by Paper	Hindi		
			Political Science		
			Physics		
			Chemistry		
			Zoology	(LIC visited)	
			Micro-biology		
			Biotechnology		
			Botany		
			Environmental Science		
			Computer Science		
			Information Technology		
			Herbal Science		
			Bioanalytical Science		
		Master of Science by Research	Physics		
			Chemistry		
			Zoology		
			Micro-biology		
			Biotechnology		
		Master of Commerce	Advanced Accounting & Auditing		
		Master of Commerce	E- Commerce		
		Post-Graduate	Chemistry	Bio-Nano Technology (Botany)	
				Micro-biology (DMLT)	
		Advanced Diploma Diploma in Medical Laboratory Technology	MSBTE	Advanced Diploma in Medical Laboratory Technology (DMLT)	
3	UGC Sponsored 'Centre for Foreign Languages' Under CPE	3 - months Certificate Course	Languages : French, German, Chinese (Mandarin)		
		6 - months Certificate			

		Course		
		Functional English		
4	Certificate Course	Marathi	Sugam Marathi	3 months
			Prof. Reading Certificate Courses (Pineline)	
		Hindi	Saral Hindi	
		Gandhian Study Centre	a. 10 day Certificate Course	
			b..5 day lecture series and Exam in Adharwadi Jail for prisoners on the life and philosophy of Gandhi.	
		Centre for Yoga and Philosophy	6 Day workshop on Healthy Body and Healthy Mind	
		History	Certificate Course in Pali and Buddhism.	
			Certificate Course in Modi.	
			Certificate Course in Epigraphy	
		Chemistry	Industrial Chemistry (UGC - Sponsored Career Oriented, 'Add-On' Courses)	1 year
		Zoology	(UGC - Sponsored Career Oriented, 'Add-On' Courses) Bio- Informatics	1 year
		Biotechnology	Certificate Course in Biotechnology	3 years
5	Diploma Course	Biotechnology		
		Chemistry	Industrial Chemistry (UGC - Sponsored Career Oriented, 'Add-On' Courses)	
6	Advanced Diploma	Biotechnology		
		Chemistry	Industrial Chemistry (UGC - Sponsored Career Oriented, 'Add-On' Courses)	1 year
		Zoology	(UGC - Sponsored Career Oriented, 'Add-On' Courses) Bio- Informatics	1 year

			Diploma Medical Laboratory Technology	
7	Interdisciplinary	Botany (DBT Star College Scheme)		
		Physics (DBT Star College Scheme)		
		Chemistry (DBT Star College Scheme)		
		Micro-Biology (DBT Star College Scheme)		

Annexure: 1.2

Students Feedback Analysis (2014 – 15)



X-AXIS

1	The teacher effectiveness in teaching the subject
2	Clarity of teachers's voice and communication Skill
3	Teachers use of example and illustrations
4	Readiness to extra help when needed
5	Punctuality of teacher
6	Level of discipline maintained in the class
7	Interaction with students

Y-AXIS

Scale	
8 to 10	Excellent
6 to 7	Very Good
4 to 5	Good
below 4	Average

Feedback is obtained bi - annually from students through a feedback form created by the IQAC.

An analysis of the same is presented in a graphical format for the academic year 2014 – 15.

It may be noted that feedback from the Alumni and parents is obtained informally and orally during the meetings with them.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	65	39	26	-	-

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
	-	7	-	-	-	-	-	-	-	-

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	21	46	-
Presented papers	33	52	-
Resource Persons	-	10	03

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

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)

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:

Result analysis on the basis of CGPA grades (2014-15)

Title of the Programme	Total no. of students appeared	Grades							
		O	A	B	C	D	RLE	Fail	Pass %
T.Y.B.A.	233	1	43	75	45	5	31	33	85.84
T.Y.B.Sc.	301	10	84	73	27	-	16	91	69.77
T.Y.B.Com.	488	8	163	169	70	12	37	29	94.05
M.A.	86	10	29	23	1	2	8	13	84.88
M.Sc.	105	7	34	25	10	1	1	27	74.28
M.Com.	30	2	15	7	2	-	1	3	90

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

1. Record of daily attendance is maintained in Attendance Register and monitored.
2. Timely completion of syllabus is monitored.
3. Regular lectures are conducted.
4. Student Feedback is obtained.
5. Result analysis is undertaken.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	50
Orientation programmes	-
Faculty exchange programme	03
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff 31.03.2015

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	97	29	-	-
Technical Staff	-	-	-	-

Annexure – 2.1

1. Extensive use of ICT
2. In addition to normal teaching methods, following Novel teaching methods have been adopted:
 - **Virtual Exim Express:** The students simulate the entire procedure of Export-Import process. This enables students to grasp the entire Export-Import process in depth.
 - **Virtual tax payment:** The entire individual tax payment procedure is simulated by the students so that they are exposed to tax payment procedure.
 - **Task Master:** The post- graduate students make power point presentations for undergraduate students.
 - **Flipped Classroom:** The students are given topics before hand and then the faculty facilitates the discussion later in the class.
3. Exhibitions such as **‘Fun in Maths’** (Department of Mathematics) **‘Sukshmavakash’** (Department of Microbiology) are organised. In addition, **‘Pravah’** an intercollegiate science festival that comprises science quiz, power point presentations, exhibitions and scholarly lectures is also organised by Science Departments collectively.
4. Abhyas Mahostav: Series of guest lectures, intensive coaching, remedial coaching, etc are organised by some of the departments during specific period in a year.

Annexure – 2.2

1. Bar-coding of answer papers.
2. Photocopy of answer books on demand.
3. Reduction in number of days of exam at UG level.
4. Results are declared within 30 – 40 days after the last date of conduct of college examinations.

Criterion – III

3. Research, Consultancy and Extension

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

Faculty members are motivated to submit research proposal to various funding agencies, present / publish research papers in conferences / journals. Necessary help and guidance is provided to the faculty members.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	02	-	-
Outlay in Rs. Lakhs	40.41	14.42	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	02	-	-
Outlay in Rs. Lakhs	0.87	0.60	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	35	08	-
Non-Peer Review Journals	01	07	-
e-Journals	02	-	-
Conference proceedings	33	15	-

3.5 Details on Impact factor of publications:

Range	0. 515 to 5.68	Average	2.86
h-index	-	Nos. In SCOPUS	05

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 (in Lakhs)	Received (in Lakhs)
Major projects	03	UGC	10.20	9.2
	03	UGC	4.22	2.85
Minor Projects	01	University of Mumbai	0.60	0.48
Interdisciplinary Projects	-	-	-	-
Industry sponsored	03	Pitambari Industry	2.0	2.0
Projects sponsored by the University/ College	01	University of Mumbai	0.60	0.48
Students research projects <i>(other than compulsory by the University)</i>	02 Months	DBT - Star College Scheme	-	-
Any other(Specify)	-	-	-	-

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	01	01	01			
Sponsoring agencies	Century Rayon, Shahad	UGC	ICSSR			

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 lacks:

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
03	01	02	-	-	-	-

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

15
37

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="52"/>	State level	<input type="text" value="01"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="18"/>
National level	<input type="text" value="30"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="01"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="01"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="04"/>	NSS	<input type="text" value="01"/>
		Any other	<input type="text" value="-"/>

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

- No Vehicle Day
- Vriksha Dindi
- Tree Plantation
- Blood Donation Camp
- Peace Rally
- Public Meeting on Union Budget - 2015

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	80937.10 sq.m.	–	Government Aid+ Management	80937.10 sq. m.
Class rooms	46 class rooms	-	Government Aid+ Management	2599.57 sq.m.
Laboratories	19 Labs 1940.41 sq.m.	-	Government Aid+ Management	19 Labs 1940.41 sq.m.
Seminar Halls	2 Seminar Halls 266.10 sq.m.	-	Government Aid+ Management	266.10 sq.m
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	64 Nos.	Fist (UGC)	64 Nos.
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs.44.68	-	Rs.44.68
Others	-	Renovation of Room No. 112 and 113 had been undertaken. Therein space has been created for the following: 1. Cabins / Seating Arrangement for Heads / Staff Members of Accountancy and Commerce Departments. 2. Examination Centre(Degree and Junior College) 3. Office for Merged Schemes of UGC.	-	Total Expenditure Rs. 12.14

		4. Office for Career and Counselling Cell. 5. Office for IQAC 6. Shade constructed for students (30 sq.m.) queuing up for fees payment etc. near Counters of General Office.		
--	--	--	--	--

4.2 Computerization of administration and library

The computerization process in office & library is partly completed.

4.3 Library services:

(Degree College + Junior College)	Existing		Newly added		Total	
	No.	Value (In Rs.)	No.	Value (In Rs.)	No.	Value (In Rs.)
Text Books	12,809	22,25,206.00	4670	5,48,204.00	17,479	27,73,410.00
Reference Books	55,725	1,64,68,947.00	346	3,82,927.00	56,071	1,68,51,874.00
e-Books	-	-	-	-	-	-
Journals			129	2,62,843.00	129	2,62,843.00
Newspapers	-	-	26	39,666.00	26	39,666.00
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	582	2,36,472.00	11	8,800.00	593	2,45,272.000
Others (specify)						
E-Book Readers	15	2,40,000.00	-	-	15	2,40,000.00
Software & tools for visually challenged users	1	1,49,425.00	-	-	1	1,49,425.00

4.4 Technology up gradation (overall) (In Nos.)

	Total Computers	Computers in Labs	Internet facility in computers	Browsing Centres	Computer Centres	Computers in Office	Computers in Departments	Computers at others places
Existing	243	145	90	12	-	28	57	01
Added	45	27	10	-	-	2	13	03
Total	288	172	100	12	-	30	70	04

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

1. Teachers and students have easy access to computers at different places in the college ie various computer labs, computers in library etc.
2. Wifi facility is made available for quick internet access in some areas.
3. Every Department has a computer with wifi connectivity.
4. HOD's have separate computers provided in library computer lab.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs. 15.68/-
ii) Campus Infrastructure and facilities	Rs. 13.42/-
iii) Equipments	Rs. 0.23/-
iv) Others	Rs. 0.09/-
Total:	Rs. 29.42/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC plays a vital role in inculcating moral values and creating real assets for the nation by organizing various activities.

A Scholarly lecture series titled Role of Youth: Vision 2020 was organized on 19th December, 2014, where Advocate Ujwal Nikam was invited as Resource Person. It was an interactive session and student's participation was enormous.

An Innovative induction program was initiated by IQAC since 2013-14 for the first year students of all the streams, wherein, they were introduced to the various activities conducted in the college. Each activity head provides information to the students about the programs organized by them.

To motivate and inspire students to excel in academics, Academic Prize Distribution was organized for FY and SY toppers.

Degree Certificate Distribution Ceremony was coordinated by College for first time at College level to distribute certificates to graduates and post graduates.

Feedback is collected from a sample of students for each subject and communicated to all Heads and Faculty members subsequently. A feedback about the general working of facilities provided by the College is also through the Student Satisfaction Analysis form. The areas of concern are identified after analyzing the feedback and necessary action is taken

5.2 Efforts made by the institution for tracking the progression

Each department tries and maintains records with respect to the progression of the students.

Placement Cell – the placement cell aids the student's career development by organizing campus interviews, training and development for group discussion and personal interview.

College also offers various Post Graduate and PhD programmes.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Total
4959	760	21	5740

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	2239	39.00		3501	61.00

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total (Aided + Unaided)
1627	414	268	552	--	2861	3241	775	387	1337	-	5740
841	193	50	209	--	1293	-	-	-	-	-	-

Demand ratio*

Dropout %: The dropout percentage is almost negligible.

* Demand is more than available seats. Students passing out from 12th standard of the College are given preferential admission. All admissions are given following merit criteria / reservation policies. Also as cut-off marks are displayed, students with lower marks do not apply.

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

UGC sponsored scheme for the entry into services for SC/ST/OBC, trains students for Civil Services Examination by organizing lectures in various subjects. Guidance sessions on UPSC, MPSC, Banking, Insurance, Staff Selection Commission, and Railway Recruitment etc are organized in the College. Ms. Snehal Karle, qualified UPSC examination in 2014 with an All India Rank 714.

The UGC sponsored NET/SET coaching scheme for SC/ST providing guidance/coaching to help interested Post Graduate students. A lecture series was organized under the scheme.

No. of students beneficiaries

245

5.5 No. of students qualified in these examinations

NET 03 SET/SLET - GATE - CAT -

IAS/IPS/IRS etc 1 State PSC - UPSC 01 Others -

5.6 Details of student counselling and career guidance

Counseling Cell aims to help students to grow into balanced human being on the personal, academic and professional front. Following activities were organized by the Cell in the academic year 2014-15:

- Workshop on Personality Development: Mr. Ganesh Bhatt-Corporate Trainer, Mrs. Vedvati Paranjape- Psychologist from Joshi Bedekar College, Dr. Sandhya Patil - Corporate Trainer and Mrs. Tajinder Kaur - Corporate Trainer were the resource persons. The objective of workshop was to give the basic understanding about personality traits and how they can improve them.
- Two – Day Pre- Marriage Counselling Workshop: Various resource persons in the field were invited including Dr. Varsha Phadke- Practicing Gynecologist, Dr. Mangesh Deshpande – Practicing Ayurvedacharya , Mrs. Yogini Ghare-Deputy Registrar , University of Mumbai. The objective was to develop their life skills and decision making ability skills.
- Guidance sessions on Managing Examination Stress and group discussion and personal interview techniques were also organized. Mrs. Kartiki Sanap from Wellingkar’s Institute was invited for the workshop.
- Pyschometric Test for third year students were conducted and personal feedback was given to students by the Visiting Counsellor and Psychologist Mrs. Prachi Apte.

No. of students benefitted

450

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
7	478	306	100

5.8 Details of gender sensitization programmes

A certificate course of 3 Credits on “Women Empowerment” of 45 lectures was organized by Women Development Cell and Women Studies Centre. Lectures were conducted by eminent resource persons on various issues like Gender perspectives, women in social, economic and political structure, etc. Internal Assignments were given and written examination was also conducted.

A workshop on Creative Skills was also conducted where “Hands -on Training” on Painting, rangoli, jewellery designing was provided.

The Department Of Life Long Learning and Extension (DLLE) undertook the Annapurna Yojana project to develop entrepreneurial skills in girl students

5.9 Students Activities

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

State/ University level National level International level
(Open tournament)

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 (Rs.)
Financial support from institution	29	53,810/-
Financial support from government	1229	79,48,538/-
Financial support from other sources	-	-
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:

- Improvement in drinking water facility by increasing the number of water points.
- Renovation of washroom in IT Building.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION STATEMENT

We aspire to be
a premier institution of higher education,
an inspiring Nodal Center,
catering to the diverse needs of
student-fraternity,
providing them state-of-the-art facilities and
a stimulating teaching-learning environment,
to groom them into socially responsible,
excellent human resource.

MISSION STATEMENT

To enable students to develop as
intellectually-alive,
socially-responsible citizens,
ever-ready for
continuous personal
and professional growth.

- The Vision and Mission statement emphasize on transforming the students into socially responsible citizens.
- The College is committed to provide a stimulating teaching- learning environment through excellent facilities to the students.
- The Vision, Mission and Objectives of the Institution aim at providing affordable quality education to a cross section of the society, catering to the diverse needs.
- Our Vision of developing College as an inspiring Nodal Centre is realized through various activities organized by the College and academic co-operation extended to Colleges in and around Kalyan.
- The college is a centre for the Centralized Assessment Programme (CAP) of the University of Mumbai.
- It is a tradition of the college to organize tree procession, 'Vriksha Dindi' every year in Kalyan City in association with Kalyan-Dombivli Municipal Corporation, Century Rayon and Century Builders, Social Forestry Department, Friends of Trees, Kalyan Branch and NGOs like Rotary Club and Giants Club, Lions Club, etc to create awareness about Environment protection and increasing tree cover. Students of nearby Colleges and Schools are invited to take part in the programme.
- Peace March is organized by UGC sponsored Gandhian Studies Centre on 'International Day of Peace and Non-Violence' i.e. 2nd October, (Gandhi Jayanti) to spread the message of peace and communal harmony in the society in association with Police Commissioner, Thane.
- Several need based courses and skill development programmes are introduced for the students to enhance employability of the students and thereby foster global competency.
- Activities organized by NCC, NSS, DLLE units of the College and UGC sponsored GSC, ASC, WSC help to sensitize the students to social problems and involve them in social outreach activities.

6.2 Does the Institution has a management Information System

Yes, (Partly). Website is functional

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

6.3.1 Curriculum Development

1. The college was a pioneer in starting the NCC studies as an option for Foundation Course paper at First and Second year for B.A., B.Com and B.Sc, programme for students who have enrolled for NCC. The NCC officer Dr. G.S. Shikhare, Prof. B. S. Wadekar, Dr. Harish Dubey were involved in framing the syllabus for the University of Mumbai.
2. A new programme M.A. in Business Economics was introduced. The faculty members from the Dept. Of Economics Dr. G.S. Shikhare, Dr. Radhika Lobo, Dr. Mahadev Yadav were involved in the development the syllabus. Some of our faculty members were part of syllabus framing committee for various courses. (Mrs. P.A. Gadhe from Dept. Of Geography was member of syllabus framing committee for F.Y.BCom Environmental Studies.)
3. The college started UGC sponsored Add-on P.G. Dip. Course in Biotechnology. Dr. Avinash Patil and Dr. Sandesh Jaybhaye were instrumental in developing the syllabus for this course.

6.3.2 Teaching and Learning

1. Almost all departments including Arts faculty have organised field visit and Industrial Visits to acquaint students with the real world situations.
2. "Flipped Classroom technique" was used by teachers to improve the level of understanding of the subject amongst the students.
3. The Department of Management Studies organises an activity named Exim Express to teach the Export – Import concept through a virtual experience.
4. The Department of Biological Sciences organised 'Abhyas Mahotsav' which is an intensive study programme.
5. Dept. Of Microbiology organises 'Sukshmaavkash' an exhibition of models of micro organism.
6. Dept. Economics organised an intercollegiate competition 'Money Matters'.
7. Dept. Of Geography organised an exhibition of Medicinal Plants to mark 'National Geography Day'.
8. The College underwent an Academic Audit to review its yearly progress by an expert committee.

6.3.3 Examination and Evaluation

1. Room no. 112 in the college is developed as an Examination and Centralised Assessment Centre for the smooth conduct of examinations with the provision of exclusive space maintenance of confidentiality in the examination matters has been enhanced. It is equipped with sufficient number of computers, printers, closed circuit cameras and storage space.
2. The Question Papers for Sem V and VI of the U.G. programmes are received online entire They are printed in the college and distributed immediately to the candidates to minimize malpractices.
3. The college acts as a nodal centre for other exam centres in the vicinity.

6.3.4 Research and Development

1. The Management partly sponsored five faculty members for attending an International Conference at Bangkok, Thailand on 2nd and 3rd June 2014.
2. Various seminars and conferences were conducted in the college to promote research
3. The college encourages faculty members to apply for major research projects.
4. A large number of faculty members presented and published Research Papers in National and International conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library – New books in fiction and non – fiction category were added to encourage reading habits of students. (List can be given separately if required)

ICT – New computers, projectors, lab instruments (Information will be provided by Bharat and C.D. Phadke). Close Circuit cameras were installed at strategic locations in the college to monitor activities Physical Infrastructure and student movement.

1. Room no. 112 was developed as an Examination and Assessment Centre equipped with seating arrangement, storage space, closed circuit cameras, computers, printers and internet facility for smooth and hassle free conduct of examinations and timely declaration of students.
2. The same room also houses offices for the Counselling Centre and activities under the merged schemes of UGC which provide an exclusive space for the activities to function smoothly.
3. An office was constructed for the Arts Circle near the Badminton Court and the terrace above it was covered with a shed for cultural activities. This has enabled the practice of cultural activities to take place without disturbing teaching.
4. The area outside the fee counters was also covered by shed. The students can now comfortably stand there safe from the sun or rains.

6.3.6 Human Resource Management

A Seminar on Library Automation was conducted which benefitted the library staff of many colleges in the surrounding area.

The Counselling Centre conducts Psychometric tests followed by personal counselling of students to provide them proper career guidance and make them a competent Human Resource.

The IQAC organised a Scholarly Lecture Series by Public Prosecutor Ujwal Nikam under its aegis on Role of Youth: Vision 2020.

Faculty Development Workshops were organised by IQAC. Dr. Sunil Unniguptan Adjunct faculty IIM and Mr. Ramanath Dixit were the Resource Persons. One workshop was held for the senior faculty members and other for the junior faculty members.

Faculty members who were due to attend Orientation Programmes, Refresher Courses or Short-term courses for Career Advancement were encouraged to attend the same.

6.3.7 Faculty and Staff recruitment

1. Mr. Bhalchandra Joshi was appointed as administrator in the General Office to ensure that the office management stays in a good order.
2. IQAC members Dr. Radhika Lobo and Dr. Vrunda Nishandar personally checked all files of faculty members eligible for CAS and college followed up with the University and J. D. Office at Panvel.

6.3.8 Industry Interaction / Collaboration

The Placement all of the College Collaborated with TCS, TJSB for placement of students.

6.3.9 Admission of Students

1. The Govt. Rules for admission are stringently followed.
2. Proper timetable for admission is made, displayed and followed
3. Admission committees are made for each class and admissions are facilitated along with guidance by concerned teachers.

6.4 Welfare schemes for

Teaching	Credit Society of the College
Non teaching	Credit Society of the College
Students	1. All the govt. Scholarship and Freeship Scheme are implemented. 2. The College also give fee concessions and allows payment in instalments for under privileged students.

6.5 Total corpus fund generated

Rs. 1,85,15940.60/-

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	√	1. ISO-TUV NORD 2. University of Mumbai	√	Internal Auditors trained by ISO-TUV NORD
Administrative	√	1. ISO-TUV NORD 2. University of Mumbai	√	Internal Auditors trained by ISO-TUV NORD

6.8 Does the University/ Autonomous College declare 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?

1. The College has converted Room No. 112 into examination and CAP centre. It is equipped with CCTV cameras, computers and printers.
2. The University sends online question paper to avoid malpractice. The College has provision for downloading and printing the same confidentially.
3. The College is also CAP sub centre for T.Y.B.Com and M.Com examinations for the cluster colleges.

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

1. The University encourages colleges to undergo academic audit.
2. A Workshop on Autonomy was conducted in the College followed by the same at the University level to enable understanding of autonomy and the process leading to it.

6.11 Activities and support from the Alumni Association

1. The Alumni Association conducts a public meeting on Union Budget every year in the college.
2. A lecture on Cyber Crime was arranged by the Alumni Association to spread awareness about the hazards of Cyber Crime
3. Each department conducts meeting/ felicitates alumni.

6.12 Activities and support from the Parent – Teacher Association

The Parent, Teacher meeting same organised every semester and the parents are involved in decisions regarding intensive and remedial coaching.

6.13 Development Programmes for support staff

Department of Library organized a Workshop for Library Support Staff on ICT Techniques and Applications.

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

1. The Campus is green and beautiful through tree plantations
2. Solar lamps have been installed
3. Vermi composting and rain water harvesting is undertaken the campus
4. Dept. Of Environmental Studies organises Ozone fests and celebrates Eco friendly Ganesh Ustav

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.

Innovations
<ol style="list-style-type: none">1. No Vehicle Day: - College has taken this initiative to create awareness among the students and faculty for protecting the environment.2. Holi with Natural colours: - A workshop was conducted to encourage the students to use natural colours during Holi festival.3. Orientation programme for first year students: - IQAC conducted an Orientation Programme for T. Y. Students to initiate them into the curricular, co-curricular and extracurricular activities conducted in the College.4. Scholarly Lecture Series:- The well known Public Prosecutor Mr. Ujjwal Nikam was invited to speak to the students regarding legal matters and the judiciary system. He presented his vision for the youth of India and his concerns with regards to criminal or corrupt activities.5. The “Degree Certificate Distribution Ceremony” was conducted in a ceremonial manner for the graduating students; both UG and PG on behalf of the University of Mumbai. All the meritorious students were felicitated therein.

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

	Proposed Activities	Action Taken
a) Teaching	<ul style="list-style-type: none">• Applied to UGC for Community College.• Applied for MA Business Economics in 2013 -14.	<ul style="list-style-type: none">• Application under process at UGC.• Sanction for MA Business Economics from University of Mumbai.
b) Examination	Revamping of Examination Centre.	Room No. 112 was renovated and a self contained examination section was set up which included space for storage, centralised assessment, printing and copier facilities and closed circuit cameras for security.

c) Research	Applied for Research Centres in Economics, Hindi and Zoology.	Local Inquiry Committee has forwarded recommendation, awaiting sanction.
d) Extension	Organising activities related to Social Responsibilities.	Conducted Blood Donation Camp, Vriksha Dindi, Tree plantation, Peace March, etc.

7.3 Give two Best Practices of the institution?

I. Student Centric Approach

Goal: Educational institutions have a primary agenda to bring about overall development of students. Academic Excellence should be accompanied by social and environmental awareness. It is also important to make the students more employable in the changing and extremely demanding job market.

We identified the following Programmes / Activities for the same:

1. Remedial Coaching and Intensive Coaching.
2. Teaching Foreign Languages.
3. Skill Development and Personality Development programmes
4. Special attention to students excelling in performing arts and sports.
5. Financial assistance to needy students.
6. Students feedback and satisfaction.

Content: The National Policy of Higher Education defines that the Higher Education Institutes should focus on overall development of students. We have defined the Mission and Vision of the college accordingly.

The Practice:

1. Remedial Coaching is provided to the weak performers and Intensive Coaching is given to the students likely to secure higher grades.
2. The College has a centre for foreign languages wherein students can avail the coaching for foreign languages at a very nominal fee.
3. The College also has a Skill Development Programme sanctioned by UGC.
4. Students excelling in performing arts and sports are given special attention to boost their performance in the said activity. They are also provided a platform for displaying their talent.
5. College provides financial assistance to needy students in the form of fee waiver (full or partial) apart from the government freeship and scholarship.
6. Regular feedback is taken from the students regarding academic performance and overall facilities provided by the college.

Problems Encountered and Resources Required: Some additional infrastructural developments are required to address the needs and demands of the very large student community.

Evidence of Success:

1. Teaching – Learning – Evaluation has improved with the feedback from students (overall results have improved due to Remedial and Intensive Coaching). The College also has made infrastructural improvements for the advantage of students. The shed over the fee counter is one such positive change that students have welcomed.
2. The financial assistance ensures that students attend the college rather than taking up small jobs.
3. The participation of students in sports and cultural activities help some students to make a career out of these activities.
4. Students from the centre for Foreign Languages have availed scholarships and visited foreign countries like China for pursuing higher studies.
5. Workshops conducted by Womens Development Cell and under Skills Development Programme have received excellent response from students.

II. Qualitative Enhancement of Faculty

1. **Title:** Qualitative Enhancement of Faculty
2. **Goal:** In an educational institution the two important pillars are students and faculty. Accordingly, we at Birla College endeavour towards the strengthening of these two pillars. Focused efforts have been made to enhance the quality of the faculty through usage of innovative teaching techniques, promotion of research and conducting of faculty development programmes.
3. **Content:** The faculty in any educational institution need continuous upgradation and they need to acquaint themselves with the recent development in their respective fields. Moreover, the faculty have to equip themselves with the global requirements so as to transfer these to the students and make the latter globally competent. Research orientation is also essential as the same can enhance the quality of inputs provided to the students
4. **The Practice:** An array of policies of programmes were put in place to enhance the quality of faculty
 - I. Discussions about flipped classroom technique was held and the same was implemented by many of the faculty in their teaching.
 - II. Formats of research proposals previously accepted were circulated as samples for those faculty who were applying for minor / major research projects for the first time.
 - III. Encouragement in the form of duly leave / registration fee reimbursement was provided for faculty who presented research papers in conferences / seminars.

- IV. Faculty Development Programme was conducted to initiate the relatively junior teachers into different teaching methods of skills. For the more senior teachers, leadership skills were demonstrated through an interactive workshop.
5. **Evidence of success:** Success with respect to efforts made towards enhancing the quality of faculty can be gauged from:
- I. Improved results
 - II. Sanction of research projects to faculty from the University of Mumbai.
 - III. Presentation and publication of research papers by faculty in a large measure.
 - IV. Conduct of several seminars and conference in the college.
 - V. Active participation of the faculty in all co-curricular and extracurricular activities.
6. **Problems Encountered and Resources required:** The regular teaching and administrative schedules of the faculty does not permit too much time for updating their subject related information and or conduct of quality research. Financial resources to depute the faculty to attend FDPs at premier institutions is inadequate.

7.4 Contribution to environmental awareness / protection

1. Solar lighting system: - This is helpful for preservation of energy.
2. No Vehicle Day: - College has taken an initiative to create awareness among the students and faculties for protecting the environment.
3. Bio gas plant
4. Florescent tube lights (40 watts) are being replaced with energy saving bulbs – CFL bulbs. The students are instructed to switch off the electric appliances and instruments after use. All the lights, fans and air conditioners are put off when not required.
5. To tap alternate energy resources and to minimize the electricity consumption, college has installed 15 solar street lamps and solar heater.
6. To overcome the water shortage in summer, water percolation pits are made at strategic points to increase the percolation and rain water is harvested to improve the recharging of ground water level.
7. Leaf litter from the campus is used for bio composting followed by vermin-composting and the compost is used in the college garden.
8. The waste paper generated in the college is recycled and used to make folders. For this purpose, the college has entered into an agreement with an NGO, Evergreen Recycle Karo Pvt.Ltd.
9. World Ozone Day is celebrated every year. Lectures and poster competitions are organized along with NGOs to create awareness regarding major causes of air pollution, importance of reducing vehicle emissions, etc. amongst the students and faculty.
10. The campus already has a large number of trees. Yet every year a good number of plants / saplings are planted in the campus. The trees are numbered and the botanical name and common name of the tree is displayed on it.
11. Vriksha Dindi is organized every year in association with Kalyan-Dombivali Muncipal Corporation, Century Rayon and Century Builders, Social Forestry Department, Friends of trees Kalyan Branch and NGOs like Rotary Club and Giants Club to create awareness regarding the importance of tree plantation. Tree bank is maintained.
12. The students of Environmental Sciences actively participate in Beach cleaning and Noise monitoring every year.
13. The Department of Environmental Sciences celebrates Eco-Friendly Ganesh festival which is now an annual feature. As part of the same a Workshop for making Ganesh idols with clay is organized for the students.

7.5 Whether environmental audit was conducted? Yes No

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

<p>Strength</p> <ul style="list-style-type: none">• The Name• Vibrant Work Culture, Holistic Approach• Dedicated Faculty and Family Culture.• Introduction of several need-based courses.• NAAC Reaccreditation with A Grade with CGPA-3.58• College of Excellence by UGC• Best College Award from University of Mumbai• Excellent Results• Active Internal Quality Assurance Cell• Promoting Research Culture• NCC and other Extension activities• Support from UGC <p>Areas of concern</p> <ul style="list-style-type: none">• Strengthen Alumni Association• Strengthen National and International Linkages for faculty and student exchange• Web based management• Accommodation constraint due to introduction of new courses.• Strengthen support to differently abled students.• Proficiency in Spoken English and Computer Literacy to all students. <p>Opportunities</p> <ul style="list-style-type: none">• Strengthening teaching – learning process• Transforming students to highly motivated and skilled human resource• To be Autonomous• To be an inspiring nodal centre. <p>Threat</p> <ul style="list-style-type: none">• Global Competition• Privatization of Higher Education• Erosion of ethical and moral values.
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8. Plans of institution for next year


- To sustain and enhance the quality of results.
- To develop a research centre in Economics, Hindi and Zoology.
- To continue the best practices of the institution.
- To organize intercollegiate events.

Name Dr. RADHIKA LOBO

Name Dr. Naresh chandra


Signature of the Coordinator, IQAC




Signature of the Chairperson, IQAC
11/2/16
PRINCIPAL
Birla College of Arts, Science
& Commerce, Kalyan.

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
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
