



KERALEEYA SAMAJAM (Regd.) DOMBIVLI's
MODEL COLLEGE
Accredited Grade 'A' by NAAC

THE ANNUAL QUALITY ASSURANCE REPORT

2007 – 2008

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Name of the Institution: Keraleeya Samajam (Regd.) Dombivli's Model College
Year of Report : 2007-2008

Part A:

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.

The basic agenda for the academic year 2007-2008 was drawn from the suggestions of the Peer Team Report of Accreditation. Accordingly the plan of action was drawn for the college. It consisted of the following targets:

- Providing of additional accommodation.
- Computerization of office, library and laboratories with internet facility.
- Activation of Grievance Redressal Cell and Career Guidance Cell.
- Obtaining of UGC recognition under 2(f) and 12(B).
- Establishment of Placement Cell.

Targets achieved (2007-2008):

1. Additional accommodation with necessary facilities:

- 3 Additional classrooms were provided in the last academic year.
- Gymkhana has been shifted to the annex building.
- Process initiated to start construction work in the land acquired for new college building.

2. Computerization of office, library and laboratories with internet facility:

- The College invited quotations for computerization of office administration and final decision is pending.

3. Activation of Redressal Cell and Career Guidance Cell:

- Committees have been formed for both these important cells.
- Wide publicity has been given in the college to create awareness among the students about functioning of the committees.
- The lectures and work shops have been conducted with regard to career guidance.

4. Obtained UGC recognition under 2(f) and 12(B):

- Received UGC recognition under 2(f) and 12(B), vide letter no.F.8-15/2005 (CPP-1) dated 19th June 2007.

5. Establishment of Placement Cell:

- A Placement Cell has been duly established.
- Variety of activities has been conducted under this cell. The details are given in Part B, 37.

Part B:

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

Goals:

- Pursuit of excellence in every field.
- Total development of the integrated personality.
- Equal emphasis upon academics, culture and sports.
- To create and establish a unique brand image.

Objectives:

- To provide conducive learning environment resulting in enlightenment.
- To build a confident and positive personality by developing skills and competencies.
- To instill basic human values like nationalism, patriotism, secularism and others.
- To create awareness among the students regarding the need of conservation of environment.
- To meet global trends of education.

The goals and objectives of the college address the following major considerations:

- A positive and encouraging environment for the growth and development of self-reliant thinking individuals who can be of great asset to the community and the nation.
- Promotion of intellectual and academic development of student community without any discrimination.
- To transform the students into responsible citizens by instilling in them the spirit of team work and inculcating basic human values like nationalism, patriotism, secularism, ultimately leading to community and national development.
- To make the students aware of the importance of environmental conservation.
- Adopting market-friendly courses like the Information Technology and job oriented courses, keeping global demands in view.

To achieve the institutional goals, college is offering a variety of academic programs designed by the University that are in sync with the overall objectives. N.S.S. Women Development Cell, Legal Clinic, Economic Forum, English Literary Association etc. are used as platform for achieving institutional goals.

The following activities, reflecting goals and objectives of the college in general, were conducted during the academic year 2007-08

N.S.S.:

- Student volunteers participated in tree plantation activity in M.I.D.C. area.
- Regular blood donation camp was organized.
- A work shop on self defence was conducted.
- Organized 5-day Civil Defence Camp for orientating N.S.S. students on disaster management.
- Lecture, film show and exhibition on AIDS awareness were organized.
- In YFSD (Youth For Sustainable Development) Camp held at Mahuli, Shahapur from 24th December, 2007 to 2nd January, 2008, the activities like free medical

checkup, area cleaning, literacy survey, AIDS awareness activities were conducted.

- Organized anti-plastic campaign.
- Organized cleanliness drive in MIDC residential area & adjoining areas.
- Organized lecture on First Aid techniques, water and energy consumption, personality development, and health and hygiene.
- Participated in rally for communal harmony organized by Dombivli police.
- Students performed street plays for promoting literacy.
- Conducted anti drug & anti gutkha campaign
- Organized visit to National Association of Blind, Ambernath.

Women Development Cell:

- A talk on “Career for Girls in Indian Army” was organized.
- Organised Aids awareness programme.
- Conducted workshop on Healthy Relationship and Eve Teasing.

Legal Clinic:

- Assistance provided through the members of Legal Cell in order to obtain different certificates from the government offices.
- Moot Court was organized for the students of S.Y.B.Com.
- Students were asked to make presentations on legal issues.

Economic Forum:

- Organised work-shops and lectures on socio-economic subjects.
- Student members of Economic Forum visited NAB (National Association for Blind) and interacted with blind workers.
- Visited Deaf & Dumb school “Samvad Prabodini” in Dombivli (West) and donated Rs. 3000/-.
- Visited industries at Ambernath and Badlapur to provide practical knowledge to the students.

Unnati Committee:

- Organised a seminar on “Logic Magic” in association with M/s. Khoj Consultancy.
- Organised a lecture on “Recent Trends in Capital Market” in association with Economic Forum.
- Organised interschool quiz competition.
- Organized Cycle Rally - “The Great Freedom Ride, Freedom from Pollution” for school students on Independence Day, to spread the message to keep the environment pollution free.
- Organized “Walk for One India” on 26th January 2007, where more than 5000 people participated.

Accounting Forum:

- Workshops on use of Tally software and basic accounting skills was organized.
- Intercollegiate Accounting Housie was organized to introduce an element of fun in accountancy.

Bits n Bytes:

- Organised a seminar on : Java and Advanced topics.
- Organised technical fest on 14th and 15th January, 2008.

Placement and Career Development Cell:

- Organised workshop on “How to face the interview and group discussion skills”.
- Arranged campus interviews.
- Helped the students to get placements in reputed firms.

Cultural Committee:

- Participated in the 48th University Youth Festival and won 7 events in the preliminary round.
- Organised a talk show on Indian Culture.
- Organised college annual social.
- National and cultural festivals were celebrated.

Gymkhana Committee:

- Conducted intra-collegiate competition for indoor and outdoor sport activities.
- Selected and trained students for intercollegiate sports events organized by the University of Mumbai.

Friday Club:

- The programmes like extempore, radio jockey, debates etc. were organized by the students of S.Y. and T.Y.B.Com. for enhancing communication skills in English.

2. New academic programmes initiated (UG and PG):

During the year 2007-2008, the college has started following courses:

Under-graduate:

- B.Sc. (IT) second division.
- B.Sc.(Computer Science) two batches.
- B.Sc. (IT) V and VI semester.

Post Graduate:

- M.Com. (Business Management).

The College has applied to the University of Mumbai to start the following courses in the academic year 2008-2009:

Under-graduate:

- B.Sc. (Bio-Tec).
- B.Sc. (Economic and Statistics).
- B.Com. (Financial Markets).
- B.Sc. (IT) 2nd Division - III and IV semesters.
- S.Y. (Computer Science) with 2 batches.

Post Graduate:

- M.Sc (IT).

3. Innovations in curricular design and transaction:

The institution has so far adopted the syllabi designed by the University of Mumbai. The University of Mumbai develops curriculum through its various Boards of Studies and the institution does not, therefore, have freedom to revise and update the existing curriculum for a given subject.

Teachers, who participated in the meetings organized by the Mumbai University to revise the syllabus, are:

Sr. No.	Name	Subject
1	Balachandra G. Shetty	Foundation Course - I
2	P.S.Iyer	Business Economics – I, II & III
3	M.S.Rajagopalan	Commerce Paper – I, II & III
4	Ashwin P. Bhide	Accountancy
5	Vinay G. Bhole	Accountancy
6	Mrs.Reena Pillai	B.M.S. Course

4. Inter-disciplinary programmes started:

The College has already started courses like B.Sc.(Information Technology) and B.Sc.(Computer Science) from the academic year 2005-06 and 2007-08 respectively. The college is also planning to start B.Sc. (Economics and Statistics), M.Com. (Banking and Finance) and M. Sc (IT) from the next academic year, subject to approval from the University and government, along with some other interdisciplinary certificate courses.

5. Examination reforms implemented:

The college follows the mechanism prescribed by the Mumbai University. However, the following initiatives have been taken with regard to examinations:

- In Business Communication, students are required to make oral presentations on various topics that will help them to improve their communication skills. Tutorial marks are awarded on the basis of their performance in the written tests, conducted twice in a year.
- In the subjects like Foundation Course, Direct and Indirect Taxes, Marketing Research and Export Marketing, projects have been introduced and 20% weightage given to them, in the final exams.
- In Mathematics and Statistics tutorial marks are awarded on the basis of their performance in the written tests, conducted twice in a term. In addition, class tests are also conducted.
- In Self-financing courses in Accountancy & Commerce subjects, oral evaluation and concept-testing methods are introduced and 5 marks weightage is given in the final exams.
- Department of Economics arranged paper presentation for S.Y.B.Com students. More than 90% students have made oral as well as written presentations on different topics. All these were group presentations in which, apart from the group leader, every member participated. In a way, it has motivated students to study in-depth the prescribed topics and prepared them for the term-end and annual examination.

6. Candidates qualified: NET/SET/GATE etc.

Nil

7. Initiative towards faculty development programme:

❖ Teachers who participated in U.G.C sponsored Refresher Courses:

Sr. No.	Name	Subject	Duration	University
1	Mrs.Anuradha Kane	Mathematics	19 th November to 8 th December 2007	Mumbai
2	Mr.B.G.Shetty	Business Economics	10 th December to 29 th December 2007	Mumbai
3	Ms.Meghna Shinde	English	4 th March to 24 th March 2008	Goa

❖ Workshops/seminars attended :

Principal Dr.M.R.Nair

- Participated and presented a paper in two-day national seminar organized by the Birla College, Kalyan, on Higher Education.

B. G. Shetty, H.O.D. Dept. of Economics

- Participated in the one- day workshop in K.P.B. Hinduja College, in the revision of syllabus for F.Y.B.Com Foundation Course Paper-I, on 21st July 2007.

P. S. Iyer, Department of Economics

- Participated in the one-day workshop K.J.Somaiya College for Business Economics paper I, II and III.
- Participated in two-day national seminar organized by the Birla College, Kalyan, on Higher Education.

A. P. Bhide, Dept. of Commerce

- Participated in one-day workshop on teaching learning methods, held at K.P.Hinduja College, on 11.08.2007.

Vinay G. Bhole

- Participated in one-day workshop on teaching learning methods held at K.P.Hinduja College, on 11.08.2007.
- Participated in seminar organized by the ICICI Prudential on Investment.

R. S. Palve

- Attended many seminars and workshops conducted by Thane District Co-operative Board.

CA Venkat Subramanian

Participated in seminars / workshops conducted by the WIRC of ICAI.

CA R. P. Bambardekar

Participated in 5 seminars / workshops conducted by the WIRC of ICAI on the following topics:

- MVAT
- Service Tax
- MCA 21
- Company Law
- E-filing

CA Umesh Patwari

Participated seminars / workshops conducted by the WIRC of ICAI on following topics:

- Taxation on 30th Sept. 2007
- Data Security on 12th & 13th Jan 2008
- Taxation on 1st & 2nd Feb. 2008

Reena Pillai, Co-ordinator, Self-financing courses

- Participated in the four-day workshop in the Law subject held at S.N.D.T. College from 27.12.2007 to 31.12.2007.
- Participated in the one-day workshop in Vivek College of Commerce, Goregaon in the revision of syllabus of BMS course.

Sreelatha R., Commerce Dept.

- Participated in one-day workshop on issues on insurance project of T.Y.B.Com (B&I) at Shailendra Education Society's Arts, Science and Commerce College, Dahisar.

❖ Publications:

Dr. Sunil Sharma

- **Mona Lisa No Longer Smiles**, a short story in English, published in literary journal, Contemporary Vibes, Chandigarh, in March 2008.
- **On a Wet Sunday Morning**, a short story in English, published in an online magazine, **Creative Saplings**. It can be viewed on www.creativesaplings.com
- More than 100 news stories and features published in **Dombivli Kalyan Plus**, a bi weekly supplement of **Times of India, Mumbai**.

Meghna Shinde

- Written a project book for F.Y.B.Com F.C.-I, University of Mumbai.
- Article on "Ecofeminism" translated into Marathi which was published in Diwali magazine.

❖ Additional Qualification Obtained

Ashwin P. Bhide

- Completed the Derivatives Market and Capital Market (Dealer Module) of the NSE's Certification Course in Financial Markets (NCFM).
- Obtained BSE (Bombay Stock Exchange) Certificate on Financial Markets on 27.03.2008.

Vinay G. Bhole

Passed:

- Master in Business Administration (M.B.A.)
- Diploma in Business Management (D.B.M.)
- Diploma in Industrial Management (D.I.M.)
- Diploma in Financial Management (D.F.M.)
- Diploma in Human Resource Management (D.H.R.M.)
- Diploma in Materials Management (D.M.M.)
- Diploma in Entrepreneurship Management (D.E.M.)
- Diploma in Advertising & Public Relations (D.A.P.R.)

Ashvina Paul

Passed G.D.C.A. examination

Gautam R. Jagdeo

Passed B.G.L. and M.A.(Political Science) examination.

Sinoy Mohanan

Passed MS-CIT examination conducted by the government of Maharashtra.

8. Seminars / workshops conducted:

- Unnati organized a seminar on “Logic Magic” event on 23rd June, 2007.
- A lecture on “Commodity market trading” was conducted by the Economic Forum of the college.
- An awareness lecture on “Recent Trends in Capital Market” was organized by the Economic Forum of the college.
- Career Development Cell of the college organized a guidance lecture on “Career Development” on 29th August, 2007.
- A work shop on” Self Defence” was organized by the NSS.
- Accounting forum of the college organized work shop on “Basic Accounting Skills” from 13th November 2007 to 23rd November 2007.
- Bits n Bytes organized a seminar on JAVA programming language for students.
- A lecture on “Retail Marketing” was conducted by the Economic Forum of the college.

9. Research projects

a) Newly implemented:

Dr.M.R.Nair, principal, submitted research proposal to DST in “Development of super capacitor proper using carbon Nano-Material Synthesized from Plant Based Processor” 21.72.

b) Completed: NIL

10. Patents generated, if any :

Nil

11. New collaborative research programmes :

Nil

12. Research grants received from various agencies :

Nil

13. Details of research scholars:

There are four research guides for Ph.D. and M.Phil. for Physics, English, Commerce and Management.

Principal Dr.M.R.Nair

- Presently supervising one student for M.Phil. under University of Mumbai in “Corrosion Resistance of Tin coated Ti6Al4V Alloy in artificial physiological solution”.
- Submitted Research Proposal to DST “Development of super capacitor proper using carbon Nano Material Synthesized from Plant Based Processor” 21.72 .
- Supervising one student for doctoral research under Mumbai University. The subject of research is “Surface modifications of shape memory alloy NiTi (Nitinol) using energetic ions.”

Dr.Sunil Sharma:

- Guided five M.Phil. students in the academic year 2007-08.
- Presently supervising one student for doctoral research on the following theme : The Self in the Novels of MARGRATE ATWOOD’.

M.S.Rajagopalan

- Provided guidance to Mrs.Sreelata Rajaram to conduct research in the topic SWOT analysis of banks entering in to insurance sector- a case study.” for her M.Phil. from Madurai Kamraj University.

Vinay G. Bhole

- Guided five candidates as research guide for M.B.A.
- Guided 10 candidates as a research guide for M. Phil.
- Pursuing research in the area of Human Resource Management.

Sreelatha Rajaram

- Conducted research on “SWOT analysis of banks entering in to insurance sector- a case study.” for her M.Phil. from Madurai Kamraj University.

Reena Pillai

- Presently conducting research on “Domestic violence: a socio- legal appraisal” from SNDT University.

Hemangi Ingale

- Presently Conducting research on “Role of Training and Development in Business Process Re-engineering - A case study.” for her M.Phil. from Madurai Kamraj University.

Geeta Nair

Presently doing a study on “Income management strategies and its reflection on development of bank”.

14. Citation index of faculty members and impact factor:

Seminar + Programmes + Publications per faculty = 60 / 37 = 1.62

15. Honors / Awards to the faculty:

- Dr. M. R. Nair, Principal was recognized as a Ph.D. guide for Physics by the University of Mumbai.
- Dr. Sunil Sharma was recognized as a Ph.D. guide for English by the University of Mumbai and Madurai Kamraj University.

Vinay G. Bhole

- Obtained National Record in NFO of ICICI Prudential.
- Got the most respected PLATINUM level in ICICI Prudential first time in Thane District.
- Completed MDRT very fast and became first MDRT of the region.
- Stood 1st in Champions forum of ICICI Prudential and was appointed as 'Business Partner.
- Got felicitated at the hands of Dr. Shankar Abhyankar, the great author and thinker in the area of Indian religious literature at the Geeta Dnyan Yadna programme, Dombivli.
- Got felicitated at the Lakshya event of ICICI Prudential at the hands of Shri. Sanjay Singh, Vice President, sales & marketing with winners' trophy.

16. Internal resources generated:

Nil

17. Details of departments getting SAP, COSIST (ASSIST) / DST, FIST, etc.:

Nil

18. Community services:

NSS:

- Organized pulse-polio campaign.
- Mob controlling during Ganpati Immersion.
- Organized blood donation camp.
- Organized 5 day civil defence camp for orientating N.S.S. students on disaster management.
- Lectures on communal harmony, yoga and health exercise, workshop against eve-teasing, environmental issues, social & economic problems etc.
- Organized street plays on vyasan mukti, family planning, stree-purush samanata, AIDS awareness, tanta mukti and importance of literacy.
- Organized YFSD camp at Mahuli village wherein the following activities were carried out :
 - Made new 300 mtrs katcha road.
 - Taught school students about cleanliness and importance of higher education & literacy.
 - Survey of the village to gain knowledge about the various social & economic problems faced by the villages.
- Cleanliness drive in M.I.D.C. residential area, Khambalpada, Azdegaon, Sonarpada areas & adjoining slums.

- Organized visit to National Association of Blind, Ambarnath.
- Organized anti-plastic campaign.
- Organized lecture on First Aid techniques, water and energy consumption,
- Participated in rally for communal harmony organized by Dombivli Police.

Economic Forum:

- Student members of Economic Forum visited NAAB and interacted with blind workers.
- Visited school for Deaf & Dumb and donated Rs. 3000/-.

Legal Cell:

- Assistance provided through the members of Legal cell in order to obtain different certificates from the government offices.

Unnati Committee:

- Organised Interschool quiz competition.
- Organized Cycle Rally for School students on Independence Day, to spread the message to keep the environment pollution free.
- Organized "Walk for One India" on 26th January, 2008, where more than 5000 people participated.

M. S. Rajagopalan:

- Resource person for Rotary club of Dombivli mid town in the subject self management to Rotary club members
- Delivered lecture to the employees of M.S.E.D.C. Employees Co-op. Society on financial management and lending.
- Delivered lecture to the clients of Fin investment on Capital Market Investments.

Dr. Sunilkumar Sharma:

- Service to the local community rendered through media interventions and initiatives. As a freelance journalist, Dr. Sharma has campaigned for civic and cleanliness issues and got things done.

R. S. Palve:

- Faculty member for Thane District Co-Operative Board.
- Vice-President of Thane District Co-operative Board. Visited many credit societies as a Resource person and delivered lectures to the members, depositors, employees and directors of credit societies in Thane district.

19. Teachers and officers newly recruited:

Teaching staff recruited:

Sr. No.	Name of the faculty	Department	F.T. / C.H.B.
1	Mrs.Jayanti Sarman	Quantitative Methods	C.H.B.
2	Ms.Reshma Jaisinghani	Accountancy	C.H.B.
3	Mr.Rajesh Bhoite	Commerce & Management	C.H.B.
4	Ms.Jisha Nair	I.T.	F.T.

Sr. No.	Name of the faculty	Department	F.T. / C.H.B.
5	Ms.Deepali Shah	I.T.	F.T.
6	Mr.Vinayak Ketkar	I.T.	F.T.
7	Mr.Anil Jambekar	I.T.	F.T.
8	Mrs.Kalpana Bandabuche	I.T.	F.T.
9	Mrs.Rupali Deshpande	I.T.	F.T.

Non-Teaching staff recruited:

Sr. No.	Name of the staff	Department	Designation
1	Mrs.Varsha U. Karade	Office	Registrar
2	Mr. Gautam R. Jagdeo	Office	Jr. Clerk

20. Teaching – Non-teaching staff ratio:

Regular 17 : 34
Self-financing 20 : 20

21. Improvements in the library services:

Internet facilities added
Extension of reading hall

22. New books / journals subscribed and their cost:

	New books	Journals
No. of titles	751	Nil
Cost	164186.50	

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

Feedback was collected from students of B.Com (Regular), B.Com (Self-financing) and B.Sc.(Self-financing) courses. A report was prepared on the basis of this feedback and submitted to the principal. Principal called the teachers personally and briefed them on this feed back and asked the teachers to improve wherever necessary.

24. Unit cost of education:

Degree College : Rs. 11,164/-
Self-Financing : Rs. 9,290/-

25.Computerization of administration and the process of admissions and examination results, issue of certificates:

- As per the direction of the University of Mumbai, e-savidha, an online enrollment of students at first year level was initiated.
- The College has invited quotations for computerization of office administration and final decision is pending.

26. Increase in the infrastructural facilities:

- 3 additional classrooms were provided.
- Gymkhana was shifted to the annex building.
- 7 new computers and 3 printers were purchased.
- Additional reading room facility was provided at the library.
- 20 chairs and 3 cupboards and 2 lockers were purchased.

27. Technology upgradation:

- Upgraded to Pentium IV C.P.U systems. Changed the Hub into switch.
- Installed LAN system in office for all the computers and printers.
- Electronics lab materials purchased.
- Installed cable internet connection at different locations like :
 - Principal's office
 - Computer lab.
 - Library
 - Self-financing office

28. Computer and internet access and training to teachers and students:

- Free computer and internet access to all students and staff.
- Training was provided to the students in the following areas.
 - Basics of computers.
 - Power point presentation
 - Use of internet services.
 - Use and preservation of data
- Training to office staff.
 - To feed the information for e-suvidha.
 - Basic computer training to class – IV staff
- Training to teachers.
 - Use of statistical tools for research.
 - Power point presentation
 - Use of internet services.
 - Use and preservation of data

29. Financial aid to students:

Details of financial aid to the students are given below:

COURSES	No. of students	Amount(Rs.)
Regular course	04	14,905.00
Self-financing courses	08	36,461.00
PG courses	05	7,500.00
Total	17	58,866.00

30. Support from the Alumni Association and its activities:

- One of our ex-students Rahul Thaddathil helped college to get sponsorship for the event “Walk for One India” organized by college on 26th January 2008.
- Many ex-students participated as volunteers in the activities organized by the college.
- Rakesh Uchil coached the college foot-ball team.

31. Support from the Parent-Teacher Association and its activities:

The parent teacher interactive meetings are held frequently and valuable suggestions implemented. College has also received whole-hearted support from the parents in organizing mega events like Cycle rally, Walk for One India, etc.

32. Health Services:

- Insurance coverage to all the students.
- N.S.S. unit of the college organized various activities such as blood donation camp, medical survey, pulse polio campaign, free medical camp, etc.

33. Performance in sport activities:

- 44 students have participated in intercollegiate sports events like cricket, football, kabbadi and badminton.
- Alex Rajan of F.Y.B.Sc.(I.T.) participated and secured prizes in the following events:
 - University of Mumbai Athletic Championship
 - First in Long Jump
 - First in Triple Jump
 - Inter University Athletic Championship
 - First in long jump
 - Second in Triple Jump
 - Second in 4 x 100m Relay
 - Second in 4 x 400m Relay
 - (District Level) TDAAA where he stood
 - First in Long Jump
 - First in Triple Jump
 - Second in 400m Run
 - State Level
 - First in long jump
 - Second in Triple Jump
 - Second in 400m Run
 - National Level Fourth in Triple Jump

34. Incentives to outstanding sportspersons:

Alex Rajan student of F.Y.B.Sc (I.T.) was given spikes and concession in fees

35. Student achievements and awards:

- 30 students of the college participated in 12 events of the 40th University youth festival and won 7 events in the preliminary round.

- Ms. Mugdha Hasabnis of T.Y.B.Com secured 3rd Prize in 40th University youth festival and was selected to represent the University of Mumbai at zonal level, state level and national level and was also nominated to represent at International level.
- Alex Rajan of B.Sc (IT) was selected for national level events in triple jump and 4x100 relay.
- Prafulla Choudhary and Sourabh Prasad of T.Y.B.Sc (IT) developed gas monitoring system for the national level project exhibition held at Kolkata.

36. Activities of the Guidance and Counselling Cell:

Career Guidance:

- In September '07 the Career Guidance Cell of the College organized a workshop on two levels. One for the students of first year and another for second year and third year students. In the first session, the students were given practical information with regards to group discussion. The second session was about how to face the personal interview. The resource person was Bhattacharya from TIME Management Institute, Thane. Around 150 students benefited from this.
- In December 07, a workshop was held with the aim of helping the students in making their ideal resumes and personality development. 60 students benefited from this workshop.
- The resource person was from Career Launcher, Thane, a reputed institute providing career training to interested individuals.

Personal counseling:

Guidance and counseling cell, gave wide publicity about its functioning, in the beginning of the academic year. Students were asked to approach the cell either directly or through the class guardians about their problems related to academics, personal, health related, financial or related to career. Many students approached the cell and necessary corrective steps have been taken.

A special drive has been initiated by the cell against **smoking**.

37. Placement services provided to students:

- In July 07, Calibre Point, Navi Mumbai held a campus placement for third-year students. 28 students attended the campus interview and 7 students were shortlisted.
- On 14th and 15th July 07, 40 students of B.Sc (IT) attended the campus placement for Accenture. 6 students were given offer letters.
- On 6th & 8th September 2007, 25 students of B.Sc (IT) attended the campus placement for Patni Computers and 4 students were shortlisted.
- On 28th November, 07 Wipro BPO held a campus interview. 75 students took the benefit of this placement drive and 13 students were shortlisted for further final interviews.
- On 16th and 17th December 07, Infosys (Technology) and Infosys (BPO) held a campus interview. 50 students attended the interview sessions and 16 students were selected. The students who attended the interviews were from third year.
- On 17th January 08, TCS (BPO) held a campus interview at Model College. 100 students attended the campus interview and 14 students of third year were selected.
- On 11th February 2008, 28 students of third year BMS, B.Com (B&I), B.Com (A&F), attended the interview at Kristeel, Andheri and 10 Students were selected.

- Federal Bank held a campus interview with the help of Ma Foi consultants, on 3rd and 10th March 08, 4 students of M.Com got benefited from this drive and one student was selected.
- In February 08, Datamatics held a campus interview for third year BMS, B.Com (B&I), B.Com. (A&F) students. 26 students attended the interview and 6 students were selected.

38. Development programmes for non-teaching staff:

- 6 members of Non-teaching staff attended the seminar conducted by Birla college, Kalyan, Ruia College, Matunga and N.M.College, Vile Parle.
- A special training was organized about up gradation of computer usage.

39. Best practices of the institution:

- Introduction of diary system to all the staff members to record day to day activities
- Regular scheduled monthly inter-active sessions between the class guardian and students, class guardians and co-ordinator / vice-principal / principal and heads of departments.

40. Linkage developed with National / International, academic / research bodies:

Nil

41. Any other relevant information:

- Received recognition under 2(f) & 12 (B) under UGC act.
- The process of ISO 9001 certification was started.

PART C:

Details plans of the institution for the next year.

The IQAC under the guidance of the management and in consultation with the faculty, has decided to achieve the following targets for the year 2008-2009:

- 1) Placement Cell should interface with industries on a regular basis.
- 2) ISO certification 9001 to be completed.
- 3) Computerization of office administration to be completed.
- 4) PTA and Alumni Association to be made more pro-active.
- 5) Focus should be on the conduct of seminars and workshops.
- 6) The lecturers shall be advised and encouraged to take-up minor and major research projects.

Date: 11.11.2008

B. G. Shetty
Co-ordinator IQAC

Dr.M.R.Nair
Principal