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

> Sheth T.J.Education Society's Sheth N.K.T. College of Commerce and Sheth J.T.T. College of Arts ,Thane.

1.2 Address Line 1

> Kharkar Ali

Address Line 2

> Behind Thane Collector Office

City/Town

> Thane (W)

State

> Maharashtra

Pin Code

> 400601

Institution e-mail address

> nktdegreecollege@rediffmail.com

Contact Nos.

> 9869686161

Name of the Head of the Institution:

> Prin.(Dr) P.M. Karkhele

Tel. No. with STD Code:

> 022-25431119

> 9869686161

Mobile:

Name of the IQAC Co-ordinator:

> CA. Kanak S. Jayawant

Mobile:

> 9833284253

IQAC e-mail address:

> nktiqac14@gmail.com

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

> MHOCGN11371

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)

> EC(SC)/23/A&A/12.3

1.5 Website address:

> www.nktdegreecollege.org

Web-link of the AQAR:

> http://www.nktdegreecollege.org/IQAC.aspx

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C	-	2003-04	2.5.2009
2	2nd Cycle	B	2.49	2010-11	26.3.2016
3	3rd Cycle	B+	2.62	2017-18	27.3.2022
4	4th Cycle	-	-	-	-

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

> 1.07.2004

> 2016-17

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

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

    i.   AQAR 2011-12 Submitted to NAaC on 28-09-2012
   ii.   AQAR 2012-13 Submitted to NAAC on 28-09-2013
  iii.   AQAR 2013-14 Submitted to NAAC on 08-08-2014
  iv.   AQAR 2014-15 Submitted to NAAC on 05.08.2015
   v.   AQAR 2015-16 Submitted to NAAC on 16.08.2016

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)*   The 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

2

2.3 No. of students

3

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and

community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders: No. [2]   Faculty   [4]

Non-Teaching Staff Students [4]   Alumni [2]   Others [1]

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

If yes, mention the amount   [60,000/-]

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 [4]

(ii) Themes

Human Rights, Participatory Learning, Career in Navy, Law

2.14 Significant Activities and contributions made by IQAC

Inter collegiate competition, Workshops, participation in Youth Festival

Evaluation of teachers by taking feedback from students and analysis of the feedback.

Submission of RAR, Preparation for NAAC visit, Intercollegiate competition, Rally on Organ Donation, Program of women Development-Cell, Workshops on Human Rights ,Digitisation.

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
To prepare for NAAC reaccreditation III Cycle	NAAC visit successfully conducted in February ,2017
To organise workshop & seminars.	Workshop on Human Rights, workshop on Smart Investors by Bombay Stock Exchange, workshops on career planning, Health areas were organised.
To plan Co-curicular and extra curricular activities	In UDDAN Festival of DLLE of University of Mumbai student achieved II rank, In NSS activities Tree Plantation Vanrrai Bandhara

	Construction in villages, in WDC Yoga Day, Disaster Management programme was organised.
To strengthened the Mentor System	Mentor system was reviewed and effectively implemented.

* 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

Conducted Academic Audit, Green Audit, Energy Audit, ,Examination Audit,

Organised ',Organ Donation' Rally.

Infrastuctural Development.

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			01	
UG	02		03	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				

Others				
Total	02		04	

Interdisciplinary				
Innovative				

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

   (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	B.Com. B.A, B.M.S. BSc(IT),BCom(B&I),M.Com
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.

   Yes, as per University norms

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

   No

Criterion – II
2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	12	8	1	1

2.2 No. of permanent faculty with Ph.D.   10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors 4		Associate Professors 4		Professors 1		Others 1		Total 10	
R	V	R	V	R	V	R	V	R	V
1									

2.4 No. of Guest and Visiting faculty and Temporary faculty [ ]   5   21

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	9	9	3
Presented papers	14	16	3
Resource Persons			

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

• For effective implementation of the curriculum, the classroom teaching is supplemented with projects, case studies, group discussion, presentation, values clarification exercises, buzz words, field visits/study tours, moot court, documentaries, movies, confidence building program, personality development program, skill development program, workshops.

• Eminent experts from industries and academics are invited to guide on specific topic/subject, to empower the students for raising their employability. And the research-oriented activities for faculty.

• The co-curricular and extracurricular activities are also designed to supplement the effective implementation of the curriculum.

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

180

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

The schedule for examinations is conveyed to the teachers in advance through Annual planner and academic calendar made available to them in the beginning of the academic year.

• When the University introduced Credit Based Semester Grading System (CBSGS) in 2011-12 our faculty attended the workshops on the same and shared the learning gained with colleagues.

• Any circular related to evaluation method is sent to the examination committee which circulates the same to the faculty members.

• The circular is also put up on the notice board and college website for the students and faculty.

• Department displays notices on notice board regarding question paper pattern, portion for the respective exams and question bank.

• The faculty and students are encouraged to access the University of Mumbai Website for information related to examination.

• Details are given in prospectus.

• Evaluation procedure is communicated to the faculty in staff meeting, and Head of Department meeting An orientation is conducted for the FY students at the beginning of the year to communicate evaluation procedure explaining ATKT rules and emphasizing on the minimum marks to be scored in each paper.

• Principal and Examination Committee chairperson orient students about examination rules and reforms.

• In addition to this, the teachers also explain the evaluation method to the students in their respective classes.

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

		24

2.10 Average percentage of attendance of students

84%

2.11 Course/Programme wise
     distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
	Result	awaited				

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

- Preparing the Academic Calendar

- Encourage Departments to prepare Teaching Plan and review it in the meeting of the

  Department .Give suggestion to Learning Resource Centre about updation of stock as per the syllabus.

- Give suggestions for the Infrastructural development of the college.

- Encourage Departments to organised Workshops, Guest lectures, Seminars etc.

- Suggest all Departments and activity centres to conduct various Cocurricular and Extra curricular and extension activities.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	--
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-

Staff training conducted by the university	15
Staff training conducted by other institutions	
Summer / Winter schools, Workshops,Syllabus revision workshops).	24
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	20			19
Technical Staff				1

Criterion – III

3. Research, Consultancy and Extension

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

The Researchers are provided with Library facilities including internet, reprographic facilities.

Separate space and infrastructure is made available to researchers.

Library time extended from 5 pm to 6 pm to enable the students to use resources.

Faculty pursuing research are allowed to purchase books for their Research from research funds.

Staff members are encouraged to recommend purchase of books and subscribe for journals and periodicals relating to their research topics.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		NIL		
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			2	
Outlay in Rs. Lakhs			50,000/-	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	3	3	
Non-Peer Review Journals		1	2
e-Journals			
Conference proceedings	14	16	

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				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	1 Year	University of Mumbai	50,000/-	
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   Nil

Level	International	National	State	University	College
Number		NIL			

Sponsoring agencies					

3.11 No. of conferences

organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons [2]

3.13 No. of collaborations   International [_]   National [ ]   Any other [ ]

3.14 No. of linkages created during this year [4]

3.15 Total budget for research for current year in lakhs :

From Funding agency [_]   From Management of University/College [210,000/-]

Total [210,000/-]

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   [2]
and students registered under them [ ]

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

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 [75]   State level [-]

National level [-]   International level

[-]

3.22 No. of students participated in NCC events: University level   [-]   State level

National level   [-]   International level   [-]

3.23 No. of Awards won in NSS:

University level   [-]   State level   [-]

National level   [-]   International level   [-]

3.24 No. of Awards won in NCC:

University level   [-]   State level   [-]

National level   [-]   International level   [-]

3.25 No. of Extension activities organized

University forum   [   ]   College forum   [3]

NCC   [   ]   NSS   [7]   Any other   [DLLE -2]

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

• Survey of status of women in Society project by DLLE, Survey on Domestic Violence by WDC
• Visit to orphanage
• NKT Snehankit , activity for visually challenged.
• Tree plantation
• Street play-'Discrimination against Women' Drug de-addiction
• Participation in various raliy: AIDS awareness and Voters' Day Rally, Peace March on world friendship day
• The associations organize celebration of voters' Day, National Integration campaign, Good Governance Day, Constitution Day, Birth death anniversaries of national leaders and social reformers, PAN card drive
Celebration of 125th Birthday of Dr Babasaheb   Ambedkar.
Exhibition & Fun-n –Fair .
Guest lecture on Leprosy.
Organisation of Yoga Training session.

Donation of Wheel Chair & Donation to cancer patient by Alumni and Staff 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	1.5 acer			
Class rooms	31			
Laboratories	1			
Seminar Halls	1			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		9		
Value of the equipment purchased during the year (Rs. in Lakhs)		6.27		
Others		28.43		

4.2 Computerization of administration and library

- Library is fully automated with SOUL 2.0
- Office is fully automated with CAS
- All Books are bar-coded
- Renewed N-LIST subscription
- Library Website is developed with WEBO PACK LINK for users

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16779	1971027/-	1128	151980/-	17907	2123007/-
Reference Books	7761	3000229/-	945	257129/-	8706	3257358/-
e-Books		N-LIST	PROJECT		SUBSC	
Journals	25	20030/-	-		25	20030/-
e-Journals	1	5000/-	-	5000/-		5000/-
Digital Database	-		-			

CD & Video	248		17	-	265	
Others (specify)	271		-		271	

Journal Subscribed every year

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	101	1	6	4	1	9	0	6
Added	1						4	
Total	102	1	6	4	1	9	4	6

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

- Internet WIFI access for teaching staff in staffroom

- Internet access available for students in Library and Computer lab

4.6 Amount spent on maintenance in lakhs (Rs.) :

i) ICT — 5.48

ii) Campus Infrastructure and facilities — 52.41

iii) Equipments — 9.24

iv) Others — 1.30

Total : 68.43

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC motivates departments and activitiy centres to conduct Guest lectures of eminent personalities from industry or Professional Institute to increase employability

- Mentor system is strenghten to support average students and slow learner and also to motivate above average students.

- Through Career guidance Cell students are made aware of various career options

- Alumni   plays its vital role by organising lectures of experts and sharing their experience with

5.2 Efforts made by the institution for tracking the progression

> The institution encourages students to participate in various activities through the following strategies of identifying their talents, enlisting them on the basis of their area of interest and through creating competitive spirit among the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2523	114		

(b) No. of students outside the state

13

(c) No. of international students

-

Men

No	%
1075	41%

Women

No	%
1562	59%

Last Year 2015-16						This Year 2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2002	194	19	361	1	2577	2097	242	30	296	2	2637

Demand ratio 1:1.29   Dropout % Negligible

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

> The CGPC organizes lectures on career opportunities. It invites companies for campus recruitment. It also motivates students to opt for civil service examinations. Students are recommended for job in different organizations.
>
> CGPC conducts workshops for stress management, personality, interview and communication skills. Faculty also guides students regarding career avenues open to them especially in their respective fields. The college arrange the guest lectures for the preparation of Civil Service Examination.
>
> Session on Competitive examination where also conducted.

No. of students beneficiaries | 102

5.5 No. of students qualified in these examinations

NET [ ] SET/SLET [ ] GATE [ ] CAT [ ]

IAS/IPS etc [ ] State PSC [ ] UPSC [ ] Others [ ]

5.6 Details of student counselling and career guidance

Academic Counselling:

Students are helped with time-table management and learning techniques through Mentoring system, One to one counselling and Parent teacher meetings.

- Issues related to stress and depression due to self induced or parental pressure is helped with.

- Guidance of academic nature is provided. Plan of study is given at the beginning of year, reference books for different papers are suggested, and guidance is provided for the preparation of the notes. Teachers give information about weight age to different chapters in different papers and also discuss about the nature of questions on the each topic. Remedial classes are conducted for the weaker students. Question bank are prepared and made available to the students. Synoptic answers are given to students.

- Teacher in Psychology department and other teachers do counselling to students

Personal Counseling: Teachers also help the students to solve their personal problems, if any such as Relationship issues, family issues interaction between students and parents. The College has Women Development Cell which organizes programs related to gender issues. Career counseling: Students are given knowledge about the various careers and opportunities available suitable to their attitude. Various career oriented guidance lectures are also conducted through Career Guidance and placement Cell. Women Development Cell is established and reconstituted every year as per the directives of University of Mumbai to deal with the problems encountered by female students and staff. It organise programs focusing on career options. Guest lectures are organized to train students on how to prepare for competitive examinations.

No. of students benefitted

5.7 Details of campus placement | 52

Sr.No	Description 2016-17	Date	No of Benefaries
1	A guest lecture is organized for MBA students in association with T.I.M.E	19th August	73
2	A guest lecture on Career Opportunities in Banking sector	23rd August	77
3	A campus interview is organized of Shree Sai Enterprises	26th August and 1st September	8 Interviewed 5 Selected
4	A campus interview is organized GEP Multinational company	22nd September	8 Interviewed 3 Selected
5	A guest lecture of Mr. Sachin Awari on Bank exams	22nd September	51
6	A campus interview is organized WNS Multinational company	28th September	8 Interviewed 7 selected
7	A guest lecture by Advc. Priti Bondre on career evenues in field of law in association with alumni	3rd September	105
8	Seminar on carrer opportunities in NAVY by Captain Jacob and Mr. Prafull Pawar	22nd December	63
9	Seminar on Media industry by Dr. Karandikar and Mr. Mohit Agarwal	17th January	67
10	Training session for MPSC programination	2 hrs in every week	23

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	24	15	-

5.8 Details of gender sensitization programmes

WDC has carried out workshops and talks on gender sensitization (both male and female), health of girl students, pre-marital counselling, gender issues, legal aspects related to women, female foeticide, domestic violence and women, women empowerment and self-defense.WDC members along with students and NGO.

Vivakanand Kendra Thane and Bharatiy Mahila Shakti arranged seminars related to women issues conducted workshops on eve teasing.

5.9 Students Activities

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

   State/ University level | 160 | 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 w | 40 | students in Sports, C   and other events | |

   Sports : State/ University level | 5 | National level | | International level | |

   Cultural: State/ University level | 31 | National level | | International level | 1 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	330	3173150
Financial support from other sources	02	3800
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 1 | National level | | International level | |

Exhibition: State/ University level | | National level | | International level | |

5.12   No. of social initiatives undertaken by the students | 2 |

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- Committed and persuasive efforts towards holistic education.

 Mission- To impart education based on values, justice and equality among students

• from all strata of society. To enable to students to grow intellectually, professionally and ethically

• throughout their lives.

Objectives-¬ To encourage, spread and facilitated higher education among all sections

• of society in general and among Guajarati speaking community in particular irrespective of class, cast and creed. To mould their character, to make them good and responsible citizen.

• To inculcate the sense of discipline and develop a holistic approach

• among students. To develop students intellectually and socially.

• To sensitize realization of students potential for excellence.

• To instill moral values and to mould students into excellent human being.

• **Quality Policy¬**

Sheth N.K.T.T. College of Commerce and Sheth J.T.T. College of Arts shall impart education to the students and instill in them respect for values, justice, equality, ethics, social sensitivity, gender sensitization and environmental consciousness for the betterment of society and self through optimum utilization of available resources. The college Vision, Mission, Objectives and well-defined Quality Policy are made known to the students, teachers, staff and other stakeholders in a variety of ways such as board displays, prospectus, notices, orientation lectures and parent teachers meetings. Besides this, it is disseminated globally/locally though college website (www.nktdegreecollege.org). It is displayed at the main entrance, LRC, Gymkhana, Common rooms and every floor of The college building. The Logo of the college "Knowledge is Adorned by Modesty" reflects the core values being practiced by the college to impart holistic education.

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

The College makes sincere efforts to enhance and enrich the professional development of its teaching and non-teaching staff. Some of them are as follows:

Staff members are deputed for Orientation and refresher courses.

Faculty development programs in various areas and subjects are conducted in the college.

Faculty members are encouraged to attend seminar and conferences and workshops conducted by the University.

Experts from the industry and academia are called to address the students. Faculty members are encouraged to take up Minor and Major research projects.

6.3.2 Teaching & Learning

6.3.   Principal holds regular meetings with faculty to get feedback on the progress made on the planned programs. The College maintains the record of the faculty in Faculty Profile detailing education, experience and training.

As per the university norms examination reforms are initiated and Evaluation is done.

6.3.4   Research and Development

The College through Research Development Committee promotes research culture. Research and Development Committee of the college motivated teachers to go for Major and Minor Research. This year 2 faculty members got sanction for Minor Research projects. They are also motivated to publish their research papers in recognized journals.

6.3.5   Library, ICT and physical infrastructure / instrumentation

➢   Well-equipped Internet facilities are provided to students for projects preparation and reading e- books.

➢   Learning Resource Centre facilitates separate internet zone for faculty members.

➢   Multimedia facility.

➢   Library connected to LAN with centralized control.

6.3.6 Human Resource Management

Though the institution has not formally established HR committee the management and the Principal take care of various important functions such as Conduction of exams for Govt. & private agencies on Sundays and holidays to generate revenue for the institution Celebrations on 5th September, as Teacher's day. The management felicitate each faculty on Teachers Day this occasion. Felicitation of retiring employees on behalf of the management Full time appointments are made as per university requirements and management guidelines Experts from Industry and various other organizations are invited as visiting faculty.

6.3.7 Faculty and Staff recruitment

Recruitment of regular faculty and part time faculty in Aided section is as per the norms laid down by the UGC and in Unaided Section Recruitment is carried out keeping in mind the Industry Interaction / Collaboration requirements. Vacancies generated are filled as per the University and Government norms.

6.3.8

Industrial visits are conducted .

Seminars and Workshops are held by some departments where renowned people from various industries are invited to speak.

Placement cell arranges on campus interviews by well known industries/organizations/ institutions for recruitment of graduate students.

6.3.9 Admission of Students

On-line admission process has been implemented for both the Junior and Degree College, in both aided and unaided sections. All details pertaining to admissions including the merit lists are displayed on the college website.

Teaching	Medical

	Reinsurance
Non teaching	Yes
Students	Group Insurance

6.4 Welfare schemes for

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	✓			
Administrative			Yes	

6.8 Does the University/ Autonomous College declares 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?

CBGS and Semester pattern are the reforms and OSM

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

-

6.11 Activities and support from the Alumni Association

Meetings are conducted and they are invited to guide students about career prospects and help truly in expanding network of the college and reaching out to both ex and present students by extending timely support. A mega Get-Together of Alumni was organised during the year named ',Galiyare.

6.12 Activities and support from the Parent – Teacher Association

> Meetings are convened regularly and concrete suggestion are implemented

6.13 Development programmes for support staff

> Encourage staff to participate in training programs organized by Staff academy

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

> Go green committee is constituted for undertaking various environment based programs, plastic free zone, water conservation, energy conservation etc
>
> Green Audit is conducted

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.

> • In view of making the premises gender friendly and empowering girl students large number of initiatives in creating awareness, training in self-defence for girls have been initiated. Yoga Day has been observed with Yoga training
>
> • To inculcate social values and civic sense among the students various activities are undertaken by Art Circle of the college such as Good Governance day, observing Birth anniversaries of National leaders and social reformers, E Saksharta- training to students in computer literacy, Wall paper project. Celebration on 125th Anniversary year of Dr Babasaheb Ambedkar, AIDS awareness Rally, Organs donation Rally
>
> • Blood donation Camp

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

> • Organized UGC sponsored workshops
> •Participation in Youth Festival -Zonal Round
> • Guest lectures
> • Strengthening of mentor system

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

> 1. Participatory Learner-Centered Method-"We Do-We Understand"
> 2. Reaching out to Reachable for Right cause
> 3. RRR) Institutional Social Responsibility (ISR)

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

7.4 Contribution to environmental awareness / protection

> Tree plantation, Construction of Vanrai Bandhra by NSS unit,

7.5 Whether environmental audit was conducted?   Yes   No

Green Audit conducted   ✓

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

SWOC Analysis of the college

 The college IQAC conducted internal SWOC Analysis every year. The outcome of this analysis is given below.

Strengths: Consistently good results at graduate and post graduate level.

- Dynamic and devoted faculty with professional qualification.
- Research oriented staff.
- Effective contribution by the departments in the field of extension activities, co-curricular activities and extracurricular activities.
- Members worked as interviewer, viva experts, and moderators in other Colleges.
- Strict adherence to the rules of minority status.

- • Challenges: Personal rapport with students with growing student-teacher ratio.

- • Training students as per the need of the industry.

- • Diverse student community.

- • Providing resources to marginalized students.

- • Maintaining interpersonal relations.

- • To develop computing skills among students.

8. Plans of institution for next year

- • Organize conferences on National and international levels

- • Take up Major and minor research project

- • Encourage students to take up research projects

- • Prepare for the Nest Cycle of NAAC Accreditation right from beginning

Name CA (Ms.) K. S. Jayawant   *Name Dr. P. M. Karkhele*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

SHETH N.K.T.T. COLLEGE OF COMMERCE &
SHETH J.T.T. COLLEGE OF ARTS, THANE.

ACADEMIC   CALENDAR   2016 - 2017
First Term

6ᵗʰ June 2016 to 25ᵗʰ October 2016 (Both days inclusive)

June 2016

M	TU	W	TH	F	S	SUN
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	27
27	28	29	30			

September 2016

M	TU	W	TH	F	S	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2016

M	TU	W	TH	F	S	SUN
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October 2016

M	TU	W	TH	F	S	SUN
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

August 2016

M	TU	W	TH	F	S	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Holidays

6ᵗʰ July - Ramzan Id

15ᵗʰ August -Independence Day

5th September - Ganesh Chaturthi

12th September - Bakari Id

11nd October - Dassera

12nd October - Moharam

Teaching Days - 91

July - Formation of various committes & Inaugural Function of associations.

August - Foundation Day and various activities.

1ˢᵗ to 9ᵗʰ August 2016 - SY/ TY Class Test

6ᵗʰ to 12ᵗʰ September 2016 - break for Mid Term (Both days inclusive)

1ˢᵗ to 3ʳᵈ September 2016 - SY/ TY Additional Class Test.

1ˢᵗ October to 25ᵗʰ October 2016 - Sem.- II,III & IV Exams & Asessment.

Sem.- I Exam. & Asessment as per University Time Table

26ᵗʰ October to 14ᵗʰ November, 2016 - Diwali Vacation (Both days inclusive)

SHETH N.K.T.T. COLLEGE OF COMMERCE

&

SHETH J.T.T. COLLEGE OF ARTS, THANE.

ACADEMIC   CALENDAR   2016 - 2017

Second Term

15th November 2016 to 30th April 2017 (Both days inclusive)

November 2016

M	TU	W	TH	F	S	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

February 2017

M	TU	W	TH	F	S	SUN
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

December 2016

M	TU	W	TH	F	S	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

March 2017

M	TU	W	TH	F	S	SUN
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	27
27	28	29	30	31		

January 2017

M	TU	W	TH	F	S	SUN
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

April 2017

M	TU	W	TH	F	S	SUN
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Teaching Days - 90

14th November - Guru Nanak Jayanti

12th December - Id-e-Milad

26th January - Republic Day

19th February - Shivaji Maharaj Jayanti

24th February - Mahashivratri

13th March - Holi (2nd Day)

29th March - Gudhi Padva

5th April - Shriramnavmi

9th April - Mahavir Jayanti

14th April - Dr. B. Ambedkar Jayanti
                                            & Good Friday

26th Dec.2016 to 1st Jan. 2017 Winter break.(Both days inclusive)

9th to 17th January FY, SY & TY Class Test

11th March to 30th April 2017 : Sem.- III & IV Exams., Asessment & Result
Sem.- I & II Exams & Asessment as per University Time Table

SHETH T.J. EDUCATION SOCIETY'S
SHETH N.K.T.T. COLLEGE OF COMMERCE &
SHETH J.T.T. COLLEGE OF ARTS
Kharkar Ali, Thane (W) – 400 601

Calendar for the Academic Year 2016- 2017

Term Arrangements 1st Term (9th June 2016 to 25th October 2016)
2nd Term (15th November 2016 to 2nd May 2017)

Date/ Month	Event/ Activity
9th June 2016	Opening Day of College
June 2016	FYBCom/BA Admission
	Meeting of IQAC and Staff/ Heads of Departments.
July 2016	Address of the Principal
	Meetings of various Students Bodies
15th August 2016	Independence day
16th August 2016	Foundation day of college
August 2016	Talent Competition
	Meeting of IQAC
	Local managing committee (LMC)/ Governing Body (GB) meeting
	Workshops for Students
	Various activities of committees
	Parent- Teachers Meet
August/September 2016	Inter class Sports Activities (Indoor)
September 2016	Midterm Vacation
	Mentors meeting with parents
October 2016	III Semester Examination
	I/III Semester and Old Pattern ATKT Exams
	V Semester Examination
October/ November 2016	Diwali Vacation
November 2016	Re-opening of 2nd term.
	I Semester Examination
December 2016	N.S.S. Camp
	Festival Week
	Annual Day & Prize Distribution
January 2017	Annual Athelete Meet
	Republic Day
February	Marathi Bhasha Din
	ATKT Exams
March 2017	SYBCom Examination
	Alumni Meet
April 2017	II & IV Semester Examination
	VI Semester Examination
May 2017	Result
	Admission process