Estd. 1913

Government of Maharashtra's

Sydenham College of

Commerce & Economics

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

(AQAR 2010-11)

Submitted to National Assessment and Accreditation Council (NAAC)

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 AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)* the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note*

Part – A

AQAR for the year *(for example 2013-14)*

2010-11

1. Details of the Institution

1.1 Name of the Institution

Sydenham College of Commerce & Economics

1.2 Address Line 1

'B' Road

Address Line 2

Churchgate

City/Town

Mumbai

State

Maharashtra

Pin Code

400 020

Institution e-mail address

sydenhamiqac@gmail.com

Contact Nos.

022-2288211 / 022-22042897

Name of the Head of the Institution:

Dr. Annasaheb Khemnar

Tel. No. with STD Code:	022-22871452
Mobile:	9850924991

Name of the IQAC Co-ordinator:	Dr. Ritesh Kumar Singhal

Mobile:	9869109674

IQAC e-mail address:	sydenhamiqac@gmail.com

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

 OR

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) — -

1.5 Website address:	www. sydenham.ac.in

Web-link of the AQAR:	http://sydenham.ac.in/aqar/1011.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A		2004	2009
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

| 10/07/2014 |

1.8 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 2004-05	31/10/2015	(DD/MM/YYYY)
ii.	AQAR 2005-06	31/10/2015	(DD/MM/YYYY)
iii.	AQAR 2006-07	05/11/2015	(DD/MM/YYYY)
iv.	AQAR 2007-08	05/11/2015	(DD/MM/YYYY)
v.	AQAR 2008-09	23-11-2015	(DD/MM/YYYY)
vi.	AQAR 2009-10	01-12-2015	(DD/MM/YYYY)

1.9 Institutional Status

University   State [NA]   Central [NA]   Deemed [NA]   Private [NA]

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 [ ]

1.10 Type of Faculty/Programme

Arts [ ]   Science [ ]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]
Others   (Specify)

| |

1.11 Name of the Affiliating University *(for the Colleges)*   University of Mumbai, Mumbai

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

Autonomy by State/Central Govt. / University   No

University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	No	Any other (*Specify*)	No
UGC-COP Programmes	No		

2. IQAC Composition and Activities

2.1 No. of Teachers   NA

2.2 No. of Administrative/Technical staff   NA

2.3 No. of students   NA

2.4 No. of Management representatives   NA

2.5 No. of Alumni   NA

2. 6 No. of any other stakeholder and

   community representatives   NA

2.7 No. of Employers/ Industrialists   NA

2.8 No. of other External Experts   NA

2.9 Total No. of members   NA

2.10 No. of IQAC meetings held

NA

2.11 No. of meetings with various stakeholders: No. | NA | Faculty | -- |

Non-Teaching Staff Students | -- | Alumni | -- | Others | -- |

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 enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
--	--

Refer Annexure i for Academic Calendar

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	-	-	-	-
PG	01	-	-	-
UG	01	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	01
Diploma	-	-	-	01
Certificate	-	-	-	02
Others	-	-	-	03
Total				
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: Core/Elective option / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	-
Annual	02

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

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

*Refer Annexure ii for feedback analysis

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

> As an affiliated college, we implement all revisions in syllabus carried out by University of Mumbai from time to time.

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
25	11	05	01	08

2.2 No. of permanent faculty with Ph.D.

07

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
11	04	05	00	01	00	08	08	25	12

2.4 No. of Guest and Visiting faculty and Temporary faculty   00   75   02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	03	-
Presented papers	03	07	-
Resource Persons	-	01	-

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

Students were sent to NSE to feel the practical use of audio and video techniques.

2.7 Total No. of actual teaching days   184 days

during this academic year

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

> Masking, Coding, Double
> Valuation, Photocopy,
> Revaluation

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

-	-	-

2.10 Average percentage of attendance of students

> 89.56

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	Pass Class %	Pass %
M.Com.	80	NA	13.75	43.75	17.5	75.00
B. Com	502	NA	45.81	31.27	7.37	84.45
BBI	59	NA	98.31	0	0	98.31
BMS	58	NA	0	72.41	5.17	77.58

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes : IQAC was constituted in 2014.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	01
UGC – Faculty Improvement Programme	02
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
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	24	06	-	-
Technical Staff	01	01	-	-

Criterion – III

3. Research, Consultancy and Extension

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

NA

3.2   Details regarding major projects Nil

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

3.3   Details regarding minor projects NIl

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	04	05	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	02	09	-

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	-	-	-	-
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 [01]

ii) Without ISBN No. [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [NA]   CAS [NA]   DST-FIST [NA]

DPE [NA]   DBT Scheme/funds [NA]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy [-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	-	-
Sponsoring agencies	-	UGE	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [01]

3.13 No. of collaborations   International [-]   National [01]   Any other [-]

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

3.15 Total budget for research for current year in lakhs :

From funding agency [-]   From Management of University/College [-]

Total [-]

3.16 No. of patents received this year

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

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

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

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

01

-

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

-

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

JRF | - | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 18 | State level | Nil |

National level | Nil | International level | Nil |

3.22 No. of students participated in NCC events:

University level | NA | State level | NA |

National level | NA | International level | NA |

3.23 No. of Awards won in NSS:

University level | Nil | State level | Nil |

National level | Nil | International level | Nil |

3.24 No. of Awards won in NCC:

University level | NA | State level | NA |

National level | NA | International level | NA |

3.25 No. of Extension activities organized

University forum | Nil | College forum | Nil |

NCC | Nil | NSS | 30 | Any other | Nil |

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

a) Two blood donation camp
b) Participation in peace really
c) AIDS awareness programme
d) Cloth & stationary distribution
e) Trees plantation
f) 07 days residential camp

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	51250sq.ft.-building 26100sq.ft.-garden & surrounding area	-	Government Funded	-
Class rooms	21	-	Govt. Of Maharashtra	21
Laboratories	02	-	-	02
Seminar Halls	01	-	-	01
No. of important equipments purchased (0 lakhs) during the current year.	182	1. 15 Dome Camera Rs. 4,97,025/- 2. 12 Built Camera Rs. 4,15,620/- 3. 02 High speed Camera Rs. 1,,62,870/- 4. 01 CPU Rs. 1,25,880/- 5. 01 LCD Panasonic Rs. 48,000/-	District Planning & Development Council (DPDC) DPDC DPDC	

		6. 4 Server Rs. 4,05,076/-	DPDC	
		7. 02 Wireless Router Rs. 4,46,326/-	DPDC	
		8. 25 Soler Power Rs. 62,50,000/-	DPDC	
		9. 10 Desktop Computer Rs. 3,20,000/-	DPDC	
		10. 01 Scanner Rs. 24,209/-	DPDC	
		11. 02 Server Rs. 2,02,638/-	DPDC	
		12. 01 Router Rs. 2,23,163/-	DPDC	
		13. 06 Desktop Comp Rs. 1,62,000/-	DPDC	
		14. 01 Fax Machine Rs. 9,090/-	DPDC	
		15. 02 Laptop Rs. 78,000/-	DPDC	
Value of the equipment purchased during the year (Rs. in Lakhs)	57,11,907/-	93,69,897/-		
Others	-	-	-	-

4.2 Computerization of administration and library

Office	06	Office Routine Work
Library	03	Library Routine Work

4.3   Library services:

Particulars	Existing [1]		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2343	2,50,805/-	416	45,619/-	2759	2,96,424/-
Reference Books	6341	21,47,062/-	25	14,111/-	6366	21,61,173/-
e-Books	-	-	-	-	-	-
Journals	36	82180/-	-	-	36	82180/-
e-Journals	-	-	-	-	-	--
Digital Database	--	-	-	-	-	-
CD & Video	-	-	-	-	-	--
Others (specify)		-	-	-	-	-

---

[1] From year 1987 onwards

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres (Laptop)	Office Prnters & Fax, Scanner	Depart-ments Projector	Others Library (Cabinet)
Existing	84	29	10	05	06	28	07	08
Added	18	03	06	25	02	31	-	-
Total	102	32	16	30	08	59	07	08

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

> For Teachers: MSCIT Computer Training Programme
>
> For Non Teaching : MSCIT Computer Training Programme
>
> Internet Centre in Computer Lab

4.6 Amount spent on maintenance in lakhs :

  i)   ICT   Rs. 61768/-

  ii) Campus Infrastructure and facilities   Maintained by Public Works Department, Govt. Of Maharashtra

  iii) Equipments   Maintained by Public Works Department, Govt. Of Maharashtra

  iv) Others   --

        Total :   Rs. 61768/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

-

5.2 Efforts made by the institution for tracking the progression

Faculties conduct regular class test (oral and written) and maintain student progression in each test. Students who are weak are given corrective and remedial coaching to improve their performance. Faculties also conduct quiz competition to check the IQ level of the students and take necessary and corrective steps for weak performing students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1962	387	-	-

   (b) No. of students outside the state

84

   (c) No. of international students

-

Men
No	%
-	-

Women
No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1602	358	08	391	-	2359	1509	385	08	447	-	2349

Demand ratio   3.34   Dropout %   9.89

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

The placement Cell of college conducts training programme for the students and career fair in association with different employers/ organisations.

Students were given guidance for different banking examinations.

Prof. Anil Chougule coordinator of CA/ CS conducted a guidance lecture on "Career in CA and CS for Commerce students.

No. of students beneficiaries   250

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	01	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	15	UPSC	10	Others	03

5.6 Details of student counselling and career guidance

1. One day workshop was conducted by Dr. M.B.BHIDE (Director, State Institute of Administrative Careers) on UPSC and Civil Service examinations.

2. Women Development Cell and NSS jointly had organised one lecture of Time Management and Personality Development.

3. Planning forum had conducted a small test on emotional intelligence test.

No. of students benefitted   500

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
10	120	12	180

5.8 Details of gender sensitization programmes

Sr. No.	Programme	Theme	Participated	Conducted By	Date of the Event	Remark
1.	Ex-Tempore	Gender inequality, Dowry Deaths, Rape	More than 50 students	PSDS	30.07.2010	
2.	Workshop	Women and Self employment opportunities	Girls students & office female staff	WDC & Young Concept	11.08.2010	
3.	Quiz Competition	Women Health	50 students from BMS & BBI	BMS & BBI	29.11.2010	
4.	AD making Competition	Women Rights	80 students	SAVES	09.12.2010	
5.	Debate Competition	Women Leaders; are they really leading?	40 Students	PSDS	15.12.2010	
6.	Lecture	Exploitation of women at work place	All	WDC	18.01.2011	
7.	Lecture	Street Violence on Women	All	NSS	10.03.2011	

5.9 Students Activities

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

State/ University level   115   National level   -   International level   --

No. of students participated in cultural events

State/ University level   14   National level   60   International level   Nil

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

Sports : State/ University level   13   National level   -   International level   -

Cultural: State/ University level   01   National level   -   International level   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	B.Com & M.Com - 503	2455081/-
	BBI - 05	8800/-
	BMS - 45	387580/-
Financial support from other sources (KPMG)	26	366185/-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 01 | National level | - | International level | - |

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

5.12   No. of social initiatives undertaken by the students | 41 |

5.13 Major grievances of students (if any) redressed: No major grievances were reported

Criterion – VI
6.Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Mission: -** *To impart not merely Commerce or Economics education but full education i.e. educate the whole man.*
>
> **Vision: -**
> - *To continue to excel, provide learning through multifaceted curricular and extracurricular activities and to kindle light of wisdom and humanity so that our students emerge as complete human beings and take the society towards new horizons of glorious future.*
>
> **Motto:** *Labour Omnia Vincit*

6.2 Does the Institution has a management Information System

> Yes, (Refer Annexure iii)

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

   6.3.1   Curriculum Development

> Curriculum for Bcom, BBI, BMS, MCOM is prescribed by University of Mumbai. Faculties participate in syllabus revision workshop and give theier constructive suggestions.
>
> The syllabus NCCMP course is jointly designed by Sydenham College faculties and members from National Stock Exchange.
>
> The syllabus for Vocational course in Foreign Trade is framed by Dr. Sunil Shete and Dr. Ritesh Kumar Singhal.

   6.3.2   Teaching and Learning

> 1. Practicals and tutorials session are also conducted to give more realistic exposure to the learner, for the subjects like Mathematics, Business Communication, and Computer Programming.
>
> 2. Slow learners are identified and they are given special coaching by our faculties
>
> 3. Faculties use various ICT tools for regular teaching to make lecture more effective and interesting for the students.

22

6.3.3   Examination and Evaluation

Exams are conducted on behalf of Mumbai University. College internally conducts First Year and Second Year Exams. Third Year B.Com, BBI, BMS and M.Com. Exams are conducted by University of Mumbai.

1.   Masking of answer sheets is done. Coding method is adopted to ensure confidentiality of exam papers.
2.   Writers for physically challenged and visually impaired students are provided by the college.
3.   Centralised assessment programme (CAP) is adopted for paper assessment.
4.   Moderation of answer books are done by professors of other colleges.
5.   Rules regarding unfair means are displayed during examination period.
6.   Verification, Photocopy and revaluation of answer books are also done if the student applies for the same.

6.3.4   Research and Development

1. College had organised UGC Sponsored National Level Conference, in which faculties as well as professors from colleges across the nation presented research papers

2. ISBN book of selected research papers was published.

3. Faculties also published research papers in various reputed journals, seminars and conferences.

4. Half day session was conducted by research cell on "review of literature" and various statistical tool packages.

5. Faculties have chaired various session in national & international conferences and seminars organised by other colleges.

6.3.5   Library, ICT and physical infrastructure / instrumentation

1. Well ventilated spacious reading room with proper infrastructure is provided to students.

2. Well equipped computer lab and internet lab facility was provided to students who have opted for computer programming subject.

3. Room no. 21 was air conditioned.

4. Wash rooms were renovated and new wash basin along with modern fittings were installed.

5. Water coolers were installed on every floor of the college.

6.3.6   Human Resource Management

1. Brouhaha an inter-collegiate event helps to develop marketing, team work qualities in the student.

2. Orientation and Induction programme was conducted by staff club for new recruits and new entrants.

3. Women Development Cell conducted one hour workshop on Work Life Balance.

6.3.7   Faculty and Staff recruitment

1.   Being a Government College, the recruitment of the permanent faculty is as per the criteria laid down by Maharashtra Public Service Commission.
2.   Appointments on Ad-hoc and contract basis are done by Director of Higher Education.
3.   Clock Hour Basis appointment is done at the discretion of the Principal.

6.3.8   Industry Interaction / Collaboration

1. Industrial Visits were organised for BMS, BBI and Vocational foreign trade students to Silvassa to give them industrial exposure.

2. Placement cell had organised a talk on "Prepare Yourself for Employment" in collaboration with various leading industry and banks.

6.3.9   Admission of Students

1.   Admission to FYBCOM, FYBMS & FYBBI were strictly done as per the admission rules laid down by University of Mumbai.
2.   In house admission is done for SY, TY BCOM BMS, BBI. If seats are vacant then a separate merit list is displayed for outside students.
3.   Admission for Certificate Program on Foreign Trade and NCCMP course are done at the college level.

6.4 Welfare schemes for

Teaching	Provident fund , Group Insurance Scheme(GIS), Govt. Quarters, Housing Loan, Computer Loan, Vehicle Loan
Non teaching	Provident fund , Group Insurance Scheme(GIS), Govt. Quarters, Housing Loan, Computer Loan, Vehicle Loan
Students	Computer with Internet access, group Insurance

6.5 Total corpus fund generated

Rs. 15871907.79

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

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Director of Higher Education (DHE)
Administrative	No		Yes	Director of Higher Education (DHE)

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

For UG Programmes   Yes -   No √

For PG Programmes   Yes -   No √

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

--

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

> The meeting was held on 30th July 2010 in the staff room. The alumni present for the meet mentioned that college should celebrate centenary which will be on 22nd October 2013 on the grand scale. They expressed their gratitude for the college and professors. They decided to meet again in the month of December.

6.12 Activities and support from the Parent – Teacher Association

> 1) The Meeting of PTA was conducted at the end of every term to inform them about the student's progress.
>
> 2) Parents were also called during the alumni meet to give them a chance to interact with the alumni. Even some of the parents who are alumni rendered support for various social activities organised by NSS and SSL unit.

6.13 Development programmes for support staff

> 1) NSS and Gymkhana committee in association with Ambika Yog Kutir had conducted sessions on yoga and stress management for support staff.
>
> 2) NSS had organised one day workshop on Disaster Management (Fire Extinguisher Operation) to students, teaching and non-teaching staff.

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

> 1. Students were encouraged to become a part of environmental groups.
>
> 2. Compost of dried leaves and canteen waste were used as manure for trees in the college.
>
> 3. Recycling of old answer sheets and question papers are undertaken.
>
> 4. Faculties as well Students Flip down the switches in the class room and staff room to save power.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> 1. Facts based pedagogy was used by teachers to explain few topics.
>
> 2. AC conference room was set up in 2nd floor of the college which was used to conduct workshops, seminars and conferences.
>
> 3. In order to facilitate smooth functioning of the institution, the objectives of the college were correlated with subjects/topic .

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

> 1. Two days UGC sponsored Seminar was organised by commerce department on 10th and 11th February 2011.
>
> 2. Revision lecture series was organised for third year students on 22nd February 2011.
>
> 3. One Day Workshop was conducted by WDC on "Women and Self Employment opportunities on 11th August 2010.
>
> 4. Posters were displayed by the NSS and Nature Club in the college premises to "Save Electricity and Save Water" as an eco friendly activity.
>
> 5. Prof. Firdaus Quadri was sanctioned Faculty Improvement Programme Under UGC scheme.

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

> 1. Conference bags were procured from women's Self Help Group.
>
> 2. Girls students are given priority for paying fees and obtaining railway concession.
>
> 3. Faculties and students give old clothes, toys, stationery as a support for tribal people during annual rural camp organised by NSS.

Please refer annexure iv

7.4 Contribution to environmental awareness / protection

1. Maintaining the college garden and Fruit yielding plants were planted in the nearby vicinity of the college.

 2. Dustbins were placed at every corner of the college.

3. NSS had organised one day competition on "Best out of waste".

4. Bottles of packaged drinking water were reused by students and teachers to reduce the waste arising out of plastic bottle.

7.5 Whether environmental audit was conducted?   No

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

---

1) STRENGTHS
1) Well quipped gymkhana
2) Own cricket pitch at Oval Maidan, Chruchgate.
3) Proximity of 1 boys and 2 girl's hostel. (Very few colleges in Mumbai provide hostel facilities)
4) District Planning and Development Council (DPDC) funding for college development
5) Proactive support to student from faculties.

2) WEAKNESS:
1) Adjusting to pressures of growing expectation from students and parents.
2) Delays in appointing regular faculty.
3) Bureaucratic procedural formalities.

3) OPPORTUNTIES:
1) Immense growth potential to start new courses.
2) Being oldest college more opportunity for growth and development.
3) Tie-ups with foreign educational institution and universities.

4) THREATS
1) Syllabus does not correlate with changing employment scenario.
2) Students focus on quantitative accomplishment rather than qualitative achievement.

---

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

---

1. To focus on women empowerment programs.

2. To impart more practical training to students and allot them research based topics as assignment.

3. To promote growth of faculties by organising faculty enrichment and enhancement programs.

4. To encourage teachers to contribute to research activities by organising and participating in international/national/state level seminars, conferences and workshops.

5. To encourage and involve teachers and students in environment conservation and preservation activities.

6. To come up with appropriate teaching learning strategies for slow learners and late admission students.

7. To provide more skill and knowledge based training to support staff.

Name : Dr. Riteshkumar Singhal   *Name : Dr. Annasaheb Khemnar*

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

1	Annexure I	Academic Calendar
2	Annexure II	Feedback of Students
3	Annexure III	MIS
4	Annexure IV	Two Best Practices

ANNEXURE i

<mark>**2010 – 2011**</mark>

SYDENHAM COLLEGE

OF

COMMERCE & ECONOMICS,

'B' ROAD, CHURCHGATE,

MUMBAI-400020

<mark>**ACADEMIC CALENDAR**</mark>

(Tentative dates and plans of academic activities)

FIRST TERM

Sr No.	Activity	Date
1	First Term begins	7th June, 2010
2	F.Y.B.Com admissions begins	8th June, 2010
3	Lectures begins	9th June, 2010
4	First Memorial Lecture	22nd July, 2010
5	PAS - *serenade*	29th July, 2010
6	Friendship Day celebration	2nd August, 2010
7	Independence Day celebration	15th August, 2010
8	Teacher's Day celebration	05th September, 2010
9	NSS – Blood Donation Camp	10th September, 2010
10	Second Memorial Lecture	13th September, 2010
11	Hindi Day celebration	14th September, 2010
12	Jallosh (Inter-collegiate competition)	15th - 16th September, 2010
13	Library – Book Exhibition	18th September, 2010
14	First Term examination	20th September, 2010 to 5th October, 2010
15	Centralized Assessment Programme	4th October, 2010
16	Third Memorial Lecture	12th October, 2010
17	College Foundation Day celebration	22nd October, 2010
18	Staff Council meeting (First term end)	30th October, 2010
19	Diwali Vacation	31st October to 21st November, 2010

SECOND TERM

Sr No.	Activity	Date
1	Second Term begins	22nd November, 2010
2	Gym Week activity	3rd December – 4th December, 2010
3	Brouhaha (Intercollegiate Festival)	07th December – 10th December, 2010
4	Athletics Meet (Gymkhana)	13th December – 14th December, 2010
5	Cultural Activity – Rose Day / Traditional Day	20th December – 21st December, 2010
6	Winter Break	25th December,2010 to 2nd January, 2011
7	College Reopens	3rd January, 2011
8	N.S.S. annual rural camp	17th January,2011 to 23rd January, 2011
9	Republic Day celebration	26th January, 2011
10	UGC sponsored 2 days- National Conference	10th February – 11th February, 2011
11	Annual Day	17th February 2011
12	Marathi Bhasha Divas	27th February, 2011
13	Second Term Examination	16th March – 05th April, 2011
14	CAP begins	18th March, 2011
15	University Examination begins	5th April, 2011
16	Last date of paper assessment	16th April, 2011
17	Preparation of Result	17th April- 24th April, 2011
18	Exam result declaration	25th April, 2011
19	Admission for next academic year	26th April- 29th April, 2011
20	Staff Council meeting (Second term end)	30th April, 2011
21	Summer vacation begins	1st May, 2011

Academic Calendar Committee

Annexure ii :- Feedback Analysis

Report on Feedback Analysis on Teaching
Academic year- 2010-11

The feedback of students for the academic year 2010-11 is taken for all Undergraduate and Post Graduate Programmes conducted in the College. The feedback is taken once a year for all programmes. The various parameters on which teaching is assessed are:

1. Subject knowledge
2. Punctuality
3. Presentation and compilation skill
4. Interaction with students
5. Creativity

The students were asked to grade teacher(s) on a scale of **"I"** to **"IV"**, where **"I"** being *Excellent*, **"II"** being *Very Good*, **"III"** being *Good*, **"IV"** being *Above Average* and **'V'** being *Below Average.*

The analysis of student's feedback is summarized into following tables and graphs:

F.Y.B. Com.

Table no. 1
Feed back of F.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	**20**
Very good	**40**
Good	**20**
Above average	**20**
Total	100

Figure no. i

% of Teachers belong to
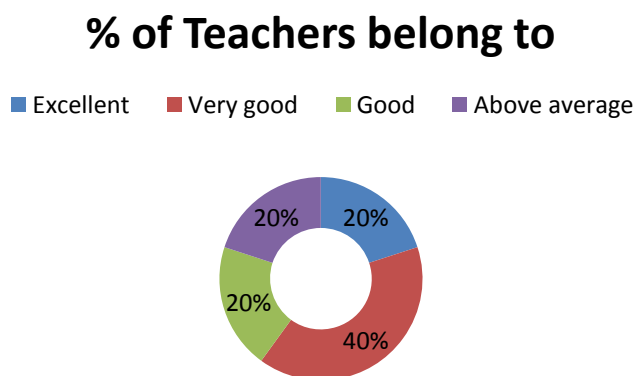
It is clear from table no. 1 that 40 % of the teachers belong to very good category followed by 20% of teachers belong to good & above average category each. Also 20% of teachers belong to excellent category.

S.Y.B.Com.

Table no. 2
Feed back of S.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	20
Very good	30
Good	40
Above average	10
Total	100

Figure no .ii

% of Teachers belong to
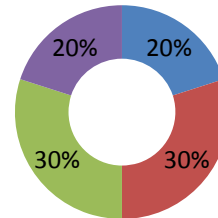
■ Excellent   ■ Very good   ■ Good   ■ Above average
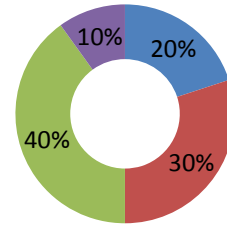
From the table no. 2, it is observed that 40 % of teachers belong to good category followed by 30% of teachers belong to very good category. Whereas, 20% of teachers belong to excellent category.

T.Y.B.Com.

Table no. 3
Feed back of T.Y.B.Com.

Teachers Belongs to / category	% of Teachers
Excellent	20
Very good	30
Good	30
Above average	20
Total	100

Figure no. iii

% of Teachers belong to

■ Excellent   ■ Very good   ■ Good   ■ Above average

Table no. 3 represents that about 30% of teachers belong to good & very good category each followed by 20% of teachers belong to above average category. 20% of teachers belong to excellent category.

M.Com. Part –I

Table no. 4
Feed back of M.Com. Part -I

Teachers Belongs to / category	% of Teachers
Excellent	14
Very good	29
Good	29
Above average	28
Total	100

Figure no. iv

% of Teachers belong to
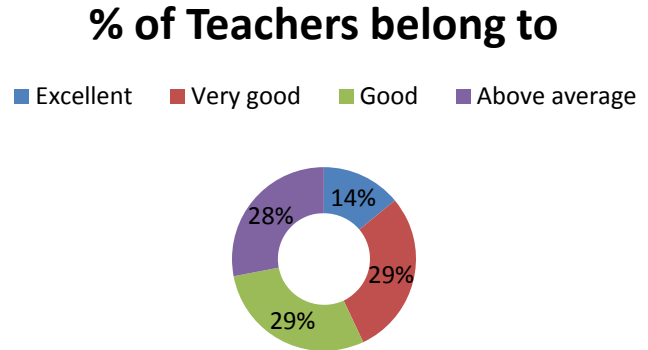
Excellent ■ Very good ■ Good ■ Above average

Table no. 4 depicts that 29 % of teachers belong to very good & good category each, followed by 28% of teachers belongs to above average category. Whereas, 14% of teachers belong to excellent category.

M.Com. Part –II

Table no. 5
Feed back of M.Com. Part -II

Teachers Belongs to / category	% of Teachers
Excellent	25
Very good	25
Good	37
Above average	13
Total	100

Figure no. V

% of Teachers belong to

Excellent ■ Very good ■ Good ■ Above average
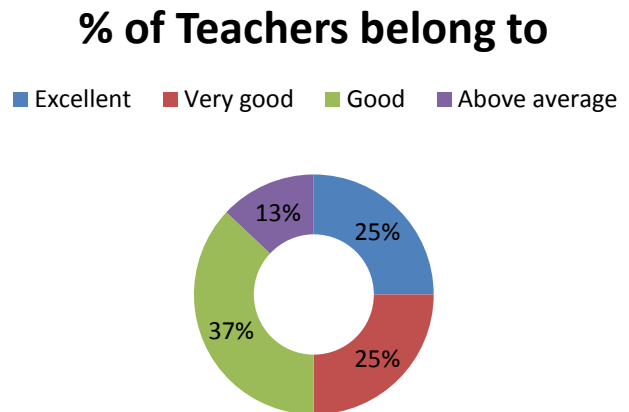
Table no. 5 shows that about37% of teachers belong to good category followed by 25% teachers belong to very good & excellent category. Whereas,13% of teachers belongs to above average category.

F.Y.B.M.S.

Table no. 6
Feed back of F.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	28
Very good	36
Good	36
Total	100

Figure no. VI

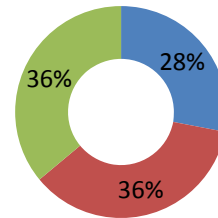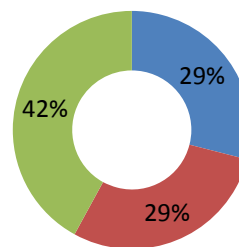## % of Teachers belong to

■ Excellent ■ Very good ■ Good

Table no. 6 states that about 36% of the teachers belong to good & very good category each. Whereas, 10% of teachers belongs to excellent category.

S.Y.B.M.S.

Table no. 7
Feed back of S.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	29
Very good	29
Good	42
Total	100

Figure no. vii

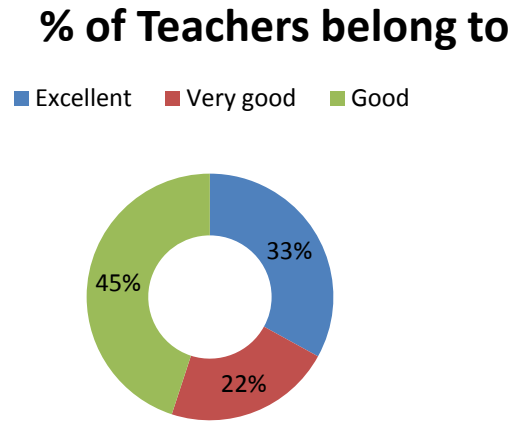## % of Teachers belong to

■ Excellent ■ Very good ■ Good

Table no. 7 clearly shows that about 42% of teachers belong to good category followed by 29% teachers belongs to very good category each. Excellent category has 10% of teachers.

T.Y.B.M.S.

Table no. 8
Feed back of T.Y.B.M.S.

Teachers Belongs to / category	% of Teachers
Excellent	33
Very good	22
Good	45
Total	100

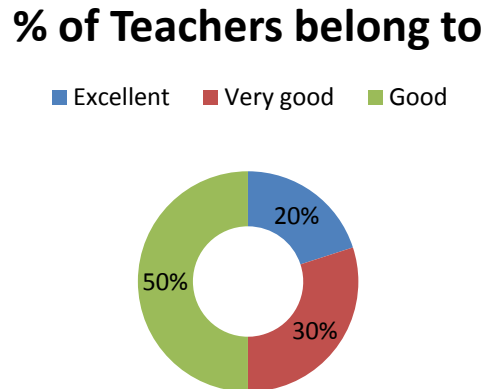*Figure no. viii*

% of Teachers belong to

It is clear from table no. 8 that 45 % of teachers belong to good category followed by 33% teachers belong to excellent category. Whereas 22% of teachers belong to very good category.

F.Y.B.B.I.

Table no. 9
Feed back of F.Y.B.B.I

Teachers Belongs to / category	% of Teachers
Excellent	20
Very good	30
Good	50
Total	100

Figure no. ix

% of Teachers belong to

From the table no. 9, it is observed that 50 % of teachers belong to good category followed by 30% teachers belong to very good category. Whereas, 20% of teachers belong to excellent category.

S.Y.B.B.I.

Table no. 10
Feed back of S.Y.B.B.I

Teachers Belongs to / category	% of Teachers
Excellent	25
Very good	37
Good	38
Total	100

Figure no. x

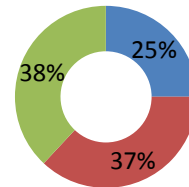**% of Teachers belong to**

Excellent ■ Very good ■ Good

Table no. 10 represents that about 38% of teachers belong to good category, followed by 37% teachers belong to very good category. Whereas, 25% of teachers belong to excellent category.

T.Y.B.B.I.

Table no. 11
Feed back of T.Y.B.B.I

Teachers Belongs to / category	% of Teachers
Excellent	33
Very good	45
Good	22
Total	100

Figure no. xi

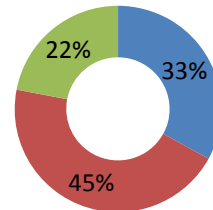**% of Teachers belong to**

Excellent ■ Very good ■ Good

Table no.11 depicts that 45 % of teachers belong to very good category followed by 33% & 22% teachers belongs to excellent and good category respectively.

40

The students' feedback was received by the feedback committee which was assessed and analyzed. The results were discussed with the Principal. Wherever improvement was needed, an interaction meeting was organized along with the Teachers and Head of the Departments to discuss the feedback to seek improvement in teaching. Efforts taken by teachers to enhance the quality of their teaching were also appreciated.

Feedback committee   **Principal**

MIS

ANNEXURE iii – FOR ACADEMIC YEAR 2010-11

FOR (BMS) BACHELOR's OF MANAGEMENT STUDIES

YEAR	List of the course recogni zed by the Univers ity	Degree	No. of Divisions	Aided / Unaided	No. of Teachers Working		
					Male	Female	Total
2010-11	F.Y.BBI	Degree	1	Unaided	5	6	11
2010-11	S.Y.BBI	Degree	1	Unaided	6	1	7
2010-11	T.Y.BBI	Degree	1	Unaided	8	1	9

YEAR	Student Capacity	Students Enrolled
F.Y.BMS	60	60
S.Y. BMS	60	57
T.Y. BMS	60	60

MIS

ANNEXURE iii – FOR ACADEMIC YEAR 2010-11
FOR B.Com in BANKING & INSURANCE (BBI)

YEAR	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided	No. of Teachers Working		
					Male	Female	Total
2010-11	F.Y.BBI	Degree	1	Unaided	3	3	6
2010-11	S.Y.BBI	Degree	1	Unaided	4	3	7
2010-11	T.Y.BBI	Degree	1	Unaided	2	4	6

YEAR	Student Capacity	Students Enrolled
F.Y.BBI	60	57
S.Y.BBI	60	59
T.Y.BBI	60	58

MIS

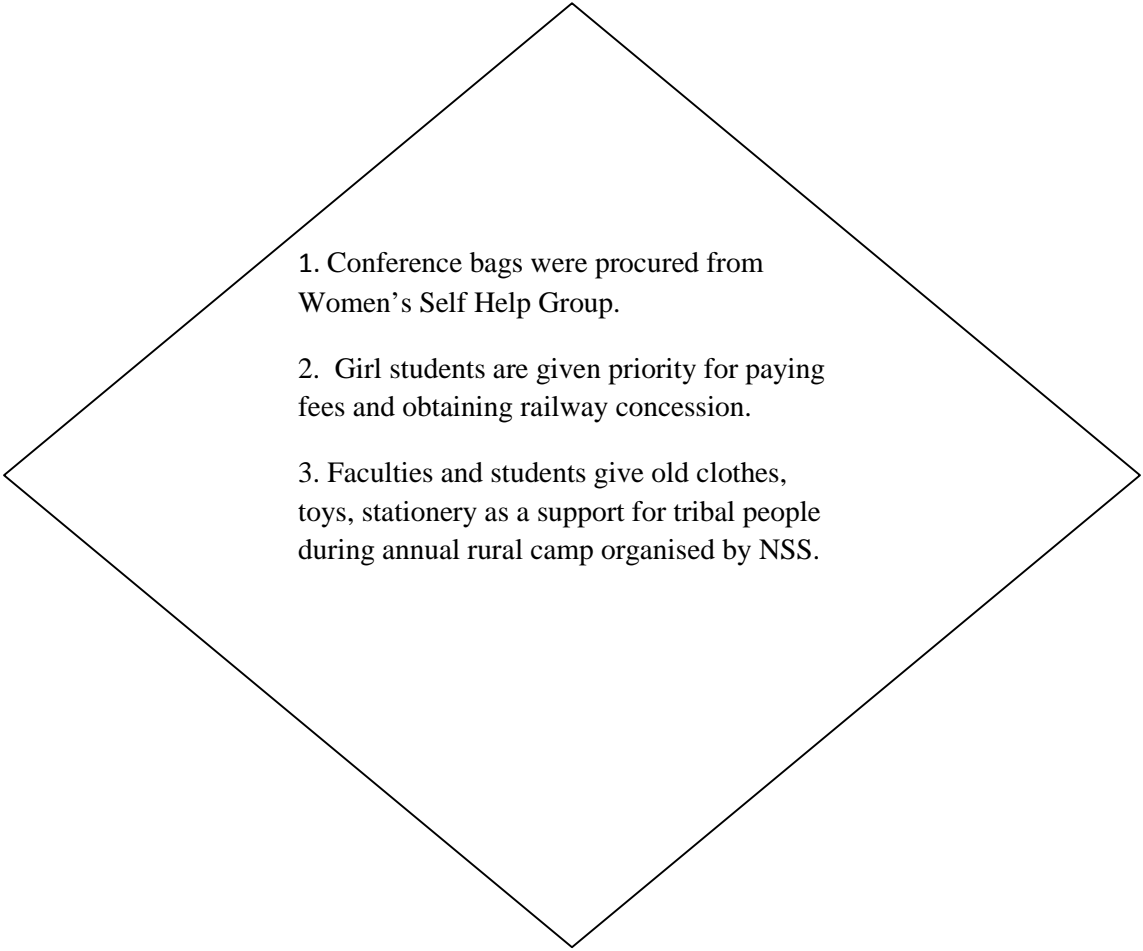## ANNEXURE iii – FOR ACADEMIC YEAR 2010-11

FOR (B.Com) BACHELOR's in COMMERCE & (M.Com) MASTER'S in COMMERCE

Sr. No	List of the course recognized by the University	Degree	No. of Divisions	Aided / Unaided	No. of Teachers Working		
					Male	Female	Total
1	F.Y.B.Com	Degree	5	Aided	14	11	25 (Full Time & Part Time)
2	S.Y.B.Com	Degree	5	Aided			
3	T.Y.B.Com	Degree	5	Aided			
4	M.Com-I (MORNING)	Master's	2	Aided			
5	M.Com-II (MORNING)	Master's	2	Aided			
6	M.Com-I (EVENING)	Master's	2	Unaided	5	3	08 (CHB)
7	M.Com-II (EVENING)	Master's	2	Unaided			

YEAR	Student Capacity	Students Enrolled
F.Y.B.Com	600	583
S.Y.B.Com	600	541
T.Y.B.Com	600	487
M.Com I	240	233
M.Com II	240	154

ANNEXURE – iv: -

Two Best Practices

1. Conference bags were procured from Women's Self Help Group.

2. Girl students are given priority for paying fees and obtaining railway concession.

3. Faculties and students give old clothes, toys, stationery as a support for tribal people during annual rural camp organised by NSS.