

Ref. No. : NKTC/IQAC/ /15-16

Date : 5th August, 2015

The Director,
National Assessment and Accreditation Council,
P.O. Box No.1075,
Nagarbhavi,
Banglore – 560 072

Respected Sir,

Sub. : Submission of AQAR 2014-15

We are forwarding the AQAR for the year 2014-15 in the format available on NAAC website.

Please acknowledge and do the needful.

Thank You,

Yours Sincerely,

PRINCIPAL,

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
State - Maharashtra

PART – A

I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City / Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the

Institution
Tel. No. with STD Code

Mobile

Name of the IQAC Co-ordinator

Mobile

IQAC e-mail address

1.3 NAAC Track ID

1.4 Website address

1.5 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	--	2003-04	
2	2 nd Cycle	B	2.49	2010-11	26.3.2016

1.6 Date of Establishment of IQAC DD/MM/YYYY

1.7 AQAR for the year

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1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- 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 07.08.2014

1.9 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

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

Type of Faculty / Programme

Arts Science Commerce

Law PEI (Phy.Edu.) TEI (Edu.)

Health Science Management

Others

..3..

..3..

1.11 Name of the Affiliating University	<input type="text" value="Mumbai University"/>		
1.12 Special status conferred by Central / State Government – UGC/CSIR/DST/DBT/ICMR etc.			
Autonomy by State / Central Govt./University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC – Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC – Innovative PG Programmes	<input type="text"/>	Any other	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		
2. <u>IQAC Composition and Activities</u>			
2.1 No. of Teachers	<input type="text" value="08"/>		
2.2 No. of Administrative / Technical Staff	<input type="text" value="02"/>		
2.3 No. of students	<input type="text" value="03"/>		
2.4 No. of Management representatives	<input type="text" value="02"/>		
2.5 No. of Alumni	<input type="text" value="02"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>		
2.7 No. of Employers / Industrialists	<input type="text" value="01"/>		
2.8 No. of other External Experts	<input type="text" value="01"/>		
2.9 Total No. of members	<input type="text" value="20"/>		
2.10 No. of IQAC meetings held	<input type="text" value="05"/>		
2.11 No. of meetings with various stakeholders	<input type="text" value="02"/>	Faculty	<input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="02"/>	Alumni	<input type="text" value="03"/>
Others	<input type="text" value="-"/>		

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

ii) Themes

2.14 Significant Activities and contributions made by IQAC

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 enhanced by the end of the year.

Plan of Action	Achievements
To organize effective placement services.	Almost all activities were conducted Majority teachers are pursuing research awarded Ph.D. Taking up minor research projects
To establish linkages with industries.	
To involve alumni in resource mobilization.	
Enhancing ICT enabled teaching learning process.	
Infrastructural changes	
Value based programmes	
Promoting 'Research Culture' among faculty.	

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any Other Body

Provide the details of the action taken 1) Infrastructural changes were made.
2) Ad-on courses are going to start.

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Part – B

Criterion – I

I. 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
Ph.D.				
P.G.	01		01	
U.G.	02		03	
P.G. Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	03		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., B.Sc.(I.T.), B.Com.(Banking & Insurance, M.Com.
Trimester	
Annual	

1.3 Feedback from stakeholders

(On all aspects)

Alumni Parents Employers Students
 Online Manual Co-operating schools

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

Yes

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	Assist. Professors	Associate Professors	Professors	Others
22	14	07	--	01

2.2 No. of permanent faculty with Ph.D.

7

2.3 No. of Faculty positions Recruited (R) And Vacant (V) during the year

Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	--	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest - 01	Visiting - 01	Temporary 16
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2.5 Faculty participation in conferences and symposia

No. of Faculty	International Level	National Level	State/Regional Level	Workshops
Attended	25	30	08	29
Presented papers	23	28	5	
Resource Persons	--	--	--	03

2.6 Innovative processes adopted by the institution in Teaching and Learning

ICT, Teaching Plan, guest lectures

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

182

2.8 Examination / Evaluation Reforms initiated by the Institution (for example : Open Book

--

Examination, Bar Coding, Double Valuation, Photo copy, Online Multiple Choice Questions)

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

Restructuring	Revision	Syllabus
--	01	04

2.10 Average percentage of attendance of Students

80%

2.11 Course / Programme wise distribution of pass percentage

Title of the Programme	Total No. of students appeared	Grade						F
		O	A	B	C	D	E	
B.Com.	427	00	35	87	182	32	2	89
B.A.	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited
B.M.S.	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited
B.Sc.(I.T.)	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited
B.Com. (B. & I.)	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited	Awaited

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

Departmental meetings, feedback mechanism, mentor system, results, remedial and intensive teaching

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefited
Refresher courses	3
UGC – Faculty Improvement Programme	4
HRD programmes	-
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	5
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1
Ph.D. completed	2
Ph.D. pursuing	4
Minor research project	3

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	01	00	10
Technical staff	22	00	00	16

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing / Promoting Research Climate in the institution**

<ul style="list-style-type: none"> ❖ By organizing one day workshop in Research Methodology ❖ Forwarding research proposals ❖ Participation in International and National Conferences ❖ Encouragement for participation in Short Term Courses ❖ Providing information regarding Workshops & Seminars on Research Methodology in other institutions

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	03	-	-
Outlay in Rs. Lakhs	-	0.85	-	-

3.4 Details on research publications

	International	National	Others
Journals with ISSN,ISBN	06	07	-
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications : 4

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations. - nil

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major Projects				
Minor Projects	2014-15	University of Mumbai	85,000	85000
Interdisciplinary Projects	-			
Industry sponsored				
Projects sponsored by the University / College				
Students research projects (Other than the compulsory by the University)				
Any other (specify)				
Total			85,000	85000

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3.7 No. of books
Published

i) With ISBN No.

Chapters in Edited Books

i- b) Without ISBN No.

01	
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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
(Specficy)

3.10 Revenue generated
through
consultancy

3.11 No. of conferences
organized
by the Institution

16 workshops were organized.

Level	International	National	State	University	College
Number	-	-	-	-	2
Sponsoring agencies	-	-	-	-	-

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	<input type="text" value="-"/>	From Management of University / College	<input type="text" value="50,000/-"/>
Total	<input type="text" value="50,000/-"/>		

3.16

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialized	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
-	1	-	-	-	-	-

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

3.20 No. of Research scholars receiving the fellowships (Newly enrolled + existing ones)

JRF	<input type="text" value="-"/>	SRF	<input type="text" value="-"/>	Project Fellows	<input type="text" value="-"/>	Any Other	<input type="text" value="-"/>
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3.21 No. of students Participated in N.S.S. events	University Level	<input type="text" value="43"/>	State Level	<input type="text" value="-"/>
	National Level	<input type="text" value="-"/>	International Level	<input type="text" value="-"/>
3.22 No. of students participated in N.C.C. events	University Level	<input type="text" value="-"/>	State Level	<input type="text" value="-"/>
	National Level	<input type="text" value="-"/>	International Level	<input type="text" value="-"/>
3.23 No. of Awards won in N.S.S.	University Level	<input type="text" value="-"/>	State Level	<input type="text" value="-"/>
	National Level	<input type="text" value="-"/>	International Level	<input type="text" value="-"/>
3.24 No. of Awards won in N.C.C.	University Level	<input type="text" value="-"/>	State Level	<input type="text" value="-"/>
	National Level	<input type="text" value="-"/>	International Level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University Forum	<input type="text" value="-"/>	College Forum	<input type="text" value="03"/>		
N.C.C.	<input type="text" value="-"/>	N.S.S.	<input type="text" value="11"/>	Any other (D.L.L.E.)	<input type="text" value="03"/>

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

- Blood Donation Camp
- Snehankit Centre
- Financial Support
- Tree Plantation
- AIDS Awareness rally and lecture
- Coaching for students aspiring civil services
- Paper bag making & distribution in adopted area
- Pulse polio immunization drive
- Self defense workshop
- Eco-friendly Ganpati awareness rally
- DLLE university assessment of 35 colleges
- 7 – day residential camp (sessions on goal setting, stress management, personality development, disaster management, abolition of superstition, star gazing and shramadan
- Street plays on social awareness

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 acre	--	--	--
Class rooms	27	--	--	--
Laboratories	01	--	--	--
Seminar Halls	01	--	--	--
No. of important equipments purchased (> 1-0 lakh) during the current year		01 (Tread mill)	Gymkhana Account	--
Value of the equipment purchased during the year (Rs. In Lakhs)		1.6	Gymkhana Account	
Others				

4.2 Computerization of administration and library

CAS programme has been developed for Administrative, Accounts & Examination related works

4.3 Library services :

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
BOOKs	22505	4809171/-	1958	643769/-	24463	5452940/-
e-Books						
Journals	24	17648/-	25	22626/-	49	40274/-
e-Journals						
Digital Database						
CD & Video	25	4995/-	-	--	--	--
Others (specify)						

College has subscribed N-List with INFLIBNET which provides access to 10000+e-books &

5000+e- Journal

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	75	30	4	1	1	10	35	--
Added	17	2		1		3	7	
Total	87	32	--	--	--	13	42	--

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

Tally, D.T.P., Hardware Networking Web-designing UNIX

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.06807/-
ii) Campus Infrastructure and facilities	5848880/-
iii) Equipments	1061625/-
iv) Others	186820/-
Total :	7104132/-

Criterion – V

5. Students Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- | |
|--|
| <ul style="list-style-type: none"> - through Students' Council awareness created - through Women Development Cell awareness was created - list of activities recommended for committees |
|--|

5.2 Efforts made by the institution for tracking the progression

- | |
|--|
| <ul style="list-style-type: none"> - through Alumni Association - Records kept |
|--|

5.3 a) Total Number of students

UG	PG	Ph.D.	Others
2497	108	--	--

b) No. of students outside the state

16

c) No. of international students

--

Women	No.	%
	--	--

Men	No.	%
	--	--

2013-14						2014-15					
General	SC	ST	OBC	Phy.Chall.	Total	General	SC	ST	OBC	Phy.Chall.	Total
1977	178	25	285	04	2469	1997	175	19	357	01	2605

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

- | |
|--|
| <ul style="list-style-type: none"> - Weekly lectures organized – 09 lectures 2 hours duration - Workshops - Screening of Inspirational videos - Use of social media - Face book page |
|--|

No. of students beneficiaries -

70

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc.	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="5"/>

5.6 Details of students counseling and career guidance

- | |
|--|
| <ul style="list-style-type: none"> - Appointment of counselor - Counseled students - Career Guidance Placement Cell – workshop on ‘Entrepreneur skill development’, Innovative technique skills and Personality development |
|--|

No. of students benefited - 04

5.7 Details of campus placement

On campus			Off campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	55	4	05

5.8 Details of gender sensitization programmes

- | |
|---|
| <ul style="list-style-type: none"> • Guest lectures and Workshops conducted on gender sensitizations. • Essay writing competition, poster making and screening of short film on women related issues. • Organized rally on international women’s day • Street play organized on female feticide |
|---|

5.9 Students Activities

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

State/University level	<input type="text" value="151"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
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No. of students participated in cultural events

State/University level	<input type="text" value="09"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
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5.9.2 No. of medals / awards won by students in Sports, Games and other events

Sports	State/University level	-	National level	-	International level	-
Sports	State/University level	26	National level	-	International level	-

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution/ university	2	4500
Financial support from government	329	2,787,145
Financial support from other sources	-	-
Number of students who received International / National recognitions	-	-

5.11 Students organized / initiatives

Fairs	State/University level	-	National level	-	International level	-
Exhibition	State/University level	-	National level	-	International level	-

5.12 No. of social initiatives undertaken by the students

05

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.

6.2 Does the Institution has a management Information System -

Yes

6.3.1 Curriculum Development

As per University and Board of Studies guidelines
STC / Orientation Course / Refresher Course

6.3.2 Teaching and Learning

Synoptic notes
e-content development – ICT, Audio-Visual methods, Industrial visits, Presentations,
Group discussions, Remedial and intensive coaching

6.3.3 Examination and Evaluation

Semester Based Credit & Grading System as per University, scaling down guidelines,
entire process is computerized

6.3.4 Research and Development

- Research development cell
- Workshops on Research Methodology.
- Encouraged faculty for Research.
- Encouraging teachers for participating in faculty development programme.
- Encouraging teachers for research work pertaining to Ph.D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

SOUL software available in Library
Computer Systems - Printers, Scanner, Copy Printer, Copier provided

6.3.6 Human Resource Management

- Participation in various training programmes
- Faculty members attend National / International seminars and conferences
- Workshops are organized in college to cater to needs of different groups
- E-records of examination information
- Systematic records of attendance
- Alumni details are constantly upgraded

6.3.7 Faculty and staff recruitments

- Fair treatment to both Aided and Self financing courses faculties
- Fair representation in academic and governing bodies
- Periodic revision of pay for S.F.C.
- Service rules are employee friendly

6.3.8 Industry Interaction / Collaboration

Industrial visits and Industrial interactions are arranged by Department of Commerce, Economics and Self Financing Courses

6.3.9 Admission of Students

As per University and Government norms

6.4 Welfare schemes for

Teaching	--
Non-teaching	Preference given at the admission to wards of staff
Students	Students Group Insurance scheme is available

6.5 Whether corpus fund generated

No

6.6 Whether annual financial audit has been done

Yes No

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

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	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

6.9 Whether the efforts are made by the University or Autonomous Colleges for Examination Reforms ?

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

- Regular meetings with existing students
- Annual gathering
- Civil Service coaching / guidance provided free of cost
- Funding for needy students
- Collaboration with NGOs

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmers for support staff

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

- Green Day
- Say No to Mobile Day
- Say No to Plastic

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.

Making and distribution of paper bags on a large scale to create environmental awareness among students

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

Plan	Action taken
<ul style="list-style-type: none"> • Inter-collegiate competitions • Workshop / Seminars • Guest lectures • Competitions • Blood Donation Camp • Meetings of Ex-students • Outreach activities 	<ul style="list-style-type: none"> • Inter-collegiate wrestling completion • 2 seminars Conducted by Commerce Dept. • Conducted by various Students' Associations & Departments • Organized by different students' bodies • Organized by N.S.S. • Conducted by Alumni Association • Conducted by Ex-Students' Association, Snehankit Centre and N.S.S.

7.3 Give two Best Practices of the institution

- Snehankit Centre
- Value education
- Mentor system
- Civil services coaching

7.4 Contribution to environmental awareness / protection

Participation in essay writing, poster making, slogan, rallies, tree plantation, emphasis on re-cycling, say no to mobile, participation in various programs organized by NGOs

7.5 Whether environmental audit was conducted

Yes

No

7.6 Any other relevant information the institution wishes to add

- Skill development programme.
- Infrastructural changes
- Preparing students of weaker section to face global competition.

8. Plans of institution of next year

- To organize Seminars
- To strengthen Academic Programme.
- To strengthen Research Activities
- To strengthen Social Awareness Programme.
- Initiate programmers for generating environmental awareness
- To establish linkages with industries