

AQAR: 2012-2013



BHARATIYA VIDYA BHAVAN'S BHAVAN'S COLLEGE

- M.M.COLLEGE OF ARTS □ N.M.INSTITUTE OF SCIENCE
- H.R.J.COLLEGE OF COMMERCE

ESTABLISHED - 1946 - ACCREDITED B++ BY NAAC (2004-2009)

Munshi Nagar, Andheri (West), Mumbai 400 058

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The Annual Quality Assurance Report (AQAR) 2012-2013

BHARATIYA VIDYA BHAVAN'S
BHAVAN'S COLLEGE

MUNSHI NAGAR, ANDHERI (W), MUMBAI 400 058

The Annual Quality Assurance Report
(AQAR)
2012-2013



The Annual Quality Assurance Report (AQAR) of the IQAC 2012-13

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

BHARATIYA VIDYA BHAVAN'S
BHAVAN'S COLLEGE, (M.M. COLLEGE
OF ARTS, N.M. INSTITUTE OF SCIENCE
& H.R.J. COLLEGE OF COMMERCE)

1.2 Address Line 1

J.P. ROAD, MUNSHI NAGAR,

Address Line 2

ANDHERI (W)

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400 058

Institution e-mail address

bhavansCollegeandheri@gmail.com

Contact Nos.

022-26256451/52

Name of the Head of the Institution:

Principal Dr. V. I. Katchi



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Tel. No. with STD Code:

022-26256451/52

Mobile:

98203873111

Name of the IQAC Co-ordinator:

Dr. Asha Rao

Mobile:

9920191669

IQAC e-mail address:

bcanaac@gmail.com

1.3 NAAC Track ID (*For ex. MHCOGN 18879*)

MHCOGN11013

1.4 NAAC Executive Committee No. & Date:

EC/32/002 dated 03-05-2004

1.5 Website address:

www.bhavans.ac.in

Web-link of the AQAR:

http://www.bhavans.ac.in/naac/AQAR_2012-13.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++		2004	2004-2009

1.7 Date of Establishment of IQAC:

July 2002



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1.8 AQAR for the year:

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: 2011-12 4th Sept 2014
- ii. AQAR: 2010-11 4th Sept 2014
- iii. AQAR: 20 09-10 4th Sept 2014
- iv. AQAR: 2008-09 4th Sept 2014
- v. AQAR: 2007-08 4th Sept 2014
- vi. AQAR: 2006-07 4th Sept 2014
- vii. AQAR: 2005-06 4th Sept 2014

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 NA

(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)

NIL

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

Mumbai University

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

Autonomy by State/Central Govt. / University

NA

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

06

2.2 No. of Administrative/Technical staff

01



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2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="00"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="00"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="06"/>
2.10 No. of IQAC meetings held	<input type="text" value="01"/>
2.11 No. of meetings with various stakeholders:	<input type="text" value="00"/> No. <input type="text" value="01"/> Faculty
	Non-Teaching Staff <input type="text" value="00"/> Students <input type="text" value="00"/> Alumni <input type="text" value="00"/> Others <input type="text" value="00"/>
2.12 Has IQAC received any funding from UGC during the year? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, mention the amount	<input type="text" value="NA"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC: Nil	
Total Nos. <input type="text"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution <input type="text"/>	
(ii) Themes	<input type="text" value="NA"/>



2.14 Significant Activities and contributions made by IQAC

1. Assisted office of the principal in collating students performance
2. Recommended and helped in formation of a strong Research Monitoring committee in the College
3. Helped in collecting data from departments for infrastructure needs leading to library facility improvement
4. Encouraged departments to hold activities related to nature and eco-friendliness

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
<ol style="list-style-type: none"> 1. Teaching Feedback system to be implemented more systematically 2. Students' performance evaluation to be share with staff members 3. A strong committee for Research monitoring to be formed 4. Taking feedback from departments for improving infrastructure 5. Campus improvement for eco-friendliness 	<ol style="list-style-type: none"> 1. Not achieved 2. Students performance shared in term meetings in the Principal's address 3. Research Monitoring committee established, which is functioning very effectively 4. Partly done, particularity for the library and new building 5. Campus improvement through activities of nature club and at departmental level

* Attached the Academic Calendar (Infomate) of the year as Annexure II

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken



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	04	NIL		NIL
PG	05	NIL		NIL
UG	18	NIL	05	NIL
PG Diploma		NIL		NIL
Advanced Diploma		NIL		NIL
Diploma	01	NIL		NIL
Certificate	01	NIL		NIL
`Others				
Total	29	NIL	05	

Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG-04, PG-02
Trimester	Nil
Annual	02

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: Analysis not done***

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

1. Syllabus wrt semester system was implemented by Mumbai University for two more classes SY & M.Sc1 from this year
2. Syllabus for PG updated such that meet the corporate/industry needs. Additionally, problem solving and logical reasoning is developed

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

PG center for M.Sc theory in Physics



Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others (CHB/Contract)
	79	34	45	NIL	13

2.2 No. of permanent faculty with Ph.D. 33

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
	03	00	00	00	NIL	NIL	00	NIL	03	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest=06	Visiting=09	Temporary=22
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	33	11
Presented	12	34	08
Resource Persons	-	13	0

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

- In certain subjects like Psychology, Geography, Microbiology, Zoology; movies, advertisements, documentaries related to topics are shown as prelude to the topic for better connectivity with real life
- Case studies and discussions on them is commonly practised in subjects like business communication in topics like “Barriers to Communication and Public Relations” and Psychology. Certain subjects like Microbiology, which works actively with industry uses experience gathered from industry related work are related to students to give them real case experiences.
- Subjects like Marathi holds Drama shows for teaching
- Field visits have been common activity for many subjects for a long time; recently, a number of departments are making the same more focussed, for e.g for 1st hand experience, field visits to mental health institutes are organized by Psychology department.

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

90+90 in both semesters

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

- The University of Mumbai has started issuing the exam papers to the respective Colleges under Digital Examination Paper Delivery (DEPD) for the TY BA/ B.COM / B.SC exams.
- The College has prepared itself for the said reform by purchasing laptop and photo copying machines exclusively for the exam work.
- The College has also installed CCTV surveillance camera in exam room in order to maintain the confidentiality and vigilance of the process.

2.9 No. of faculty members involved in:

Curriculum Restructuring-05

Syllabus revision- 09

Syllabus development as member of Board of Study-05



2.10 Average percentage of attendance of students

70.79%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T.Y. BA	172	-	10	34.3	20.3	64.6
T.Y. Com	406	-	61.8	22.9	2.0	86.7
T.Y. B.Sc	376	-	16.5	22.6	1.3	40.4
M.A/M.Sc	32	-	17.66	2.7	10	90

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

- Presently this is being done on the basis of results obtained at all UG and PG level.
- Many departments are collecting the feedback on teaching from the students. Certain departments are analysing them, however, any formal report preparation and corrective action is not being done so far.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	02
Faculty exchange programme	NIL
Staff training conducted by the university	01
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	08
Others	01

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	16	NIL	NIL	NA
Technical Staff	15	01	NIL	01



Criterion – III

3. Research, Consultancy and Extension

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

1. Wherever instruments are not possible to be made available in the College, advising on using external resources are scouted for the students research
2. More faculty to enrol for scientific associations & forums like Faculty are members of scientific society, through which students can avail benefits & journals at nominal rates are purchased (SfAM), AOAC
3. Through the College's entrepreneurial venture, Bhavan's Research Center, a number of Industry relevant projects are conducted on a regular basis, students research projects are designed catering to industry needs and national and international collaborative studies are being undertaken
4. Advising on conducting small projects with undergraduate students, based on using standard method, to inculcate research attitude
5. Facilitate students to participate in Intercollegiate Science events
6. Advising on students to visit research institutes like ACTREC/CIFE to make them aware of the type of research being conducted/ facilities available.
7. Advising on transacting knowledge from industry- academia collaborations to new syllabus to make it current and relevant

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	02	NIL	01
Outlay in Rs. Lakhs		17.5L		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	NIL		
Outlay in Rs. Lakhs	74, 800/-			

3.4 Details on research publications

	International	National	Others
Peer Review Journals		92	
Non-Peer Review Journals		--	
e-Journals		07	
Conference proceedings		27	



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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	2011-14	DST & UGC	30.6L	18.0L
Minor Projects	2013-14	Mumbai University	74, 800	74, 800
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	12-13	Industry	4.7L	4.7L
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects (<i>other than compulsory by the University</i>)	NIL	NIL	NIL	NIL
Any other- Filing Patent			10, 000	10, 000
Total			31.448L	18.848L

3.7 No. of books published i) With ISBN No.

ii) Without ISBN No. Chapters in Edited Book

3.8 No. of University Departments receiving funds from: NIL

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For Colleges: NIL
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy



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3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		BRC, PFNDAI			

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: NIL

Type of Patent		Number
National	Applied	05
	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
02	01	01				

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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



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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:

Level University level State level
National level International

3.22 No of students participated in NCC events:

Level University level State level
National level International

3.23 No of Awards won in NSS:

University level State level
National level International

3.24 No of Awards won in NCC: NIL

Level University level State level
National level International

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- **Bhavan's Botanical Society [BBS]:**
 1. Organized Honorary Fellow Award lecture on "Perspectives on plant Biodiversity" "Biodiversity in Western Ghats of Maharashtra"
 2. Herbarium exhibition based on rare plants (Kodaikanal) & collection



3. An exhibition Know your Department: Research contribution of Botany Dept. for students to develop scientific attitude.
 4. Exhibition of Departmental collection of plants Photographs
 5. Medicinal Plants live Exhibition
 6. Intra-collegiate events were held with themes on Floral Rangoli, Fruit & Vegetable carving, Making of Bio-jewellery, Phyto-treasure Hunt
- **In Mathminar Association** students were encouraged to participate in inter-College quiz and competitions such as Madhava Competition in Mathematics conducted by NBHM.

 - **Bhavan's Association of Microbiologists (BAM):** The Annual BAM Festival i.e. RADIANCE THE FEST is also organized at the intra College level
 - **Women Development Cell of Bhavan's College-**Following are the some important highlights of WDC activities during 2013-14:
 1. Orientation program for students by MAVA (Men Against Violence and Abuse)
 2. Competition based on gender Sensitisation and Issues related to women
 3. It also took initiative in celebration of Savtribai Phule day at College. Reputed Women personalities from different fields for staff were invited. Laws regarding protection of women are displayed on the notice board and in girls' common room through the efforts of W.D.C. members.

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	45 Acres	Nil	NA	45 Acres
Class rooms	32	Nil	NA	32
Laboratories	29	Nil	NA	29
Seminar Halls	01	NIL	NIL	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	13	01	UGC	14
Value of the equipment purchased during the year (Rs. in Lakhs)	25.4L	6.4L	UGC	31.8LNIL
Others Administrative Blocks & Cloak Rooms	63	Nil	NIL	63

4.2 Computerization of administration and library

- ❖ The Accounts department is computerized with MENSOFTECH Technologies and Tally ERP for financial transactions and management of the College. The Administrative Department and Accounts have 12 computers with Internet Connection.

Library:

- ❖ The library functions and services are fully computerized with LIBSYS Software (College Edition). Library activities like Acquisition, Cataloguing, Circulation, Periodicals, Stock Verification and OPAC are performed with the help of computers. Barcode Printer and Scanners are used in Circulation Section and for stock verification.
- ❖ Library has Internet connection with 2 Mbps Speed. Staff and students can access the internet during the working hours of the library. The Library is a member of INFLIBNET's N-LIST E-Resources Consortium.



4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	73882+	7603576	927	90872	75290++	7934904
Reference Books	+		481	240456		
e-Books	51000**	Nil	97000**	Consortia	97000**	Consortia
Journals	60*	137660	62*	150696	62*	150696
e-Journals	2100**	5000	6000**	5000	6000**	5000
Digital Database						
CD & Video	375	79730	6	Nil	381	79730
Others (specify)						
Bound Volumes	1550	NA	97	Nil	1647	NA
Maps and Charts	42	4615	Nil	Nil	42	4615
Globe	01	NA	Nil	Nil	01	NA
Photo Album	58	NA	1	Nil	59	NA

++ Discarded books are not excluded from the Total Collection

** Please note that E-Books and E-Journals are subscribed under INFLIBNET N-LIST Consortia.

*Journals are subscribed every year. Therefore quantity cannot be brought forward for next year

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others Library
Existing	109	4	75	Nil	Nil	12	84	13
Added	34	Nil	20	Nil	Nil	Nil	34	Nil
Total	143	4	95	Nil	Nil	12	118	13

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

Mrs. V.P. Patil attended a short term course on “Soft Skills development” at Academic Staff College, Mumbai from 5th March 2014—11th March 2014.

4.6 Amount spent on maintenance in lakhs:

i) ICT	1, 88, 341
ii) Campus Infrastructure and facilities	13, 45,
iii) Equipments	1, 15, 336
iv) Others	3, 52, 568
Total:	20, 01, 924

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about student support services

Information for student awareness are incorporated in College prospectus and students' INFOMATE for general instructions and for activities related to teaching- learning, scholarships, awards, cultural and environmental. This is generally done by office of the Principal in liaison with IQAC cell.

5.2 Efforts made by the institution for tracking the progression

Not done formally so far, each department does this at individual level

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2595	84	06	698

(b) No. of students outside the state

25

(c) No. of international students

00

No	%
1295	48.2

Men

No	%
1392	51.8

Women

Last Year (2011-12)								This Year (12-13)							
General	SC	ST	OBC	Physically Challenged	VJ/NT	SBC	Total	General	SC	ST	OBC	Physically Challenged	VJ/NT	SBC	Total
1908	347	13	370	05	111	30	2779	1876	322	20	334	03	103	30	2685

Demand ratio- 1:2.5

Dropout %- 5%



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

Since 2012, the College, with support from 5 faculty members conduct classes for MPSC & UPSC competitive exam. This facility was continued this academic year as well

No. of students beneficiaries

200

5.5 No. of students qualified in these examinations

NET

07

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

- Most staff at departmental level informally keeps track of students who join the industry or go for higher studies. They are introduced to passing students, either through informal interaction, by inviting them to the College/department, or by giving their contact details.
 1. Some specific programs organized for students this year are as below:
 2. Resume writing workshops
 3. Guiding students for JNU, TIFR entrance, CSIR, NET, GRE, B.Ed. CET and also in verbal skills
- Additionally, confidence building activities and remedial classes for vernacular medium and economically weak students in Hindi/Marathi, field visits and study tours were organized. Coaching is provided for slow learners in subjects like English. In subjects like Psychology, Marathi, Hindi Intensive coaching, answer writing practice to help students.
- Further, adopting and mentoring the weak students by the seniors and teachers was done in subjects like Psychology, Zoology and Microbiology. Wherever allowed by university, students were allowed to answer papers in Marathi in subjects like Foundation course.
- Study material was provided for competitive exam through UGC merged scheme
- Students in certain subjects like statistics were given guidance on loans available for higher studies

No. of Students beneficiary:

At least 50% of students

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
03	300	28	25% of graduates, 75% Post graduates

5.8 Details of gender sensitization programmes

1. Topics on women empowerment given for assignments in subjects like History, English
2. Students have conducted street plays and seminars on the topic

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

5.11 Student organised / initiatives: NIL

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: NIL

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

Munshiji's Vision, Our Vision:

Develop the College as a center in which ancient learning and intellectual aspirations of the land might combine to create new history, new literature and new culture.

Education, as Bharatiya Vidya must follow the lines of our own culture. This culture is not a mere matter of religion, nor a particular social system, nor a philosophy by itself; it is a way of life.

Bhavan's Education must teach all to read the heart of our religion, our society, our philosophy, politics, literature, jurisprudence, Science, thoughts, everything that was and is ours.

Munshiji's Vision, Our Mission:

Translating Munshiji's ideas of '*Bharatiya Vidya*' into reality is the mission of each one of us in the College.

To develop a holistic personality through education which is in view of the Bhavan, is both modern and traditional.

To provide Creative Education as an art of self sculpture

“Aa no Bhadraha Kratavo Yantu Vishvatah.”

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

- Faculty involved in syllabus development in different subjects are continuously identifying key subject topic areas to make the papers more relevant to the changing business and research scenario by use of published data by government/ non government bodies, as well as through active interaction with the distinguished and well placed alumni.



6.3.2 Teaching and Learning

- Many departments have started to effectively use ICT methods as students today are more tech savvy. Some such technologies are Power point presentation & Videos showcasing
- Other methods are also being increasingly being used by different faculty, viz. group discussion, debates, one minute presentations, educational games & creative projects
- Management also encourages faculty by allowing participation in orientation and refresher course for enrichment and empowerment of faculty to keep abreast of recent developments wrt effective and novel teaching methods

6.3.3 Examination and Evaluation

As we have to largely confine with university prescribed examination system, catering to semester system; there is little scope for additional evaluations. Nevertheless, a number of departments:

- Take regular class tests
- Seminars, presentations on syllabus topics or related topics, case studies, conducted and evaluated for the students on the topic from syllabus
- Taking the students on fields and asking them question on fields, writing reports and evaluating
Involving the student groups for preparation of exhaustive question banks

6.3.4 Research and Development

- Encourage students to attendance of seminar, symposia, workshops at National and International Level and presentation of their research work
- Publication of their research work in reputed Journals
- Filing of the patent
- Encourage staff and students to enrol for PhD program
- Encourage staff and students to visit Libraries, source material like Museums, Archives etc
- Encouraging exhaustive literature surveys before submitting research proposal.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Annually, new reference books are purchased & students are encouraged to use the library
- Computers with internet facility enhanced by the library
- LCD projectors have been procured by departments for facilitating teaching-learning process.
- Encouraging students to use/attend workshops advance instrument facilities with computer related software for data entry, processing, etc; available elsewhere in reputed centres and share their knowledge with other students

6.3.6 Human Resource Management

- Seminars & workshops are arranged by different departments for career counselling & guidance for employment opportunities.
- Teachers are paying personal attention to students for their programmes like extra attention to weak students, counselling for students in their problems etc
- In certain subjects like Botany, Microbiology, each staff member is in charge of a set of students per class whom they follow up for regularity in attendance and performance in exams as well as general supervision.
- Departments arrange guest lectures, panel discussion of eminent speakers/experts for students to encourage active interaction for planning their future

6.3.7 Faculty and Staff recruitment

Faculty and staff selection is done as per the university norms, by a selection committee.

6.3.8 Industry Interaction / Collaboration

- Many departments invite professional from the industry to interact with students and faculty
- Through the model of Bhavan's Research Center, the department of Microbiology continues to interact with industries, identifying its need and offering necessary technical support to it.

6.3.9 Admission of Students:

Rules set by University followed by the College. Recently on-line admission process has been introduced and the College follows the same as per the norms

6.4 Welfare schemes for

Teaching	Credit Cooperative Society of College, provides facility for saving, loan to staff
Non teaching	
Students	Yuva Raksha Insurance scheme

6.5 Total corpus/reserve fund of the credit society

1.41Cr

6.6 Whether annual financial audit has been done

Yes No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes N 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

- The alumni are called as resource persons and are asked to share their experiences with students and provide suitable guidance to them
- PARICHAY SAMELAN is being held every year by our Hindi students
- Students from various batches are invited to guide the students from the current batches

6.12 Activities and support from the Parent – Teacher Association

- Beginning of each year a parents meeting is addressed by the Principal and other faculty members of the College informing about general discipline, College activities, examination rules, difference courses offered in the College.
- Interaction with parents is carried out as and when needed
- PTA in certain subjects like Botany invites all the parents of UG and PG class to discuss progress of their wards with special reference to their attendance
- Whenever Parents come to the department with problems regarding their ward, a patient hearing is given and measures are taken to help them
- There is a parent meeting at the beginning of every academic term for T. Y. B. Sc. students, at the end of third semester meeting is held for parents of S. Y. B. Sc. Students, in certain subjects like Zoology
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6.13 Development programmes for support staff

- Help given to non- teaching staff of the department on informal basis
- Computer literacy programme for staff was regularly conducted. Library staff offers good support in this area
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- Computer literacy programme for staff was regularly conducted. Library staff offers good support in this area



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

- Minimizing use of papers and reuse of wasted file.
- Discourage the use of plastic cups and tissue papers
- Switching off fans and lights and use of natural light whenever possible.
- Use of printed papers in the department for the use of wrapping of the glass wares during the autoclaving
- Hindi Department organised Holi Milan samaharo for staff and students. Holi was played with flowers, colours were strictly avoided
- Practicals to prepare & test efficacy of biofertilisers in pot plant studies at S.Y. B.Sc
- Encouraging research projects related to solid waste management, vermicomposting etc
- Biology department has Nature Club, wherein members arrange awareness programme for garbage disposal
- A green Brigade was formed to monitor and control garbage in campus and it also created a awareness among the students about proper garbage disposal
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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.

- Management of departmental Library by students of History, Microbiology familiarizes them with the books and trains them with organizational skills
- Extra effort to improve writing/speaking/language skill amongst the students by a number of Arts departments has helped students gain confidence in appearing for exams
- Forming group of students to perform demonstration experiment and Laboratory skill experiment, trained the students in planning practicals and demonstration.
- Encouraging students interaction with undergraduate and postgraduate students, Encouraging students to prepare for CSIR-NET,UGC-SET,GATE and other competitive examination

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

Planning- beginning of academic year	Action Taken
To encourage Arts students to pursue further studies	Students were provided regular guidance and mentoring in subjects like Psychology
Strengthen Research Activity in the College	<ol style="list-style-type: none"> 1. Active research monitoring committee constituted 2. Selection of full time PhD students to enable them to contribute more time to research to improve quality of R&D in the College 3. Encourage students and staff to write major research grants for funding 4. Build collaborations with other national and international institutes/scientists

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

1. Bhavan's Research Center
2. Infomate

**Provided the details in Annexure (Annexure I)*



7.4 Contribution to environmental awareness / protection

- Active participation of teachers and students in VanaMahotsav, Sun Plug and other such activities organised by the institution.
- Research related to environment issues, use of biofertilizers and diligent laboratory experimentation in UG programs showing positive outcomes, study of Biocontrol-conducted in Polyhouses in Talegaon
- Bhavans Botanical Society functions involved the topics which was expected to create awareness among the students by participating in poster and oral presentation.
- Display of the rare and medicinal plants during the BBS in order to highlight the importance of plants to the environment.
- Use of Glass and Ceramic cups in departmental tea club in order to avoid the use of plastic cups

7.5 Whether environmental audit was conducted? Yes No

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



8. **Plans of institution for next year**

1. To improve College infrastructure by adding space and maintaining existing areas
2. Reconstitute IQAC committee with a convener experienced in quality related work
3. Feedback to be taken from all stakeholders and analyse them
4. Identify academic needs of the institution and assist in meeting them
5. Give impetus on eco-friendly activities in the campus
6. Encourage all departments to take up activities that will help students with their career and growth
7. Offer greater internet facility to students by optimal utilization of UGC funding
8. Create a center for coaching students interested in appearing for civil services exams

Sd/-

Dr. Asha Rao

Name & Signature of the Coordinator, IQAC

Sd/-

Dr. (Mrs.) V. I. Katchi

Name & Signature of the Chairperson, IQAC



Annexure I: Best Practices

I. BHAVAN'S RESEARCH CENTER

1. Title of the Practice

Entrepreneurship in an academia set up to foster better teaching, learning & institutional growth through 'Bhavan's Research Center'

2. Goal of the Practice

To have a knowledge-based faculty to meet academia-industry gap (to use the knowledge acquired to impact the curriculum)

3. The Context

Department of Microbiology of the College has an impressive track record of its expertise in research. The faculty wanted to apply this capability for larger benefit of academia by interacting proactively with industry to understand its need in the subject and plan research activities to make it useful not only to the industry, but to the society on the whole.

4. The Practice

The facility, Bhavan's Research Center is an independent laboratory, established under Department of Microbiology, Bhavan's College. It creates employment by hiring post graduates in microbiology, who are thoroughly trained under ISO guideline to meet international and industry standards. It is a successful entrepreneurial model managed by the faculty, who are now influencing UG & PG students with culture of valuable applied research and quality norms. Learnings from the Center is also being applied to organize quality related activities in the College

5. Evidence of Success

- a. Increase in collaborative projects with industries and national & international researchers
- b. Research projects being planned as per the projected needs of society and industry
- c. Financially self-sustaining
- d. Faculty placed in national (BIS, FDA) and international (Water Quality Association) technical committees
- e. Paper published
- f. Research grant with Indo-Korea

6. Problems Encountered and Resources Required

1. Marketing our expertise, breaking into existing barriers of analytical laboratories is a major problem. Alumnus in corporate and their advisory meetings are continuously needed for steering the direction to academia-industry outcomes.
2. Faculty time to take this venture to higher scale
3. Resources also may help in developing a chemical analytical unit, so that students with chemistry background can also draw benefits.

Annexure II

INFOMATE

1. Title of the Practice

Providing INFOMATE to the students

2. Goal of the Practice

To have a system of provide all College related information and student's data readily accessible

3. The Context

Most information about the College is provided in the College prospectus, which the student uses at the time of admission. Thereafter, there is no ready source of information on regular activities of the College with the students. Thus, this innovative idea of providing academic diary to students was initiated in 2007.

4. The Practice

Over the years, the format and content of the Infomate has been revised, however, its basic objective of providing comprehensive information, on academic terms, list of holidays, tentative dates of various academic activities like commencement of lectures, practicals, internal assessments, semester/term end examinations, additional examinations, likely dates for co-curricular and extracurricular activities is provided in this diary. It is really a "mate" which can comprehensively document the progress of the student during the academic year.

5. Evidence of Success

Students are found to refer to the Infomate while discussing their time plan. Students and teachers both use it as ready reckoner for regular usage and source of information.

6. Problems Encountered and Resources Required

Inculcating practice of using this academic diary is hard at the beginning of the academic year. Also adds to the financial burden of the College



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

