

The Annual Quality Assurance Report (AQAR)
of the
Internal Quality Assurance Cell (IQAC)

Name of the Institution : **The Bharat Education Society's
Sant Gadge Maharaj College of Commerce &
Economics, Mumbai.**

Address of the Institution : **12th Lane, Khetwadi, Girgaum, Mumbai – 400 004.**

Academic Year : **2007 – 2008**

Part – A:

1. Plan of Action:

- a. Review the progress of academic programmes and initiating new programmes to strengthen them.
- b. Initiatives for quality enhancement in teaching, learning, evaluation and research.
- c. Strengthen the curricular, co-curricular and extension activities.
- d. To encourage teachers to undertake research project, participate and present papers at seminar and conferences and publish papers.
- e. Improve infrastructure of the college.
- f. To sensitize students to social issues.
- g. To conduct seminar and workshop for teachers and students.
- h. To make language lab functional.
- i. To appoint sport coach.
- j. To include new optional paper at T.Y.B.Com level.

2. Outcome of the plan:

- a. Continuous functioning of IQAC.
- b. More participation in seminars and workshops by teachers and students.
- c. We conducted a seminar in our college.
- d. Continuous working with Mumbai Sarvoday Mandal, Population Services of India (PSI) and other Institutions to benefit students and community people.
- e. Prof. Salve and Prof. Patil were encouraged to complete Ph.D. Degree.

- f. Language lab was setup.
- g. Improvement in infrastructure.
- h. Appointment of sport coach on contract basis.

Part – B:

1. Activities reflecting the goals and objectives of the institution.

- a. Various activities like seminar, workshops, inviting guest lectures, and industrial visit were organized.
- b. To improve result:-
 - a. To improve result periodic class tests, Home assignments, terminals test were conducted. Remedial lectures were conducted. Personal interaction with students to motivate them to perform better Revisionary lectures was conducted to solve the problems of students. Special attention was given to T.Y.B.Com students.
- c. College made sincere efforts to monitor students to develop their overall personality through several extra-curricular and other activities were organized under the banner of NSS, Students Council, Sports Committee, etc.
- d. To inculcate human values among students following programmes were conducted.
 - i. A lecture was delivered on community harmony by Mr. Diwan of Mumbai Sarvoday Mandal.
 - ii. Large number of students of our college visited Mani Bhawan.
 - iii. Examination is conducted for the students on Gandhian studies.
 - iv. Students participated in the debate competition on the topic “Gandhiji’s relevance to today’s world”.
 - v. College conducted sports day and college annual day.
 - vi. Many students participated in inter-collegiate sports competitions.
 - vii. Many students participated in inter-college cultural activities (music, drama, street plays, etc).
 - viii. Several activities were conducted to create awareness about AIDS, Leprosy, etc.
 - ix. Various health services were undertaken.

2. Guest lectures and seminars:

- a. A lecture was delivered on yoga and concentration by Dr. Hemant Pednekar.
- b. A lecture was delivered on working of share market at BSE by Prof. R. R. Shah.
- c. A lecture was delivered on types of insurance by Manish Zodgekar.
- d. Seminar was conducted on career guidance by Mr. Shevde Ravindra.
- e. Seminar was conducted on career opportunities for commerce students.
- f. Dr. Mrs. Shobha Raul Mayor of Mumbai delivered a lecture on Role of Youth in nation Building.

3. Innovation in curricular design and transaction:

- a. Academic curricular is designed as per the University Of Mumbai pattern.
- b. Apart from Chalk and Talk method teachers are following modern techniques such as teaching through OHP, LCD, etc.
- c. Guest lecturers were invited.
- d. Industrial visit was organized to Parle Biscuit Factory for BMS and B.Com students.
- e. Shri V. D. Birajdar Principal guided students on preparation on taking examination successfully.

4. Inter-disciplinary programmes were started:

Preliminary exam for T.Y.B.Com students was conducted.

5. Examination reforms implemented:

- a. As our college is affiliated to University Of Mumbai we conduct examinations of FY, SY and T Y B.Com as per University instructions.
- b. We follow the instructions of University for conducting examination providing grace marks and finalizing results.
- c. To maintain secrecy and transparency in Examination we use coding system.

6. Candidate qualified net/set:

NIL

7. Initiative towards faculty development programme:

- a. Many teachers attended seminars and workshops at different colleges.

- b. Mrs. A. D. Kulkarni worked as a chairperson of Rural Marketing paper at T.Y.B.Com examination.
- c. Prof. K. L. Thakkar, Prof. R. R. Shah and Prof. Karunanidhi worked as examiners for Accountancy and Commerce papers at T.Y.B.Com examination.
- d. Prof. Mrs. Kiran Jani worked as chairperson of English Literature paper at T.Y.B.Com examination.
- e. Prof. D. M. Salve worked as examiner in the subject of Export Marketing at T.Y.B.Com examination.
- f. Prof. D. M. Salve completed Refresher Course with Grade “A” conducted by UGC Academic Staff College, Gujarat University, and Ahmedabad from 19.11.2007 to 09.12.2007.

8. Total no. of seminar:

01

Seminar on Retail Management by Karma institution was conducted many students and teachers participated.

9. Research project Teachers are asked to undertake minor and major research project:

NIL

10. Patents Generated:

NIL

11. New collaborative research programmes:

NIL

12. Research grants received for various agencies:

NIL

13. Detail of research scholars:

Prof. R. O. Patil and Prof. D. M. Salve are Pursuing for Ph.D. Degree.

14. Citation index of faculty members and impact factor:

NIL

15. Honors / Awards to the faculty:

NIL

16. Internal Resources generated:

NIL

17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST) / DST, FIST and other programmes:

NIL

18. Community services:

- a. Blood donation camp was organised with the help of Nair hospital.
- b. Pulse polio project was undertaken by the NSS Students.
- c. Aids awareness with PSI following programmes was conducted.
 - i. Street play was performed by PSI members.
 - ii. A film show and question answer session was conducted.
 - iii. Street play presentation by our students.
 - iv. Distribution of pamphlets.
 - v. Participation in rally.
- d. Free medical check-up camp was organised at Kotwal wadi for Ashram school children and community harmony.
- e. National integration and communal harmony.
 - i. Students visited Mani Bhawan.
 - ii. A lecture was delivered by Mumbai Sarvoday Mandal.
 - iii. Examination was conducted on Gandhian studies.
 - iv. Our students celebrated 15th Aug and 26th Jan on college premises.
 - v. Students distributed Tri colour flags.
 - vi. NSS Unit organized a competition on national integrity various groups represented their culture.

19. Teachers and Officers newly recruited:

NIL

20. Teaching – Non Teaching Staff ratio:

1 : 2.25

21. Improvement in Library Services:

No. of titles of Books	13143
No. of Journals	13
No. of E-resources	02

22. Unit Cost of Education:

Unit cost calculated excluding salary component: - Rs. 2, 472/-.

23. New Books / Journals subscribe and their cost:

Rs. 20, 938 /-

24. Courses in which students' assessment of teachers is introduced and action taken on students' feedback:

IQAC took the initiative to distribute feedback forms to the students and collect information on various teachers, library and other facilities.

25. Grievance Redressal Cell was formed:

Prof. N. M. Potekar-Chairman.

Prof. R. O. Patil-Member.

Prof. Tejal Gade-Member.

No grievance was received.

26. Unit Cost of education.

Unit cost of education calculated excluding salary component Rs.2325/-.

27. Computerization of Administration and process of admissions and examination results, issue of certificates:

We have started computerization of office and staff members were encouraged to complete MSCIT computer course.

28. Increase in infrastructural facility:

- a. New classroom was provided on 3rd floor of society building.
- b. 30 new benches were purchased for T.Y.B.M.S.
- c. New A/C was purchased for T.Y.B.M.S classroom.
- d. New 5 computers were provided to computer lab.
- e. Two new computer with printers provided in college library for students with free internet facility.

29. Technology up gradation:

5 New Computers were purchased for computer lab and 2 Computers for Library.

30. Computer and internet facility provided to staff and students:

Staff members and students are provided with computer and internet facility free of cost.

31. Financial Aid to students:

- a. Concession in fees (Full freeship/Half freeship fee) is provided to needy and deserving students.
- b. Facility of paying fees in installments.
- c. For economically backward students books are made available by the library for one year under the book bank scheme.
- d. Financial aid was provided to poor students from trust.

32. Support from Alumni Association and its activities:

Alumni association has been actively supporting to the regular activities of college and during rural camp. We started strengthening our Alumni association by increasing number of members of Alumni.

33. Support from parent teacher association:

NIL

34. Health Services:

- a. Blood donation camp.
- b. Free medical check-up camp.
- c. Thalassemia awareness.

- d. Leprosy awareness.
- e. Pulse polio.
- f. Disaster management training.
- g. Training is given to students by officers of civil defence.
- h. Rural camp:-

Rural camp was conducted at Kotwal wadi Neral. The major activities were cleanliness campaign, medical camp, teaching to school children, lectures on social issues, etc.

35. Performance of sports:

- a. Sports coach was appointed on contract basis.
- b. Our college participated in inter-collegiate chess tournament at Ratnam College, Bhandup.
- c. Participated in inter-collegiate Table-Tennis and reached pre-quarter, final in singles and 2nd round in team event.
- d. Participated in inter-collegiate Cricket Tournament held at Cross-Maidan, Churchgate.
- e. Annual Sports meet was held on 14.01.2008 at Wilson College Gymkhana Ground, Marine Line and the various outdoor events were conducted, large number of students participated.
- f. Indoor games for Intra-Collegiate Competition were held in the last week of January, 2008.

36. Students achievements:

Students participated at the University Youth Festival. Students also participated in various cultural activities conducted by N. M. College and Sophia College. Students council conducted competitions for students like essay competition, poster competition, rangoli and mehendi. Students also participated at Josh competition conducted by NSS College. Council members also conducted a talk show, a debate and group discussion. Students also participated in teacher's day, traditional day celebration.

37. NSS activities:

We are having active NSS group in our college throughout the year various activities are conducted like health project, aids awareness project, environmental projects, etc. Rural camp was also conducted.

Mr. Mitra of Karma Retail academy delivered a lecture on career guidance. Our student Surendra Dhobi after completing T.Y. examination completed retail management course from karma institution. Prof. Miss. Kiran Jani helped him getting scholarship from karma.

38. Activities of Personality Development Cell:

- a. Personality Development workshop was arranged for students by Dr. Satish Kolte.
- b. A lecture was delivered on positive thinking by Prof. Rege.
- c. A lecture was delivered on public speaking by Mr. Amrish Bhatt.
- d. A lecture was delivered on leadership development by Prof. Santosh Pathare.

39. Activities of Women's Development Cell:

- a. A lecture was delivered on sex education by Dr. Pednekar.
- b. A lecture was arranged on protection of women against Domestic Violence Act 2005 by Advocate Mrs. Suniti Hardas.
- c. Celebration of women's day Dr. Smt. Kumud Shah guided students.

40. Grievance Redressal Cell:

No grievance.

41. Best practices:

- a. Revisionary lectures are arranged for T.Y.B.Com.
- b. Remedial lectures in were conducted in Maths and Economics.
- c. Group insurance was started for entire non-teaching staff members.
- d. Value education:-
 - i. Sant Gadge Maharaj Week was celebrated in December.
 - ii. Ganesh Festival was celebrated.

42. Activities related to environmental:

- a. Tree plantation at Mamdapur was undertaken by our students and teaching staff.
- b. Lectures were arranged on tree plantation benefits.
- c. Students paid visit to National Park.

Part – C:

1. To strengthen BMS section we have appointed qualified teachers/faculty.
2. To further improve infrastructural facility.
3. To conduct various programmes for students.
4. To provide coaching to students for the preparation for competitive examinations like MPCS, UPSC, Banking, Insurance, etc.
5. To strengthen the activities of Alumni.
6. To continue automation of library.
7. To provide basic knowledge of computers to those students who are not opting for computer.
8. To organize educational/environmental visit.
9. To start book exhibition.
10. To complete computerization of office work.

Professor C. Karunanidhi
Coordinator

Shri V. D. Birajdar
Principal

Date: 07th April 2008