

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	KERALEEYA SAMAJAM (REGD.) DOMBIVLI'S MODEL COLLEGE
1.2 Address Line 1	Plot No. -32, Phase - II, M.I.D.C.,
Address Line 2	Residential Area.
City/Town	Dombivli (East), Thane Dist.
State	Maharashtra
Pin Code	421203
Institution e-mail address	modelcollege@ymail.com, contact@model-college.com
Contact Nos.	0251-2470010
Name of the Head of the Institution:	Dr.M.R.Nair
Tel. No. with STD Code:	0251-2800187
Mobile:	9820523885
Name of the IQAC Co-ordinator:	CA Umesh Patwari
Mobile:	9821026950
IQAC e-mail address:	iqac@model-college.com
1.3 NAAC Track ID (For ex. MHCOGN 18879)	MHCOGN 13029
1.4 NAAC Executive Committee No. & Date: (For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner-bottom of your institution's Accreditation Certificate)	Dated 10.02.2007
1.5 Website address:	www.model-college.com
Web-link of the AQAR: For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc	http://www.model-college.com/lib_docs/I.Q.A.R._Report_2013-2014.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	85.90	2007	10.02.2007 to 09.02.2012
2	2 nd Cycle	--	--	--	--
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

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

26-10-2007

1.8 AQAR for the year (*for example 2010-11*)

2013-14

1.9 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 2009-10 submitted to NAAC on 11-02-2011 (DD/MM/YYYY)⁴
- ii. AQAR 2010-11 submitted to NAAC on 25-11-2011 (DD/MM/YYYY)
- iii. AQAR 2011-12 submitted to NAAC on 14-12-2012 (DD/MM/YYYY)
- iv. AQAR 2012-13 submitted to NAAC on 28-09-2013 (DD/MM/YYYY)

1.10 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 ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

University of Mumbai

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	3
2.3 No. of students	2
2.4 No. of Management representatives	2
2.5 No. of Alumni	3
2.6 No. of any other stakeholder and community representatives	2
2.7 No. of Employers/ Industrialists	2
2.8 No. of other External Experts	2
2.9 Total No. of members	23
2.10 No. of IQAC meetings held	4

2.11 No. of meetings with various stakeholders:	No.	7	Faculty	2
Non-Teaching Staff	2	Students	Alumni	1
			Others	2

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

- Creating awareness about new examination reforms, semester & grading system
- Implementation of Academic programmes & calendar
- Collection and analysis the feed back from various stakeholders
- Assistance in extension programme and upgradation of infrastructure of the college
- Assisted in organizing seminars ,workshops in the college
- Conducting Teachers appraisal and faculty development programme
- Provision of Additional Facilities in the Library
- Conducting online internal tests for students
- Computerization and technology upgradation
- Updation of software for examination and result preparation.
- Participation in Green initiatives like e-learning, e-exams e- correspondence etc.
- Active participation of NSS volunteers in community building, social development and environment protection activities.
- The celebration of religious and national festivals in unique way with social message.
- Coordination between all stake holders - management, staff (teaching & Non-teaching) students and communities.
- Interaction with Alumni Association, Parent Teachers Association (PTA), Placement Cell etc.

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
<ul style="list-style-type: none"> ➤ Creating awareness among students & parents about new exam reforms, semester & grading system ➤ Implementation of Academic programmes & calendar ➤ Collection and analysis the feed back from various stakeholders ➤ Assisted in organizing seminars, workshops in the college ➤ Updation of software for examination and result preparation. ➤ Library computerisation ➤ Placement of approx 200 students ➤ Tie up with minimum three industries ➤ Remedial coaching ➤ Self defence course ➤ Water & Energy audit 	<ul style="list-style-type: none"> ➤ Periodical meetings were held & students & parents were informed ➤ Academic calendar was implemented ➤ Feed Back were collected ➤ Seminars & workshops were organised ➤ Software updated ➤ E-Library made operational ➤ Approx 103 students were placed ➤ Tie up made with two industries ➤ Remedial classes conducted ➤ Course was held ➤ An audit was conducted

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Management has instructed the Principal & staff to take necessary steps for re-accreditation. It has also decided to hold frequent periodical meetings with all stake holders. Action plan for further all round development of the students was discussed & implemented.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	04	-	04	-
UG	07	-	06	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	01
Others	-	-	-	-
Total	11	-	10	01
Interdisciplinary	-	-	-	-
Innovative	-	-	-	01

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	-
Annual	-

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Proper modular unitisation has been made

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
44	35	07	01	01

2.2 No. of permanent faculty with Ph.D.

2

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
2	0	0	0	0	0	0	0	2	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

5 31 0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	--	27	--
Presented papers	1	6	1
Resource Persons	--	--	--

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

Accounting fare & games on basic accounting concepts
I.T. quiz/exhibitions for concepts in information technology

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

182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- 1) Online Multiple Choice Questions
- 2) Question papers set by outsiders

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

3

2.10 Average percentage of attendance of students

76.60

2.11 Course / Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.com – Aided	374	--	18.98	47.06	16.04	82.08
Self-Financing Courses	Results for academic year 2013-14 are awaited	--	--	--	--	--

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

The IQAC spells out its objectives and chalks out the plan of action in the beginning of the academic year. The progress that has been made during the year towards quality enhancement is periodically assessed and reported to the Principal. At the end of the academic year, a report is submitted entailing the targets achieved. Suitable recommendations are given by IQAC to various departments to bridge the gap between the objectives set and the targets achieved.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	2
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	4
Others -	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	29	4	0	16
Technical Staff	--	--	--	03

Criterion – III

3. Research, Consultancy and Extension

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

- Autonomy to the principal investigator
- Timely availability or release of resources
- Time-off, reduced teaching load, special leave etc. to teachers
- Support in terms of technology and information needs
- Adequate infrastructure and human resources
- Facilitate timely auditing and submission of utilization certificate to the funding authorities
- Additional financial support is provided by the management
- A separate committee has been formed for this purpose. Regular meetings of the same are held and guidance is given for research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	--	01	01
Outlay in Rs. Lakhs	0.27	--	0.35	0.27

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	02	--
e-Journals	01	--	--
Conference proceedings	--	08	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	2013-14	University Of Mumbai	35000	28000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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	--	--	03
Sponsoring agencies	--	UGC	--	--	College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
---	---	---	---	---	---	---

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

02

03

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

20

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

02

State level

National level

International level

3.23 No. of Awards won in NSS:

University level

01

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

01

State level

National level

International level

3.25 No. of Extension activities organized

University forum

01

College forum

01

NCC

NSS

11

Any other

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

The college conducts rally in the city on 15th August & 26th January every year to spread the message of patriotism & oneness.

Various social activities are conducted by NSS such as blood donation camps, YSFD camp, cleaning & sanitizing public places.

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	3300 Sq. Mt.		Mgmt.	3300 Sq. Mt.
Class rooms	28		Mgmt.	28
Laboratories	10		Mgmt., Student Fees & UGC	10
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		1	Mgmt	
Value of the equipment purchased during the year (Rs. in Lakhs)		1.75	Mgmt	
Others		2.04	Mgmt	

4.2 Computerization of administration and library

Library soft ware – KOHA
 Digital Library soft ware – D Space
 Library website: mcdlibrary.bugs3.com

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	9978	2897983	227	30501	10205	2999654
Reference Books	7862		340	71170	8202	
e-Books from infolibnet	93809	5000			93809	5000
Journals	38	59001			38	59001
e-Journals from infolibnet	2154	5000			2154	5000
Digital Database						
CD & Video	421	Free with books			421	Free with books
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	141	106	138			23	12	
Added								
Total								

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

Computers are inter-connected via local network. Most of office operations such as online admissions, enrolment, and examination hall ticket generation are web based as prescribed by University / Board/ Govt. of Maharashtra. Computer Training is given to teachers and students also.

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	10.56
iii) Equipments	
iv) Others	
Total :	10.56

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Regular updation of website
Orientation lecture to students
Parent teacher meeting
Prospectus

5.2 Efforts made by the institution for tracking the progression

College result – T.C. record – Transcript – Alumni meeting –
feedback from stake holders – students dairv

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2401	351		

(b) No. of students outside the state

UG-12, PG-01

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1284	46.65		1468	53.35

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2230	56	02	214	05	2507	2448	48	06	248	02	2752

Demand ratio 1.2: 1

Dropout % 0.07

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

Class room – L.C.D. Projector – Counselling
College notice board – Display system – Library – Coaching

No. of students beneficiaries

400

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	85
IAS/IPS etc		State PSC		UPSC		Others	NDA

5.6 Details of student counselling and career guidance

Career counselling – 50
Personal counselling – 35
Stress Management Seminar – 131
Seminar on career guidance – 231
Inter view technique workshop – 46

No. of students benefitted

493

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
09	1117	105	500

5.8 Details of gender sensitization programmes

- Self Defence Workshop
- Lecture on Women's Health

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution	12	82155
Financial support from government	18	150837
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: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

- 1.Redesign and restructure objective, skill-oriented and market friendly courses which are the need of the coming years, in this age of globalisation.
2. In order to meet the challenges of the global market, fruitful co-operation and collaboration with the foreign universities in near future.
3. To strive for autonomy and deemed university status.

Mission:

Excellence is not the final destination; it is an on-going journey of evolution powered by intellectual energies and guided forward by the moral value- orientation

6.2 Does the Institution has a management Information System

Yes. The day to day decisions are taken by the respective heads of the section, keeping in view the betterment of the students and institution. Long term decisions are taken by the Principal together with LMC/IQAC/the heads of the various sections.

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

6.3.1 Curriculum Development

Faculty members have attended & given inputs during workshops conducted by board of studies of University of Mumbai for updating syllabus of under graduate courses.

6.3.2 Teaching and Learning

Remedial lectures for students failing in regular exams were conducted before additional exam.

6.3.3 Examination and Evaluation

First batch of Third Year students under credit based grading system has come out this year. University also introduced scaling down of internal marks from this year. Students failing in any subject are allowed to appear for additional exam so that they do not loose an entire year.

6.3.4 Research and Development

Prof.B.G.Shetty & Prof.K.S.Iyer are working on minor research project “Study of Finance Available to street vendors”. Dr.M.R.Nair and Dr.M.S.Rajagopalan are two Ph.D. guides .in the college.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Construction of new college building is in progress. New website was launched & further up gradation is in progress. C.C. TV surveillance system & digital display at the entrance of the college was also done.

6.3.6 Human Resource Management

Faculty members are permitted to make paper presentations in the National Seminar conducted by college.
Job rotation of administrative staff, teaching staff are rotated in various committees.
Teachers and administrative staff are encouraged to upgrade their academic and professional skills.

6.3.7 Faculty and Staff recruitment

Qualified faculty members are appointed based on U.G.C. guidelines. Some faculty members are appointed on clock hour basis.

6.3.8 Industry Interaction / Collaboration

College has signed M.O.U. with T.C.S. to provide certificate course “Campus to Corporate” to imbibe inter personal skills & corporate readiness.

6.3.9 Admission of Students

Online admission is followed to ensure greater transparency in the admission process.
Admission for the First Year is granted as per University of Mumbai Rules.

6.4 Welfare schemes for

Teaching	Medical reimbursement, loans, priority admission to wards
Non-teaching	
Students	Fee instalments, Free ships,

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Principal
Administrative	Yes	I.S.O.-BSCIC Certification Pvt. Ltd.	Yes	Principal

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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association helps in:

- Placement of students
- Personality development of students
- Conducting sports & cultural activities
- Arranging blood donation camps & other social

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher Association helps in:

- Contributing & analysing the feedback of stakeholders
- Implementing students oriented activities
- Placement of students
- Conducting sports & cultural activities

6.13 Development programmes for support staff

- Training of soft skills
- Seminars and workshops
- Computer literacy

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

- Green Initiative
- Water & electricity saving
- Water and electricity conservation audit
- Restriction on plastic usage
- Tree plantation
- Promotion of use of cycles by way of cycle rallies

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.

1. ISO certification - The College is an ISO 9001:2008 standard certified institution. It is committed to adhere to the quality norms laid down and the systems and procedures specified.
2. Selection of best class representative under class management mechanism- The month-wise project was selected and all the classes were asked to do the project by involving the entire class in activities like group dance, songs, skits, creation of advertisement, branding, marketing etc. The best class was adjudged on the basis of performance in these activities and other criteria like discipline, attendance, involvement of the students etc. The best class is announced and trophy awarded to that class.

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

Green Initiative Committee –Various Programmes were conducted under Green Initiative Committee such as energy conservation, energy audit, water conservation ,calculation of carbon footprints ,e-waste & hazardous waste management, tree plantation etc.

Preparation for ISO Standard 9001:2008 – The College prepared for the ISO certification and was awarded ISO Standard 9001:2008.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Legal Clinic
- Walk for One India

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

7.4 Contribution to environmental awareness / protection

- Various Eco-Friendly activities under the programme of Green Initiative
- Project on calculation of Carbon Foot Prints
- Water & Energy conservation audit
- Cycle Rally

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

Strength:

- Management is visionary – Supportive – Progressive & Educationally Oriented –
- Academic staff is well qualified – Professional – Dedicated & Innovative
- Students – disciplined & cultured
- Institution is providing job opportunities
- Administrative staff – supportive

Weakness:

- Inadequate infrastructure for programmes
- Need to strengthen research & consultancy

Opportunities:

- To inculcate corporate culture in students
- To have collaborations with industries to impart practical oriented courses
- To develop linkages with industries

Challenges:

- To motivate the students to participate in large number towards extension activities
- To nurture students for employ ability as per requirements of industry
- To inculcate values in the students make them good & responsible citizens
- Encouraging students for competitive exams
- Competition from new colleges

8. Plans of institution for next year

- Preparation for re-accreditation
- Shifting to new building
- Opening of research centres

Name CA Umesh Patwari

Name Dr.M.R.Nair

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Abbreviations:

CAS -	Career Advanced Scheme
CAT -	Common Admission Test
CBCS -	Choice Based Credit System
CE -	Centre for Excellence
COP -	Career Oriented Programme
CPE -	College with Potential for Excellence
DPE -	Department with Potential for Excellence
GATE -	Graduate Aptitude Test
NET -	National Eligibility Test
PEI -	Physical Education Institution
SAP -	Special Assistance Programme
SF -	Self Financing
SLET -	State Level Eligibility Test
TEI -	Teacher Education Institution
UPE -	University with Potential Excellence
UPSC -	Union Public Service Commission

ACADEMIC CALENDER 2013 – 14

Date / Month	Programme
June 2013	: College reopening Orientation programme for students Parents teacher meeting Issue of Library Cards & Identity Cards Announcement of teaching plan Selection of Student Secretaries for various committees Inauguration of Associations
July 2013	: Formation of N.S.S. Unit Examination Committee Meeting Announcement of 1 st term exam time table Announcement of question paper pattern Intra-collegiate activities Selection of candidates for university youth festival
August 2013	: Formation of student council Selection of University representative University Cultural Competitions University Sports meet Seminar
15 th Aug. 2013	: Independence day celebration, Cycle Rally
Sept. 2013	: ATKT examination Completion of syllabus Project submission of F.Y., S.Y. & T.Y.B.COM. Regular examination
Oct 2013	: University Examination Saraswati Pooja & Navaratri celebration
November 2013	: Declaration of 1 st term Result Literary & Cultural competition Intercollegiate competition Additional Exams Diwali Vacation
Dec 2013	: Annual Sports Selection & Preparation for annual social Annual Social
24 th Dec. 2013 to 1 st Jan 2014	: N.S.S. Camp
25 th Dec. 2013 to 1 st Jan 2014	: X'mas Vacation
Jan 2014	: Guest lecture series Annual prize distribution Seminar & Workshops Parents teacher meeting
26 th Jan 2014	: Republic Day Celebration / Walk For One India
Feb, 2014	: Announcement of 2 nd term exam time table Career guidance programme Completion of syllabus Project submission of F.Y., S.Y. & T.Y.B.COM

March 2014	: University Examination College Examination
April 2014	: Declaration of Result & admission to next class Additional Exams
1 st May onwards	: Summer vacation

Note : The Sequences in the above calendar are subject to change, if necessary, by the Principal.

Best Practices

ANNEXURE 1 - Legal Clinic

Goal

- To create legal awareness among the students and community and make them law abiding citizens.
- To inculcate democratic principles by imparting basic legal knowledge to the students and community.
- To make the students aware of their rights and duties towards the society and the country.
- Gender Issues

Context

The soul of Indian Constitution is Social Justice. The Constitution of Indian states that “Ignorance of law is no excuse”. It means that every citizen of country should know the law. However, it is not possible to know each and every law which is in force. But it is expected that everyone knows at least the basic law and administrative system in the country.

The faculty members of the Law department associate themselves with different organizations, students and community at large. They have come across legal illiteracy among the masses due to which they face various obstacles to solve their day to day problems. The main reason behind it is the lack of legal knowledge, government rules and procedure.

To overcome these difficulties it is not necessary for citizens to have an in depth knowledge of existing law, only basic knowledge of law is required. But there are no citizen-friendly forums through which they can be educated. The institution’s objective is not just to impart education but also to serve the society within the available resources. Thus in the year 2005-06, the law department of Model College introduced a novel platform- “Legal Clinic “ with the motto “Social Justice is real happiness”.

Practice

- The clinic enrolls the interested students as their members free of charge. It has a panel of legal experts from whom the clinic takes the advice. The clinic gives representation to one member from Student Council, Gymkhana, Cultural, NSS Woman Development Cell etc. to come out with any legal problems. The membership is extended to the alumni of the institution.
- Legal clinic takes efforts to find out problems of residents in and around Dombivli. For this the members of legal clinic conduct surveys. Sincere and serious efforts are made to solve the problems.
- Clinic creates consumer awareness programme by
 - a. Making the different group of students.
 - b. Discussing the decided cases of National Commission & Supreme Court.
 - c. Converting it into street play/ moot court / drama.
 - d. Conducting Paper & Case Presentations among the students.
 - e. Arranging group discussion/ debate / question – answer sessions.
 - f. Arranging lectures / seminar / workshop etc.

- Clinic creates awareness in preparing legal documentation for day to day use by
 - a) Forming groups of students.
 - b) Allotting them topics.
 - c) Guiding them for preparation and presentation.
 - d) Arranging question answer sessions.
 - e) Conducting discussion.
- Clinic conducts guest lectures and workshops on legal issues.
- Clinic conducts visit to court, police station etc.

Evidence of Success

- The legal clinic has been instrumental in creating legal literacy among the students and the community. The students are taking more interest because they get practical knowledge and opportunity to interact with the community in solving their problems.
- There has been a substantial increase in the membership.
- The legal clinic has succeeded in creating awareness in the society about its objectives and the services provided.
- The common difficulties of students and community are to obtain various certificates which are required in day to day life such as domiciles, nationality, caste, citizenship, birth and death certificate, marriage certificate, pan card, aadhar card etc.
The legal clinic has helped the members in guiding and in obtaining some of the certificates.
- It has created consumer awareness among the students. It helped them to understand type of cases covered under Consumer Protection Act. It also helped to understand practically how to draft the complaint, the documents required, the procedure to be followed, judiciary function, etc.
- The lectures delivered on legal documentation, helped students understand the importance of documentation in day to day life, matters to be covered under documentation and procedure of registration, stamping, etc.

Problems

- The legal experts on the panel are unable to devote considerable time solely to the cause of Legal Clinic because of other commitments.
- The Legal Clinic cannot solve all the legal problems brought to them. They act only as advisors and counsellors. However, legal clinic is trying to create awareness amongst the community regarding legal aid to the poor through legal aid cell, established by the Law Ministry.

ANNEXURE II - Walk for One India

Goal

- To instil basic human values like nationalism, patriotism, secularism and to create awareness about environment.
- To invoke a sense of oneness among students and involve them in creative activities
- To develop leadership quality.

Context

In today's era the dynamic young students have not only to be reared but also to be motivated to reach their destinations. The institution is instrumental in moulding the character of students and shaping their destiny, to be responsible citizens of India. The role of youth is of utmost importance in today's time as they have the power to transform our country from a developing nation to a developed nation. There are lots of social problems in our country relating to women, youth, environment, economy, public health etc. Many citizens of India are unaware about their fundamental rights. Hence it is essential that more and more people be made aware of these issues so that we can fight them as a united force. Social awareness also makes the individual more matured and thoughtful when it comes to making important decisions for self or society.

It is not very difficult to mobilize the youth for nation building tasks provided that one has the requisite honesty, intelligence and leadership. Once they are genuinely involved, their interest in constructive work would be aroused and they would be prepared to work sincerely for the welfare of the country.

The institution's objective is not only to impart education but also to instil basic human values like nationalism, patriotism, secularism etc. With this motive the institution has coined 'Walk for One India' to spread the message of national integration.

Practice

The college encourages its students to participate in the activity "Walk for one India" and showcase the diversity of India by using their own creativity. The initiative and enthusiasm of the students brings out a colourful display of Indian culture and invokes a sense of oneness among them.

For the last few years the college organized the event - A Walkathon - to promote unity in diversity on the occasion of Republic Day. The walk is organized from Dombivli station to college, a distance of 5km. during which there is a spectacular display of various religious, cultural and social activities of India. Social and Environmental messages are also highlighted. Each class is given one theme and represents one state. The performance of each class is evaluated.

Evidence of Success

- The response is overwhelming from not only the students and teachers but also from the citizens of Dombivli.
- External participation from NGOs is increasing.

Problems

- We have not yet faced any problem and have successfully organized for the last seven years.