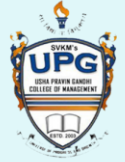




Shri Vile Parle Kelavani Mandal's  
**Usha Pravin Gandhi College Of Management**



*(Affiliated to University of Mumbai)*



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# SELF STUDY REPORT 2016

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In Respect of First Cycle Accreditation

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION  
COUNCIL

P.O. Box No: 1075, Nagarbhavi,  
Bangalore - 560072



USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT  
Bhakti Vedanta Swami Marg, Juhu Scheme, Vile Parle (West), Mumbai – 400056  
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## **PREFACE**

**Usha Pravin Gandhi College of Management** was established in the year 2003 under the parent Trust **Shri VileParle Kelavani Mandal** and affiliated to **University of Mumbai**. It has grown into an institution of great strength. The untiring efforts of the faculty and staff of the institution, with good team work and healthy cooperation from the students along with the unstinting support of the Management has been instrumental in taking the college ahead in the past decade since the inception of the college. The college has been achieving distinction in academics and winning laurels in sports, cultural events and social work.

Ever since the inception of the college in 2003, all the stakeholders have been striving for academic excellence in areas of Mass Media, Information Technology (Graduation and Post-Graduation) and Management studies and at the same time marching forward with a mission of professional, intellectual, personal and social development of students.

As importance of quality is laid down by our own parent trust SVKM, hence in the first cycle the SSR focuses primarily on evaluating how well Usha Pravin Gandhi College of Management meets the NAAC accreditation criteria as well as documents the list of evidence to support the same. This exercise aims to provide the institution an opportunity to evaluate the effectiveness of institutional policies, procedures and practices; and to identify strengths, concerns and challenges that must be addressed.

It is envisaged that the process of accreditation will provide the institution the framework for bringing about qualitative changes in the pursuit of excellence in the coming future.

With ever demanding requirements in quality standards of education sector, the steering committee has constituted an Internal Quality Improvement Cell (IQIC) in February 2014. Since then this cell has been functioning as an advisory committee working towards making timely suggestions to improve quality in academics, infrastructure and administration.

**Dr. Anju Kapoor**  
**Principal**  
**Usha Pravin Gandhi College of Management,**  
**Bhakti Vendant Swami Marg, Juhu Scheme,**  
**Vile Parle(W), Mumbai-400056.**

## NAAC Steering Committee

### Criteria I

Mrs. Smruti  
Nanavaty  
Ms. Dimple  
Bavlecha  
Mr. Ashish  
Mehta  
Mrs.Sunita  
Gupta

### Criteria II

Mrs. Shubhangi  
Nargund  
Mrs. Zinat Aboli  
Mr. Prashant  
Chowdhury

### Criteria VII

Mr. Abhijeet  
Mohite  
Mrs. Rashmi  
Gahlowt

### Criteria III

Mr. Bhupendra  
Kesaria  
Mr. Lohrasp Sadri

### Criteria VI

Principal  
Registrar  
Mr. Sriram  
Deshpande

### Criteria IV

Mrs. Falguni  
Thaker  
Mrs. Suruchi  
Bandodkar

**Chairperson**  
Principal  
Dr. Anju Kapoor

**Coordinator**  
Mr. Lokesh Tardalkar

**Co-Coordiators**  
Dr. Navita Kulkarni  
Mrs. Swapnali Lotlikar

**Documentation**  
Mr. Mayur Vyas  
Mr. Mudassar Qureshi

### Criteria V

Mrs. Madhuvanti Date  
Mrs. Babita Kachroo  
Mr. Mayur Sarfare

## **EXECUTIVE SUMMARY**

Usha Pravin Gandhi College of Management is a young institution of Shri Vile Parle Kelavani Mandal (SVKM), a public charitable trust registered under Society's Registration Act and Bombay Public Trust Act. From its humble beginnings in 1934, when it took over the Rashtriya Shala a school established in 1921 in the wake of National Movement, the Mandal today has grown into a big educational complex imparting high-level education to more than 35000 students. Usha Pravin Gandhi College of Management is one of its kind institute affiliated to the University of Mumbai that offers undergraduate & post Graduate education in professional courses in the areas of Mass Media, Management Studies and Information Technology.

SVKM envisioned to provide premium education to the residents of the suburbs of Vile Parle and its surrounding areas. However, over the years Usha Pravin Gandhi College of Management started getting students from neighbouring suburbs as well as states in and around Mumbai.

At UPGCM it is our goal to fulfil multiple purposes:

- To prepare students for active leadership
- To contribute to their employability and encourage skill development
- To support holistic and value based education
- To create an environment that stimulates research and innovation.

The college aims to educate students to become competent professionals while simultaneously develop their emotional quotients (EQ) and to inculcate social values so that they are groomed as future holiatic leaders with compassion and integrity in a glocal context.

The management strives to provide state-of-the-art facilities and infrastructure in a city that is constrained for space.

The college believes that institutional improvement is a fundamental element in quality assurance and utmost efforts are made to enhance every aspect of the academic experience.

### **Enriched Curricula:**

UPGCM is an affiliated college under University of Mumbai, that offers courses at Undergraduate and post graduate level. In order to bridge industry academic gap in the curriculum as laid down by the University, the college has initiated value added courses to the existing syllabi by starting Add-On Courses for advanced learners in the area of Media, Digital Marketing & Information Technology. This gives the college an edge in achieving its mission of skill development and employability.

### **Effective Teaching, Learning and Evaluation:**

The teaching methodology used by the staff is based on a student-centric approach where in teachers constantly strive to train their students to be free thinkers. The learning environment of the college is conducive for promoting students' cognitive and social developments. It aims at making every student ready to take a quantum leap in facing the challenges of the present and the future. The teachers keep themselves updated about the latest developments not only in their respective subjects but also in teaching methodologies and use innovative practices to modify their teaching strategy to match the learners' requirements. This has reflected in the college results that have been consistently better than the University results and our students have over the years also featured regularly in the University merit lists. The faculty also monitors the academic progression of the students through critical analysis, conduct of performance improvement programs and regular mentoring, being mindful of both advanced as well as slow learners.

### **Research, Consultancy and Extension:**

A vibrant research culture is being encouraged in the faculty of the college under the supervision of Research Committee that has slowly become part of this young and growing institution. Today's world demands a spirit of inquiry and the institution encourages this by creating an atmosphere that allows a student and staff member to get a platform for research and publication by printing original work with an ISSN number. To begin with a collection of short stories by the mass media students was published in 2014 titled "Flourishing Minds" that started the culture of writing in the College. Another research collection "Chronicle" was put together in the year 2015 with articles by academic staff from neighbouring Colleges published after a peer review to keep the staff members research as an on-going activity. Under the banner of the research committee are called from time to time to deliver lectures on different aspects of research methodology.

One senior faculty member has recently applied for a minor research project and is awaiting approval from the University. Extension activities are carried out through the NSS, DLLE units of the college as per University recommendations as well as through the Rotract Club. Several linkages and collaborations with industry particularly with the IT sector have been stepped up. The SVKM Management's involvement in the form of support to a culture of research with financial and other resources is constantly there.

### **State-of-the-Art Infrastructure and Learning Resources:**

The College has equipped itself with an amenable environment conducive for learning and committed to the teaching-learning experience. The library has been reconstructed and digitised to include modern facilities and to provide a conducive environment for study. The laboratories are well-equipped

to cater to the growing IT and research needs. Lectures are also conducted in virtual classrooms in order to give the students an exposure to national and international faculties. Data generation and its management through use of ERP assisted (SAP) technology have been introduced in the daily functioning of the college. Sports, a note-worthy extra curricular activity has been continuously nurtured by providing students and staff many intra and inter College facilities with ample shared facilities in and around the College. We are making consistent efforts in becoming an environment friendly green campus through several initiatives such as e-waste and solid waste management.

### **Endearing Student Support and Progression:**

The students are the main stake holders of the college and so the administration and teachers endeavour to devise a number of student-centric activities which help them to overcome their lacunae in relation to professional needs, managerial skills and interpersonal relationships. Apart from this, the departments also identify key areas of growth for students and provide the requisite opportunities for their progress in these areas. Career guidance and placement, counselling, mentoring, personality development initiatives and experiential learning have brought about a significant improvement in the students and showing an upward trend in opting for further studies. The learners have been sensitized to social and environmental issues through a number of relevant programs particularly by the Rotract club, NSS and DLLE activities in the college. The College has a harmonious and welcoming environment leading students to call it their second home.

### **Governance Leadership and Management:**

The Management is committed to the constant upgradation of the skills of the teaching and non teaching fraternity through faculty development programs, on- going SAP training etc. A conscious effort through social orientation has resulted in a well-groomed governance and leadership initiative. This is reflected in a manner in which all the stakeholders i.e. teaching and non teaching staff, students and parents (PTA), ex students (Alumini) have constantly contributed to the implementation of policies and the optimum utilization of available human, physical and financial resources provided by the management. Internal and statutory audit is conducted on annual basis. The day to day governance of the college has been smooth due to the supervisory and security support on the premises by an external agency as well as by the constant support of an efficient HR department backed by the management. The additional support to the employees of the institution extended in the form of health and accident insurance schemes also serve as motivators that convey management's commitment towards staff welfare.

**Innovative Practices:**

All our practices like SAP, Blackboard, No Lift day, No AC Day serve a dual function of maintaining a high standard of quality in the educational environment. The objective of the college is to integrate a sense of purpose alongwith intention of continuous innovation in the areas of teaching methodologies, research, extension work and cultural activities. This will in the long run fulfil the larger objectives of skill development, sensitisation towards community, and provide opportunities for value based education.



## Institutional SWOC Analysis

### **Strengths:**

- Strategically placed in the western suburbs of Mumbai.
- Excellent infrastructural and state-of-the-art ICT, that are conducive for the teaching-learning process.
- Participative management process and staff welfare initiatives.
- Encouraging Intensive participation in extracurricular programs as to provide platform for holistic development.
- Teachers who are facilitators and mentors rather than mere instructors.

### **Weaknesses:**

- Location of the college limits the expansion of the campus to create more free and green spaces.
- Being in the heart of a city like Mumbai restricts owned sports facilities in the campus.
- Positioned between two colleges that are over five decades old.

### **Opportunities :**

- Training and faculty /student exchange program with an International University.
- Consultancy to be further developed into an income generating source.
- Collaborations with other institutions both nationally and internationally as well as with the industry for nurturing employability options.
- Growth to post graduate departments in all the three major under graduate programs

### **Challenges :**

- Trying to keep abreast of Industry demands and stringent regulatory mechanism to make appropriate and immediate changes in the University driven syllabus to match these demands effects quality of the courses.
- Building the brand image of the College as an institution for excellence in the upcoming career options.
- Autonomous institutions with upgraded and flexible curriculum.

## Profile of the Affiliated College

### 1. Name and Address of the College:

Name:	SVKM's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT	
Address:	Bhakti Vedanta Swami Marg, Juhu Scheme, Vile Parle (West)	
City: Mumbai	Pin: 400 056	State: Maharashtra
Website:	<a href="http://www.upgcm.ac.in">www.upgcm.ac.in</a>	

### 2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Anju Kapoor	O: 022-4233 2040/41	9167 4937 99	022- 26136468	anju.kapoor@upgcm.ac.in
Steering Committee Co-ordinator	Mr. Lokesh Tardalkar	O: 022-4233 2075/41	9820 9903 89	----	lokesh.tardalkar@upgcm.ac.in

### 3. Status of the institution

AffiliatedCollege	✓
ConstituentCollege	
Anyother(specify)	

**4. Type of Institution:**

a.	By Gender		
	I	For Men	
	II	For Women	
	III	Co-Education	✓

b.	By Shift		
	I	Regular	✓
	II	Day	
	III	Evening	

**5. It is a recognized minority institution?**

Yes	✓
No	

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence. **Linguistic**

**6. Sources of funding:**

Government	
Grant-in-aid	
Self-financing	✓
Any other	

**7.**

**a. Date of establishment of the college: 07/07/2003**

**b. University to which the college is affiliated/or which governs the college:- College is affiliated to University of Mumbai**

**c. Details of UGC recognition:**

Under Section	Date, Month & Year	Remarks
i.2(f)	----	----
ii.12(B)	----	----

**d.Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE,NCTE,MCI,DCI,PCI,RCIetc.) – Not Applicable**

Under Section/ Clause	Recognition/Approval details Institution/Department Programme	Day,Month andYear	Validity	Remarks
i.	----	----	----	----
ii.	----	----	----	----
iii.	----	----	----	----
iv.	----	----	----	----

**8. Does the affiliating university Act provide for conferment of autonomy(as recognized bytheUGC),on its affiliated colleges?**

Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	--------------------------	----	--------------------------

If yes, has the College applied for availing the autonomous status?

Yes	<input type="checkbox"/>	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	--------------------------	----	-------------------------------------

**9. Is the college recognized?**

a. by UGC as a College with Potential for Excellence(CPE)?

Yes	<input type="checkbox"/>	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	--------------------------	----	-------------------------------------

b. for its performance by any other governmental agency?

Yes	<input type="checkbox"/>	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	--------------------------	----	-------------------------------------

**10. Location of the campus and are a insq.mts**

Location*	<b>Urban</b>
Campus area insq.mts.	<b>13279.50 sq.mt.</b>
Built up area insq.mts.	<b>35145.40 sq.mts.</b>

**11. Facilities available on the campus**

- Auditorium/seminar complex with infrastructural facilities: - YES
- Sports facilities

*	Play ground	Yes
*	Swimming pool	Yes
*	Gymnasium	Yes

- Hostel

- \* Boys'hostel

I	Number of hostels	2
ii	Number of in mates	As Required
iii	Facilities(mention available facilities)	TV, Microwave,Wifi,etc

- \* Girls'hostel

I	Number of hostels	2
ii	Number of in mates	As Required
iii	Facilities(mention available facilities)	TV, Microwave,Wifi,etc

- \* Working women's hostel

I	Number of in mates	NA
ii	Facilities(mention available facilities)	NA

- Residential facilities for teaching and non-teaching staff (give numbers available — cadrewise) - Nil
- Cafeteria —Yes
- Health centre – Yes

Firstaid, Inpatient, Outpatient, Emergency care facility ,Ambulance ,Health centre staff: –**First aid facility available and doctor available in campus.**

Qualified Doctor	Full time	✓	Part time	✗
Qualified Nurse	Full time	✗	Part time	✗

•Facilities like banking,post office,book shops – Dena Bank, Juhu Branch located just across the college building, book shops are available around the college campus.

•Transport facilities to cater to the needs of students and staff – VileParle railway station is located from college within walking distance of just half km. A bus stop is located just outside college main gate.

- Animal house – Not Applicable
- Biological waste disposal – Not Applicable
- Generator or other facility for management/regulation of electricity and voltage - Yes
- Solid waste management facility – Yes
- Waste water management - Yes
- Water harvesting – Yes

## 12.Details of programmes offered by the college for the Academic year 2015-16

Sr. No	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ approved Student strength	No.of students admitted
1	Under-Graduate	B.M.M./ B.M.S./ B.Sc.(I.T.)	3 yrs	XII Passed	English	120	355
						364	364
						341	341
2	Post-Graduate	M.Sc.(I.T.)	2 yrs	Graduate	English	20	37

3	Integrated Programmes PG	None
4	Ph.D.	None
5	M.Phil.	None
6	Ph.D	None
7	Certificate courses	None
8	UG Diploma	None
9	PG Diploma	None
10	Any Other	None

### 13. Does the college offer self-financed Programmes?

Yes



No

if yes,how many?

04

### 14 New programmes introduced in the college during the last five years if any?

Yes



No

Number

01 M.Sc.(I.T.)

### 15. List the departments:

Faculty	Departments	UG	PG	Research
Science	Information Technology	✓	✓	----
Arts	Mass Media	✓		
Commerce	Management Studies	✓		
AnyOther (Specify)	-----			

**16. Number of Programmes offered under**

a.	Annual system	-
b.	Semester system	✓
c.	Trimester system	-

**17. Number of Programmes with**

a.	Choice Based Credit System	-
b.	Inter/Multidisciplinary Approach	-
c.	Any other (specify and provide details)	✓ (CBSGS)

**18. Does the college offer UG and/or PG programmes in Teacher Education?**

Yes

No

✓

**19. Does the college offer UG or PG programme in Physical Education?**

Yes

No

✓

## 20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC/University/ State Government <i>Recruited</i>	--	--	--	--	08	06+01* (* Librarian)	--	--	--	--
<i>Yetto recruit</i>	--	--	--	--	--	--	--	--	--	--
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>	--	01	--	--	02	04	14	09	03	--
<i>Yetto recruit</i>	--	--	--	--	--	--	--	--	--	--

\*M-Male \*F-Female

## 21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	--	--	--	--	--	--	--
Ph.D.	--	01	--	--	--	01	02
M.Phil.	--	--	--	--	01	02	03
PG	--	--	--	--	09	07+01* (* Librarian)	17
Temporary teachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--

Part-timeteachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--

**22. Number of Visiting Faculty/Guest Faculty engaged with the College - 17**

**23. Furnish the number of the students admitted to the college during the last four academic years.**

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	---	---	---	---	---	---	---	---
ST	---	---	---	---	---	---	---	---
OBC	---	---	02	---	---	---	---	---
General	421	655	392	650	395	638	438	638
Others	---	01	01	03	02	04	06	07

**24. Details on students' enrolment in the college during the current academic year: 2015-2016**

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	846	37	---	---	883
Students from other states of India	204	---	---	---	204
NRI students	10	---	---	---	10
Foreign students	---	---	---	---	---
<b>Total</b>	<b>1060</b>	<b>37</b>	<b>---</b>	<b>---</b>	<b>1097</b>

**25. Drop out rate in UG and PG(average of the last 2 batches)**

Stream	Average
BMM	1.7%
BMS	1%
BSc(IT)	4.5%
MSc (IT)	--

(Dropout percentage of final year)

**26. Unit Cost of Education**

(Unitcost=total annual recurring expenditure (actual) divided by total number of students enrolled)

(a)	Including the salary component	Rs. 65,889/-
(b)	Excluding the salary component	Rs. 45,222/-

**27. Does the college offer any programme/s in distance education mode (DEP)?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

If yes,

- a) Is it a registered centre for offering distance education programmes of any other University?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

- b) Name of the University which has granted such registration.

- c) Number of programmes offered

- d) Programmes carry the recognition of the Distance Education Council.

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

**28. Provide Teacher-student ratio for each of the programme/course offered**

Course	No. of Teachers	No. of Students	Ratio
B.M.M.	10	355	1:35
B.M.S.	11	364	1:33
B.Sc.(I.T.)	14	341	1:23
M.Sc.(I.T.)	08	37	1:5

**29. Is the college applying for**

Accreditation:	Cycle1	✓	Cycle2		Cycle3		Cycle4	
----------------	--------	---	--------	--	--------	--	--------	--

**30. Date of accreditation --- Applied for Cycle 1**

**31. Number of working days during the last academic year.**

180

**32. Number of teaching days during the last academic year**

*(Teaching days means days on which lectures were engaged excluding the examination days)*

168

**33. Date of establishment of Internal Quality Assurance Cell (IQAC) – Internal Quality Improvement Cell – 14/04/2014.**

**34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.**

Not Applicable

**35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information).**

The chairperson of steering committee has constituted an IQIC in February 2014.



**CRITERION I: CURRICULAR  
ASPECTS**

**'Constant Quest for Knowledge'**

**– Russell Wilson**

## **1.1 Curriculum Planning and Implementation**

### **1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.**

Ever since the inception of the college in 2003, the college has been striving for academic excellence in areas of Mass Media, Information Technology (Graduation and Post-Graduation) and Management studies and at the same time marching forward with a mission of professional, intellectual, personal and social development of students.

#### **Vision**

The institution strives to empower students with knowledge and skills in their chosen fields, by providing opportunities to realize their potential by motivating them towards community linked initiatives, thereby shaping them into future leaders.

#### **Mission**

To inculcate life skills by providing value-based education and nurturing a scientific spirit of inquiry in the young minds.

#### **Objectives**

- To sharpen students' focus and inculcate research culture thereby helping them to achieve academic excellence.
- To empower them for lifelong learning by fostering rational and independent thinking.
- To sensitise the students towards the neighbouring environment and society at large.
- To stimulate students' inborn talent and skill by understanding their aptitude and capability and to mould their passion into profession.

#### **Quality Policy**

- Ensuring the support of all stakeholders enables the college to improve the services offered to the learners.
- Effective utilization of human and other resources to enhance the quality of education.
- Providing state-of-the-art infrastructure and ICT facilities to augment the teaching-learning process.
- Fostering competencies to equip learners to face demands of a changing world.
- Inculcating a sense of social and moral responsibilities towards society and the environment.

The Vision and Mission are conveyed to the stakeholders in the following ways:

- Conveyed to parents and students during orientation program.
- Conveyed to new staff during the staff meeting at the beginning of Academic year/ semesters.
- Stated in the prospectus.
- Displayed on the web site.
- Displayed in college premises, on all the floors where classes are conducted, in the Administrative Office outside the staffroom and Library.

**1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).**

The college is affiliated to University of Mumbai. The Syllabus is designed by University of Mumbai and the college follows the guidelines as laid down by University of Mumbai. The teachers employ various innovative techniques for effectively transmitting the curriculum to meet the stated objectives.

- Academic calendar is prepared at the beginning of every academic year and is communicated to students and teachers through website and prospectus.
- Teaching Plan prepared by the teachers at the beginning of every semester.
- Time table is displayed on the notice board and also on college website as per work load prescribed by the University of Mumbai.
- Daily lecture report is maintained (details of topics covered date wise).
- Our faculty members constantly interact with the members of Board of Studies, make suggestions and help the peer members in the formation and revision of the syllabus.
- Audio Visual aids provided in every classroom for effective teaching/learning.
- Students are made aware of online and offline resources (Reference Books) available in college library.
- Floor register to record lecture conducted/rescheduled/cancelled.
- Faculty members are encouraged to conduct extra lectures for syllabus completion if required.
- Subject-wise, teacher-wise, time-table-wise attendance records of students are maintained in the SAP software.
- Attendance is closely monitored by the Attendance committee of the college to keep check on the regularity of the students.

The college has been achieving distinction in academics and winning laurels in sports, cultural events and social work. With University rankers to

boast of, Usha Pravin Gandhi College of Management is definitely a place for all aspiring students. In addition to curricular development, great emphasis is laid on character-building, discipline and life skills in students.

### **1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

The college teachers ensure that the objectives of the academic curriculum is in accordance with the Board of Studies of University of Mumbai.

- Periodic updates are taken from University website and are implemented.
- Workshops/Seminars organized by University of Mumbai for upgradation of syllabus.
- Practical demonstrations workshops are conducted in association with ad-hoc board of studies for practical oriented subjects.
- Faculties are encouraged to initiate and attend workshops for syllabus revision.
- Faculties are motivated to write research papers, and present them at various State, National and International seminars and conferences.
- College library is well equipped with large collection of books, magazines, journals and reference materials. In addition to this the students and teachers are provided access to OPAC i.e. Online Public Access Catalogue which provides a large database of online resources.
- Faculty member also have access to American Library, Bandra Kurla Complex.
- Each department is provided with desktop computers. A laptop is also provided to each department for teachers to use during lectures.
- Audio video facilities are provided in every classroom for effective delivery of lectures.
- Department maintains reference copies for all subjects for quick reference for staff and students.
- Separate logins are provided to teachers for getting Wi-Fi connectivity in the college premises.
- College invites guest lectures and Industry experts for industry-academia interface.
- Audio Visual facilities provided in every classroom for effective lecture delivery.
- Regular feedback taken from respective stakeholders.
- Faculty Development Programmes organized by college and University of Mumbai.

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

Academic Calendar is prepared in the beginning of every academic year and is communicated to the students through website and is also available in the prospectus so as to enable the teachers and students to effectively plan the curriculum transaction.

- The courses offered in the college are employment oriented.
- Three faculty members have contributed towards designing BMM syllabus for University of Mumbai.
- The change in the syllabi of different subjects from time to time ensures that students are kept well informed of the rapidly changing socio-economic environment.
- The college has organised several syllabus revision workshops for orienting faculty members of all colleges affiliated to University of Mumbai.
- College offers electives as prescribed by University of Mumbai. The students are allowed to choose from different electives.
- The Post-Graduate students are briefed about various electives and its application in industries, which guides them to choose appropriate elective.
- The college provides financial aid for faculties attending workshops and seminars organized by various institution.
- College regularly organizes Faculty Development Program.
- Audio Visual facilities provided in every classroom for effective lecture delivery.
- Workshops are conducted for syllabus revision, subject experts and teachers from affiliated colleges are invited.
- National and International experts from Industries are invited to deliver Guest lectures and make students aware of the applications of theoretical concepts and provide students exposure to the practices adopted by International organizations.
- Regular Field trips and Industrial Visits are conducted to make students aware of the practical aspects used in Industry.
- The Credit Based Semester and Grading System (CBSGS) was introduced by the University of Mumbai in the year 2011-2012. This system increased the rigor and emphasized on continuous evaluation of students.

### **1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

The college promotes associations with the Management, Media and I.T. Industries and also with the affiliating University for conduction of seminars and workshops and suggesting various improvements in the curriculum.

Following are some initiatives taken by college for effective operationalization of the curriculum:

- Continuous interactions with the various institutions and industry through guest lectures in the relevant fields.
- Regular field and Industrial Visits for student-industry interface facilitates experiential learning.
- Placement cell helps to provide internship to students to give this industry exposure to students for implementing theory concepts into practice.
- Pool Campus, inviting students from various colleges for placement, is hosted to facilitate industry- academia interface.
- Access to online E-journals and Research Articles provided to post graduate students to foster research aptitude.
- Participation of staff members in restructuring the syllabus offered by University of Mumbai.
- Memorandum of Understanding (MOU) was signed with Patni from 2009 to 2012 for Campus to Company interface. As per the MOU Patni would be the first company to be invited to conduct placement on campus and the training staff of Patni would conduct series of Guest lectures for the students. Faculty development program were conducted every year for faculty members of our college.
- TechSangam was signed for period from 2009 to 2011 with C-DAC's Vidhyanidhi InfoTech Academy. According to the consent letter, C-DAC will organize Tech Prakalp Award for best IT related projects and DAC campus entrance exam where the students of the college would be eligible to appear.
- Professional memberships of faculties like CAI.
- Some of the MOU's in process are InfraSole Services.
- Seven Professors are doing Ph. D. under distinguished research guides.
- Regular updates are given by Professors who attend various syllabus revision workshops conducted by University of Mumbai.
- The faculty members interact with chairpersons of various courses on regular basis to provide suggestions and feedback on curriculum implementation and practical aspects for effective operationalization of the curriculum.
- Faculties contribute towards University examinations as paper setters, moderators and examiners in their respective subjects.
- Teachers have authored and co-authored text books for various subjects.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)**

The college ensures that the academic programs are in line with the institution's goals and objectives. To achieve the stated goals and objectives, the following steps are taken:

- Participation of faculty members in syllabus revision workshops and seminars.
- Participation of faculty members in workshops for restructuring the programs for the credit based system that includes various heads of continuous evaluation.
- The faculty interacts closely with academic peers and Industry experts who are invited as guest lecturers and with alumni who are placed at various industries, to get inputs, on curriculum revision and new topics to be included or restructured.
- Our teachers have been constantly consulting, suggesting and helping their peer groups who are elected members of Boards of Studies in different disciplines directly involved in the formation of syllabi.
- Faculties have contributed to revision of syllabi in University of Mumbai.

Faculty	Department	Year	Subject
<b>Dr. Anju Kapoor</b>	<b>B.M.M.</b>	<b>June 2014</b>	<b>Introduction to Media Psychology</b>
<b>Dr. Navita Kulkarni</b>	<b>B.M.M.</b>	<b>June 2015</b>	<b>News media Management Paper</b>
<b>Prof. Zinat Aboli</b>	<b>B.M.M.</b>	<b>June 2015</b>	<b>Sociology</b>
			<b>Cultural Studies</b>
			<b>Editing</b>

- The Principal and several staff members have authored books on the curriculum which are well received by the student community.
- The faculty members are invited as guest speakers and resource persons at various affiliated colleges to deliver lectures in subjects of their expertise.
- Faculty during workshops, seminars, conferences give suggestions and inputs on current developments.
- Regular feedback is taken from the beneficiaries.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.**

The College is in the process of developing the course content for a Certificate Program in International Sports Management in association with Ohio University, USA.

For developing the course content, the concerned designated staff member is assigned the responsibility of incorporating the basic as well as latest elements in the syllabus. Experts in the field are to be contacted to frame a needs-based course content.

**1.1.8 How does institution analyse/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

The college is affiliated to the University of Mumbai and the syllabus is framed by Board of Studies, University of Mumbai. The co-ordinators regularly monitor the daily lecture reports for all subjects and ensure that the objectives of the curriculum are met through regular interaction with teachers and students.

- Continuous monitoring ensures that the curriculum is implemented within the prescribed time frame and the teachers also make sure that the entire portion is covered well in time.
- As per the prescribed University pattern of Credit Based Semester and Grading System of examination the college conducts internal examinations. In addition to this regular class test, viva voce, presentation and project work is undertaken by the students ensuring continuous assessment and evaluation.
- Students are encouraged for research and guided to write and present research articles at various conferences.
- Participation of students in regular classes is continuously monitored by subject teachers.
- Attendance of the students is closely monitored semester-wise and students are not allowed to keep term as per the ordinance O.6086.
- The college conducts remedial coaching for academically weak students.
- The college regularly deposes the teachers to attend orientation programs conducted by the University of Mumbai for Syllabus Revision and the objectives of a particular curriculum is discussed in great detail in these workshops.

**1.2 Academic Flexibility**

**1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.**

With the goal of providing additional skills required for the students to be employable and to be successful when they graduate, which is an objective of the institution, they are prepared for future career opportunities through various programs as follows:

- MCA Entrance Exam Preparation, to prepare the students for Maharashtra Level Entrance Examination for Masters programme in Computer Application.
- Value added certificate courses in Digital Marketing, Film Making, Photography and Graphic Designing conducted in collaboration with industry experts.
- Workshops (Certificate programs) like Computer Assembly, Photography and Ethical Hacking arranged to provide students with hands-on practical on the topics aligned to the syllabus.
- Soft-Skills lectures are introduced in the regular time-table to groom students to face interviews and group discussion.
- Experts from industries are invited to provide value based guidance to the students in their related fields.
- The college has been approached by International University Ohio to collaborate for Sports Management course which is a value added certificate programme.

Academic Year	Name of the course	Number of Students enrolled
2015-2016	MCA Entrance Exam Preparation	16
2015-2016	Value added certificate Course in Marketing in Digital Media	250*
2015-2016	Value added certificate Short-Term Course in Film Making	33

\* Conducted in batches of 30-35 students.

**1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', Give details.**

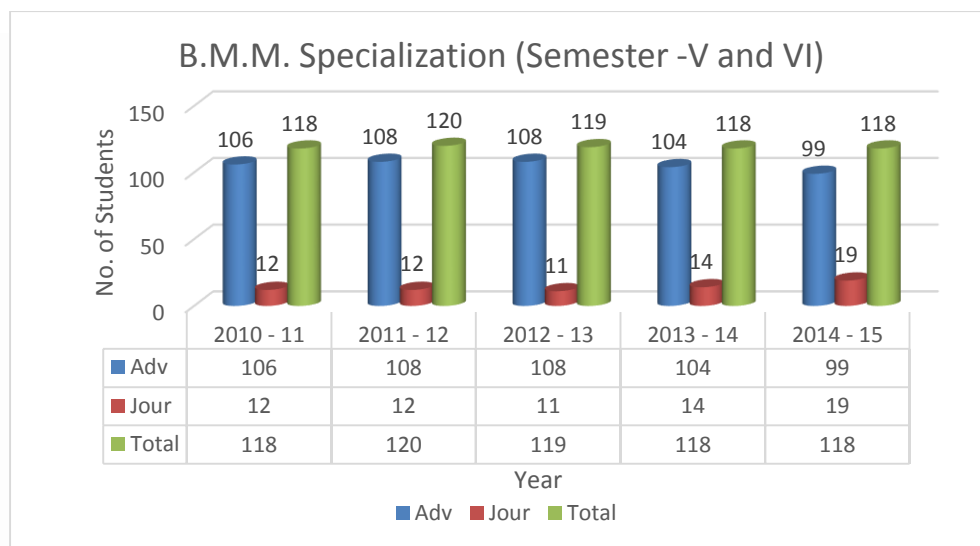
As the college is affiliated to University of Mumbai there is less flexibility of providing programmes with twinning/dual degree.

**1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:**

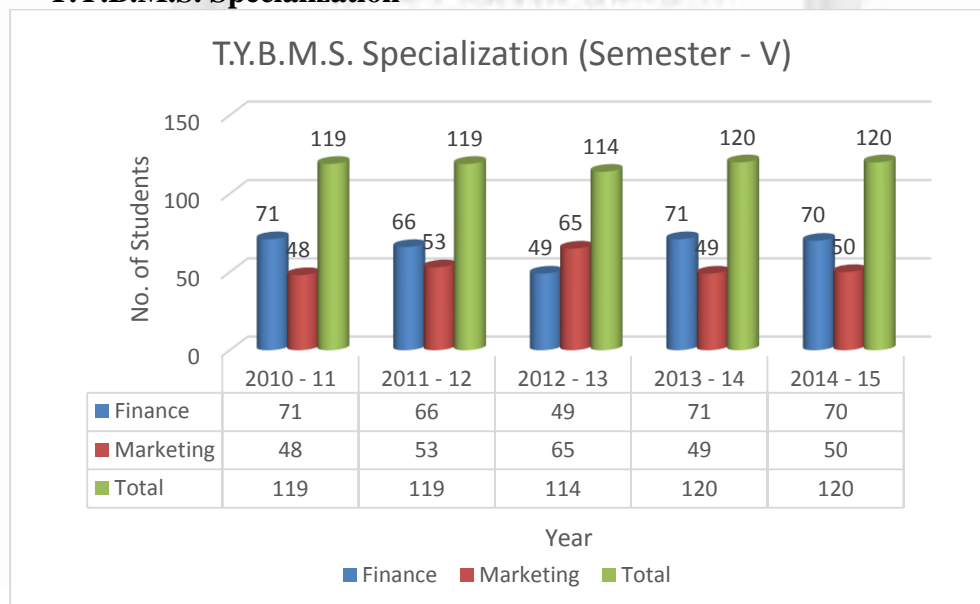
➤ **Range of Core/Elective options offered by the University and those opted by the college.**

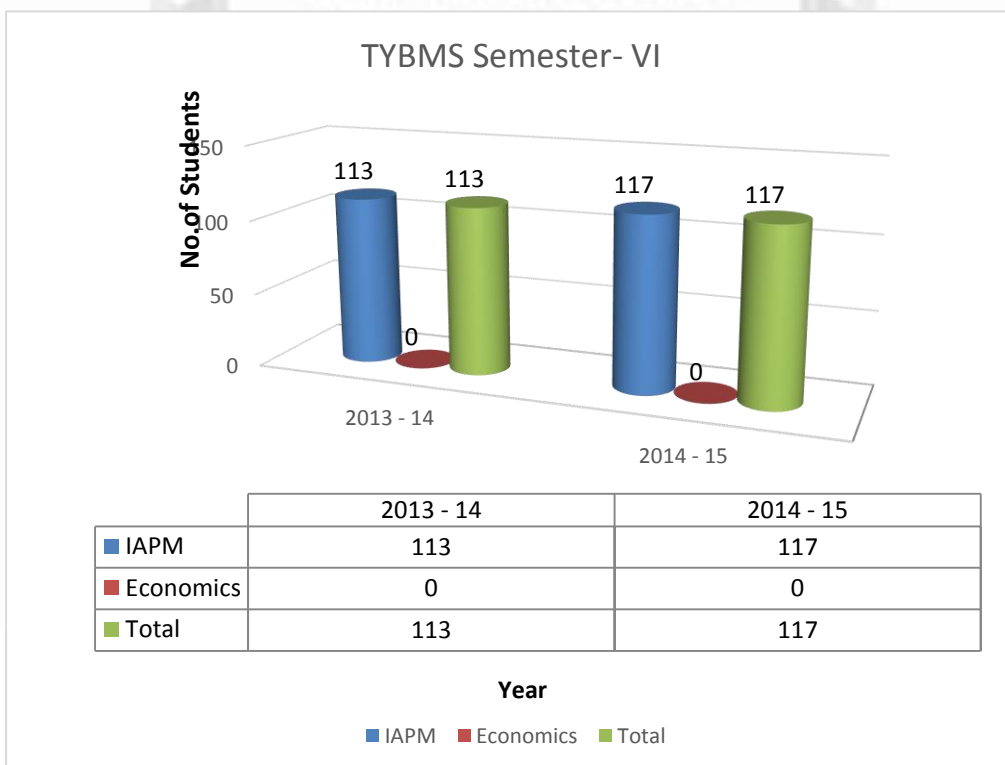
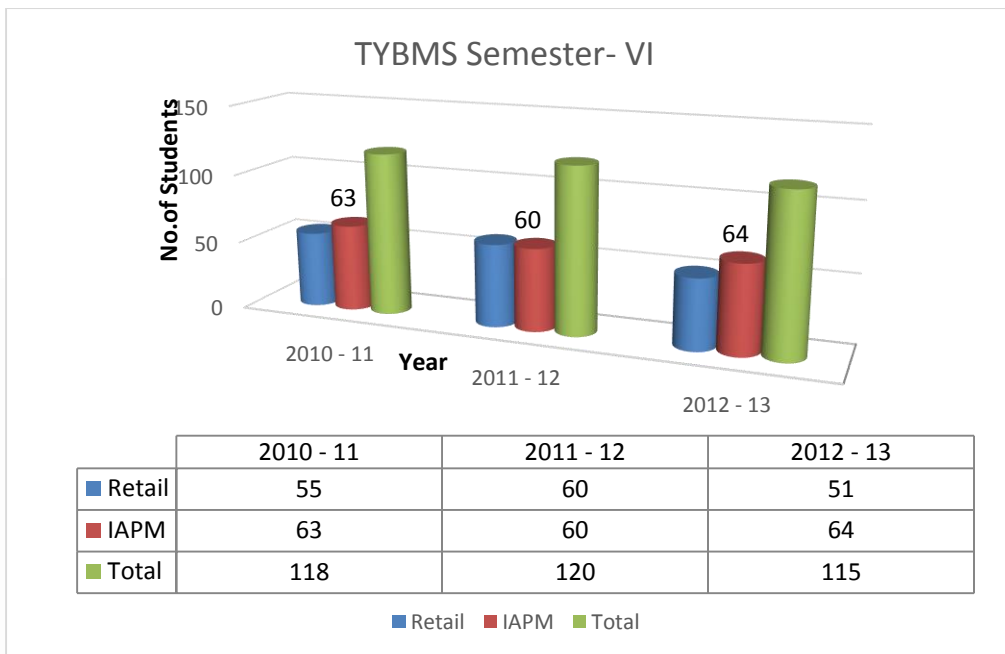
College offers choice of electives to students in the final year for under graduate and post graduate programme.

**T.Y.B.M.M. Specialization**

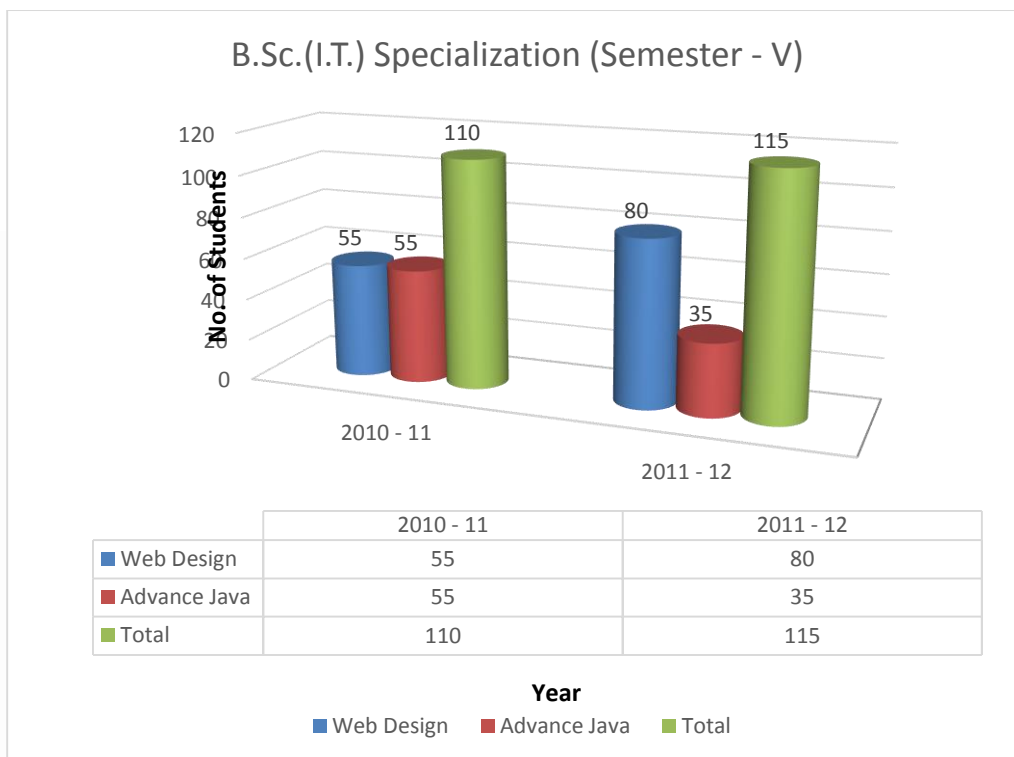


**T.Y.B.M.S. Specialization**

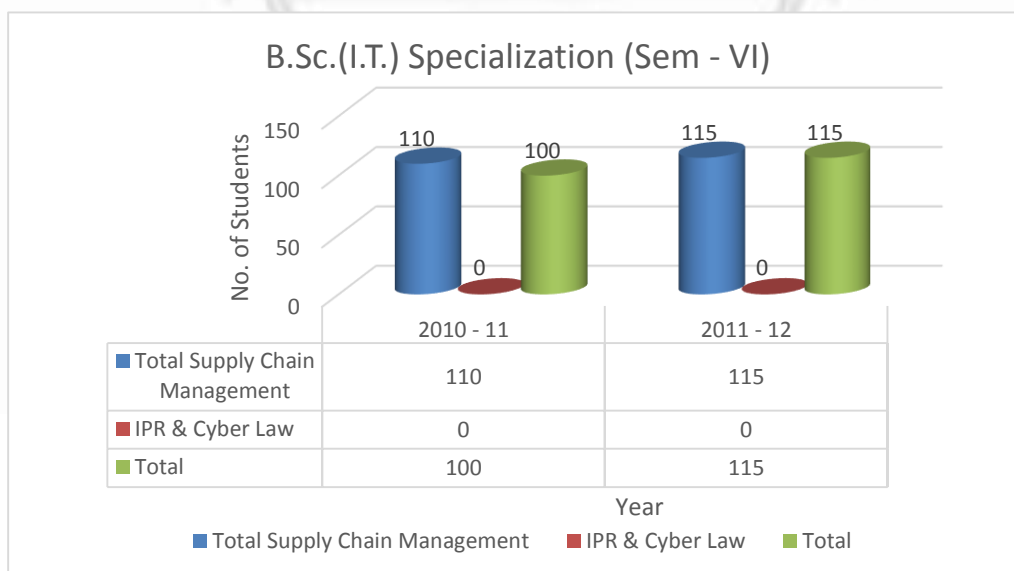




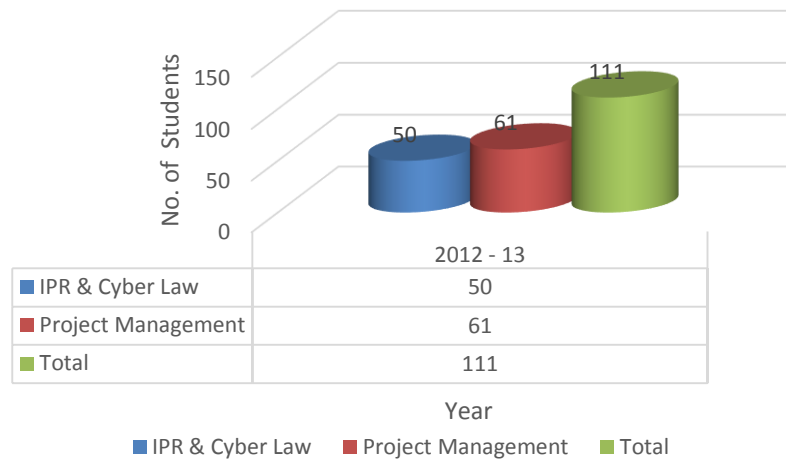
**T.Y.B.Sc.(I.T.) Specialization**



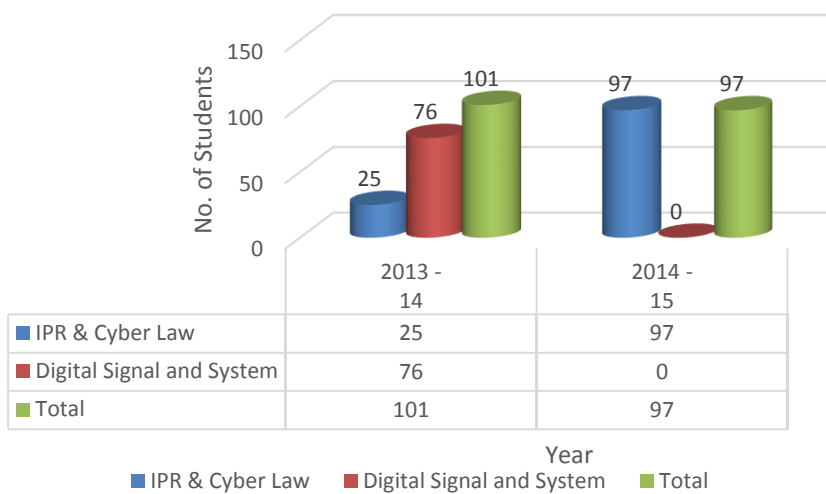
**\*No electives offered by University of Mumbai from academic year 2012-13 onwards.**



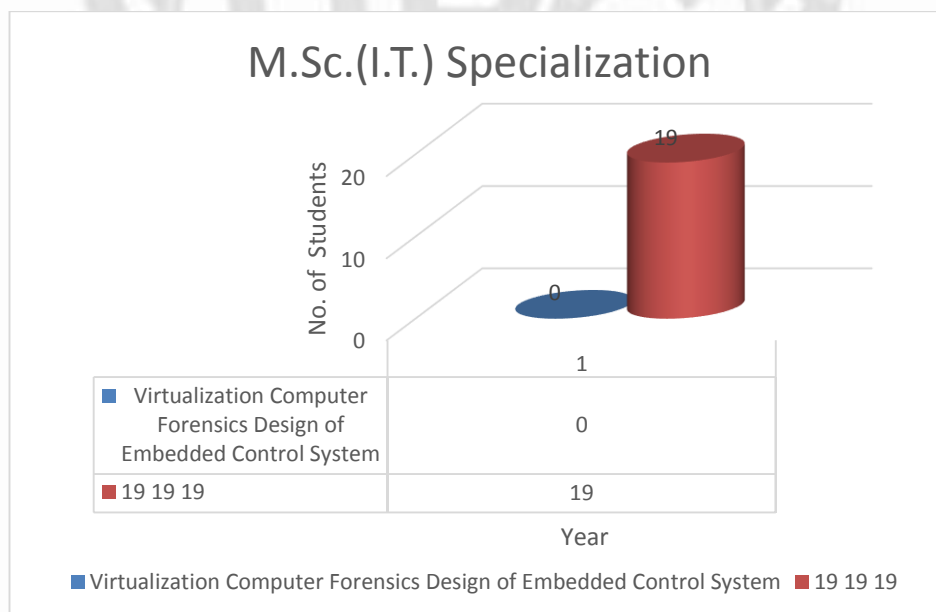
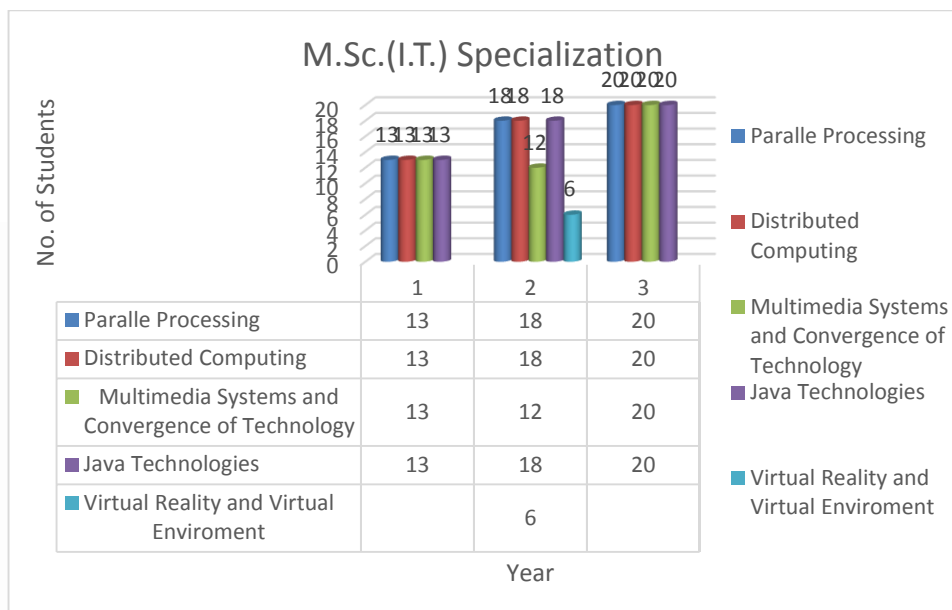
### B.Sc.(I.T.) Specialization (Sem - VI)



### B.Sc.(I.T.) Specialization (Sem - VI)



### M.Sc.(I.T.) Specialization



➤ **Choice Based Credit System and range of subject options.**

The subjects offered by each course are as per the syllabus of University of Mumbai.

➤ **Courses offered in modular form.**

University of Mumbai does not allow courses to be conducted in modular form.

➤ **Credit transfer and accumulation facility.**

University of Mumbai does not allow transfer and accumulation facility for courses offered in our college.

➤ **Lateral and vertical mobility within and across programmes and courses.**

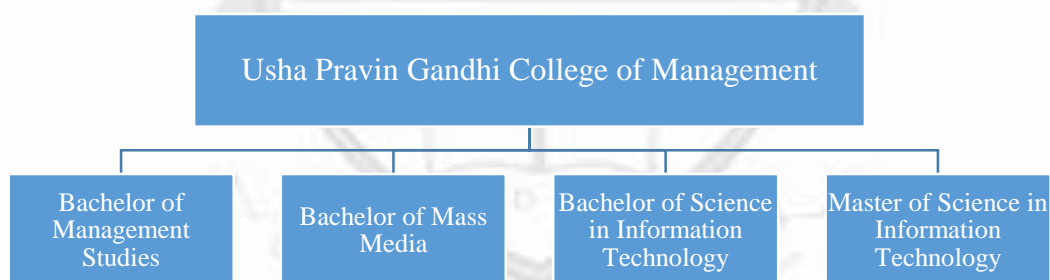
Vertical mobility is restricted by University of Mumbai. Lateral mobility in the form of admission to second and third year is granted with the permission of University of Mumbai which issues an eligibility certificate for the courses offered by the students.

➤ **Enrichment Courses**

Soft skills and value added certificate courses relevant to industry standards are offered to under-graduate and post-graduate students thus providing an opportunity to students to hone up the required skills to make them employable.

**1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

Yes, the institution does offer **only** self-financed courses which are affiliated to the University of Mumbai. They are :



The Self-Financed programmes differ from aided programmes in the following respects/aspects/ways :

**General:**

- The courses do not receive any aid from State Government.

**Curriculum** of these programmes is dynamic and has been designed by the University of Mumbai and as the college is affiliated to University of Mumbai, the college ensures that all updates are received and implemented from time to time.

- The courses are employment oriented, cover more practical aspects and includes process of continuous evaluation.
- Include presentations based on theoretical concepts taught in lecture sessions.

**Admission Process** is carried out as per the requisite guidelines from the University of Mumbai. The process is managed using ERP (Enterprise Resource Planning) package called SAP and the procedure is as follows :

- Online Pre-enrollment on UoM Website
- Online admission form available on College Website
- Form filling during stipulated days
- Online/Offline Submission of form and fees at the college
- Prepare and display of general merit list and the first merit list as per university dates
- Verification and submission of original documents along with fee payment
- Generation of second merit list
- Original document and fee submission
- Generation of 3<sup>rd</sup> merit list
- Original document and fee submission

**Fee structure** are as per the guidelines of University of Mumbai. Fee ranges from Rs. 13971 to Rs. 37255.

**The Qualification** of the faculties is as per the UGC norms and also management offers Sixth Pay to all qualified faculty members.

**1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.**

Yes, the college organizes skill oriented programs to complement the curriculum and prepare the students for regional and global employment markets.

- Soft-Skills development sessions are conducted for students by the training and placement cell of SVKM where the students are groomed by expert soft-skill trainers.
- The college encourages students for research, internship and also provides facilities and guidance for developing live IT based projects in association with various IT industries.

- Various skill based programs/workshops designed for value addition to the curriculum are as follows :
  - Ethical Hacking workshop, for B.Sc.I.T. and M.Sc.I.T. Students
  - Computer assembly workshop for B.Sc.I.T. Students
  - Networking workshop for B.Sc.I.T. Students
  - Robotics workshop for M.Sc.I.T. Students
  - Photography workshop and exhibition for B.M.M. Students
  - Bazaar-E-UPG, an Entrepreneurship event for B.M.S. Students
- The students are encouraged to participate at inter-collegiate events giving them opportunity to showcase their talents and prepare them for better placement opportunities.
- The college hosts a festival called “Aahan” which helps to polish the following skills and leads to overall personality development of the students.
  - Leadership
  - Entrepreneurship
  - Management-Skills
  - Communication-Skills
  - Team-Building skills
  - Marketing
  - Negotiation Skills
  - Organization Skills
  - Ideation , Innovation and Execution Skills
  - Conceptualization Skills
  - Brand Building

All these activities are mentored and closely monitored by the faculty in-charge for events through interactions, discussions and regular meetings.

**1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice”, If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

The University does not provide flexibility of combining face to face and distance mode of education.

### 1.3 Curriculum Enrichment

#### 1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

- The Institution caters to three undergraduate programs and one post graduate program.
- These programs were introduced after considering the shift in demand for studies in the disciplines of Information Technology, Management and Media.
- The academic programs are synchronous with the institutional goals with objectives of spreading higher education and transformation of society through teaching, research and extension activities.
- The institution provides various opportunities to all its stake holders for holistic development of students.
- The institution provides state-of-the-art infrastructure for effective delivery of the curriculum.
- Keeping in mind the curricula of the University, the Institution aims to keep up-to-date with the changing trends of the society.
- To sensitize the students and develop their personality the college organizes numerous activities throughout the year.
- Soft-Skills lectures are conducted for overall self-development of the student.
- Induction Programme: Peer-to-Peer (Student-to-Student) mentoring programme conducted for the first year students in the subjects of Maths and Electronics to provide additional guidance for the students coming from Commerce background. This programme is supervised by the faculties of respective subjects.
- Remedial/Supplementary coaching conducted for academically weak students or students from non-technical background.
- In order to bridge the gap between industry requirements and academia, value added certificate courses were introduced to enhance the skill-set of the students which is the objective of the college. Some of which include:
  - Marketing in Digital Media
  - Integrated course of basics in Film Making
- Regular Field trips and Industrial Visits conducted to supplement the theory concepts with practical aspects used in Industry.
- Many of these activities are totally curricular (seminars, guest lectures etc.), co-curricular (elocutions, debates, exhibitions etc.) while some are extracurricular (sports, dance, drama, singing etc.).
- Various organizations working in the college like the NSS unit and the Rotaract club also aims on developing empathy and moral values in the young minds.

**1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?**

Orientation program and introductory lectures are conducted by the college for introducing the syllabus. Course-wise Orientation is also provided for assessment and evaluation pattern. In addition, the college ensure that students gain the necessary skills and knowledge to contribute nationally and internationally considering the globalisation today.

- Keeping in mind the needs of the corporate world, management has started Soft Skills Programme for improving the language ability and thereby personality of the students. This program is well integrated with the syllabus and is included in the time-table.
- Guest lectures are arranged by various departments to keep the students abreast with the current trends and technologies used in the industries.
- Regular field trips and industrial visits are conducted to promote industry linkages and experiential learning for supplementing the teaching learning process.
- Meetings and discussions conducted where internal faculty members, industry experts, alumni members contribute to identify gaps in the syllabus and find ways to supplement these.
- In order to bridge the gap between industry requirements and academia, value added certificate courses were introduced to enhance the skill and make students industry acceptable.
- Students are also provided training, guidance and a platform for placements which enables them to secure jobs immediately after their graduation.
- Placement cell provides internship program to students to make them aware of job environment. Some of the companies where the students have been placed for internship are:
  - Reserve Bank of India
  - Great Place to Work
  - KPMG
  - PWC
  - E&Y
  - P2P Solutions
- The students participate in various events at the intra and inter collegiate level as well as the state and national level competitions including sports and research paper presentations.

**1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc.into the curriculum?**

- Women Development Cell of the college organizes workshops on physical fitness, cancer-awareness, self-defense, food and nutrition etc.
- The college arranged an International Conference on the theme “Spirituality at Work-Place” on 22<sup>nd</sup> Febuary, 2013 where there was a panel discussion by experts from diversified areas related to Humanities, Management and Information Technology. The theme focused on ethical practices at workplace. Research scholars presented papers on themes based on Media, Management and Information Technology. Faculty members from all the departments contributed as co-conveners and organising committee members. The proceedings of the conference were issued to all the participants and are made available for reference in the library.
- College regularly organizes Nature trails and treks under the supervision of RAW club to sensitize students towards nature care. It also helps students to understand nature photography in much better way.
- Students are assigned projects in the subjects of Environmental Studies, Marketing, and Human Resource Management and presentations are made to the invited audience.
- NSS unit, RAW club, and Rotaract Club of the institution regularly carries out activities like tree plantation drives, save electricity and Street play to educate the community on saving the planet earth.
- Foundation Course and Contemporary Issues are interdisciplinary subjects where relevant projects are given wherein students engage with NGO's, gain sensitivity to issues and also contribute to society.
- The college regularly organizes lectures by experts, NGO's and various Human Rights Commission to address the issues.
- Workshops like Ethical Hacking are conducted to spread awareness about Information Security issues.
- Several subjects offer students the opportunity to make the submissions electronically, saving paper and creating an environment integrating ICT in the curriculum.

**1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?**

- Moral and Ethical values
- Employable and Life-Skills
- Better Career options
- Community Orientation

**Moral and Ethical Values and Community orientation:**

The college encompasses student bodies like the NSS cell, DLLE cell and Rotract club for students, who under the guidance of the faculty members, ideates and executes various events in association with Government and Non-Government organizations. Students, through these events, inherent various moral and ethical values.

Following are some of the major activities conducted in and outside the college by NSS unit:

- NSS unit of Usha Pravin Gandhi College undertook a project, "Save Electricity Campaign" where twenty five students adopted seven families each in their residential area, to spread awareness on methods of saving electricity. They monitored the electricity bill of the adopted family for an year and helped them to save hundreds of units of electricity.
- Disaster Management workshops.
- Blood Donation Camps are organised in collaboration with Think foundation, J J Mahanagar Rakthpedi, Lions Club of Mumbai and Nanavati Hospital twice in a year. During the blood donation camp Thalassemia detection drive for students is also arranged with the help of SVKM's C.B.Patel Research Centre and Think foundation.
- Seminars are arranged on health issues, awareness and preventive measures for diseases like Hepatitis B, HIV/AIDs, Leprosy, Malaria etc..
- Street Plays are performed by students to spread awareness on STDs, Gender bias, Plastic Hazards, etc..
- Every year, NSS unit of college organizes a residential camp of seven days at a socially deprived rural area in and around Maharashtra.
- NSS students collect left over blank pages of used notebooks from urban area and binds them into notebooks. These notebooks are distributed to the poor students through the 'Shramdaan' program.
- The NSS group of our college has also undertaken tree plantation drive within the college premise and taken afforestation drive in the adopted area.
- NSS unit regularly conducts cleanliness drive in Juhu beach after the Ganesh Chathurti and help in keeping the beach front clean.
- NSS unit helps the Mumbai police in crowd management during the seventh and the eleventh day of Ganesh Immersion. This is a tremendous help because of the heavy traffic and crowd during those days and this activity is appreciated by the Mumbai police.

Rotaract conducts various activities like :

Activity	Description
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Mauj- E- Manch	Cultural festival for orphan childrens from orphanages in and around Mumbai.
Toy bank activity	Donate toys to under-priviledge childrens.
Food bank	In collaboration with NGO's provide foods to orphans
Old-Age Home activity	Activity for spreading joy and happiness.
Save birds campaign	Organized to save sparrows.
Wake Up Kid	Activity for providing joy to kids on streets in slums

DLLE conducts activities like :

- Street play focussing on social issues.
- Projects for Life-Long Learning Skills
- Exhibitions on environmental issues

### **Employable and life skills**

The Placement Cell of the college aims to prepare the youth for future employment which is one of the major objective of higher education. Experts from industry are invited to groom students for soft skills. These sessions are integrated in the time-table and arranged every week for the students. Mock interview and group discussions are arranged to help students face the global market.

Career guidance seminars are arranged by all the departments to guide students make appropriate choice of higher educations and also professional career.

To have an overall development of students the college offers various Value added certificate courses for enriching their knowledge and resume. The various courses that were started in the college in association with various industrial educators are as follows:

- Marketing in Digital Media: This short term certified course in association with Good Life education gave the students some practical knowledge on Google advertising, Instagram ads, Facebook as a medium to expand and diversify business, twitter as a marketing tool and various other viral medium to promote product, idea or service.
- Integrated course on Basics in Film Making: This certified short term course was in association with a National award winning filmmaker Mr. Satyanshu Singh. It gave a detailed insight about film making right from screenplay, casting and producing, directing, storytelling etc.. It gave an impetus to students who aspire to be either as an ad-maker or a film maker.

**Various workshops are conducted for providing value added skills to students like:**

- Ethical Hacking workshop
- Computer assembly workshop
- Networking workshop
- Robotics workshop

**Some other courses in the offing are:**

- Certified course in Basics in Graphic Designing
- Certified course in Basics in Digital Photography
- Short term certified Advance Digital Media Marketing Course
- Short course certified in Film Making

**Better career options**

Apart from the placement cell of the college which provides regular soft skills training it also looks in to student's placements and internships. It helps to bridge the industry - academia gap.

Besides the placement cell the value added certification courses also provide internship to the students.

**Community orientation**

As mentioned above NSS unit, Rotaract club and DLLE cell play a pivotal role in the community orientation efforts of the institution. In addition to this following are the activities of the Women Development Cell :

Activity	Description
Gender Sensitization	Street plays, seminars, debates and prep talks to sensitize students on various gender issues
Zumba Session	Session for providing a large calorie burn through aerobic activity done with interval training in mind
Breast cancer and cervical awareness	Seminar on Breast and Cervical cancer awareness for the female students and staff
Self-defense workshop	Prepares students for unexpected situations and also helps them to develop mental as well as physical health and be proactive
Kick Boxing	A versatile nature of kickboxing lends itself to reinvigorating their motivation to exercise

### **1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

Feedback for enriching the curriculum is taken from all stakeholders at least once in every semester

1. **Teachers:** Internal discussions and departmental meetings are conducted to obtain feedback from the faculty members involved in the implementation of the curriculum. These suggestions are passed on to the chairpersons of the respective courses and during participation at various workshops organized by colleges affiliated to Mumbai University in association with Board of Studies for revision of syllabus from time to time.
2. **Students:** Feedback from students is obtained by independent authority, who from time to time asks students to express their opinion about the syllabi, text books, method of teaching. The college authorities do follow a system of collecting feedback from the students by questionnaire method where the students anonymously fill the feedback form. The form is then statistically analyzed and accordingly the teachers are given suggestions for improvements by the head of the institution. From academic year 2015-2016 students' feedback is taken using black-board technology where the student could use mobile phone application to give feedback for teaching sessions.
3. **Alumni:** The College Alumni is a registered body comprising of professionals in various fields like finance, dramatics, cinema, management, various feilds information technology, etc. Feedback is obtained from the alumni during meetings. The alumni is invited regularly to share their experience and give feedback regarding curricular aspects implemented in the industry and passed on to the Principal, co-ordinations and IQIC of the college.
4. **Parents:** The College regularly organizes parent teacher meetings to exchange the view points on the student progress in academic as well as non-academic fields. Suggestions given by the parents are duly considered and implemented to the extent it is possible. Parents are free to meet the principal and the teachers as and when need arises.

### **1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes'?**

These programs are monitored through academic monitoring by faculty through daily lecture reports. Similarly the co-ordinator monitors the quality of teaching through teaching plans. The principal monitors the students feedback and finally the management calls for the year-end performance appriasals of the faculty. The quality is internally evaluated through formal and informal feedback in order to ascertain the effectiveness of teaching and learning.

The feedback is then analysed and discussions are held at departmental level for each individual faculty members and time is given to the faculties for bringing about improvement and changes in their quality of teaching.

#### **1.4 Feedback System**

##### **1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?**

There is very less scope for curriculum development as the syllabus is framed by the University however the teachers constantly endeavor to provide additional information and value based inputs to the students in their respective courses.

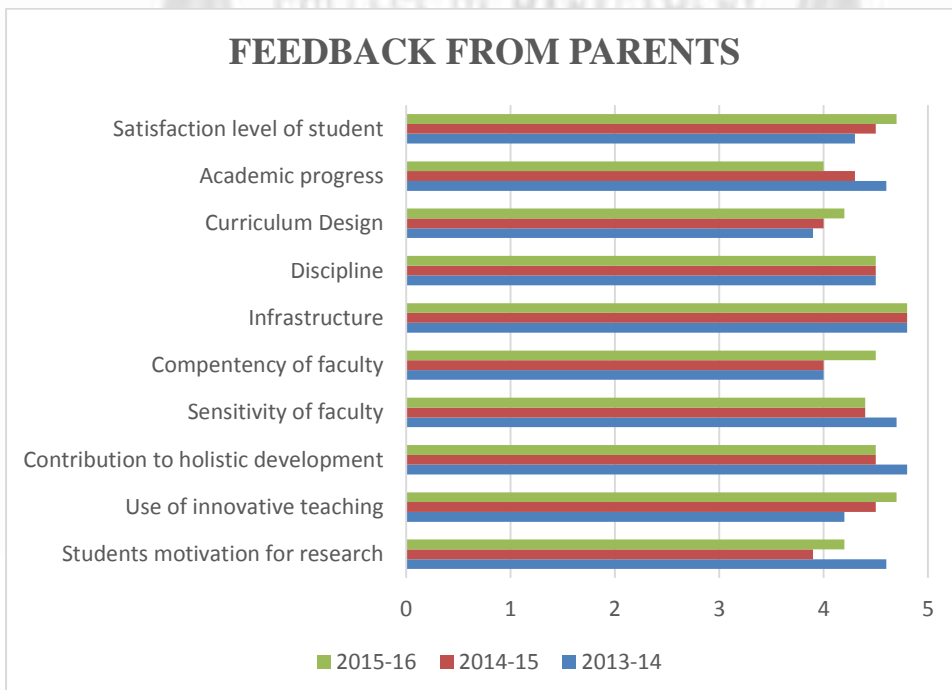
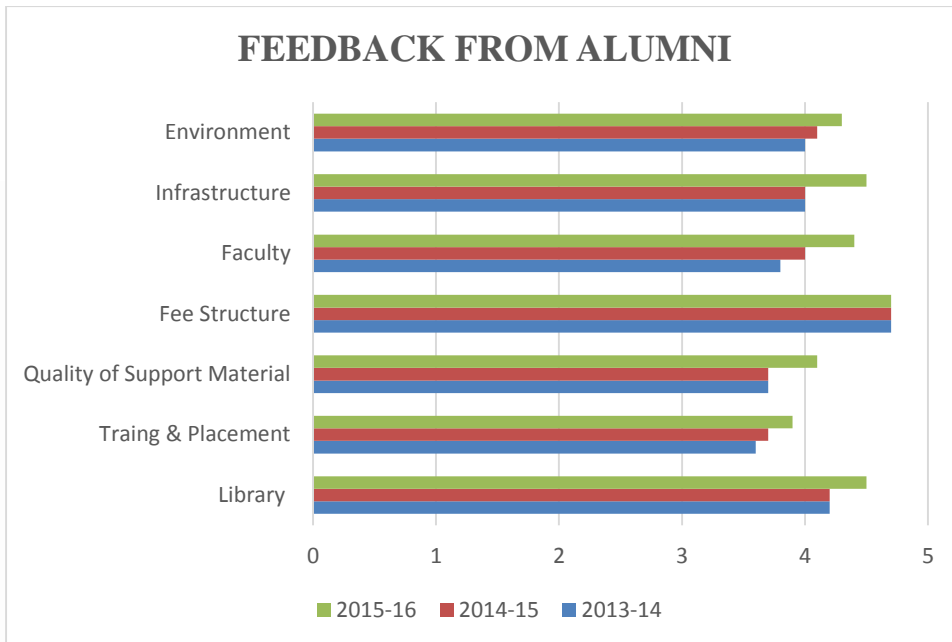
- The faculty members regularly interact with the chairpersons of courses for effective syllabus implementation and pass on the suggestions and inputs to the respective Board of Studies members during the workshops conducted for syllabus revision.
- Three of our faculty members have contributed toward designing of B.M.M. syllabus for University of Mumbai.
- The faculties have attended and organised workshops on syllabus revision and curriculum enrichment.

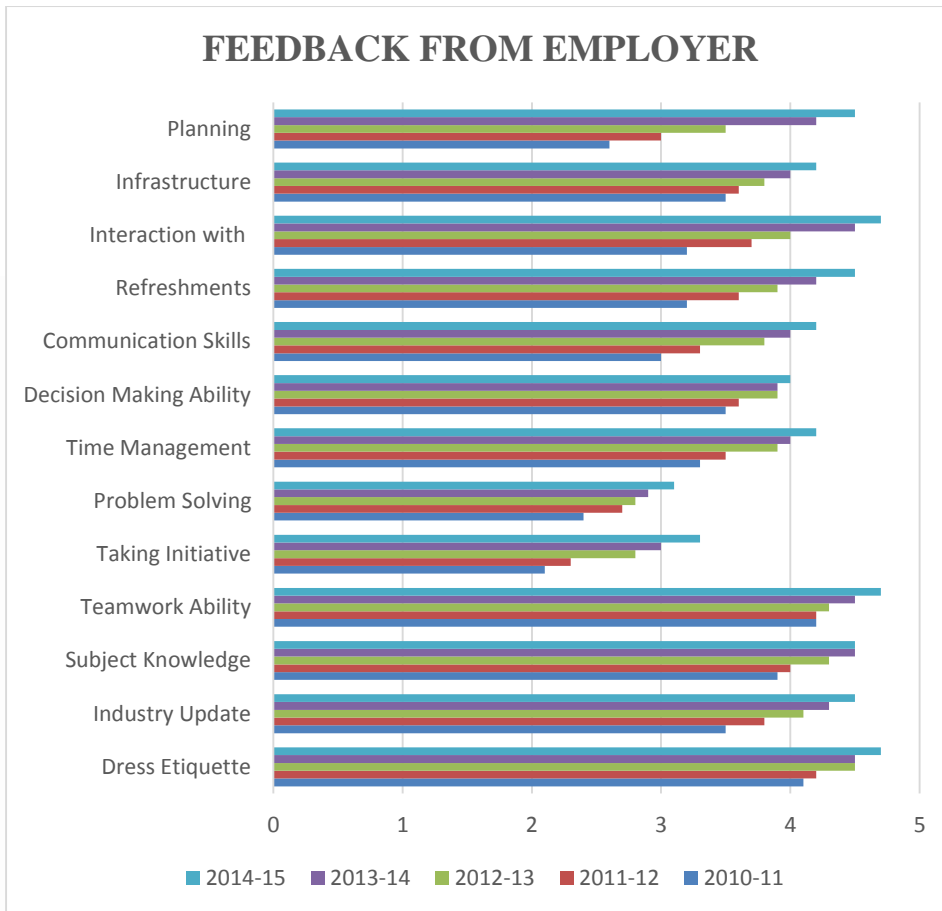
##### **1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programs?**

The college follows the curriculum prescribed by the University of Mumbai. However faculty members do provide their suggestions for their courses to the respective chairpersons at University of Mumbai and to the neighbouring sister concerned institutions thus contributing to the framing of the syllabus. The co-ordinators interact with various stakeholders and communicate their views to the members of Board of Studies for contributing to enrichment of curriculum. The institution has hosted several workshops for syllabus revision for orienting the faculties from various colleges for effective implementation of the syllabus. Experts are invited as resource persons for these workshops and their suggestions are communicated to the members of Board of Studies.

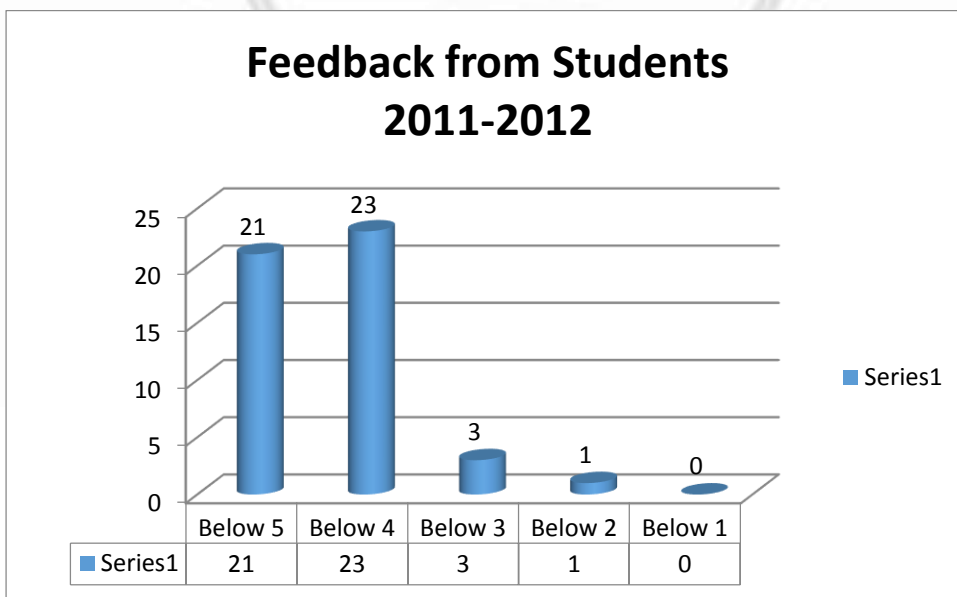
The institute also has a formal feedback system to obtain feedback from various stakeholders. Recently the college has initiated an online feedback mechanism through Blackboard where the students can use mobile phone application to give feedback.

Following are the graphs of feedback taken from the alumni, parents and employers:

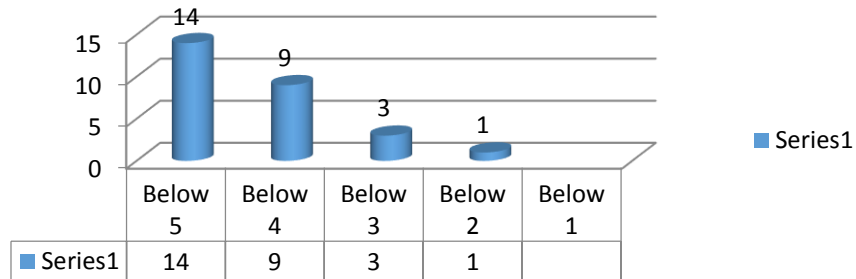




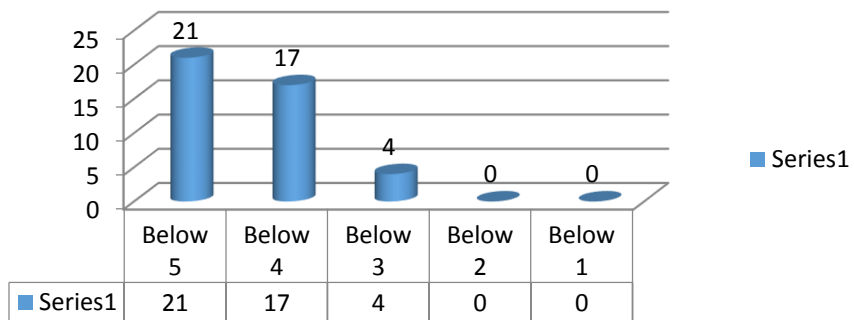
Following is the analysis of feedback taken from students for internal quality purposes:



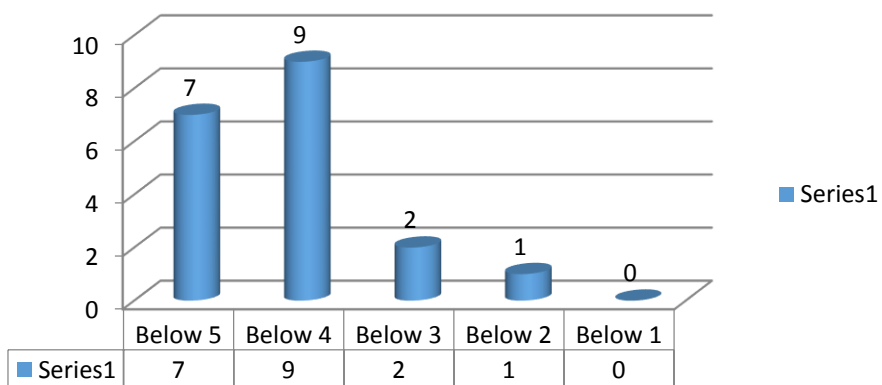
### Feedback from Students 2012-13



### Feedback from Students 2013-14



### Feedback from Students 2014-15



**1.4.3 How many new programs/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programs?**

The SVKM management encourages the college to conduct value added certificate courses to enhance the professional skills of students.

The management strives to inculcate feelings of sympathy, empathy, humanity, honesty, punctuality, love, respect and care amongst the students so as to make them a responsible global citizen. The staff at Usha Pravin Gandhi College of Management realize that education should be aimed at developing the 3H – Head (knowledge), Hand (vocational skills) and Heart (Value Systems).

- The college started with a Post-Graduate course in Information Technology in the academic year 2010-11, keeping in mind the industry requirements. The course is a gradual progression from the under graduate B.Sc.I.T. program, many students of the college get an opportunity to pursue Masters program in the same campus. Since its commencement, the course has been well received by the student fraternity which can be seen by the increased number of applications every year. The number of applications received by our college are comparatively high than other colleges in the near vicinity. The college boasts of having state of the art computer laboratories equipped with latest hardware and software. Thus, the college is capable of offering itself to conduct examination on behalf of the University of Mumbai every year since its inception.
- Increasing industrial needs for academically trained manpower in the upcoming areas of accountancy, advertising, film making, media, financial markets and Information Technology motivated the college authorities to think about expansion in these areas.
- The management of SVKM encouraged this initiative of the college and materialized the concept of value added certificate courses in accordance with industry needs and requirements. The management also provided support in terms of channelising the necessary resources for these courses.
- The institution has little role in the formation of the curriculum. However, as stated earlier, teachers and students provide important feedbacks on curriculum to sister concerned colleges and board of studies members. Also the college endeavors to equip the students to compete in the outside world.
- **Quality Enhancement Measures:**
  - The faculty members from various departments are encouraged to participate in inter-collegiate workshops related to syllabi revision.

- Industry experts are invited to share their views on the identifying gaps and suggesting measures to supplement the syllabus so as to make the students employable.
- Collaboration with industries through MOUs provides industry-academia interface.
- Industrial visits and field trips are conducted to provide students an industry exposure and promote experiential learning.
- College has a tie-up with a production and post-production studio, S.J. studio, Andheri for providing technological know how and practical knowledge to the students.
- Visit to RBI (Reserve Bank of India), JNPT and NSE/BSE gives insights to the students regarding their day-to-day functioning.
- Departmental Meetings are held to discuss strategy to teach revised syllabi in synchronization with our Educational Institution's objective.
- Members from various committees regularly deliberate and discuss measures to improve and enhance the methods of teaching learning processes. The requirements and inputs are then passed on to the head of the institution and management for approval.
- Teachers are encouraged to attend Conferences, Seminars, Workshops, Symposia and meetings related to curricular, co-curricular and extracurricular activities.
- Students are provided counselling at the time of Admission to make the right choice for the Regular, Professional and value added certificate courses.
- The latest prescribed books and journals along with the revised curricula are purchased and made available in the library. Faculty and Students have access to online research journals through OPAC.
- The Members of the Board of Studies, senior subject teachers from other institutions are invited to guide students and orient the teachers.
- Students are encouraged to use Library which is enriched with high quality books and research journals.
- The entire college campus is Wi-Fi enabled and each student and faculty are provided logins to access internet facility which augments a conducive learning environment.

**Other Highlights:**

Other records related to Curriculum Planning and Implementation maintained in SAP are as follows:

➤ **Faculty related**

- Semester-wise total number of lectures conducted.
- Subject-wise total number of lectures conducted.
- Monthly Star performer for faculty attendance.

➤ **Student related**

- Year-wise student enrollement record
- Attendance record
- Examination record

Based on interactions with various stakeholders and demand of Post Graduate courses amongst students, authorities felt the need to start Post Graduate courses in the field of Mass Media, Commerce and Management and also increase the capacity of Post Graduate course in the subject of Information Technology.

The most unique feature of Usha Pravin Gandhi is that it is one of its kind under-graduate degree college that offers professional programs under the category of self financing courses under the University of Mumbai.

Despite not having a junior college attached to the institution, the college has been able to stand out on its own by attracting students from far off suburbs of Mumbai city as well as many states, national and international boundaries.

Since its inception year the college holds a unique feature of being the first college under the umbrella of University of Mumbai which got permission to start two divisions in Bachelor of Science in Information Technology with the total capacity of 120 students. Similarly the college was subsequently granted permission to enroll 120 students for its other courses in Bachelor of Management Studies and Mass Media. Very few colleges can take pride in this feat and this has largely been possible due to the support of the SVKM management. The college does not receive any grants from any funding agency, yet the services, state-of-the-art infrastructure, academic and non-academic support are extended by the SVKM management.

The logo of SVKM's UPG College is a shield-shaped emblem. At the top is a lamp with a flame, surrounded by the motto 'WISDOM BETTER THAN KNOWLEDGE'. The shield itself contains the text 'SVKM'S UPG' in large, bold letters, with 'UPG' being the most prominent. Below this, it says 'SVKM'S PRABHU DAS GUPTA COLLEGE'. At the bottom of the shield, it says 'ESTD - 2003'. A banner at the very bottom of the emblem reads 'UNIVERSITY OF PROGRESS AND GROWTH'.

**CRITERION II: Teaching-Learning and  
Evaluation**

**'Tell me and I forget. Teach me and I  
remember. Involve me and I learn.'**

**– Benjamin Franklin**

## 2.1 Student Enrollment and Profile

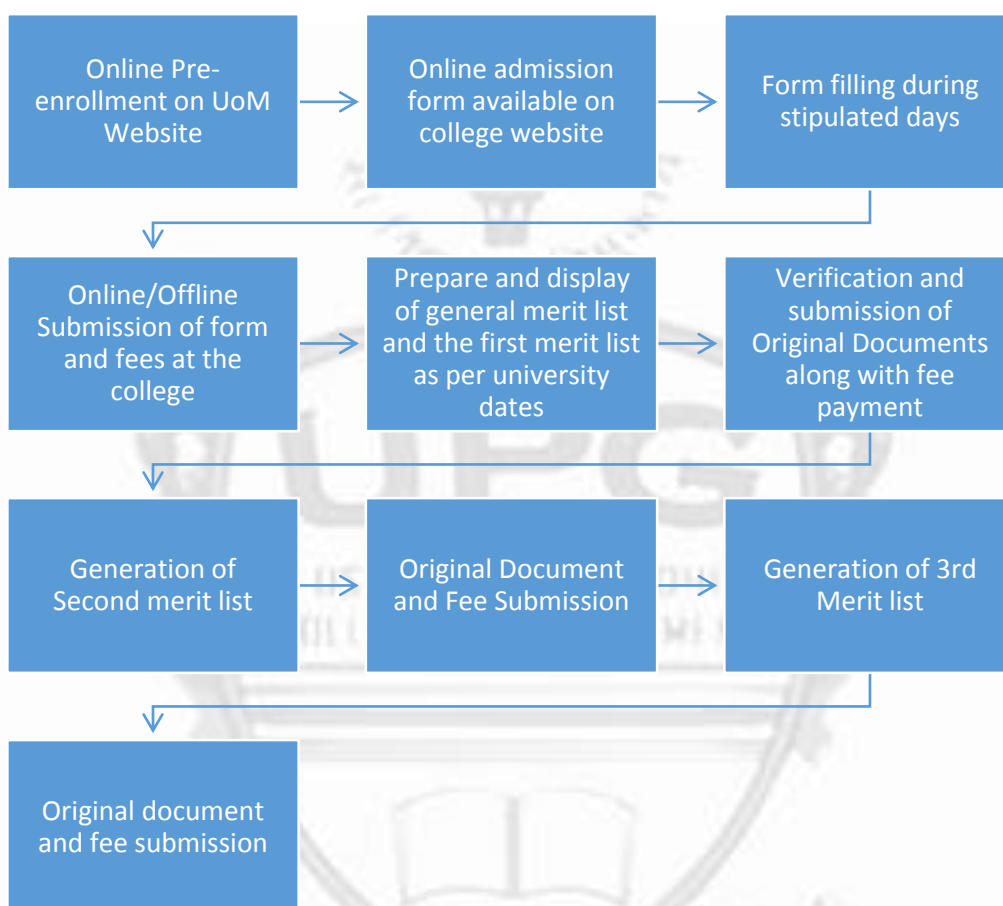
### 2.1.1 How does the college ensure publicity and transparency in the admission process?

The institution ensures wide publicity and transparency in the admission process in the following manner-

- **Prospectus:**
  - Before the commencement of the new academic session the prospectus is made available to the students during the first year admission process.
  - The relevant information regarding the course structure, admission guidelines, ordinances and regulations, fee chart (including refund of fees), list of committees, teaching and non-teaching staff, various activities of the college, achievements of the students in academic as well as sports and other activities is conveyed through the prospectus.
- **Institutional website:**
  - The college has its own website ([www.upgcm.ac.in](http://www.upgcm.ac.in)) from where students can gather information regarding the college about admission, academics, administration, library, events and alumni. E-mail queries, if any, are also responded. The college also provides for a Help desk.
- **Notice board:**
  - Information regarding the entire admission schedule i.e. merit list display, payment of fees, freeship, scholarship rules along with date and time is displayed prominently on the college notice board and also on flex banners during the admission process.
- **Transparency in the admission process:**
  - The admission committee is composed of the Principal, Registrar, two teachers and student representatives.
  - The college has implemented SAP for the same which eliminates possible human errors and intervention.
  - The forms are filled online and a merit list is generated through SAP which ensures transparency in the entire admission process.
  - The college follows all the norms prescribed by the University of Mumbai regarding the admission process.
  - It must be noted that right from the notification stage till the completion of the admission process it is completely online thereby making it convenient for the student.

### 2.1.2 Explain in detail the criteria adopted and process of admission.

After the announcement of the admission schedule by the University of Mumbai the following procedure is implemented:



The criteria and process of admission for the first year students of undergraduate courses is as follows:

- All the admission related notices are available on college website and notice boards.
- As per the directives of the University, instructions regarding the admission process which includes the date for filling up forms, last date of submission of forms is notified on the notice board. The entire schedule and the process is uploaded on the website.
- Application forms are issued online and on-the-spot inquiries are attended by the admission committee.

- Moreover arrangement is made in the Lab for students desiring assistance in filling the forms. Student volunteers along with admission committee make themselves available to assist students.
- The selection of students is done through an online procedure.
- The students are required to fill up their personal details, their HSC results on the digital portal of the University.
- The student details are viewed in the college digital portal and accordingly the merit list is prepared through SAP.
- The merit list is prepared as per the guidelines of the University of Mumbai and put up on the notice board as well as on the website on the dates prescribed by the University.
- After the completion of the admission process, there is an Orientation Programme specially organized for the F.Y. students and their parents.

This program orients them regarding the course structure and pattern, requirements of attendance, the new semester system of education and a brief introduction about the college.

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

The cut off % varies from year to year depending on the XII board results and the demand for the various courses. The cut offs at our institution is given as below:-

Course	Category	2010-2011		2011-2012		2012-2013	
		Max	Min	Max	Min	Max	Min
B.M.S.	<b>Open Category</b>						
	Commerce	91.20%	81.17%	92.20%	80.17%	94.17%	83.50%
	Arts	83.33%	58.33%	85.00%	59.17%	82.83%	60.00%
	Science	90.83%	69.17%	85.75%	67.00%	92.20%	72.50%
	Others/Diploma	88.79%	73.33%	92.17%	73.81%	95.00%	86.67%
	Minority	92.40%	78.33%	89.17%	78.33%	93.50%	79.33%
	<b>Reservation</b>						
	Sports etc.	83.00%	70.83%	83.20%	80.00%	82.67%	79.50%
	Physically hand.						
N.R.I.	79.03%	58.52%			85.20%	76.67%	

Course	Category	2013-2014		2014-2015		2015-2016	
		Max	Min	Max	Min	Max	Min
B.M.S.	<b><u>Open Category</u></b>						
	Commerce	94.50%	86.00%	98.08%	89.39%	97.68%	90.15%
	Arts	90.80%	70.00%	91.40%	70.92%	93.60%	79.08%
	Science	83.50%	70.67%	88.60%	77.20%	86.80%	76.15%
	Others/Diploma	92.83%	79.50%	89.83%	85.72%	92.00%	92.00%
	Minority	90.20%	79.83%	96.17%	83.54%	93.40%	86.00%
	<b><u>Reservation</u></b>						
	Sports etc.	86.60%	80.50%	92.40%	84.92%	92.60%	86.00%
	Physically hand.			87.20%	72.77%	91.80%	82.92%
	N.R.I.	90.08%	70.06%	80.37%	63.00%	80.80%	73.00%

YEAR	Course	Category	2010 - 2011		2011-2012		2012-2013	
			Max	Min	Max	min	Max	Min
B.M.M.	<b><u>Open Category</u></b>							
	COMMERCE	96.50%	77.83%	93.20%	81.20%	91%	80.40%	
	ARTS	90.91%	73.00%	85.67%	70.67%	89.40%	71.17%	
	SCIENCE	90.50%	73%	89.50%	72.67%	92.00%	69.17%	
	OTHERS/DIPLOMA							
	Minority	87.17%	74.80%	87.20%	74.83%	93.50%	72.33%	
	<b><u>Reservation</u></b>							
	Sports, etc	81.80%	74.83%	82.83%	78.00%	91.80%	70.00%	
	Physically Hand.							
	N.R.I.							

YEAR	Course	Category	2013-2014		2014-2015		2015-2016	
			Max	Min	Max	Min	Max	Min
B.M.M.	<b><u>Open category</u></b>							
	COMMERCE	94.80%	81.17%	94.25%	83.20%	96.60%	84.40%	
	ARTS	92.20%	74.67%	95.80%	76.15%	95.56%	76.46%	
	SCIENCE	86.80%	68.67%	88.60%	72.00%	95.60%	73.23%	
	OTHERS/DIPLOMA							
	Minority	91.33%	75.83%	93.00%	77.69%	91.39%	78.15%	
	<b><u>Reservation</u></b>							
	Sports, etc	85.33%	75.33%	81.00%	72.15%	92.80%	74.40%	
	Physically Hand.			76.92%	63.69%	92.40%	78.46%	
	N.R.I.	89.10%	65.17%	83.40%	65.20%	85.80%	68.00%	

Course	Category	2010-2011		2011-2012		2012-2013		2013-2014		2014-2015		2015-2016	
		Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min
B.Sc. (I.T.)	<b>Open category</b>												
	Commerce	99	58	98	49	96	46	91	48	99	45	91	50
	Arts												
	Science												
	Minority	98	61	96	56	96	46	94	51	99	45	97	51
	<b>Reservation</b>												
	Sports etc.	78	60	78	59	76	47	89	89	88	51	79	35
	Physically hand.									60	53	76	76
N.R.I.						74.00%		77.40%					

Course	Category	2010-2011		2011-2012		2012-2013	
		Max	Min	Max	Min	Max	Min
M.Sc. (I.T.)	<b>Open category</b>						
	Science	74.97%	60.00%	76.00%	65.23%	76.25%	60.52%
Course	Category	2013-2014		2014-2015		2015-2016	
		Max	Min	Max	Min	Max	Min
M.Sc. (I.T.)	<b>Open category</b>						
	Science	75.63%	59.23%	88.75%	60.25%	77.93%	64.22%

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort; and how has it contributed towards the improvement of the processes?**

- The college is following centralized admission process with the help of the SAP software system.
- The overall process is strictly followed as per guidelines prescribed by University of Mumbai.
- In addition to that College also provides computer laboratories and internet connection facility to help student to complete the online admission process.
- Help-desk facility is made available.
- The overall admission process is monitored by admission committee comprised of the teaching faculty. A review meeting is conducted after the completion of the process.
- For instance, students initially were not well acquainted with the online admission process and encountered various issues while filling up the form, the admission committee identified these issues and recommended facilitation of filling forms by providing an equipped lab and the support of student volunteers and faculty members.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of**

**the institution and its student profiles demonstrate /reflect the National commitment to diversity and inclusion**

- The college is a linguistic minority institute. However the college policy caters to students from all section of society. Additionally the college has extended support to economically disadvantage students by finding sponsors to extend financial assistance and mentoring these students.
- When eligible minority, SC/ST or backward community students apply for scholarship/freeship, their application is forwarded by the institution to the Government for consideration.

YEAR	SC	ST	VJNT	OBC	TOTAL
2010-11	--	1	--	5	6
2011-12	1	--	---	5	6
2012-13	2	1	---	10	13
2013-14	3	1	---	11	15
2014-15	2	1	---	14	17
<b>GRAND TOTAL</b>	<b>8</b>	<b>4</b>	<b>---</b>	<b>45</b>	<b>57</b>

**2.1.6 Provide the following details for various programs offered by the institution during the last four years and comment on the trends. i.e. reasons for increase/decrease and actions initiated for improvement.**

Programs	2010-2011			2011-2012			2012-2013		
	Number of application	Number of students admitted	Demand Ratio	Number of application	Number of students admitted	Demand Ratio	Number of application	Number of students admitted	Demand Ratio
<b>FYBMS</b>	1391	118	01:11	1037	118	01:08	1166	117	01:09
<b>FYBMM</b>	1064	117	01:08	948	117	01:08	588	118	01:05
<b>FYBSc(IT)</b>	788	97	01:06	617	108	01:05	304	99	01:02
<b>MSc(IT)</b>	40	20	01:02	64	20	01:03	41	20	01:02
	<b>3283</b>	<b>352</b>		<b>2666</b>	<b>363</b>		<b>2099</b>	<b>354</b>	

Programs	2013-2014			2014-2015		
	Number of application	Number of students admitted	Demand Ratio	Number of application	Number of students admitted	Demand Ratio
<b>F.Y.B.M.S.</b>	1035	121	01:08	1491	125	01:12
<b>F.Y.B.M.M</b>	619	117	01:05	721	123	01:06
<b>F.Y.B.Sc(IT).</b>	293	101	01:02	323	112	01:02
<b>M.Sc.(I.T.)</b>	54	19	01:02	38	20	01:01
	<b>2001</b>	<b>358</b>		<b>2573</b>	<b>380</b>	

**Observations and reasons for variations in applications for BMM, BMS and BSc IT:**

Taking into consideration the rising demand for self financing courses, colleges across Mumbai have obtained permission from the University for additional divisions. Thus reducing marginally the number of applications received by the college.

## **2.2 Catering to Student Diversity**

### **2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?**

- The Staff of the institution is extremely supportive and sensitive towards the needs of differently abled students.
- The students with learning disabilities are given special attention in regular lectures for the subjects that they find challenging or difficult. For example Accounts, Statistics, Maths, Financial Management, Mass Media Research etc. Remedial coaching is conducted by making groups headed by the meritorious students and with guidance from the faculty.
- Special arrangements are made for students during examinations for instance they are given extra time to write the paper. There is also facility to print question papers in larger font size and even writers are arranged for those needing any.
- In order to enable easy access to the building, the college has made infrastructural changes. Wheelchairs are made available on demand along with the existence of Hand railings for all the staircases. Elevator facility is also provided to such students. Students are made sensitive to the needs to of the differently-abled. There is a doctor available on campus.
- The staff is available for interaction or any guidance to parents regarding their wards academic progress and other related issues.

### **2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the program? If 'yes', give details on the process.**

- In the orientation lectures conducted at entry level, faculty members interact with students and try to gauge their interests, hobbies, skills and inclinations are noted.
- The Faculty members are continuously assessing the skill sets and expertise of the students in their regular lectures.
- These students are then encouraged to participate in related activities. Inputs are also taken from the information in the application form for the same.
- For the BMS course the student's aptitude is gauged before they decide on the electives for eg. Finance, Marketing or HR. For the BMM course the students are guided for their specialization subject of either Advertising or Journalism. For BSc IT and MSc IT students are guided to choose their electives.
- The meritorious students are encouraged and oriented to apply for post graduation.

**2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the program of their choice?**

Many strategies are used by the college as per student and subject requirements.

- Remedial coaching is offered. Students who are weak in mathematics, programming are identified and extra time is given to them for eg students from commerce background are oriented and mentored in subjects like mathematics and statistics. The faculty members here strive to expose them to the latest technological developments in the world.
- Keeping pace with the demand for career-oriented courses at undergraduate level, apart from the simple graduation ones various Value-added certificate courses are introduced in college like Digital Marketing and Photography. The workshop on ethical hacking, networking etc. is also conducted to enhance the technical skills of students.
- Academic Enrichment Programs are designed to cultivate research skills in students. Students assist faculty members involved in research in literature review, data collection and interpretation. This has injected enthusiasm towards research resulting in the formation of a research cell in college. The college has introduced Mentorship program in which third year students guide and mentor the first year students. College conducts softskill training to develop the interpersonal skills of the students. There are sessions on leadership, teamwork, communication skills, self-awareness, conflict management etc.

**2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

- The college has exclusive cells and committees for sensitizing both staff and students towards gender issues, society, environment viz., WDC, NSS, RCUPG, RAW and Extension Activity Cell. These committees organize events like interactive talks, lecture, demonstrations, poster competitions, drama competition etc. For example: the WDC has organized a gender sensitization workshop for students by inviting eminent guest speakers like Professor Vijendra (Member of CWDC, Univeristy of Mumbai) and Mr. Kamaini Mahabal, human right activist and lawyer.
- The college displays contact details of staff members heading the WDC and Anti-Ragging Committee and rules and regulations regarding the same.

**2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?**

- The advanced learners are identified through class interaction/performance. The respective subject teacher takes special measures to enhance the potential of advanced learners.
- Faculty regularly inform them about intra and intercollegiate competitions and seminars, where they participate and their abilities are tested.
- Teachers challenge and motivate these students to go beyond the course work, and the placement cell forwards leads to the students about summer training, research projects, and internships offered by various companies.
- Advanced learners on the basis of academic performance also mentor the weaker students. It helps sensitize them to the learning difficulties of those who are either not academically inclined or are not interested. Regular interactions and personal guidance from the mentors help enhance the academic performance of these wards.
- Some teachers help students to prepare for entrance exams for post graduate schools, and for UPSC examinations.
- Advanced learners who want to pursue education abroad and need guidance for specializations are counselled and they are also provided with a book-list which goes beyond the prescribed syllabus thus enriching their learning process.
- Photography exhibitions, screenings by aspiring media students and fairs by aspiring entrepreneurs were organized in college. Also visits to institutions like RBI, MOS (Mail Order Solutions), etc. give students an opportunity to expand their horizons.

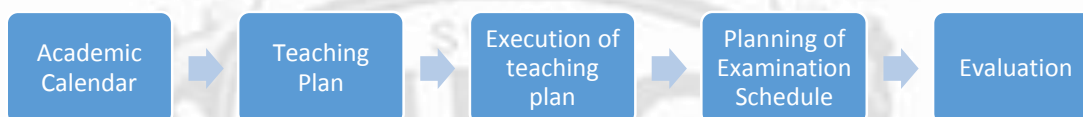
**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the program duration) of the students at risk of dropout (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

- Risk of drop out can be anticipated by poor performance in exams, tests, assignments and class interactions. Further very poor attendance is also another indicator. Students performing poorly are counselled by the teachers and they are also referred to the professional counselor on campus.
- Letters are mailed to parents regarding their ward's attendance status.
- Students under risk like economically weaker students are identified and informed about various educational aids available to them.

- Slow learners and students with medical or cognitive problems are identified on the basis of their poor performance at the examination, class interactions, internal tests, tutorials and terminal examinations.
- Students suffering from Dyslexia, Dysgraphia, Dyscalculia etc. are given extra time for examination as per university norms. Such students are given support in the form of extra attention in the regular lectures/ tutorials/ practical by the respective subject teachers.
- The campus has been made friendly for the differently-abled students.

## 2.3 Teaching-Learning Process

### 2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc)



- **Academic Calendar:** The Annual Calendar consisting of the details of the academic, co-curricular and extra- curricular activities is prepared at the end of current academic year and uploaded on the college website and prospectus.
- **Teaching Plan:**
  - Departments hold meetings to decide distribution of topics and lectures, and discuss the teaching plan. A register is maintained by each teacher to record the daily lecture.
  - Co-ordinators monitor the completion of the syllabus and ensure the overall pattern of the examination; question papers and weightage of topics are as per the recommendations of the University.
- **Planning of examination schedule:**
  - The college plans the examination calendar. The grades for evaluation are based on the guidelines of the university and the students are oriented about it.
  - The Examination Committee in consultation with the Principal and attendance committee displays the schedule in advance. The examinations are conducted as per the University norms.
- **Evaluation:** Faculty participate in the Centralized Assessment Program. The model answers are submitted before the assessment of papers. After the completion of assessment, answer papers are moderated by the subject experts from other institutions. The external moderator gives a report on the marking scheme and question paper. Along with the

results, a notice regarding verification procedure is displayed. There exists a redressal mechanism for verification of marks which includes photocopying of the answer papers and revaluation as per University norms.

- College conducts preliminary examinations for the third year students.

### **2.3.2 How does IQAC contribute to improve the teaching-learning process?**

The college is presently undergoing its first cycle of NAAC. The college plans to constitute IQAC at the time of submission of the SSR. However the college has constituted IQIC (Internal Quality Improvement Cell).

### **2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

The college library is a rich repository of resources. It is equipped with a number of reference books, text books, Indian & International journals for the use of faculty and students. The library also has a user friendly software system to quickly search available books using various options like topic, title, author name etc. The college organises book exhibitions occasionally. E-database is available in college library and Ebrary access is available to students and teachers. The library provides periodicals and newspapers for encouraging students to be updated on current affairs. The library keeps the staff and students updated on new titles and volumes from time to time. It provides internet access to the students for facilitating effective learning and holistic development of the students. The college emphasizes on active and interactive learning.

Teaching-learning is made student-centric by giving our students every opportunity for independent as well as collaborative learning.

Specific methods include the following:

- Assigning group projects (*Collaborative Learning*)
- Problem solving sessions - independently as well as in groups (*Independent/Collaborative Learning*)
- Creating interactive sessions in class through discussion, debates, role play, quizzes, and tutorials (*Participative Learning*)
- Screening of movies, discussion on books, games, real time projects and field trips (*Experiential Learning*)
- Participation of students in seminars, festivals, annual exhibitions (*Collaborative and Experiential Learning*)
- Facilitating students to learn at their own pace and space through e-resources, connected classrooms (*e-learning*)

**Support systems available:**

- Library with student friendly resources, departmental libraries, access to internet, Multimedia resources, Interactive CDs
- Every Department is provided with a laptop for teaching- learning.
- Software like Matlab, Corel-draw
- LCD Projectors
- Interactive projectors in a each classrooms
- Wi-Fi connectivity, Library internet connectivity

**Independent Learning:**

- The students are given exposure to experiential learning through seminars, conferences, internship and projects.
- Functional learning, participating in debates, drama, elocution, music, organizing departmental functions, conferences, workshops and in national and international cultural activities.
- Various co-curricular and extra-curricular activities are organised to strengthen team work and self-confidence. Events like Aahan, annual day, Mauj-e- munch, teacher's day etc. enhances their organizational, marketing, administrative, advertising and creative skills.

**Interactive Learning:**

Learning is made student-centric through interactive learning. The innovative teaching methods such as group discussions, presentations, role play, quizzes and case studies are employed. Workshops and guest lectures provide opportunities for students to interact and network with well-known personalities from different fields. The teachers ensure discussions on current issues in India and the world in order to create awareness amongst the students. ( Refer Annexure A )

**Collaborative Learning:**

- Industry experts from the field of technology, media and management, and also alumni are invited to deliver lectures on various subjects/ topics and to share their experience. ( Refer Annexure A )
- This provides deeper understanding of the dynamics of the industry.
- The faculty members arrange seminars and workshops at college level to motivate the students.
- The institute organizes industrial visits for all the departments every year.
- The faculty members and students plan and arrange visits to different kinds of industries, literature and theatre festivals depending on the course profile.

**2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

- The students' analytical and critical thinking, creativity and scientific temper are nurtured through discussions in the class rooms.
- Teamwork and leadership skills are instilled and scope for creativity is provided when group projects are assigned.
- Workshops and guest lectures provide opportunities for students to interact with well known personalities from different fields. The industrial visits to institutions like the Reserve Bank of India, Film Schools like Flame in Pune and Whistling Woods provide students a glimpse of the industry.
- The co-curricular and extra-curricular activities develop organizational and leadership skills which prepare them to work in a multi-cultural scenario.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Program on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

The college uses ICT tools which has a positive effect on student learning. Apart from the normal teaching methods used, following techniques are also in practice:

- LCDs are extensively used by the lecturers on a daily basis to make the session more effective.
- E-books and e-journals are made available to teachers & students in the library.
- ICT is extensively used by students for preparation of projects and presentations especially for the live project of TYBSc(IT) and also for other subjects across courses.
- Computer related subjects in all courses include hands on practical sessions apart from the theory sessions.
- Students are encouraged to read on topics discussed in class by providing a reference list.
- Assignments, presentations and projects are regular features of all courses. Apart from the major project, minor projects are given to the students to develop their skills pertaining to that subject.
- Animated educational videos are used during lectures to provide better understanding of the topics.
- The college campus is wi-fi enabled.

- The faculty make use of various social media platforms to interact with students for academic purposes. For example the faculty share links and important information related to respective subjects.

The library has an excellent collection of CDs and DVDs and other online resources that make learning easier.

The college offers e-resources/databases information to all potential users like students and faculty members. The e-book database covers 70000+ full text individual titles on all subjects. The newly added titles include books by publishers like Brill Academic Publishers, Harvard University Press, Oxford University Press, Tata McGraw-Hill etc.

Some of the technologies/facilities used by faculty for effective teaching are

- Use of softwares like eclipse to illustrate graphs ,use case diagrams etc.
- Laptops &LCDs.
- Effective teaching-learning from helpful sites like:
  - MIT Open Courseware
  - Khan Academy
  - w3schools.com
  - tutorialpoints.com
  - netbeanstutorial.org
  - YouTube for example TED Talks,animated videos
  - Language labs

### **2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

#### **Faculty:**

- The faculty is encouraged to participate in various Orientation/Refresher programs, conferences, seminars, workshop etc. at State/National/International level.
- Some of the faculty members have been resource persons in their respective subjects/topics.
- Some of the faculty members are also engaged in research.
- The college encourages the faculty to pursue research and regularly conducts Faculty Development Programs.
- The college supports the faculty by granting duty leave to participate in seminars and workshops.

#### **Students:**

- Students are encouraged to participate in seminars and workshops.
- They are also shown live market websites in the class such as [www.nseindia.com](http://www.nseindia.com), [www.bseindia.com](http://www.bseindia.com), [www.moneycontrol.com](http://www.moneycontrol.com), etc.in order to explain live trading and functioning of capital markets.
- Departments organize seminars and guest lectures to acquaint them with current industry trends.

- Blended learning is enabled by exposing them to TED lectures.
- Students attend and participate in intercollegiate seminars, festivals to widen their horizon.

**2.3.7 Detail (process and the number of students benefited) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?**

- The College has a full-time counselor on campus to address the grievances of students on a regular basis.
- The College also has 2 doctors to take care of any health emergency.
- To increase employability of graduates, soft skills training is provided across all streams. This program aims to improve a whole range of skills, like assertiveness, negotiation skills, communication skills and the skills to establish and maintain interpersonal relationships.
- Mastermind, an annual career fair, offers academic guidance
- Ambulance services as well sick bay facility is available.
- There is a mentorship program to guide the first year students about Time Management and exam preparation. One student mentor is allocated around 10 first year students. Mentorship program organizes numerous activities blending the curricular and co-curricular aspects like quizzes, debates, elocution and career counselling workshops.
- Experts from industry as well as academicians are called to interact on various subjects.

**No. of students benefited from Counseling**

Year	Personal Counseling
2013-2014	21
2014-2015	10

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

The College faculties adopt and implement newer teaching techniques. Some of them are listed below mentioning their due importance:

- 1. Z TO A approach:** This approach attempts to explain the application part of a particular concept first. The teacher explains the application of a particular concept first followed by the effects of such applications. For example to explain the concept of motivation the faculty first explains the benefits of using some techniques like promotions and awards. So here the benefit of promotion is explained first and later students would get interested in knowing about promotions and awards. Then later teacher explains what is promotion and explains what motivation theory in management is.
  - **Impact:** This innovative technique helps to simplify concepts thereby making it easily comprehensible. Moreover as the practical aspect of the concept is dealt with, it makes the class interaction enriching.
- 2. Role playing and scenario analysis based teaching:** In this, students are given a scenario and other options to solve a particular issue, then the students are exposed to decision making in a given environment. For example, while teaching accounting, the role of accountant is explained by role playing technique. Invoices and bills are given to students and they are asked to assume the role of an accountant. Here the real entries pertaining to transactions are made by the students and this is more practical approach to teaching where theory is supplemented by proper practical knowledge. In case of I.T students, the concept of networking is best explained by making them establish LAN connection in laboratories.
  - **Impact:** Such practices result in enthusiastic learning and interaction by the students while participating in the learning process.
- 3. Use of multimedia tools:** The teaching learning activity employs the use of LCD and other audio-visual aids in class-rooms to augment the teaching learning process. Another advantage of creating multimedia projects in the classroom setting is that when students create multimedia projects, they tend to do this in a group environment. By working in a group, the students learn to work cooperatively and collaboratively using their group skills leading to accomplish the project's overall objectives. With the Internet, students are shown live news, current newspaper articles and expert discussions and talks from various shows.

- **Impact:** The use of ICT leads to enhanced involvement as the audio-visual aids attract the students attention.
- 4. **Seminars and workshops:** Faculties are encouraged to attend workshops and seminars in order to update their skills-set. College also organizes seminars and career fairs to make students aware about higher education prospects both nationally and internationally. In addition the college also offers short term courses such as “Digital marketing” for media related students, “Ethical hacking”, “Computer assembly” for I.T. students.College had organized a Syllabus Revision workshop for M.Sc(I.T.) faculty in 2013.
  - **Impact:**The impact of this approach is that it acquaints students with the latest trends in the industry and at the same time allows close interaction with experts.

### 2.3.9 How are library resources used to augment the teaching-learning process?

- The college library is a rich repository of resources. It is equipped with a number of reference books, text books, Indian & International journals, CDs and DVDs for the use of faculty and students
- Two computers are exclusively assigned for student use.
- The library is supported with strong Wi-Fi connectivity with passwords provided to students.
- Free internet access has been provided to the students and the faculty.
- The Library Committee allocates the budget for each department to purchase books during the academic year.
- The college provides books for competitive exams like CAT, GMAT, etc.
- The college also collaborates with other institutional members like American Centre Library at Bandra-Kurla Complex to augment its resources.
- The question paper sets and copies of syllabi prescribed by the university, with question-wise division of marks, are also made available to the students in the library for ready reference.
- Online Public Access Catalogue (OPAC) is made available on the college website portal so as to facilitate easy accessibility. The students can also avail inter library loan through which students can refer books from various other library within SVKM
- The college offers e-resources/databases information to all potential users like students and faculty members. The e-book database covers 70000+ full text individual titles on all subjects. The newly added titles include books by publishers like Brill Academic Publishers, Harvard University Press, Oxford University Press, Tata McGraw-Hill etc.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

- The Institution adheres to the time-frame specified in the syllabus prescribed by the University and efforts are taken to follow it.
- A Teaching Plan is submitted at the beginning of the academic year by all the faculty members with details of topics and modules to be covered in a particular month.
- The challenges are cited below
  - When any faculty goes on an unplanned leave due to emergency conditions such as ill health.
  - Due to the dynamic nature of the University exam timetable, it is difficult to adhere to the teaching plans designed at the beginning of the semester. In such cases the curriculum is completed by taking extra lectures.
- For any planned leave such as attending of seminars, workshops, meeting, events in college, Industrial visits, field visits etc. the faculty covers up by adjusting with other faculties or engages extra lectures, ensuring that syllabus is completed on schedule

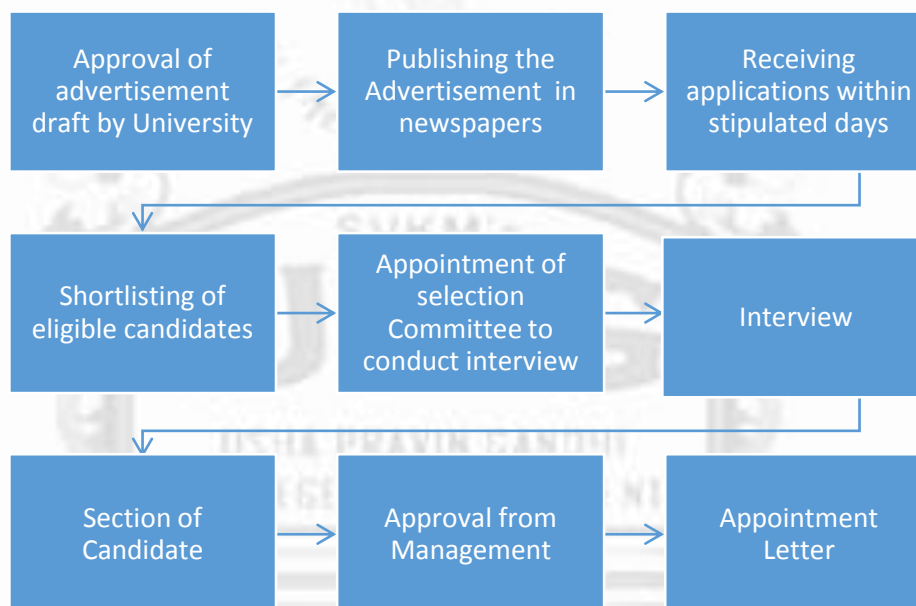
**2.3.11 How does the institute monitor and evaluate the quality of teaching-learning?**

- Completion of syllabus as per the Teaching plans is monitored by Coordinators.
- Best practices in teaching learning are shared and institutionalized.
- The college has introduced a feedback system via Blackboard technology from academic year 2015-16. It is an online feedback form which includes various aspects of teaching standards, such as subject knowledge, communication skills, class interaction, class control, approachability etc. is given to students of all courses every semester. Student is allowed maintain anonymity in terms of the feedback stated.
- The feedback from third year students and the placement cell suggested that the prospective employers noticed lack of certain skills. Taking this into consideration the College has started the Soft Skill training programme. There has been considerable improvement in the placements after the introduction of Soft skills programme.
- The feedback is analysed and then the Principal confidentially appraises the teachers of their performance. This helps the teachers improve their performance and refine their teaching skills.
- The improvement in results is a key indicator of our quality of teaching.

- The Principal visits all the classrooms periodically to understand the requirements of the students.
- Suggestion Box is kept near college office.

## 2.4 Teacher Quality

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.**



- **Recruitment strategy:**
  - Applications are invited after obtaining no objection certificate from the office of the Higher Education, through advertisements in leading newspapers.
  - The candidates are selected on the basis of merit as per the norms of the UGC, state government and the University of Mumbai.
  - There is a rich database that has been generated over last few years which is utilized for assigning specialized subject to visiting faculty.
  - Whenever a vacancy arises efforts are made to get approvals from the University, NOC from the Government, advertisement etc. for the appointment of the respective candidate. In case there is any delay, adhoc appointments are also made by the management.
  - 70% of the faculty is NET/SET qualified. The faculty members are constantly engaged in academic pursuits. 60% have acquired additional Masters, Diploma, and M.Phil. or Ph.D degree or are in the process of completing the same.

- **Retaining Strategies:** The following strategies are employed:
- Sixth pay commission has been implemented. Timely DA increments are also implemented.
  - Pay, remuneration & leave is granted as per government and university guidelines.
  - Important committees like Grievance cell, Local Managing Committee (LMC), which influence teachers' working conditions, play an active role.
  - Healthy practices like FDP and Teachers' day celebration create an environment of camaraderie among the faculty. Star performers are appreciated for their regularity.
  - Mediclaim is provided to all the faculty members and their family.
  - Wards of Staff members are provided concession in fees
  - Opportunities for professional growth are provided to faculty members.
  - The faculty is qualified as per UGC norms. They are regularly deputed for orientation, refresher and soft skills courses organized by the UGC. Moreover duty leave, special leave to attend conferences and present papers are also sanctioned.
  - Wi-Fi connectivity for online research, access to e-journals, OPAC LIBRARY is available.

Highest qualification	Professor		Associate professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teachers</b>	—	—	—	—	7	7	
<b>Ph.D</b>	—	—	—	—	-	2	
<b>M.Phil</b>	—	—	—	—	1	2	
<b>Post Graduate</b>	—	—	—	—	7	7	
<b>Temporary Teachers</b>	—	—	—	—	2	2	
<b>Ph.D</b>	—	—	—	—	-	-	
<b>M.Phil</b>	—	—	—	—	-	-	
<b>PG</b>	—	—	—	—	2	2	
<b>Visiting /part time teacher</b>	—	—	—	—	—	—	
<b>Ph.D</b>	—	—	—	—	—	—	
<b>M.Phil</b>	—	—	—	—	—	—	
<b>PG</b>	—	—	—	—	20	22	

**2.4.2 How does the institution cope with the growing demand / scarcity of qualified senior faculty to teach new programs / modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the out comeduring the last three years.**

The vacancies are filled with mostly NET/SET qualified candidates and candidates having professional qualifications such as MBA and PG Diplomas. The visiting faculty for specialized papers are from the corporate sector. The faculties are encouraged to upgrade their knowledge through training programs like Statistical Analysis System(SAS) and Systems, Applications, products(SAP) sponsored by the management.

- Before appointing visiting faculty their detailed resumes are obtained and scrutinized.
- There are demo lectures conducted before finalizing their appointments.

**2.4.3 Provide details on staff development programs during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

(a) Nomination to staff development Programs

Academic Staff Development Programs	Number of faculties nominated
	2010-11 to 2014-15
Refresher Course	4
Orientation Programs	1

**(b) Faculty training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

- Guidance lectures on writing research papers are delivered by eminent academicians.
- Workshops conducted on framing syllabus, handling new curriculum and content/knowledge management.

**(c) Percentage of faculty**

Particulars	Percentage of faculties
	<b>2010-11 to 2014-15</b>
<b>Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies</b>	2%
<b>Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies</b>	50%
<b>Presented papers in Workshops/ Seminars/ Conferences conducted or recognized by professional agencies.</b>	39%

**Strategies adopted by the institution in enhancing the teacher quality.**

- The College provides Interactive & instructional techniques like audio-visual mode of teaching, ICT based learning.
- The college organizes Workshops/ Seminars/ Conferences for enhancing teacher quality.
- Staff members are given financial assistance to participate in conferences and also granted duty leave.
- The students and the faculty keep pace with recent developments in their disciplines by perusing research journals, latest reference books, participating in national seminars/ workshops/ symposium/ summer school/refresher courses/internet browsing and interactions with experts.
- The temporary/ad hoc staff is groomed by the senior faculty in the department for teaching and evaluation.

**2.4.4 What policies / systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programs industrial engagement etc.)**

- The institution extends full support for the professional development of the faculty. The faculties are encouraged to pursue their M. Phil. and Ph.D. For instance the college provides increments after completion of Ph.D. and M.Phil. It also considers adjustments in timetable in order to relieve the faculty for research work on written request.

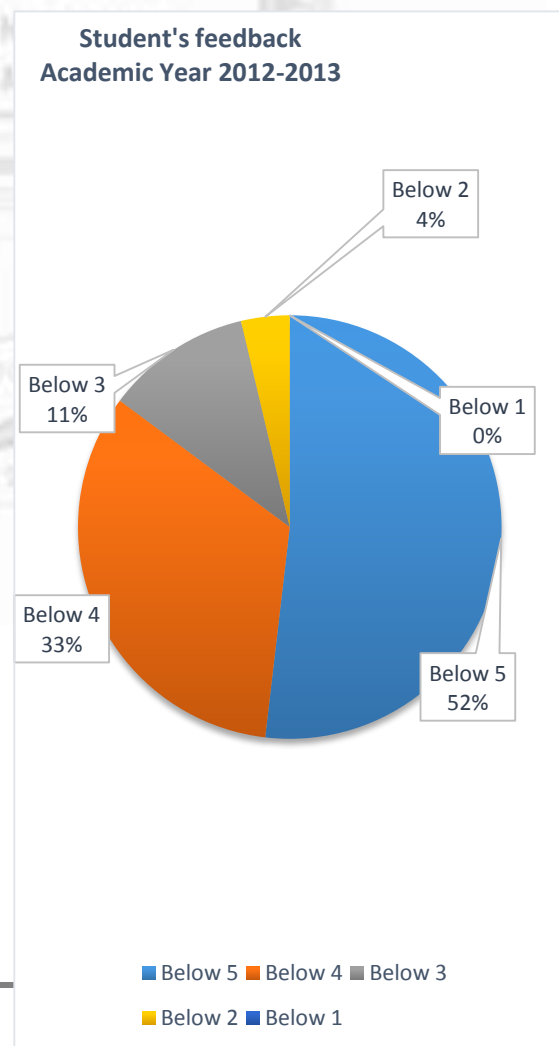
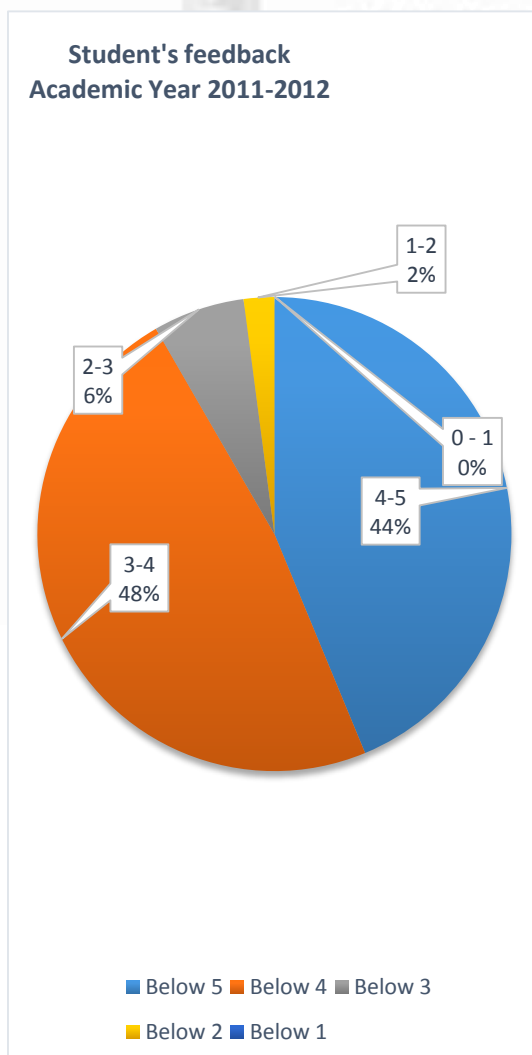
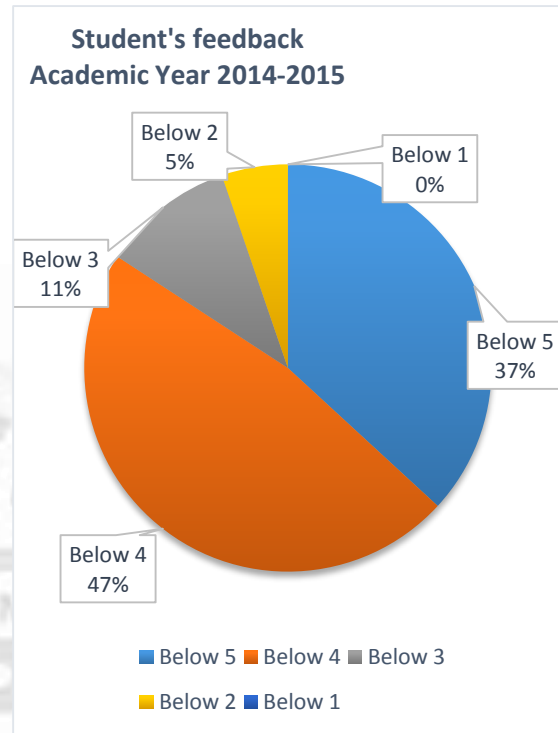
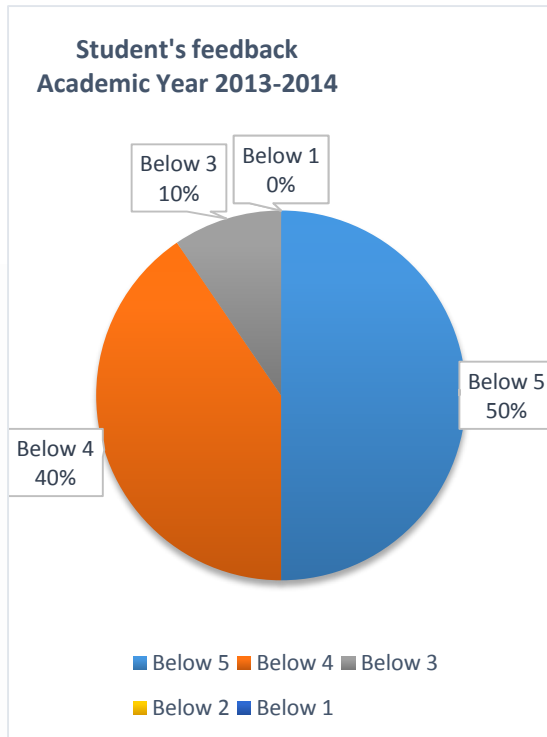
- The library staff provides the faculty assistance in their research endeavours.
- The college also conducts Faculty Development Program to motivate and recharge the faculty members.
- The college has its own in-house publication journal "Chronicle"(ISBN no 978-81-926291-0-0) wherein faculty members and students are encouraged to publish their research papers.
- The college had also organized an International Conference in 2012-13(ISBN no 13:978-93-5110-046-1) wherein all the faculty members were part of the organizing committee.
- The institution deposes its teachers to attend Refresher/Orientation programs, conferences, seminars and training programs organized by other institutes, universities and research organizations.
- The institution also conducts number of seminars, workshops and guest lectures for the benefit of its faculties and students.
- The Institute grants duty leaves as a matter of institutional policy to attend various seminars, workshops and conduct research.
- The faculty members are also reimbursed their participation fee for research conferences and seminars where they present papers.

**2.4.5 Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture & environment contributed to such performance /achievement of the faculty.**

- Dr.Navita Kulkarni received national level "Excellence award 2011" for merit in media services by Bhartiya Samaj Vikas Academy.
- Dr.Geetha Mohan(Ex-Principal from 2007-13) received the "Bharat Vidya Shiromani Award" and a "Certificate of Excellence" for outstanding achievements and remarkable role in the field of Education by Indian Solidarity Council, New Delhi on 9th June, 2011.

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

- Yes, College has adopted evaluation system of teachers in the form of online feedback through the blackboard system. In this, students are given feedback form with questionnaire on various aspect of teaching for each semester.
- External moderators are called to evaluate the assessment work of teachers and give any suggestion after assesment at the semester end examination.



## **2.5 Evaluation Process and Reforms**

### **2.5.1 How does the institution ensure that the stake holders of the institution especially students and faculty are aware of the evaluation processes?**

- During the Orientation Program the students and their parents are apprised of the rules and regulations of conducting examinations , tentative examination schedule, passing standards and eligibility criteria, tentative schedule for holding of Repeat and ATKT examination, conduct of students during examinations, punitive action for unfair means during examination.
- The Institution ensures that all information regarding evaluation methods is communicated to the students of all courses well in advance.
- The Coordinators and Faculty of the respective departments on continuous basis solve doubts and orient the students regarding the up-coming exams and their process and system.
- Notices with respect to all the examinations(internal,external,practical or preliminary) are displayed on the notice board well in advance.
- Coordinators or a faculty is deputed by the college to attend workshops organized by the University for discussing syllabus reframing, evaluation system, question paper pattern and this is eventually conveyed to the entire department and faculty members by conducting periodic department and exam committee meetings.
- The examination committee displays the guidelines for teachers with respect to supervision, assessment and moderation.
- The college has an Exam committee headed by the Chairperson and representatives from each departments, who are responsible for the smooth functioning of the evaluation process from collection of question papers, conducting of the exam, correction and assessment of papers through CAP, compiling of the result, applying gracing and ordinances and later on Moderation and revaluation if any and finally declaration of result.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

- The University of Mumbai decided to develop Credit Based Semester and Grading System (CBSGS) in tune with global trends and the adoption of sound grading system. Accordingly the college implemented the same from the academic year 2012-2013 for entry level students.
- The reforms are made by University, and are conveyed by the university circulars to colleges and also available on university website. These reforms are followed by college which are as follows -

- Separate examination committee is formed for printing of question papers confidentially. Unique codes are given to all question papers for confidentiality. All the answer papers are bundled and sealed.
- During CAP, examiner takes the bundle one by one, puts serial numbers on the answer papers and assesses the bundle, seals and returns to the CAP in-charge.
- The College has an unfair means enquiry committee setup according to University of Mumbai guidelines to deal with unfair means resorted by the students during or after the examinations. If found that the student has resorted to the use of unfair means during or after the examinations they are punished as per the University of Mumbai guidelines to maintain the sanctity of examination system. The committee takes action according to the University rules.
- Supplementary examination is conducted for the students who cannot appear for the examination due to their participation in college/university sponsored cultural program and on medical ground.

**2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

- The examination committee draws out an examination calendar and displays it on the notice boards.
- The faculty is provided with required ICT for preparing the question papers.
- The non-teaching staff is trained to adapt to the changes in the system such as bundling and CAP.
- University guidelines are followed by junior/senior supervisors, understudy supervisors, examiners and moderators for the smooth functioning of the system.
- The college is a lead CAP center for assessment of answer papers for the University Examination.
- Examinations are held as per the schedule and answer books are moderated by external peers if the number of students exceeds 100. The examination committee analyses the results and ensures that the results are declared on time.

**2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

- **Formative assessment** of the students consists of internal tests, assignments, projects, presentations and participation in class /college activities.
- During the learning process student learning is monitored by conducting internal test. It helps in identifying students' strengths and weaknesses and target areas that need work.
- The faculty uses a variety of methods like asking questions, asking students to summarize the topic in a few lines, quizzes, ungraded tests etc.
- This formative method helps the teacher gather feedback on the common misconceptions and the level of student understanding. Students are given a topic and are asked to give a presentation.
- **Summative assessment** of the students consists of the semester end examinations. The formative and summative approaches helps the students leading to success at university examinations.
- Based on the results students are provided remedial coaching and guidance.

**2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.)**

- **Transparency:**
  - During the college orientation students and parents are made aware of the examination pattern, evaluation methods and passing standards. In addition, short sessions are held by the faculty for different groups in their classroom, to clear doubts and explain finer points.
  - Internal Assessment of the students is conducted as per University requirements.
  - The table of evaluation for the semester-end exams, and the table for presentations and assignments during the continuous internal assessment, are displayed and explained.
  - Class to class announcements, SMS/email alerts, notice boards & class forums, Class Representative (CR) involvement are all used to communicate deadlines. The teachers make the announcements of the internal assessment time to time specially to the students with less attendance. Since the credit based system is evolving there are many changes and the stakeholders are updated regularly about the same.

- **Rigor:**
  - The internal assessment (25 marks) has been broken down to specific heads to make it more rigorous (class participation, overall conduct, tests and assignments).
  - Individual assignments emphasize independent learning. This is assessed through written and oral modes of communication. These either assess behavioural aspects/independent learning /communication skills individually or all the three together. The examples are report writing, essay, critique, demonstration of an experiment or role play, film screening and analysis, exhibits like charts, posters, documentaries, viva, class presentations, paper reading in student seminars, problem solving and case studies.
  - From the year 2015-16 onwards, the internal assessment component has been reduced to 25 marks with 5 marks for class participation and overall conduct.

**2.5.6 What are the graduate attributes specified by the college / affiliating University? How does the college ensure the attainment of these by the students?**

- Employability, enterprise, decision making skills, value based life style are the main graduate attributes. We at UPGCM have high aspiration for our graduates and while we ensure academic excellence at the same time we constantly endeavour to hone their corporate provide them employment-related skills, life skills, and nurture attitudes and dispositions through curricular and co-curricular activities.
- A scientific spirit of inquiry is encouraged.
- Regular student feedback updates the college on the changing needs of the students. For example feedback for soft skills sessions and the growing demand for courses like digital marketing has proven that the students have immensely benefitted.
- In keeping with our vision of providing world class education, a highly qualified faculty strives to promote global competencies and research culture in the students.
- The vision of the college is to empower students with knowledge and skills in their chosen field and to provide opportunities for them to realize their full potential thereby shaping them into future leaders.
- The college also intends to equip students with ingenuity to facilitate better career choices.

**2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?**

- There exists a redressal mechanism as per rules prescribed by the University. The time limit for the revaluation and verification are

communicated to the students through notices displayed on the examination notice board along with the result summary.

- The answer book verification is done on two aspects. Firstly whether all answers attempted are assessed and secondly to check for any totaling errors.
- In case of revaluation, the answer book is re-assessed by another external examiner after masking the marks and the changed marks (if any) are officially conveyed to the applicant.
- The result of verification, reassessment is conveyed and the students are issued new mark sheets wherever necessary.
- For all examinations (college/University), the student can get a photocopy of the answer sheet as per university norms after which a student can apply for re-evaluation of the paper.

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?**

- Orientation program at the beginning of each academic year for first year students explains about learning outcomes of each course as well as career options.
- The learning objectives are clearly defined in the syllabus of each course. The faculty only takes it as a broad guideline while preparing teaching plan and ensures that the right balance is achieved.
- Faculty development program (FDP) is arranged on regular basis during which faculties are trained for learning outcomes of each course.
- The improvement in results is a key indicator for our teaching learning.
- Feedback is evaluated and elaborately discussed by the head of institution.
- The college has clearly stated vision as follows:
  - The institution strives to empower students with knowledge and skills in their chosen fields, by providing opportunities to realize their potential by motivating them towards community linked initiatives, thereby shaping into future leaders.

### **2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / program?**

1. The internal and external assessment outcomes are declared through a consolidated mark sheet that is displayed on the notice board and individual mark sheet which is handed over to the student.

2. Each department monitors students' progress after tests/projects etc at regular intervals.
3. The mechanism of informal communication and feedback available from the assignments/class tests is communicated to individual students in the classroom.
4. Subject specific counseling to the students regarding their performance, the grading and examination systems are provided by teachers.
5. Remedial measures are taken to address shortfall and improve the performance.
6. Through the mechanism of regular monitoring and communication of attendance status to the parents via email a need for a Parent Teacher Association (PTA) was felt. From the academic year 2015-2016 a PTA has been formed with an objective to facilitate an interaction with the parents on regular basis.

### **2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

The institution believes in teaching, learning & assessment to be a continuous process that is not restricted to the confines of a classroom. Hence there is a fair blend of industry-academia interface. The college designs and structures the academic calendar, teaching plans, departmental meetings, and exam calendar keeping in mind this interface. There is an emphasis on academic activities, co-curricular activities and field activities.

#### **Strategies:**

- Teaching strategies: Syllabus framed by the University of Mumbai is periodically upgraded. Knowledge is disseminated through lectures, group activities, independent learning, collaborative learning and use of ICT.
- Public lectures, industrial visits, internships aim to take the teaching beyond the class room and syllabus. Strategies like remedial teaching, tutorials and mentoring are aimed at inclusive teaching practices.
- The quality objectives of the college are fulfilled by organizing guest lectures, workshops and seminars organized for students on curricular and extra-curricular topics provide them the opportunity to hear and interact with personalities from different walks of life.
- Industrial visits are arranged for all the streams where they visit industrial/manufacturing units/plants, service sector organisations, financial/management institutions etc. in different parts of the country.

**2.6.4 What are the measures / initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?**

- Interactive sessions /discussions on subject- related topics and case-studies in classrooms help students get a better overview of current and relevant issues.Industrial visits are arranged for all the streams where they visit industrial/manufacturing units, service sector organisations, financial/ management institutions, media houses etc. in different parts of the country. Students visit industries, financial institutions, Corporates, NGOs & banks, theatre as a part of their project work.
- There is a dedicated placement cell that works round the clock to facilitate placement opportunities for students. It also conducts mock interviews, CV writing and group discussions to develop employability skills amongst them.
- The facilities such as Summer placements and internships are made available to the students by the placement cell. Campus interviews for various courses by Wipro, TCS, WNS, J.P.Morgan, Axis bank, Bajaj Finance Limited etc. are organised every year. The College tie up with Patni Computers helped students acquaint themselves with the workplace environment and newer technologies.
- The institution encourages student research skills. The research work is presented at national, international and University level research competitions.

The various co-curricular and the extracurricular societies help to develop soft skills, life skills, organizational and management skills and talent. WDC, NSS, DLLE, anti-Ragging Committee and RCUPG help develop the skills for community engagement.

**2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?**

- After every examination result analysis is undertaken to review the performance of the students and the same is reviewed in the Local Managing Committee meeting.
- The faculty conducts subject wise analysis for any improvement or decline in the respective subject and corrective action is taken.
- The students' participation in the class and the marks scored in tutorials, assignments reflects the progress of the students. Faculty closely monitor improvements in students projects across semesters.
- The students with learning disabilities are given special attention in regular lectures for the subjects that they find challenging or difficult.For

example Accounts, Statistics, Maths, Financial Management, Mass Media Research etc.

- The slow learners based on the academic performance are taken care of by the faculty and mentors. Remedial coaching is given to slow learners by involving meritorious students.
- Staff members often review the learning process via tests that are taken at the completion of each unit. Such tests enable assurance of learning.
- The college effectively executes several co-curricular activities. These help the students to learn beyond the textbooks.
- The achievements of learning outcomes are monitored by keeping a record of internal evaluation and university/college examination results of the students
- Student's feedback provides suggestions and that in turn, helps to overcome shortcomings in the teaching learning process.
- The students can approach the academic counsellor for career guidance and also take help from the fulltime counsellor for their personal issues. These steps help students overcome barriers of learning.

#### **2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?**

The College inculcates values of being responsible citizens among student. This is done on the basis of the attainment of knowledge gathered by the students during these courses. The formative and summative approach to evaluation enhances the students' holistic learning and academic performance.

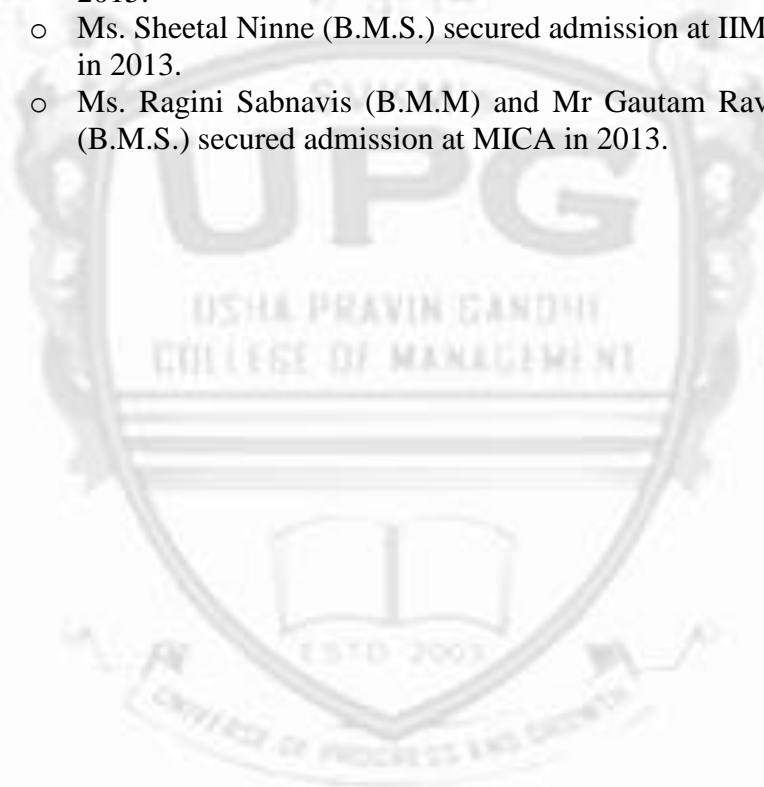
The College encourages interactions with the Alumni and has an active Alumni Cell. Alumni who are well placed in respective fields are invited as guest speakers.

#### **2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

Yes, the institution uses the above mentioned aspects. Details of the process and examples are stated below :

- The student performance is continuously monitored by means of internal assessment, classroom participation, practicals assessment and external assessment.
- Advance learners based on academic performance from all three course [B.M.S.,B.M.M.,B.Sc.(I.T.)] are identified and guided for securing merit positions at University.
- There is remedial coaching conducted on a regular basis for weaker students to improve their academic performance.
- The following learning outcomes were achieved:

- Mr. Cheemakurthy T. Eswalru, T.Y.B.Sc.(I.T.) student stood 10<sup>th</sup> rank in University of Mumbai in the year April, 2010.
- Ms. Damini Kulkarni, T.Y.B.M.M. 2<sup>nd</sup> rank holder in B.M.M. Semester – VI University examination held in April, 2013.
- The Vice-Chancellor of University of Mumbai felicitated following students on 23<sup>rd</sup> December, 2014 at 11.00 a.m. at Sir Cowasjee Jehangir Hall, University of Mumbai, Fort, for meritorious performance at the B.Sc.(I.T.) and B.M.M. examination held in April, 2014.
- College has felicitated Ms. Kushvi Gandhi (B.M.M.), for her success at Civil Services Exam, 2011 for being selected for Indian Revenue Services on 15<sup>th</sup> December, 2012.
- Ms. Nidhi Argade (B.M.S.) secured admission at IIM Indore in 2015.
- Ms. Sheetal Ninne (B.M.S.) secured admission at IIM Lucknow in 2013.
- Ms. Ragini Sabnavis (B.M.M) and Mr Gautam Ravichandran (B.M.S.) secured admission at MICA in 2013.





**CRITERION III: RESEARCH,  
CONSULTANCY AND EXTENSION**

**‘All progress is born of inquiry’**

**- Hudson’s Maxim**

### 3.1 Promotion of Research

#### 3.1.1 Does the Institution have recognized research centers of the affiliating University or any other agency/organization?

At the present juncture, the college does not have a recognized research center but in the future course the college is committed to set up a recognized research center.

#### 3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, What is its composition? Mention a few recommendations made by the committee for implementation and their impact?

The College has constituted a Research Advisory committee to facilitate research in the college comprising the following members:

B.M.M	B.M.S	B.Sc.I.T.
Prof. Navita Kulkarni	Prof. Lohrasp Sadri	Prof. Bhupendra Kesaria
Prof. Ashish Mehta		

Also two student representatives from each department would facilitate the working of the research committee

Recommendations of Research Committee:-

- Encourage faculty members participation in research.
- Motivate faculty members to register for Ph.D degree. Due to the initiative and encouragement received from the Principal and Management of the institution, many of our staff members have registered for Ph.D.
- Faculty while preparing research papers and preparing their Ph.D synopsis should make use of the library centre in the college which has been stocked with relevant research books, journals, magazines and periodicals.
- Faculty Members are encouraged to participate and present their research papers at various conference for which they are provided with duty leave and financial assistance.
- The college has come out with its in-house research journal “**Chronicle**” in 2015 wherein the faculty members are encouraged to present research papers.

### **3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?**

- To facilitate smooth progress and implementation of research schemes/projects, the institute encourages teachers to attend research related programmes conducted in other institutes.
- The college grants duty leave for presenting research paper or attending workshops, seminars, conferences, training, etc.
- Financial reimbursement is provided by the college to compensate the expenses towards participation fees.
- The college library is the major source wherein books, journals, magazines, periodicals are provided for research activities.
- The Institution provides IT facilities, internet, Wi-Fi connectivity to carry out research work.
- The college is also supported with E brary facility which includes e-books, e-journals, etc. acting as facilitator for research which can be accessed at any point of time through an online portal.

### **3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

The faculty members of the institution encourage students to carry out research projects which is the part of the syllabus. For the students, research projects carry 10-20 marks in each semester in all respective subjects. The college promotes participation of students in research activities. The students participate in Quiz, debates, elocution competitions organized by various other colleges.

In order to supplement and carry out research work, the college has well stocked library equipped with free internet facility for staff and students with sufficient books and research journals to carry out research in an effective manner.

Assignments and projects which are a part of the University curriculum help to inculcate special attitude of research and reasoning among the students. The teachers take viva-voce to gauge how much the students have understood about the same.

Through the research committee, the students are encouraged to participate in publication and research workshops. The college plans to come out with a separate journal of research articles by and for the students called “**Amateurs**”. This journal aims at encouraging students to publish papers that will help to enhance research culture and aptitude among students.

**3.1.5 Give details of the faculty involvement in active research (Guiding students research, leading Research Projects, engaged in individual/collaborative research) activity etc.?**

The faculty members are engaged in active research through Ph.D.

Teachers pursuing Ph.D degree:

B.M.M	B.M.S	B.Sc.I.T.
<b>Prof. Zinat Aboli</b> (Sociology)	<b>Prof. Mayur Vyas</b> (Advertising)	<b>Prof.Smruti Nanavaty</b> (Computer Science)
<b>Prof.Madhuvanti Date</b> (Vedic Management)	<b>Prof. Sriram Deshpande</b> (Business Administration)	<b>Prof. Swapnali Lotlikar</b> (Computer Science)
	<b>Prof. Lohrasp Sadri</b> (Business Policy and Administration)	<b>Prof. Bhupendra Kesaria</b> (Computer Science)

**3.1.6 Give details of workshops/training programmes/sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students?**

The Institute has conducted an International conference in the year 2012-13, with the theme of “**Spirituality at Workplace**” wherein faculties and students of 76 Colleges participated and 58 selected papers were published in a Journal with ISBN Number 13:978-93-5110-046-1.

**3.1.7 Provide details of prioritized research areas and the expertise available with the Institution?**

With the constitution of the research committee, the college is looking forward to prioritize and facilitate research by organizing workshops and motivating staff members to present and publish research papers at various conferences, seminars, etc.

The college had organised a guest lecture on Research Methodology by Dr. Makarand Rege CEO of Siddhartha Learning Systems, Mumbai to help students understand various aspects and concepts about research and encourage research skills amongst them.

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

The college organizes guest lectures inviting subject experts for motivating students to imbibe and enhance the subject knowledge. The college provides library facilities, IT facilities, Wi-Fi, and internet facility to the

researchers. The institution has invited various members from the research fraternity to guide the teachers and students.

**3.1.9 What percentage of the faculty has utilized sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

Faculty members have been pursuing research alongwith their duties without applying for any sabbatical leave.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)?**

- The students of Information Technology learn how to develop websites from the institution and the same is used by them in the outside world to develop websites for companies and for the personal business as well.
- The management is very supportive and encourages faculty to pursue further research interests. Researchers are encouraged by the institute to interact with the academia and industry and present their views on different platforms.
- The management and faculty encourage active students participation in research oriented activities to foster a culture of research among them.

**3.2 Resource Mobilization for Research**

**3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization?**

The college provides for expenses such as participation fees to the faculty members and financial reimbursement for presenting their research papers in conferences within India as well as internationally. The college provides other facilities like duty leave, library facilities, IT facilities and encouragement of their research pursuits and achievements.

The budget for last 4 years utilised towards research related activities is shown below:

Year	BUDGET (Rs.)	TOTAL EXPENSE (Rs.)
<b>2011-12</b>	2,000	2,000
<b>2012-13</b>	9,00,000	8,96,219
<b>2013-14</b>	10,000	9,200
<b>2014-15</b>	20,000	16,900

In addition to this, the college has decided to allocate Rs. 5000 every semester towards Student Research Cell.

**3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last 4 years?**

The management has decided to set aside a provision for seed money taking into consideration the type of research.

**3.2.3 What are the financial provisions made available to support student research projects by students?**

The Institution supports students' research projects by providing all kinds of help including study materials such as books, journals, magazines, internet facilities, IT facilities, etc.

The recommendations made by research committee in the financial budget provide financial support to the students to supplement and carry out their research. The institution in addition also provides the students with computer facilities, Wi-Fi, network and internet facilities free of cost to facilitate their project and research activities.

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research?**

The college in its endeavour of encouraging inter disciplinary research collaborated on a journal called "**Chronicle**"(ISBN-978-81-926291-0-0) in 2015 wherein faculty members from different streams contributed their research papers. The college research cell facilitated the review of all the papers by senior renowned researchers who peer reviewed the papers. The entire process was time consuming yet resulted in a rich volume of interdisciplinary research papers. The institute is already working on the next volume. Volume 2 - "**Chronicle**" to be published in 2016.

**3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

The college makes use of IT softwares like Java, C++ and also management utility linked softwares like Capital line, etc. which acts as an aid for the staff and students to carry out their research work.

The college is also supported and subscribed with E brary facility which includes e-books, e-journals, etc. acting as facilitator for research which can be accessed at any point of time through an online portal Eg: NMIMS e brary.

The college makes use of Blackboard Learning Management system to enhance student faculty interaction.

**3.2.6 Has the institution received any special grants or finance from the industry or other beneficiary agency for developing research facility?**

The college is making efforts to fund projects in the field of Information Technology.

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agency, industry and other organizations. Provide details of ongoing and completed project and grants received during the last 4 years.**

The institution has yet to avail any Grant for research from any agency.

**3.3 Research Facilities**

**3.3.1 What are the research facilities available to the students and research scholars within the campus?**

The college offers all resources like library, computer lab, internet facilities for research and project work of the students. The institution provides Internet connectivity and Wi-Fi facility for the faculty and students to enable them to review their academics as well as their research work. The library has large number of books and e-journals (National and International) and DVDs which are made available for the students and faculty members. In addition, the faculty members guide students to solve any research related queries by in-house mentoring and also arranging seminars related to research methodology.

**3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

Library resource is the main resource of our college. It provides books, journals, internet facilities for researchers. The faculty members are encouraged for their research participation by granting duty leave. The college and the management encourage the faculty members to submit, undertake, organize and present papers at National and International seminars and conferences. The institution provides computers with broadband internet connectivity separately for students and staff to encourage and carry out research work. A special library room has been created on the 8<sup>th</sup> floor for research purpose. The college has institutional membership with American Centre Library. The institute makes use of Blackboard Learning Management System provides access to various remote databases which can be used for research oriented activities.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If yes what are the instruments/facilities created during the last 4 years?**

The institution has not received any Grants for research from any agency. However, the college does have future plans for the same to find more financial support to develop research facilities.

**3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?**

The college library is well equipped with books, journals, magazines, etc. The college also avails facilities of libraries of nearby colleges like e-library (ILL) of NMIMS and D. J. Sanghvi College of Engineering. E-access is provided to students and faculty members to facilitate and encourage research. Research scholars are using other campus facilities like IEEE access at Poonima University Jaipur, TISS Mumbai, Swami Vivekanand Engineering College, IIT Powai etc.

**3.3.5 Provide details on the library/information resource centre or any other facilities available specifically for the researchers?**

The library has reference books, online journals, magazines, newspapers facilities available for staff members and students. The library has free internet facility available for students and faculty members. A separate section is made available in the library which the researchers can use. The college also avails facilities of libraries of nearby colleges like e-library of NMIMS. The college library also offers extended issue period for books and reference help from librarian.

**3.3.6 What is the collaborative research facility developed/created by the research institutes in the college? For example laboratories, library, instruments, computers, new technology, etc?**

The college has created computer labs with necessary software like capital line for research purpose. The college has a well-equipped library with internet facilities and separate seating arrangement for staff members reading and research work. The institution encourages the faculty to establish collaborative research work with research institutions and Department of Universities. The college staff members also have access to borrow books from neighbouring libraries such as Mithibai College of Science, NMIMS etc. The library also provides access to various e-journals and in addition to this, needy students can avail book bank facility.

### 3.4 Research Publications and Awards

#### 3.4.1 Highlight the major research achievements of the staff and students:

The college is in its infant stages and a research culture has just started to flourish among the staff and students. However, in the near future the college is committed to achieve research awards.

**Dr. Geetha Mohan** former Principal 2007-2013 received “Bharat Vidya Shiromani” Award and a “Certificate of Excellence” for outstanding achievements and remarkable role in the field of education by Indian Solidarity Council New Delhi in June 2011.

**Dr. Navita Kulkarni** received National Level “Excellence Award 2011” for the outstanding achievements and distinguished services rendered to the Indian Society by Bhartiya Samaj Vikas Academy Mumbai.

#### 3.4.2 Does the Institute publish or partner in publication of research journals? If yes, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

The Institute has conducted an International conference in the year 2012-13, with the theme of “**Spirituality at Workplace**” wherein faculties and students of 76 Colleges participated and 58 selected papers were published in a Journal with **ISBN No: 13:978-93-5110-046-1**.

The college has also come out with a separate journal in 2014, “**Flourishing Minds**” for students with ISBN number 978-93-5110-046-1-7 to develop and flourish an attitude of research culture among them. This journal is a collection of short stories and poems written by BMM students.

The college has come out with its in-house publication “**Chronicle**” (**ISBN-978-81-926291-0-0**) in 2015 wherein the staff members have published their research work. College had received total 14 research papers out of which 12 papers were published after peer review by senior renowned researchers.

#### 3.4.3 Give details of publications by the faculty and students:-

1. **Publication per faculty:** (Refer Annexure B)
2. **Number of papers published by faculty and students in peer reviewed journals (national/international):**

2010-11	2011-12	2012-13	2013-14	2014-15
7	3	7	7	20

**3. Number of publications listed in International Database (for example :- Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)**

None so far

**4. Monographs**

None so far

**5. Chapters in Books**

None so far

**6. Books edited**

None so far

**7. Books with ISBN/ISSN Numbers with details of publishers For list of books published by faculties. (Refer Annexure C)**

**8. Citation index**

None so far

**9. SNIP**

None so far

**10. SJR**

None so far

**11. Impact Factor**

3.4052 (2014-15)

**12. H-index**

None so far

**3.4.4 Provide details (if any) of**

**1. Research awards received by the faculty**

- Prof. Zinat Aboli won 1<sup>st</sup> place for paper presentation – Manshodhan organized by SVKM at Mithibai College in 2010.
- Prof. Shubhangi Nargund won 3<sup>rd</sup> place for paper presentation – Manshodhan organized by SVKM at Mithibai College in 2012.

**2. Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally -**

- **Dr. Geetha Mohan** former Principal 2007-2013 received “Bharat Vidya Shiromani” Award and a “Certificate of Excellence” for outstanding achievements and remarkable role in the field of education by Indian Solidarity Council New Delhi in June 2011.
- **Dr. Navita Kulkarni** received National Level “Excellence Award 2011” for the outstanding achievements and distinguished services rendered to the Indian Society by Bhartiya Samaj Vikas Academy Mumbai.

**3. Incentives given to faculty for receiving state, national and international recognitions for research contribution**

The Management provides appreciation letters to faculty members for achievements and contributions in the field of research.

**3.5 Consultancy**

**3.5.1 Give details of the system and strategies for establishing institute – industry interface?**

The college placement cell enables interaction of students with the industrial experts on the pragmatic aspects of business. Many industrial experts are called from each discipline for a seminar after which the students are allowed to interact.

The college festival Aahan also provides a platform for the students to interact with the corporate world to attract sponsors and also design and develop strategies for the betterment of the festival.

In addition to this, our college has an entrepreneurship cell wherein students with high business acumen are given a chance to exhibit their entrepreneurial skills and the same is nourished by entrepreneurs from the outside world.

A Memorandum of Understanding was signed in 2009-2012 with Patni Computers to establish and encourage Student – Industry interface. The staff from Patni computers conducted a series of lectures called , “Campus to Company” to equip students with requisite skills.

**3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

The college has still to facilitate a revenue sharing mechanism that will encourage the faculty members to take up consultancy projects. However, the college encourages experts in career guidance to brief the students and parents

regarding various career avenues and opportunities. For example, the college Principal who is a professional and trained psychotherapist is available as a honorary consultant to students and parents for academic, vocational and emotional problems.

Similarly, on the suggestion of Parent-Teacher Association, the college invited Dr. Pratibha Jain, an advisory to several colleges in the city of Mumbai such as H.R College of Commerce and Economics, Jai Hind College to name a few to assess and assist students in career choices, especially if looking at International higher educational institutions.

**3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The institution is working towards implementing consultancy services in the near future.

**3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last 4 years.**

All the consultancy services are offered by the below mentioned faculties on Non Remunerative basis.

1. Sriram Deshpande – Ideal Edu System Private Limited – NET Exam Commerce (Course Design)
2. Lokesh Tardalkar – Forest Department of Maharashtra - Bird Survey of SGNP (Assistance in survey for Statistical Data Collection in Bisect Survey)
3. Mayur Vyas – Professional Consultancy for setting up a recording Studio
4. Abhijeet Mohite – Website Development to E Commerce vendors for selling Online Products

**3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved, Institution) and its use for institutional development?**

The college is trying for MoUs and is in the process of offering informal consultancy which is in its infant stage and is looking to have a sharing ratio of 75:25 in future. This would ensure revenue generation for the institution as well as improve liasoning with Industry.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

#### **3.6.1 How does the institution promote institution-neighborhood community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The institute has played an important role in campus-community connection and welfare of its neighborhood by pavement dwellers by initiating a number of community developmental activities like health and hygiene awareness, etc. which in turn helps students to be responsible citizens of tomorrow. SVKM adopting Vile Parle railway station is the best example of these initiatives build social capital and create socially committed citizens. The Institution also arranges for community lunch, blood donation camps, etc. through the activities of NSS.

The college has planned to carry out an eco-tour to Bani Village which would contribute to service orientation and holistic development of students.

In addition to this, the college invites eminent personalities for Annual Day function to felicitate students who excelled in academic, co-curricular and extracurricular activities so as to motivate the students to carry out their good work.

#### **3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

The College motivates the students to actively participate in community services. The Women development Cell has also undertaken various initiatives to empower and sensitize the youth. The Institution encourages students to participate in the intercollegiate events based on social plays. For instance, our Aahan team has performed a social awareness play on World Tourism Day which promotes responsible citizenship.

#### **3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

For understanding the stakeholder's perceptions, the college solicits through formal and informal feedback of the stakeholder. The college conducts meetings such as Parent Teacher Meeting, Students Council Meeting, Staff Meeting, Local Managing Committee Meeting wherein suggestions are taken into consideration and necessary steps are taken for Improvements for the overall development of the performance and quality of the institution.

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Provide the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students?**

The institution plans and carries out its extension and outreach programmes through NSS and DLLE. The budgetary details are provided as follows:

**NSS**

Year	Budgeted Amount (Rs.)
2011-12	35,000/-
2012-13	59,000/-
2013-14	44,000/-
2014-15	53,000/-

**DLLE**

Year	Budgeted Amount (Rs.)
2011-12	-
2012-13	7,500/-
2013-14	7,800/-
2014-15	11,200/-

The students benefit through the activities of NSS and DLLE by inculcating social values, art of discipline, independence and virtue of patience. They get exposed to challenges by living in a different environment. Eg: Seven day visit to Wada Village, Thane organised by NSS.

Students learn how to explore and maximise their potential through community oriented projects organised by DLLE such as street plays, poster making competition, and others.

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

- The college undertakes wide spread cross-curricular enrichment activities through NSS and other community development activities.
- The Student Council of the college also promotes various extension activities which are highlighted in the college prospectus.
- Students are also encouraged by the Principal to join such committees during the orientation programme.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

- Surveys and activities conducted by WDC and NSS helps the college to ensure social justice and empower students from under-privileged and vulnerable sections of the society.
- The college students participate in activities organised by the Rotaract Club such as calling orphan students to perform music on the eve of Christmas. This helps to empower students to help under-privileged sections of the society.

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated?**

The extension activities of the institution play a vital role in shaping the students cognitive skills. The exposure in various extension activities helps the students to relate themselves to the society and have a holistic education, transforming them into socially responsible citizens. The extension activities also help the students to broaden their horizon and learn the virtue of patience, value of ethics in this modern dynamic society and the art of tolerance. Other activities like community services makes the students more socially responsible. All these help in the overall development of the students.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The college organizes various community development services through regular and special camps every year with the help of the student volunteers. The students have so far organized various programmes like cleaning the beach which helps preserve the ecological environment, blood donation drives, visiting and staying in rural villages which helps them get exposed to challenges by living in a different environment. Eg: Seven day visit to Tribal School, Shirpur to educate the tribal students.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities?**

The college has an active Rotoract Club under which they carry out activities to educate children from under-privileged sections of the society. Last year, the institution felicitated traffic policemen towards his contribution to the society.

The institution is in the process of joining/inviting other institutes to take up collaborative activities.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years?**

The institution has contributed to extension activities through various achievements by NSS:

<b>NSS 2013-14</b>	Indradhanushya, NSS festival of Dahanukar College: 3rd Position – Street play on social issues
	1st Position – Slogan Writing Competition
	Indian Development Foundation (IDF) Supporter award
	Indian Development Foundation Social Ambassador Award
	4th Position – Street play on “Mera Haq, Mera Vote”
<b>NSS 2014-15</b>	1st Position – PowerPoint presentation on Women Empowerment
	2nd Position – Street play on Social issues
	3rd Position – Essay competition on “Youth for Celebration of Environment Ganesh Festival”
	Indradhanushya, NSS festival of Dahanukar College: 2nd Position – Street play on Social issues Greenesha – United Way
	2nd Position – Elocution 3rd Position – Quiz Competition
	3rd Position – Presentation Competition for Awareness on “ECO-FRIENDLY GANESH FESTIVAL”

	Janeev, NSS festival of Sathaye College 1st Position – Dance Competition on “PATRIOTISM”
	Consolation Prize in essay writing competition
	Indian Development Foundation (IDF) Supporter award
	Indian Development Foundation Best NSS Leader award
	Article regarding UPG NSS Blood Donation published in the weekly issue of “Mumbai Matters”
<b>NSS 2015-16</b>	Indradhanushya, NSS festival of Dahanukar College: ToyBank Appreciation Certificate
	3rd Position – Just A Minute

The institution has contributed to extension activities through various achievements by DLLE:

<b>DLLE 2013-14</b>	<b>UDAAN The flight of extension. 2<sup>nd</sup> Prize in Street play Competition.</b>
<b>DLLE 2015-16</b>	<b>UDAAN The flight of extension. 3<sup>rd</sup> Prize in Street play Competition.</b>

### 3.7 Collaboration

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

At present, there is no collaboration with any Research Lab.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

The college has a collaborative tie up resulting in MoU with the following companies:

- Patni Computers Ltd. (2009-2012)

- C-DAC Juhu (2009-2011)
- Infrasol Services (2015-Present)
- Ohio University, USA (2016-Present)

The constant interaction of our faculty and students with the various collaborative agencies stimulates their intellect.

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

The College placement cell creates a platform for the students to interact with the industrial experts.

Students are taken for Industrial Visits so that they can get practical knowledge of various industries. We also conduct lectures on communication skills, preparation for competitive examinations, preparation for interviews, preparing resumes, etc through Soft skills training. We provide our students complete information about job opportunities through detailed job descriptions mailed to the students well in advance and they prepare themselves for the interview to get themselves placed.

Guest speakers are invited from various fraternity in the field of Mass Media, Management and Technology to interact and equip the students with the understanding and functioning of the corporate world.

Institute also invites consultants to make our students aware about various studying options abroad and in India.

Thus, the classroom learning is supplemented by practical exposure so as to make students aware of the functioning of the corporate world.

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

An international conference was organised on “**Spirituality at workplace**” in February 2013.

List of eminent personalities:

Guest	Designation
Dr. M. N. Welling	<b>Pro-vice chancellor – NMIMS, Mumbai</b>
Dr. Nigel Laurie	<b>International Management Consultant, University of London</b>
Dr. Z. R. Turel	<b>Professor, Mithibai College, Mumbai</b>
Dr. Jaya Row	<b>Trustee of Vedanta Trust</b>

List of eminent personalities invited for Annual Day function:

Guest	College	Year
Dr. M. N. Welling	<b>Pro-vice chancellor – NMIMS, Mumbai</b>	<b>2013</b>
Principal Manju Nichani	<b>K.C College, Mumbai</b>	<b>2014</b>
Dr. Snehalata Deshmukh	<b>Former Vice-Chancellor, University of Mumbai</b>	<b>2015</b>

### 3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements?

The college has a collaborative tie up resulting in MoU with the following companies:

- Patni Computers Ltd. (2009-2012)
- C-DAC Juhu (2009-2011)
- Infracol Services (2015-Present)
- Ohio University, USA (2016-Present)

### 3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The college ensures that all the collaborations are effective and are evaluated based on the learning outcomes of each program. Our institution has formed collaborative linkages with very reputed institutions like Ohio University.

The process of collaboration and linkages takes place in the following way:

- The representative of the industry interacts with the Head of the Institute
- Industry requirements and student benefits are decided/ listed and mutually agreed
- With the mutual agreement, MoU is signed
- Industry representatives are invited to select prospective candidates through suitable selection mechanisms.
- Students get benefited by selection and get placed in the industry  
Internal feedback through students and staff is also collected to ensure effective implementation of the program.





**CRITERIA IV: INFRASTRUCTURE AND  
LEARNING RESOURCES**

**‘Leadership and Learning are indispensable  
to each other’**

**– John F. Kennedy**

## 4.1 PHYSICAL FACILITIES

### 4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

- The College strives to provide the best infrastructural facilities to the students by constantly reviewing, updating and maintaining its infrastructural facilities.
- The classrooms, administrative office, staff room, laboratories and library are fully air conditioned, thus blocking any form of noise pollution that can hamper teaching learning process.
- The college has an adequate Fire safety system installed throughout the premises. Staff is provided with adequate training.
- All the classrooms are equipped with ICT facilities to make the Teaching and Learning process more effective and interesting
- Recently CCTVs have been installed throughout the College Premises for surveillance purposes.
- The College Library is equipped with Internet available to students and Faculty through LAN and WiFi facility and maintains most of its records in the electronic mode.
- The College Library/ E-brary is connected to the other institutions in the SVKM group which facilities an access to a wide variety of Books, Journals and Other Study , reference and research material.

### 4.1.2 Detail the facilities available for

#### a. Curricular and co-curricular activities –classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching, learning and research etc.

- The Institution has a policy of continuous upgradation through periodic maintenance check system. Therefore the infrastructure of the College is regularly upgraded, renovated and refurbished. Presently, all the classrooms are air-conditioned are equipped with ICT facilities like LCD projectors etc.
- The College Library is equipped with OPAC system, Internet facility available to students and Faculty through LAN and Wi-fi, maintenance of records in the electronic mode.
- One of the unique feature is the Integrated Library system which connects the College Library/ E-brary to the other institutions in the SVKM group which facilitates an access to a wide variety of Books, Journals and Other Study , reference and research material.
- The laboratories are well equipped with latest technological requirements and there is ample space for in-house faculty and students.

There are 2 computer labs & one Electronic lab with capacity of 40 terminals per laboratory.

- Though the college does not have a seminar hall/ auditorium of its own, it avails of these facilities from sister concerns on need basis.
- The seminars are usually held in the The Juhu Jagruti Hall and Seminar Hall which have a seating capacity of 140 persons at any given time and facilities such as audio visual aids, advanced technology where several guest lectures, debates, Pre- placements talks, opening ceremonies of various associations, seminars and conferences are organized throughout the year by various departments.
- These halls have facilities like a podium and good acoustics that provide a conducive ambience. Events such as faculty development programmes, college festivals like Aahan are held at these venues.

**b. Extra-curricular activities—sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

- The College recognizes the need and importance of Extra- Curricular for the Overall development of students:
- There are twenty committees/Associations / Clubs which are pro-active in organizing the extra-curricular Activities. ( Refer Annexure List on Page 203 of committees)
- College has structured Support services in the form of various cells and Committees such as the Grievance Cell, Women Development Cell, NSS, Cultural Committee, Research Cell, Counseling services, Mentorship Program. etc
- The college can also avail of an open air auditorium called Jashoda Rang Mandir that is under the banner of SVKM. Several college festivals are held at this venue. Besides the college can also book the Bhaidas Hall which is a large auditorium with a seating capacity of around 1100. The college holds its annual day at this venue.
- Timeslots for selection trials and practice sessions are booked in different grounds for events such as Football, cricket, badminton.
- The NSS is the most active unit in the college. The fourth floor foyer and empty space on the third floor is used by NSS for their activities.
- NSS holds blood donation camps once in every semester ,along with Thalesemia Checkup in the College compound.
- The fifth floor foyer is used for practice of cultural activities such as dance drama street play fashion show etc.

- The college has a facility of “Doctor on call” from reputed hospitals and College also has a full time doctor.
- The college appoints housekeeping staff from reputed agencies to ensure a hygienic environment.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed / augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).**

- The institution not only procures but ensures proper maintenance of the infrastructure at frequent intervals.
- The basic infrastructure required to run the institution is continuously upgraded depending upon the requirements.
- White Boards have been installed in all class rooms.
- A full time electrician is employed to look after the electrical fixtures of the college.

(Refer Annexure D)

**4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

- The college ensures the right of equality and just treatment to all the students and has facilities for the benefit of the differently-abled students.
- Wheelchair/ramp facility is available on campus
- Washroom that is user-friendly for the differently-able students which is located on ground floor of the college.

**4.1.5 Give Details on the residential facility and various provisions available within them**

- Hostel Facility–Accommodation available
- Recreational facilities, gymnasium, yoga centre, etc.
- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and WiFi facility
- Recreational facility – common room with audio-visual equipments
- Available residential facility for the staff and occupancy constant supply of safe drinking water
- Security

- SVKM trust has hostel facilities that cater to students in all institutions under SVKM and that can be availed by outstation students.
- Constant supply of Safe drinking water is provided on each floor of college.
- Security guards are hired by college from Super Protection Security Services who looks after Gate, Parking lot, Library & each college floor.
- First Aid box is available in college premises at two places (1 College Office 2 Staff Room)
- There is full time doctor on call available in campus.

#### **4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

- The Institution strives to provide a clean and hygienic environment to its students and staff.
- The college appoints housekeeping staff from reputed agencies to ensure a hygienic environment.
- The Institution has a “ Doctor on Call” facility to meet medical emergencies.
- First Aid Kits are available in Staff rooms as well as in Administrative Office.
- Various health awareness programmes are conducted by various committees such as Thalassemia tests, thyroid tests, Blood Sugar tests, Nutrition counseling, Skin counseling etc.
- Financial assistance is provided by management for critical illness.
- Management has provided insurance policy to staff & their family members worth INR 1 lakh per family from New India Assurance.

#### **4.1.7 Give details of the Common Facilities available on the campus–spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

- A designated NAAC room is equipped with Computers and Internet facility.
- Grievance redressal unit conducts meetings in the conference room.
- A small area of the library has been designated as a counseling centre.
- The training and placements cell has a specially assigned office in the campus.
- Third floor foyer is used for Gymkhana activities such as Carom, Chess, and Table tennis.

- A canteen on the ground floor provides hygienic and healthy food at subsidized rates
- The canteen area is spacious and provides space for students and staff.
- Several promotional activities and movie launches are organized near canteen area.
- The institution conducts water inspection and maintenance of the water coolers on a regular basis to provide safe drinking water.
- The Juhu Jagruti Hall, Bhaidas hall, Santokba hall, Jashoda Rang Mandir and Seminar hall are utilized for various activities.

## 4.2 Library as a Learning Resource

**4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/ user friendly?**

- Yes, the library has an advisory committee comprising of faculty and librarian. Following are the significant initiatives implemented by the committee:--
- Library Automation through LIBSYS (Digitization)
- A guidance document showing 'library at a glance'.
- Last five years question papers.
- Weightage on purchase of Audio Visual.
- OPAC orientation to all teachers.
- WiFi connectivity to students.
- Creating Institutional Repository for our college.
- Blackboard Learning Management system to enhance student faculty interaction.
- Library facility to ex-students.
- Remote access to E-journals.
- Common reprographic facilities.

## **LIBRARY PURCHASE PROCESS (BOOKS) PARALLEL PROCESSES**

### **LIBRARY COMMITTEE & BOOKS**

Accounts Office communicates total available budget of the Library  
Library Committee allocates budget department wise  
Communication to concerned coordinator about their budget

### **VENDOR SELECTION**

Quotations received from vendors (As per Requirement)  
Decision is taken on the basis of discount offer on quantity

### **EXHIBITION & REQUISITION**

First Round Requisition from Coordinators and faculties  
Compilation & Library search of books  
Communication with coordinators to confirm requisition  
Compilation of List according to vendors  
Price for one copy each per title called for  
contd....

### **SAP PROCEDURE**

- Release Purchase Requisition (PR) from Accounts Section & the Principal
  - Requisition for Quotation
  - Preparation of P
  - Principal's sign on PO (Authorisation)
  - Goods received--number generated in SAP (on Bills, etc.)
  - Bills sent to Accounts Section with PO
- Duplicate copy of Bills filed in Library for reference

**STAMPING PROCEDURE**

- Purchase Order (PO) created, sent to concerned book vendors
- Books received
- Verification of books with PO
- Verification of prices, bills, discounts, etc.
- Inward bills in office--received back
- Stamping on bills such as Librarian, Pricipal etc.
- Entry in bill Register
- Accessioning of Books
- Stamping on books, due date slips, book jacket pasting
- Classification of books
- Spine Label Preparation (in MS-Excel)
- Book Card preparation
- Data entry in Libsys
- Bar Code Printing & Pasting
- New Arrival Display
- List prepared & virtual upload of New Arrivals
- Shelving of books on racks

**2 Provide details of the following:**

- **Total area of the library:** 111 sq.m.
- **Total seating capacity:** 52
- **Working hours:**
  - On working days: 08.00 a.m. - 05.00p.m.
  - On holidays and Sundays: closed
  - During examination: 8.00 am-5.00pm (Study room facility is available)
- **Layout of the library:**
  - Librarian enclosure.
  - Library baggage counter
  - Seating arrangement for students
  - 8 tables and 52 chairs
  - Computer Section
  - Circulation Desk
  - Fiction and non-fiction section
  - Audio-visuals section

**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

- The college makes budgetary allocation of Rs. 3 lakhs for procuring new books. There are three ways of procuring books for the library:
- Recommendation: All teachers recommend books to be procure and also suggest number of copies required of the particular title. These books are purchased with proper permission of Course Co-ordinator and Principal.
- Approval: Various regular book vendors bring latest books on approval basis. These books are shown to the teachers. After teacher's approval these books are purchased with proper permission of Course coordinator and Principal.
- Exhibitions: Teachers and Library staff visits book exhibitions organized by various colleges. Books are purchased in these exhibitions where good amount of discount is offered.

Library holdings	2010-11		2011-12		2012-13		2013-14	
	Number	TotalCost	Number	TotalCost	Number	TotalCost	Number	TotalCost
<b>Textbooks</b>	276	156919	349	154916	198	97486	198	91457
<b>Reference Books</b>								
<b>Journals/ Periodicals</b>	24	21704	29	26342	28	27132	26	27226
<b>E-resources</b>	Available through SVKM/NMIMS consortia							
<b>Anyother Press Clips, AV Material,NP</b>	68	36723	15	23105	92	42410	20	32708

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- **OPAC:**
  - a) Online Public Access Catalogue is available for users.
  - b) Web OPAC: A link of OPAC is also available on College website.
  - Union OPAC is also available where users can search books available in all SVKM libraries.
- **Electronic Resource Management package for e-journals:**
  - e-resources are available to users through SVKM/NMIMS consortia.
  - User manual of e- resources is available in the library.
- **Federated searching tools to search articles in multiple databases:**No.
- **Library website:**
  - Library as a main menu on College Website.
  - Following library features are covered:-- About Library; List of CDs; List of periodicals; List of newspapers; Library staff; Important URLs; Web OPAC; Contact us etc.
- **In-house/remote access to e-publications:** Available through EZPROXY
- **Library automation:**
  - Library Automation has been completed with the help of LIBSYS software.
  - Following four sections are computerized: -- Acquisition, Cataloguing, Circulation and OPAC.
  - Bar-coding of all books have been done.
- **Total number of computers for general access:** 04
- **Total numbers of printers for general access:** 01
- **Internet bandwidth/speed:**65 Mbps
- **Institution repository:** On DSPACE. (Data uploading work in progress)
- **Content management system for e-learning:** No.
- **Participation in resource sharing networks/consortia (like INFLIBNET):** not eligible.

**4.2.5 Providedetails onthefollowingitems:**

- **Average number of walk-ins:**
  - 28 (during regular days)
  - 56(during exam days)
- **Average number of books issued/returned:**
  - Issue :12 (during regular days)
  - 25(during exam days)
  - Return: 07(during regular days)
  - 20(during exam days)

- **Ratio of library books to student enrolled:** 4:1
- **Average number of books added during the last four years:** 197 p.a
- **Average number of login to OPAC:** Data available through EZPROXY.
- **Average number of login to e-resources:** Data available through EZPROXY.
- **Average number of e-resources downloaded/printed:** Data available through EZPROXY.
- **Number of IT (Information Technology) literacy trainings organized:** NIL

#### 4.2.6 Give details of the specialized services provided by the library

- **Manuscripts:** Not available
- **Reference:** In depth reference service is given by library staff.
- **Reprography:** Available in College campus.
- **ILL:** Facility available on request. Students and staff can borrow books from all SVKM and NMIMS institutes by referring UNION OPAC.
- **Information deployment and notification:**
  - Notice boards at appropriate locations.
  - List of new additions.
- **Download:** Facility available
- **Printing:**
  - Facility only for staff.
  - Students are allowed to print "Letter of Recommendations".
- **Reading list/ bibliography:** Available on request.
- **In house/Remote Access to e-resources:** Available through EZPROXY
- **User Orientation and Awareness:** PPT presentation is given to first year students in class.
- **Assistance in Searching Database:** Users are assisted to search information from online databases
- **INFLIBNET/IUC Facilities:** Not eligible.

#### 4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

1. Helps in locating books, periodicals, newspapers and any other required material.
2. Helps in "how to search a book in OPAC".
3. Helps in using various e- resources. User manual is also available.
4. Remote access is given to all e- resources through EZPROXY.
5. Two computers are kept for students where they can make their projects, assignments etc.

6. Wi- Fi connectivity is available with passwords. Assistance is given if any technical problem occurs, if not solved IT team person helps to solve the problem.
7. Inter library loan facility is made available on request.
8. Demand slip facility is also available to reserve a particular book.
9. Students are allowed to watch CDs/ DVDs in college premises.
10. Students can photocopy previous year's question papers and syllabus.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

The College provides special facilities for physically challenged students not only for inhouse students but for students for other institutes too. One such case is of Ms Aruna Dubey who was allowed to use our library every Monday as she was preparing for IAS exams. Library staff made comfortable seating arrangement and provided IAS exam books and CSR magazine for reference. Our faculty Prof. Sriram Deshpande imparted his guidance in preparing for her exams.

The Facilities provided by the institute includes

- Entry Through a Ramp
- Preference for usage of Lifts
- For Visually challenged the institute possesses softwares for Braille.
- Wheelchair is available in college office.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

- Library suggestion box is available near the baggage counter. Students can give their feedback in form of complaints, suggestions and requests.
- Also verbal requests regarding any matter of the library are well attended by the library staff

### 4.3 IT Infrastructure

#### 4.3.1 Give details on the computing facility available (hardware and software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system)

	Desktop Computers	Computer Labs	Computer with Internet Facility	Laptops
<b>Total</b>	143	85+17(Electronics Lab)	128	5

- **Configuration Of Computers:**
  - 500 Gb Hard-disk
  - 4 and 8 Gb Ram
  - I3 Processor
- **Technology upgradation:** RAM, hard-disk .

	Total Computers	Up gradation
<b>Upgraded</b>	80	RAM upgradation to 4 GB

- Computer-student ratio - 1:1
- Stand alone facility – All Computers are connected on network.
- LAN facility-1Gbps Full duplex Speed
- Wifi facility-WiFi Facility available in College campus
- Licensed software available.

Softwares	
<b>Windows 8.1</b>	Adobe Photoshop
<b>Microsoft Office 2013 or 2007</b>	Adobe Primer
<b>Symantec Endpoint Protection Antivirus</b>	Adobe Illustrator

#### 4.3.2 Detail on the computer and internet facility made available to the faculty and student on the campus and off-campus?

- We have six computers in staff room for teachers , 2 computers reserve for teachers in library and 3 laptops which enables portability, one for each department used for lectures, seminars and workshops.
- There are two computer laboratories well equipped with 41 computers to accommodate the batch size of 30 students during practical sessions.
- The electronics lab is equipped with 20 computers exclusively for M.Sc.(I.T.) students.
- All computers are connected using LAN with internet facility.
- There are separate profiles created for students , non-teaching staff and teaching staff.

- All classrooms and laboratories have ceiling mounted LCD projectors with a dedicated computer system.
- To cater to the needs of students the language lab has been made available to enhance their communication skills.

#### 4.3.3 What are the institutional plans and strategies for developing and upgrading the IT infrastructure and associated facilities?

- The college have the policy of upgrading computers/LCD projectors/Laptops every 5 years.
- Licenses are procured for all software's installed in the laboratory. The renewal procedure for the same is also undertaken as per requirements of the syllabus.
- The college also maintains ready stock of 15 I/O cables for LCD projectors installed in the classroom.

#### 4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, development and maintenance of the computers and their accessories in the institution (Year wise for last four years)

##### Computer Details

Sr. No.	Particulars	Purchase Date	Qty	Cost (Approx) INR
1	IBM Computers	05/08/05	20	574900
2	IBM Computers	03/10/05	10	298900
3	IBM Computers	04/01/06	17	476000
4	IBM Computers	23/08/06	30	885000
5	Dell Computers	23/08/06	33	938388
6	Dell Computers	14/10/06	10	317535
7	IBM Computers	01/06/07	05	133750
8	IBM Computers	11/02/08	01	21750
9	Dell Computers	27/10/10	15	393964
10	Dell Computers	29/08/11	30	766900
11	Dell Computers	29/08/11	31	792487
12	HP AIO	01/04/15	67	2177500
13	HP AIO	12/06/15	15	487500

**4.3.5 How does the Institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

- All classrooms are well equipped with LCD projectors and computer systems which enables use of audio-visual aids and ICT tools for teaching learning.
- Wi-fi connectivity is provided in college premises and separate logins are available to staff and students.
- The library provides access to e-resources like OPAC, electronic journals, e-books and various other research databases. The updated brochure of the same is made available to every student and staff at the beginning of the academic year.
- Students have access to Learning Management System (LMS) which enables them to use online resources provided by the teachers and get updates regarding new books and publications in the library.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching- learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the Institution, place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

- Students have access to Learning Management System (LMS) which enables them to use online resources provided by the teachers and get updates regarding new books and publications in the library.
- Teachers use audio visual aids and ICT tools to conduct lectures.
- The Black Board application is available for download on mobile phones.
- ICT facilitates effective interaction between students and teachers during
  - Lecture sessions
  - Group discussions
  - Case study presentations
  - Role play

**4.3.7. Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

- The College makes extensive use of the Maharashtra Knowledge Corporation Limited (MKCL) launched by was promoted by the Department of Higher and Technical Education, Government of Maharashtra for several administrative and academic purposes.
- The MKCL is used during the admission process for receiving application forms.

- The details of students for enrolment for examinations, confirmation of eligibility of the students for several examinations and courses and issuing of hall tickets along with personal registration numbers (PRN) is ensured through the use of this network.
- The examination Hall Tickets for university examinations of the students are printed through this network. (Digital Univercity Website of University of Mumbai) ( [www.digitaluniversity.ac](http://www.digitaluniversity.ac) )
- The Statistical Data with respect to students course-wise, gender-wise, category-wise is obtained for submissions to various statutory bodies.
- The Transfer Certificate of students is generated through this network.
- The results of the students are also printed through this network.

#### **4.4 MAINTENANCE OF CAMPUS FACILITIES**

##### **4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

- The institution gives a lot of importance to the maintenance and upkeep of its infrastructure. The college renovates and upgrades its facilities each year for the convenience of all the stakeholders.
- A provision has been made for requisite funds for infrastructural maintenance and upkeep so as to provide a safe, clean and hygienic environment.
- The funds are used for the maintenance of Lifts, Water coolers, Plumbing, pest control, air condition repairs, fire safety and general repairs.
- Special non-teaching staff is appointed for the maintenance work along with housekeeping & security agencies take care of safety, cleanliness and utility of the College infrastructure. They report directly to the Registrar. Housekeeping and security staff who are appointed through agencies to ensure the smooth running and maintenance of the infrastructural facilities.
- The housekeeping staff work in two shifts for cleaning class-rooms, laboratories, staircases, wash rooms, passages, staff common room, office, gymkhana, foyer, lifts, college compound, seminar hall and all the cabins to maintain the cleanliness.
- Regularly annual maintenance contracts are done to maintain elevators, water coolers, air conditions, water purifier and water tanks with related companies by central authority.
- The regular functioning of computers, Laptops, LCDs, lighting units and elevators is ensured by the in-house maintenance department and the IT department.
- 24 hrs. security is available to take care of stakeholders and infrastructures.

- Following are the details of the expenditure incurred during last four years.

		2014-15	2013-14	2012-13	2011-12
a.	Building	65666	78022	114665	389387
b.	Furniture	218855	116000	175791	141706
c.	Equipment	484063	640301	437932	478045
d.	Computers	626918	231998	96045	9041
e.	Vehicles	NA	NA	NA	NA
f.	Any other	68925	13865	8693	8213

#### 4.4.2 What are the Institutional mechanisms for maintenance and upkeep of the infrastructural facilities and equipment of the College?

- From time to time and as per the requirement the staff appointed to look after the maintenance informs the plumbers, electrician who are available at the central office of the management to maintain cleanliness & a germ free environment.
- Periodically under the supervision of maintenance staff in-house electrician is asked to take care of maintenance of electrical equipment & switches in working conditions; other major problems are resolved by taking help from the central office of the management.
- Laboratory assistants are trained to repair and maintain the laboratory equipment.
- Each floor has floor peons to check the opening and locking of doors, windows, LCD projectors facility etc. and to switch off all electrical points at the beginning and end of a work day.
- Faculty and laboratory assistants are involved in the calibration and precision measures of the equipment and instruments whenever required. .
- Regular audit of equipment is carried out to upgrade instruments and to write off and discard those that are not functional.
- Apart from the maintenance and upkeep of regular infrastructural facilities the Institution also takes extra effort to further enhance the infrastructural facilities and effectiveness of its teaching learning resources.
- Fire extinguishers have been installed on each floor, in the laboratories, office, staff rooms, stores and elevators and adequate training has been given to the teaching and non- teaching staff.
- Evacuation plan has been displayed.
- Annual maintenance contract for Pest control is done and carried out on a regular basis.
- C.C.T.V. cameras are installed on each floor corridor, staircase, laboratories, library, staff room and administrative office for the safety of students and other immovable infrastructure.
- Staff for housekeeping, floor staff and security staff are provided by SVKM.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipments and instruments?**

- Specific standards provided by National and International agencies and institutions are adhered to during calibration.
- Regular audit of equipments is carried out to upgrade instruments and discard those not functional.
- Corroded instruments are replaced to maintain safety and efficiency standards.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (Voltage fluctuations, constant supply of water etc)?**

- The Institution strictly adheres to the specific guidelines formulated by reputed agencies for the upkeep of its sensitive equipment.
- The placement and location of equipments is determined keeping in mind the guidelines prescribed for its maintenance.
- All Laboratories having sensitive equipment are air conditioned.
- Any other relevant information regarding Infrastructure and Learning resources which the College would like to include a constant review is undertaken for the feasibility, authenticity, efficiency of the service provider, responsible for the online admission process of the college.
- The College conducts several workshops for the faculty to expose them to the innovative teaching learning techniques.
- The College has a vibrant web site which constantly uploads the upcoming events such as cultural events, sports events, seminars, workshops, exams, job opportunities, placement, results, notices etc. to regularly update all the stakeholders about the activities of the College.
- The College has installed advanced copier and printing machines for examination and administrative purposes.

Canteen facilities are regularly checked and upgraded so as to ensure supply of clean, healthy and hygienic food in a spacious area.



**CRITERION V: STUDENT SUPPORT AND  
PROGRESSION**

**‘Education is the manifestation of the  
perfection already in man’**

**– Swami Vivekanand**

## 5.1 Student Mentoring and Support

### 5.1.1 Does the institution publish its updated prospectus/hand book annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes a prospectus every year in the month of May.

The prospectus provides the following information:

- Vision and Mission of the Institution
- Messages from the President of Shri Vile Parle Kelavani Mandal and the college Principal
- Institutional and Management profile
- Courses offered and subjects offered in each semester
- Admission rules and Fee structure
- Curricular and extracurricular activities of the college for the previous academic year
- Ordinances and regulations laid down by University of Mumbai
- College regulations related to discipline
- Anti-ragging policy
- Academic Calendar
- Detailed list of the college committees
- Any last minute circulars or updates received from the University of Mumbai are incorporated
- The college website [www.upgcm.svkm.ac.in](http://www.upgcm.svkm.ac.in) also contains the soft copy of the prospectus
- The College magazine 'Uth EYE' publishes annual reports of departments, activities, achievements and articles of faculty and students

**The institute ensures the commitment and accountability by taking the following measures:**

- Institution displays all University related notifications on the notice board to ensure timely communication
- Notifications related to admission procedures are displayed on the college notice board and college website time to time
- Faculty members provide pre-admission and post-admission counselling to the students on personal basis
- Orientation program is held for the first year students to provide them with the details of the course and CBSGS system. Details about the college infrastructure, extra-curricular activities and introduction to faculty members is provided

### 5.1.2 Specify the type, number and amount of institutional scholarships/freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The college provides scholarship to the students who score the highest marks in the Third Year at the University examination. The college also recognizes the overall achievements of the students by giving awards and certificates.

The details are as follows:

- C.T.Sanghvi scholarship of Rs.3000 is given to the Third year University toppers (B.M.M., B.M.S. and B.Sc.I.T.) on Annual day
- Best Student Award for the exemplified achievement and performance over three years in college (non-financial)
- Good conduct Award and recognition for consistent good academic and co-curricular achievement (non-financial)
- Fee waiver for students from economically disadvantaged background
- Loyalty Bonus Scheme is offered by SVKM to all employees wherein the criterion for rewarding is based on their performance in their respective fields throughout the year
- Children of staff members admitted to SVKM institutes can avail the concession in fees as per the policy framed by SVKM

Year	Scholarships	Awards
2014-15	4	15
2013-14	4	15
2012-13	4	13
2011-12	4	10
2010-11	4	10

*(College is on permanently no-grant basis and therefore doesn't get much of the financial support and aid from University)*

### 5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

The college has provided financial assistance to 2% students from academic year 2010-11 till date. The details are as follows:

Year	% of students benefited from Financial Assistance
2014-15	2
2013-14	1.5
2012-13	1
2011-12	0
2010-11	0

**5.1.4 What are the specific support services/facilities available for:**

- **Students from SC/ST, OBC and economically weaker sections**

The college is a Gujarati minority institute and hence Government reservation policy is not applicable, however, institution does offer admission to SC/ST/OBC/EBC students on the basis of merit.

  - Financial aid is provided for needy and deserving students
  - Facility of Fee payment in instalments is provided to deserving students in second year and third year
  - Free internet facility and use of computers in college is provided
  - Book bank facility is provided to all needy students
  - Free of charge remedial coaching is undertaken, if needed
- **Students with physical disabilities:**
  - College campus is friendly to differently abled students with facilities like multiple elevators, wheel chair, entrance with ramp and rest rooms for differently abled students are commissioned near the canteen area
  - During examination, special seating arrangement is made for such students and additional time is granted as per University norms, if required.
- **Overseas students:**
  - Seats reserved for overseas students during admission
  - Special counselling
  - Hostel facilities are provided by SVKM, subject to availability
  - Regular Reporting to University and local police station regarding their attendance, progress and achievements
- **Students to participate in various competitions/National and International:**

The students are encouraged to participate in various curricular, co-curricular and extra-curricular activities. The facilities extended to participating students are as follows:

  - A separate budget is allocated for cultural and sports activities for participation in zonal, state, national and international competitions
  - They are provided exemption from attending lectures on the day of the events
  - Additional examinations are conducted in case students miss their regular examination
  - The cultural committee conducts talent hunt at the beginning of the academic year to identify potential students
  - The faculty members guide the students and prepare them for various events like Debate, Elocution, short film making, story writing etc.
  - Other support like professional guidance from choreographers, directors, tutors, coaches and accompanists is provided

- **Medical assistance to students: health center, health insurance, etc.:**
  - SVKM has a common Health Center on the premises for all its institutes with two resident Doctors available during the working hours
  - First Aid Box is available for students and staff in the institutional premises
  - SVKM has a tie up with Nanavati Hospital and an ambulance is also available in case of any emergency
  - Students are covered under Group Insurance Scheme as per University of Mumbai guidelines
  - Free Thalassemia check-up and counselling is provided
  - Counselling and proper diet advice through interactive sessions is provided
- **Organizing coaching classes for competitive exams:**
  - The college conducts an add-on course to prepare students for the M.C.A. entrance examination
  - Faculty members encourage students to take up competitive exams and provide guidance for UPSC, NET/SLET and other entrance Examinations like CAT, CET, NMAT, TOFEL, GMAT etc.
- **Skill development (spoken English, computer literacy, etc.)**
  - Soft-skill sessions are a part of the regular time table
  - Well-equipped computer laboratory and better computer-student ratio helps in effective learning
- **Support for “slow learners”**
  - Identifying slow learners and weak students through periodic class tests
  - The students are referred to professional counsellors whenever required
  - Designing different methods of teaching and evaluating slow and advanced learners
  - Extra time, support and guidance for students with Learning Challenges like dyslexia, dysgraphia etc. during examination is provided
- **Exposures of students to other institution of higher learning/corporate/business house, etc.:**
  - Placement Cell regularly conducts pre-placement talks to abreast students about the industry needs and help them prepare better for their career
  - Career counselling in selecting elective papers, advanced courses and career progression
  - Guest lectures are organized on regular basis with speakers from Industry, Entrepreneurs and Alumni
  - Visits to Factories, Industries and Institutes help the students to get an insight of the corporate world

➤ **Publication of student magazines:**

- Annual Student magazine “Uth-Eye”; edited by teacher and student editing team, covers highlights of the year and articles on current and cultural topics by staff and students

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

- The college festival ‘Aahan’ is organized entirely by the students under the guidance of faculty. The students independently arrange for sponsors, manage finances, and handle the logistics, co-ordinate with other colleges for participation, PR activities, marketing, security and other aspects of the festival. This inculcates skills like event management, entrepreneurship, leadership and interpersonal skills. The list of celebrities who have graced ‘Aahan’ with their presence are Aamir Khan, Madhuri Dixit, Shabana Azmi, Zoya Akhtar, Rohit Shetty, Tony D’souza, Sharman Joshi, Shaan, Sonam Kapoor etc.
- The college has set up an E Cell for budding Entrepreneurs
- Close encounters with young entrepreneurs through interactive sessions and guest lectures are regularly conducted
- Support from Alumni
- Enterprising projects and activities like Bazaar-E-UPG

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, quiz competitions, debate and discussions, cultural activities, etc.**

- Intra-collegiate competitions to promote participation in quiz, debate and elocution competitions
- Attendance is granted for attending sports, cultural and other extracurricular activities
- Additional academic support, flexibility in examinations
- Special dietary requirements, sports uniform and materials are taken care of
- Coaches, hiring playground and other facilities are provided
- Choreographers and mentors guide the students for the events
- The NSS (National Service Scheme) unit of our college was founded in 2010 as per University guidelines with the aim to sensitize students towards community service, social awareness and environmental issues. The NSS unit conducts various activities throughout the year like Blood donation camps, tree plantation, malaria awareness drive, AIDS awareness program, street plays to highlight social issues, disaster management etc. (The details of all the activities are represented in Criteria 3.6)
- The DLLE (Department of Lifelong Learning and Extension) students undertake projects on varied subjects, organize exhibitions on

environmental issues etc. and perform street plays on social issues. (The details of all the activities are represented in Criteria 3.6)

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE/CAT/GRE/TOFEL/GMAT/ Central/State services, Defence, Civil Services, etc.**

- The college conducts a course to prepare students for Maharashtra level entrance examination for Masters Programme in Computer Application (M.C.A.).
- Faculty members encourage students to take up competitive exams and provide guidance for UPSC, NET/SLET and other entrance Examinations like CAT, CET, NMAT, TOFEL, GMAT etc.
- The college has a well-equipped library with latest periodicals, journals, magazines, newsletters, newspapers, CD's etc. The librarian and the library staff are very supportive and provide all relevant information. Some additional facilities are as follows:
  - Online Public Access Catalogue (OPAC) is available for users
  - Web OPAC: A link of OPAC is also available on College website
  - Union OPAC is also available where users can search books available in all SVKM libraries.
  - e-resources are available to users
  - User manual of e- resources is available in the library
  - Library has a main menu on College Website

**5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social, etc.)**

SVKM has appointed a trained pastoral counsellor to deal with personal, emotional and psycho-social issues of students. The counsellor is available on the campus between 9:00 am to 4:00 pm on all working days. This college has also appointed an academic/ career counsellor has been appointed on the suggestion of PTA for guiding students in making appropriate career choices.

- Psycho-social counselling through a resident professional counsellor
- Academic and personal counselling through teachers
- Career counselling through placement cell, soft skill trainers, teachers and outside agencies
- “Mastermind” a career fair organized by SVKM annually provides guidance and exposure to the various courses offered under its umbrella

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

Yes, SVKM management acknowledges the need and importance of placement and career guidance and as a consequence an active placement and training cell is formed. The placement and training cell is continuously involved in the following activities:

**Career guidance:**

- The training and placement cell informs and orients the students regarding several career alternatives in their respective stream
- The soft skill trainers organise mock interview sessions for honing their interpersonal skills and group discussions to enhance their communication and confidence
- SVKM organises 'Mastermind', an annual career fair held in the month of April wherein Principals and senior faculty members disseminate the basic information to the students and parents regarding various courses run by different institutions for making effective career choices. This event is very popular amongst students and parents
- Career counsellors are invited to guide students on the opportunities of higher studies abroad

**Training and Placement**

- The placement cell provides internships and final placement to the students
- Full time placement coordinators and student coordinators ensure the smooth functioning of the placement activities
- Pre placement talks are held to prepare third year students for aptitude tests and interviews
- Students are required to register for the placement process. The registered students are provided with around 30 hours of soft skill training by training and placement staff.
- UPG students have been successfully placed in renowned companies like Infosys, Wipro, Patni computers, TCS, Edelweiss, J.P.Morgan, A.C. Neilson, O & M, Zee TV (Essel Group) etc.

## ➤ Placement information:

Year	Number of companies visited the campus	Number of students placed	Minimum Salary offered	Maximum Salary offered
2014-15	70	55	1.25 Lacs P.A.	5.18 Lacs P.A.
2013-14	51	49	1.38 Lacs P.A.	4.2 Lacs P.A.
2012-13	35	26*	1.2 Lacs P.A.	4 Lacs P.A.
2011-12	38	42	1.2 Lacs P.A.	5.2 Lacs P.A.
2010-11	62	56	1.2 Lacs P.A.	3.6 Lacs P.A.

\*Economic recession and downsizing by employers

### FOR LIST OF EMPLOYERS REFER TO THE ANNEXTURE E

#### 5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes. The college has an active grievance redressal cell comprising of senior faculty members and student representatives.

- Suggestion boxes are installed at appropriate locations
- Suggestion boxes are opened periodically and valuable suggestions are taken into consideration for implementation
- Parent Teacher Association (PTA) also provides a platform for voicing the grievances of students
- PTA holds meetings periodically and regularly to address student issues and devise the mechanism to resolve the same

No major complaints have been received by the grievance redressal cell in the last four years. Some of the complaints received were immediately resolved by the members of the cell. A few of such complaints are listed below:

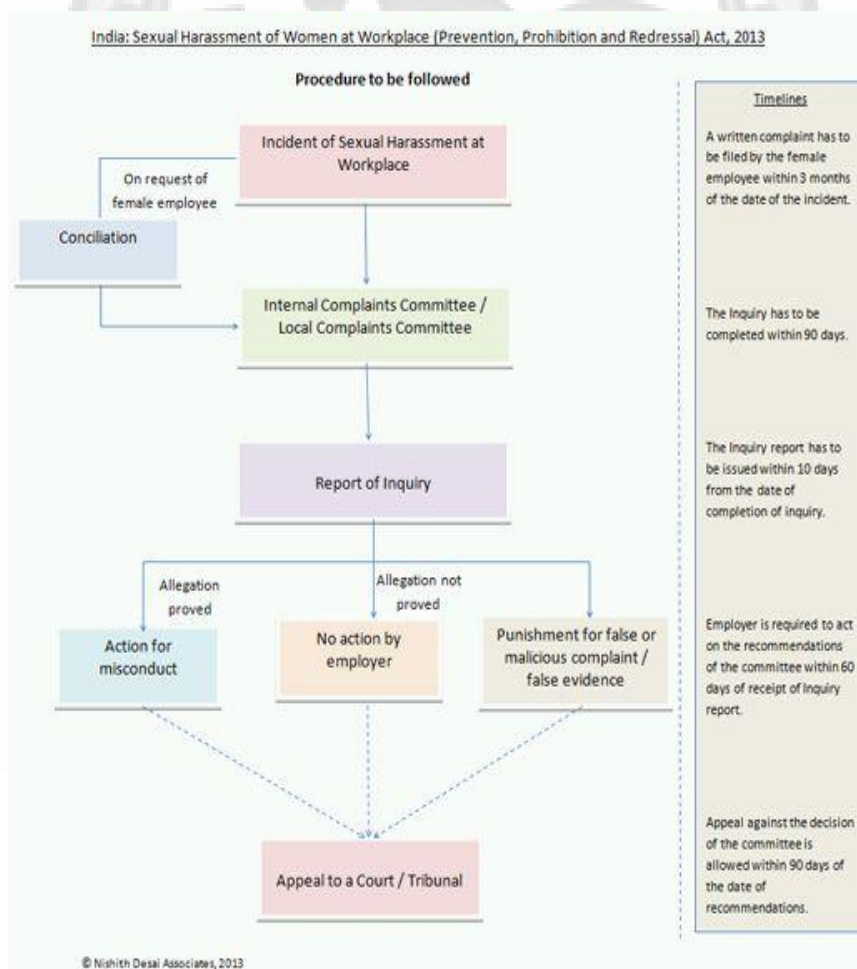
- Students suggested that during the rainy season more comfortable attire like three fourth should be allowed. This suggestion was reviewed by the members and a collective decision was taken not to violate the dress code of the college.
- A complaint was received regarding the early morning lecture timing of the college (7:00 am). The members deliberated on this complaint and subsequently the lecture timing was changed to 7:30 am in the next academic year.

#### 5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The Institution has a duly constituted College Women Development Cell (CWDC) wherein the members of the cell comprise of teaching, non-teaching, one male member and a representative from an NGO. NSS unit also ensures the safety of girl students through various awareness programs and

vigilance team.

- Seminars and workshops on sexual harassment are conducted
- Workshops on training the girl students in self-defence are conducted
- Teachers are actively involved in counselling whenever needed
- Seminars on gender sensitization are organized
- An appropriate dress code for the students is strictly followed
- College has installed CCTV based surveillance system in the campus as a preventive measure
- Skits, street plays and group discussions related to sexual harassment are organized on regular basis
- In addition, the faculty members sensitize students during interactive sessions
- Model designed on the basis of the Supreme Court guidelines given in Vishakha v/s state government of Rajasthan to deal with sexual harassment of women at workplace is followed as per the flow chart given below.



**5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Yes. The college has constituted an anti-ragging committee consisting of senior faculty members. Strict rules are in place to ensure that no ragging takes place on the college campus.

- Anti-ragging rules and guidelines are displayed on the notice board
- The contact details of the faculty members of anti-ragging cell are displayed on the same notice board
- Student members of Students' Council, NSS and Mentorship Program are instrumental in spreading awareness regarding the existence and functioning of Anti-ragging cell
- Not a single case of ragging has been reported in last four years

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

1. The college provides Group Insurance scheme for students
2. Merit based scholarships are awarded on the Annual day to the students
3. A highly hygienic and nutritious food at subsidized prices is made available in the spacious college canteen
4. A full time counsellor is available for the students
5. A resident doctor is available on campus for any medical emergency
6. Facility of payment of fees in instalments is available for students requiring financial assistance
7. Wi-Fi enabled college campus
8. College NSS organizes Blood donation camps twice in a year and free Thalassemia check for students
9. Circulars related to job opportunities and internships are displayed on the Placement notice board
10. Self-defence workshop is conducted for the girl students

**5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

The College has an active Alumni Association which was founded by our Principal and senior faculty members. It includes students from the first batch of the college since its inception. The alumni association conducts activities like get-together, symposiums, cultural activities and themed discussions for the social enrichment of ex-students. It is also a good platform for ex-students to socialize and network amongst themselves. The bonding amongst them stays strong and sustained due to the activities of Alumni Association. The formal Registration process with the respective authorities has started.

## Activities of Alumni Association

- Re-union every year
- Friendship day celebrations for Alumni
- Alumni actively participating in regular college events like annual day celebration, College festival Aahan and Convocation Day.

Few of our prominent alumni are:

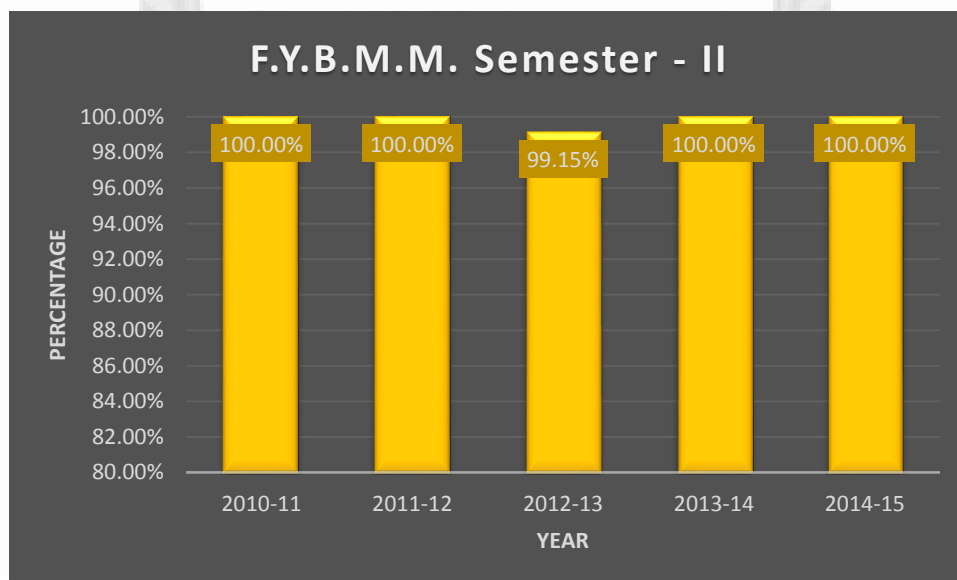
Name of the student	Achievement
Arman Malik	Receipient of the R.D.Burman at Filmfare 2016
Deepali	Finalist and host of Indian Idol
Aastha Singla	Start-up:
Yesha Gala & Bharat Kothari	Start-up: Curiosity Holidays
Abhijit Shetty	Hotelier
Yash Mehta	State level distributor for Toyota
Palak Jain	Model and TV actress
Nabeel Mirajkar	Model and TV actor
Raj Pandit	Playback Singer
Parth Gandhi	Entrepreneur

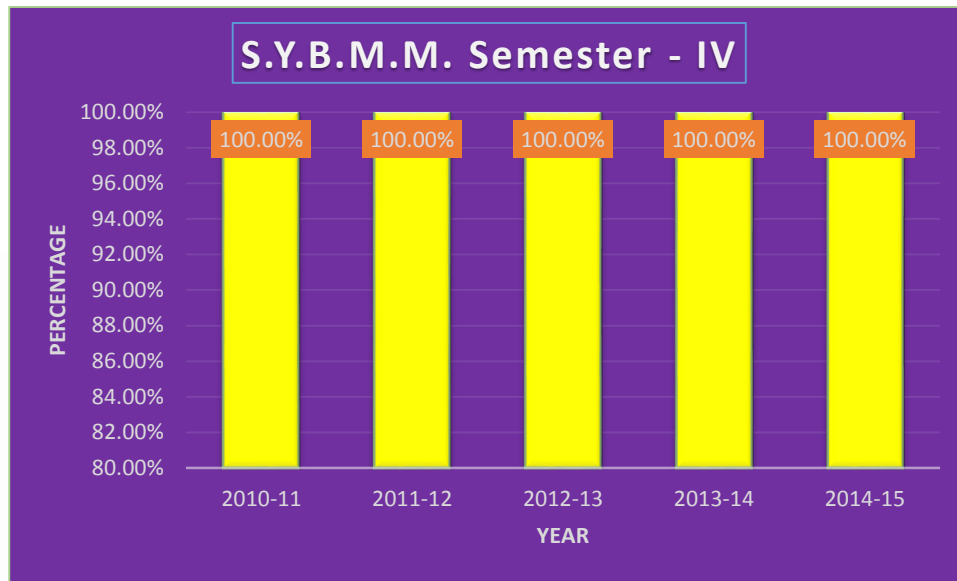
## 5.2 Student Progression

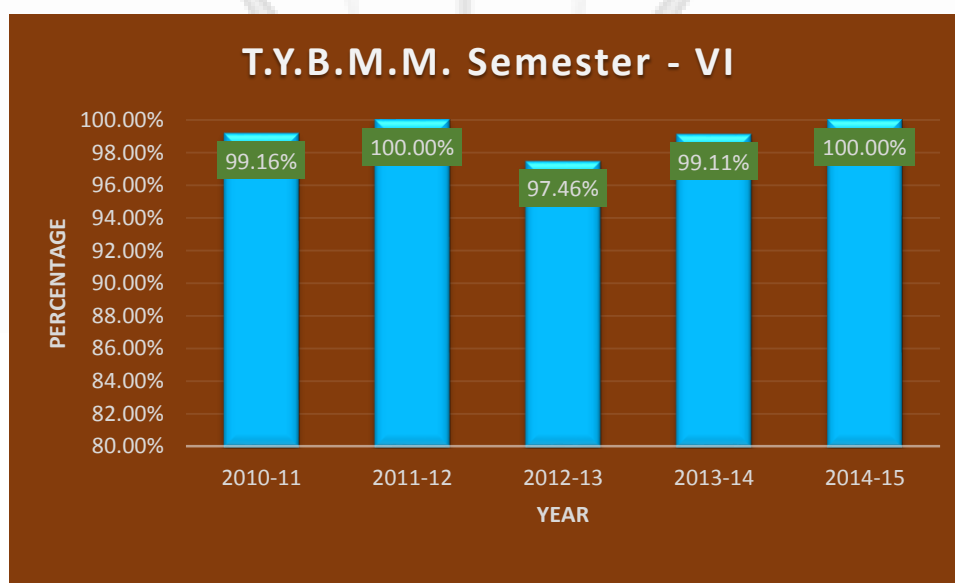
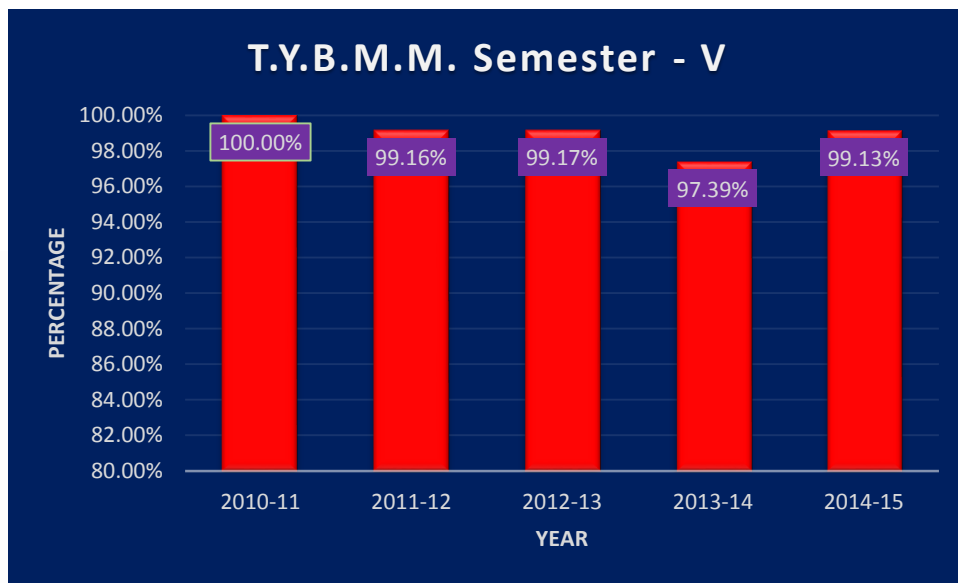
**5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.**

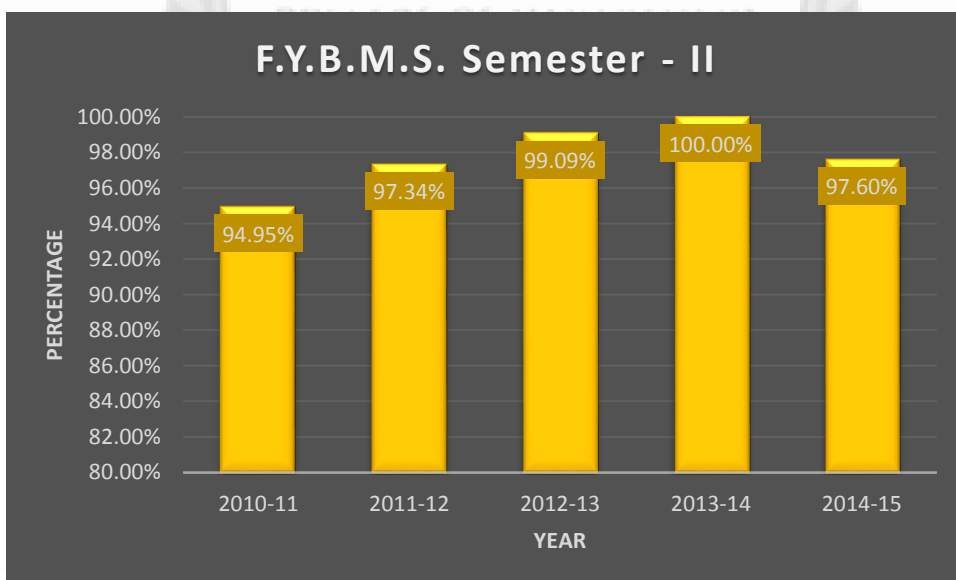
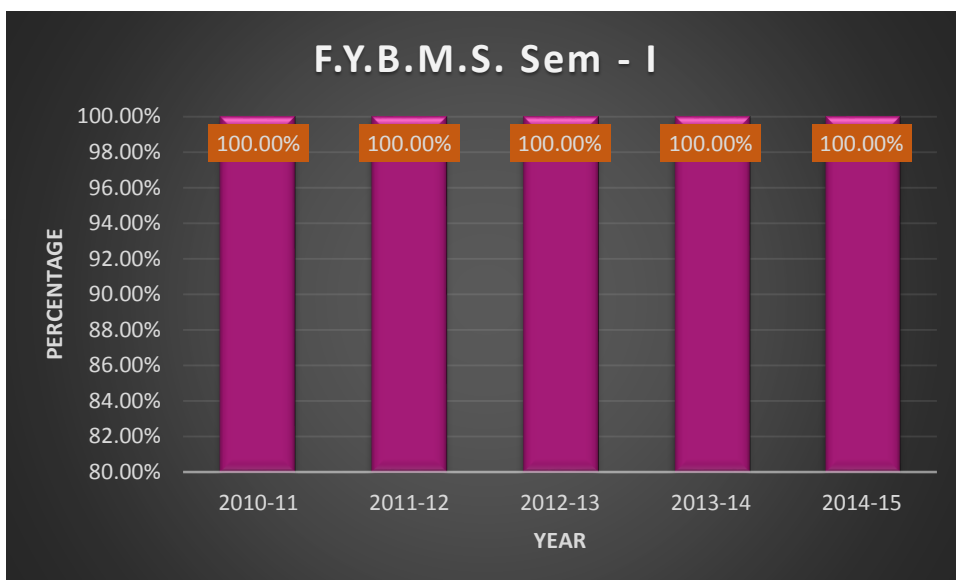
Student Progression	2010-11	2011-12	2012-13	2013-14	2014-15
<b>UG to PG</b>	<b>75%</b>	<b>70%</b>	<b>75%</b>	<b>80%</b>	<b>75%</b>
<b>PG to M.Phil.</b>	-	-	-	-	-
<b>PG to Ph.D.</b>	-	-	-	-	-
<b>Employed</b>	<b>56</b>	<b>42</b>	<b>26</b>	<b>49</b>	<b>55</b>
<b>Campus selection</b>	<b>(campus placement)</b>	<b>(campus placement)</b>	<b>(campus placement)</b>	<b>(campus placement)</b>	<b>(campus placement)</b>
<b>Other than campus recruitment</b>					

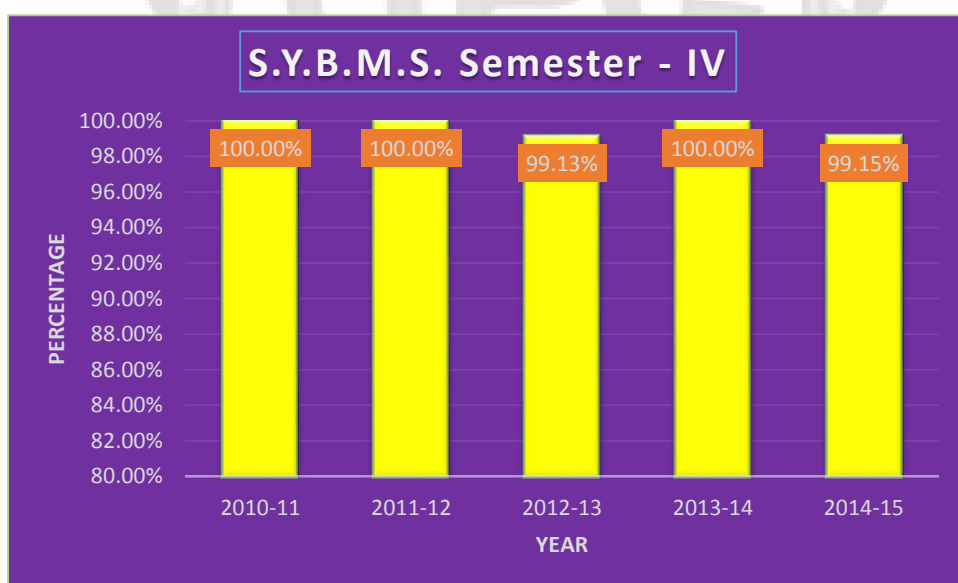
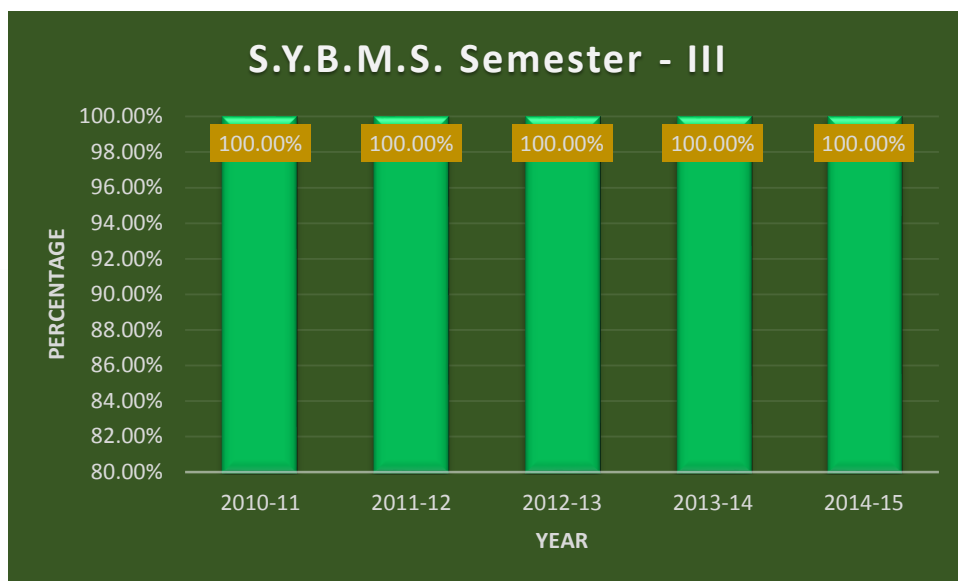
**5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.**

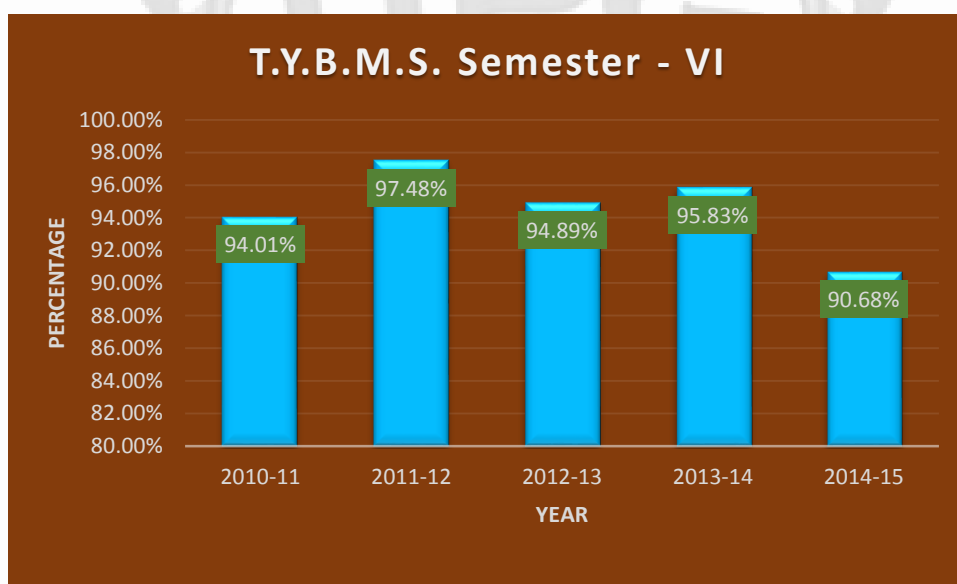
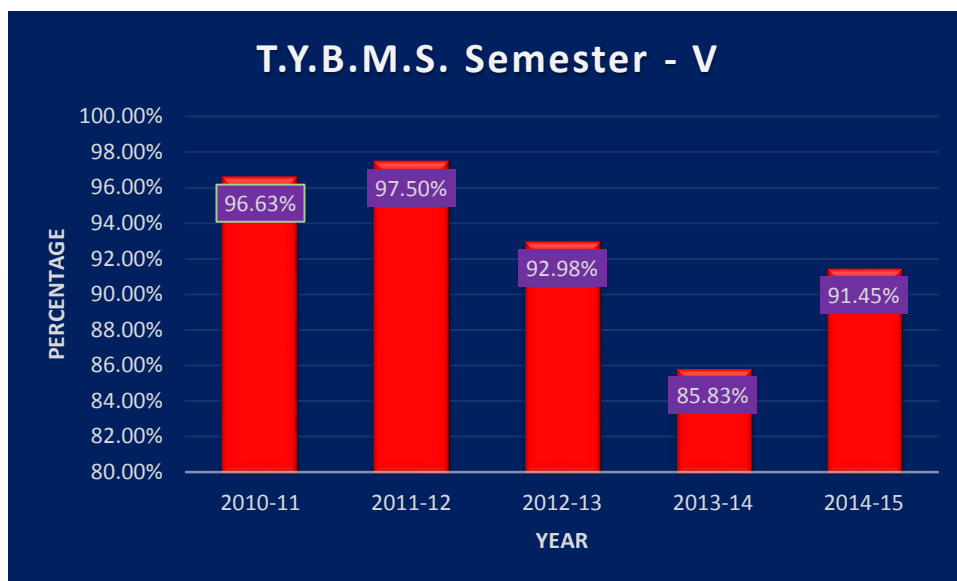


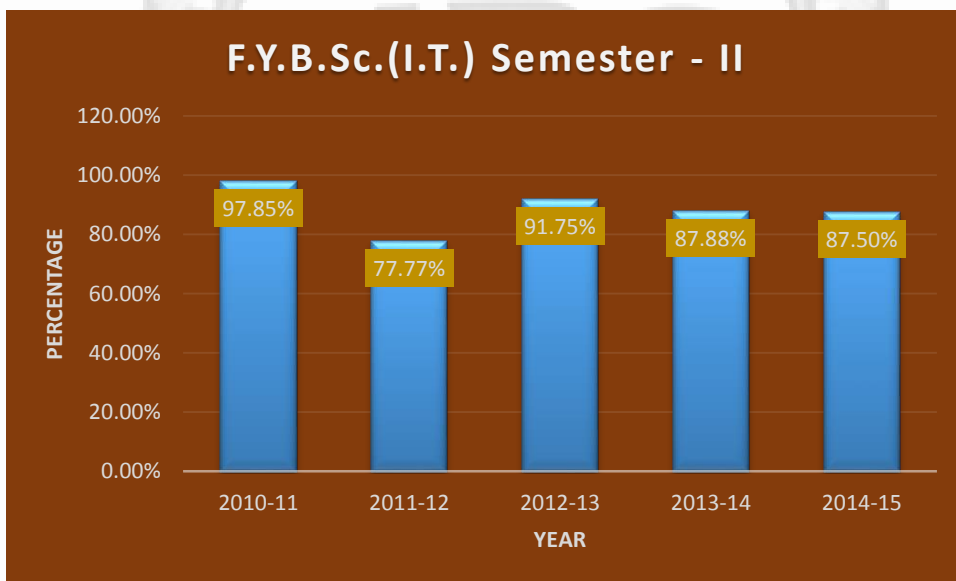
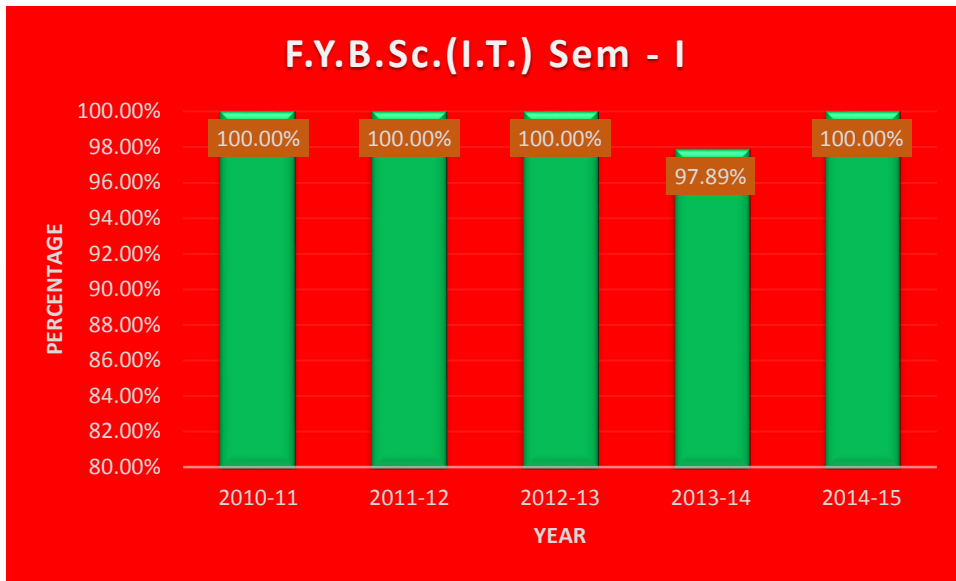


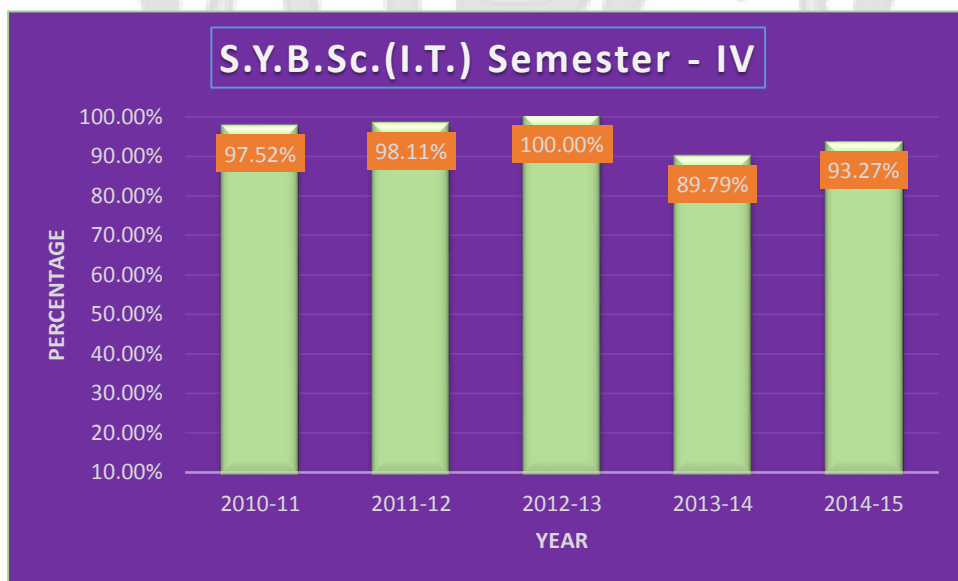
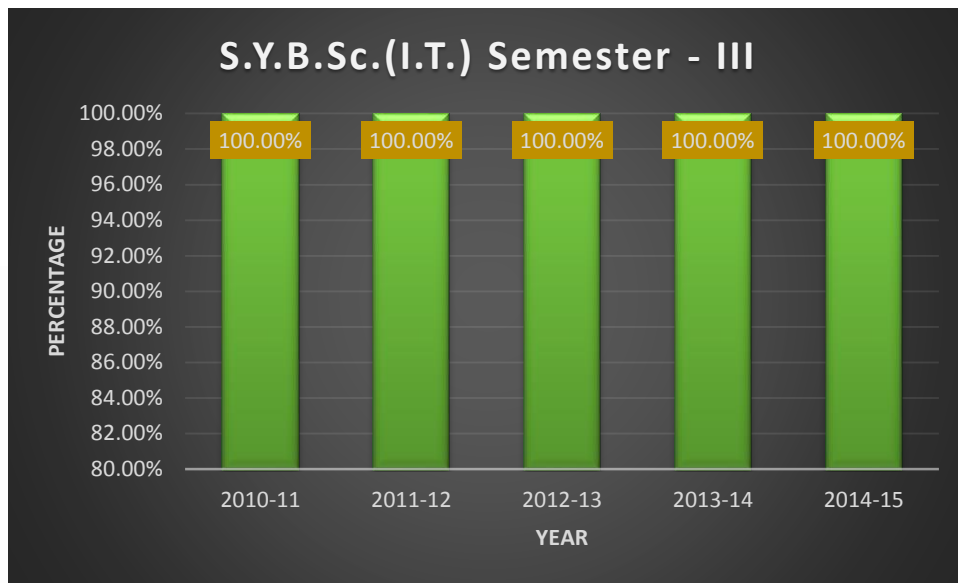


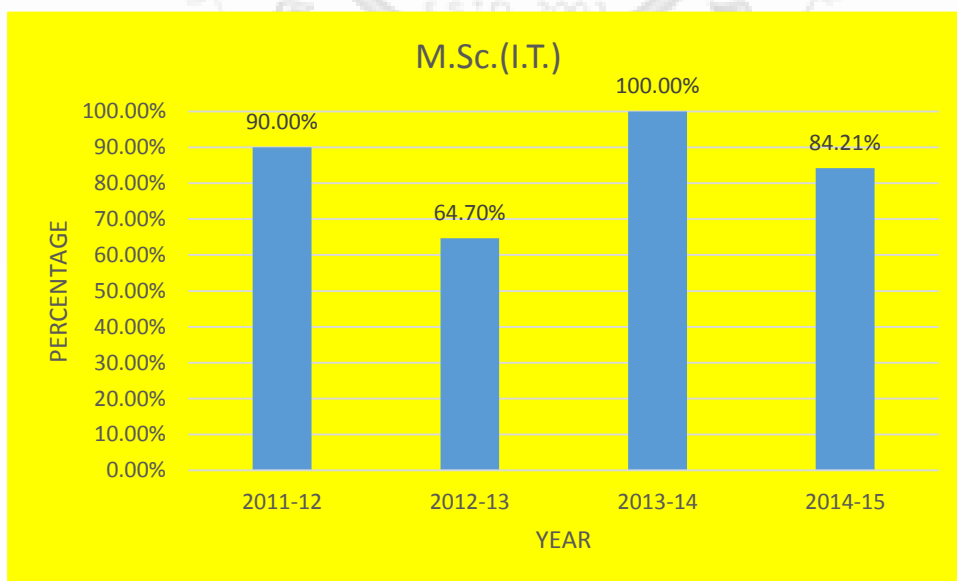
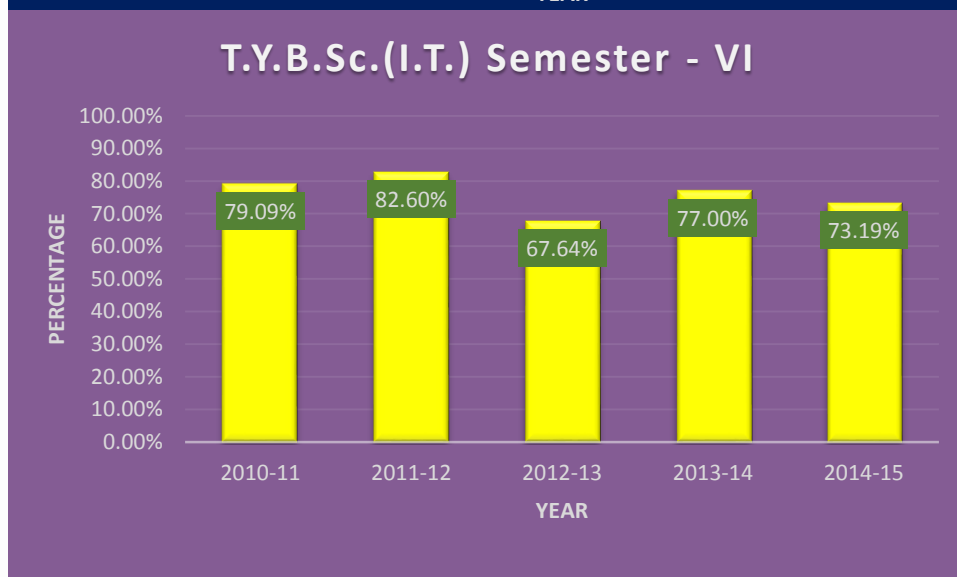
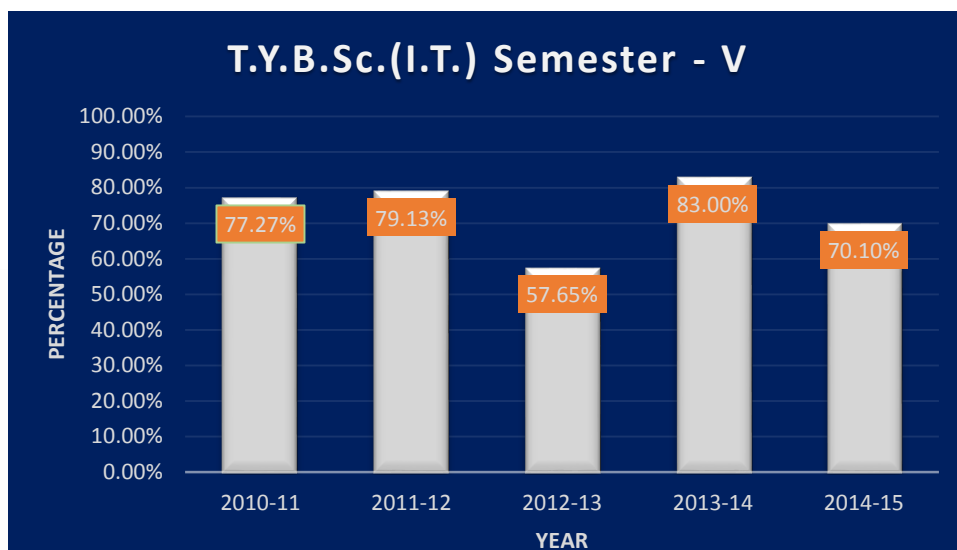












### 5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Majority of the students pursue higher studies in India as well as foreign universities. Some of the students who have completed their masters are:

Name of the student	Year	Name of the Institute	Course
Prathmesh Modi	2010	Aston University, UK	Masters in International Business
Srishti Shetty	2011	University of Manchester, UK	Masters in Marketing
Aastha Singhla	2012	University of Westminster, UK	M.Sc.in Multimedia
Sheetal Ninne	2013	IIM Lucknow	MBA
Gautam Ravichandran	2013	MICA, Ahmedabad	Masters in Advertising
Nidhi Argade	2015	IIM Indore	MBA

- Around 75% of the students go for higher education
- The placement cell provides employment opportunities
- Faculties provide recommendation letters to students who wish to pursue higher studies. Faculties also upload online references for students applying to foreign universities
- Each department invites their accomplished Alumni to share their experiences and inspire the students
- Career counselling is provided through regular activities of career guidance cell
- Preparing students for competitive exams etc.

### 5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

1. The faculty is constantly monitoring the performance of weak students and providing them with personal guidance and counselling
2. Bright students assist the faculty to improve the students who are under performers
3. Remedial coaching is provided to under performers and their improvement is measured through periodic tests and assignments

4. College has a full-fledged mentorship program wherein senior students provide guidance to the academically weak students
5. At time counselling with parents of the under performer is organized.
6. The PTA meetings also helps in identifying such students and their special requirements which are addressed appropriately
7. The dropout rate in the institution is negligible

### 5.3 Student Participation and Activities

#### 5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- All Indoor and Outdoor games offered by Sports Department of University of Mumbai
- Participating in all Literary Art, Fine Art and Performing Art competitions of Youth Festival annually organized by the DSW of University of Mumbai
- The college follows programme calendar for sports activities provided by the UoM.

#### 5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

Year	Activity								
2014-15	<p><b><u>Co-curricular and Extra-curricular Activities:-</u></b></p> <p><b><u>Youth Festival</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of the Student</th> <th style="width: 50%;">Awards received</th> </tr> </thead> <tbody> <tr> <td>Hetal Mehta, SYBMS</td> <td>2<sup>nd</sup> Position – Clay Modelling</td> </tr> <tr> <td>Asha Thakkar, SYBMS</td> <td>Consolation Prize – Spot Photography</td> </tr> <tr> <td>Muskkan Jaferi, TYBMM</td> <td>3<sup>rd</sup> Position – Western Solo Dance</td> </tr> </tbody> </table>	Name of the Student	Awards received	Hetal Mehta, SYBMS	2 <sup>nd</sup> Position – Clay Modelling	Asha Thakkar, SYBMS	Consolation Prize – Spot Photography	Muskkan Jaferi, TYBMM	3 <sup>rd</sup> Position – Western Solo Dance
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Asha Thakkar, SYBMS	Consolation Prize – Spot Photography								
Muskkan Jaferi, TYBMM	3 <sup>rd</sup> Position – Western Solo Dance								

Ritika Turakhia, SYBMM Anchal Ojha, SYBMM Zinal Dedhia, SYBMM Sayali Godambe, SYBMM Riddhi Shah, SYBMM Vidhi Bhuva, SYBMM Tanmai Venguleka, FYBMM , Kh Kotak, FYBMM	3 <sup>rd</sup> Position - Folk Dance
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**College has also participated & won various prizes in following events :**

<b>Festival Name</b>	<b>Date</b>	<b>Awards received</b>
Kshitij - 2014 Organized by Mithibai College	03/12/201 4 to 05/12/201 4	Overall 2 <sup>nd</sup> Position. <ul style="list-style-type: none"> <li>• Mr. Kshitij - 1<sup>st</sup> Position</li> <li>• Solo Contemporary Dance - 1<sup>st</sup> Position</li> <li>• Strings - 1<sup>st</sup> Position</li> <li>• Dot Painting - 1<sup>st</sup> Position</li> <li>• Geometric Sketching - 1<sup>st</sup> Position</li> <li>• Model Making - 1<sup>st</sup> Position</li> <li>• Fashion Show - 1<sup>st</sup> Position</li> <li>• Dauntless - 2<sup>nd</sup> Position</li> <li>• Spot Photography - 2<sup>nd</sup> Position</li> <li>• Mixed Martial Arts - 2<sup>nd</sup> Position</li> <li>• Jockeys Zone - 2<sup>nd</sup> Position</li> <li>• Comic Collage - 2<sup>nd</sup> Position</li> <li>• Street Play - 3<sup>rd</sup> Position</li> <li>• Bollywood Dance - 3<sup>rd</sup> Position</li> <li>• Ad Film Making - 3<sup>rd</sup> Position</li> </ul>
Detour - 2014 Organized by Jai Hind College	05/12/201 4 to 07/12/201 4	<b>Photography Event - 2<sup>nd</sup> Position</b>

O2thefest - 2014 Organized by Bhavan's College	05/12/14 to 10/12/14	<b>Overall 1<sup>st</sup> Position.</b> <ul style="list-style-type: none"> <li>• Bheja Fry (Quiz) - 1<sup>st</sup> Position</li> <li>• Shabdh Yudho (Word Wars) - 1<sup>st</sup> Position</li> <li>• Bakbar Samrat (RJ Hunt) - 1<sup>st</sup> Position</li> <li>• Chehek-Katha (Tweet Story) - 1<sup>st</sup> Position</li> <li>• Folk-Kriti (It's all folks) - 1<sup>st</sup> Position</li> <li>• Desi Funkaar (Band Event) - 1<sup>st</sup> Position</li> <li>• Khooni-Raaz (Murder Mystery) - 1<sup>st</sup> Position</li> <li>• Bhukkadon ki Aafat (Hungry Tazz) - 1<sup>st</sup> Position</li> <li>• Dhishum-Dhishum (War of CLs) - 1<sup>st</sup> Position</li> <li>• Khazana-Mazaana (Treasure Hunt) - 1<sup>st</sup> Position</li> <li>• Kabadi Vadya (Junk Instruments) - 2<sup>nd</sup> Position</li> <li>• Yugal Juggal (Duet Dance) - 2<sup>nd</sup> Position</li> <li>• Dhina Dhin Dha (Bollywood Dance) - 2<sup>nd</sup> Position</li> <li>• Saap-Seedhi (Snakes &amp; Ladders) - 2<sup>nd</sup> Position</li> <li>• Haasya Kala (Flex Painting) - 2<sup>nd</sup> Position</li> <li>• Desh Rangeela (Acrylic Painting) - 3<sup>rd</sup> Position</li> <li>• Raja -Raani (Mr. O2)</li> <li>• Cover Story (Pehla Panna)</li> <li>• Yuwaaz (Street Play)</li> <li>• Umbrella Painting</li> </ul>
Vaayu - 2014 Organized by NMIMS	17/12/14 to 20/12/14	<ul style="list-style-type: none"> <li>• Steal the show (Mr. Vaayu) - 1<sup>st</sup> Position</li> <li>• Horcrux Hunt - 1<sup>st</sup> Position</li> <li>• The Show Goes On - 1<sup>st</sup> Position</li> <li>• The Activist - 1<sup>st</sup> Position</li> <li>• So You Think You Are Funny - 1<sup>st</sup> Position</li> <li>• WWE 2K15 PS4 - 1<sup>st</sup> Position</li> <li>• Criminal Art - 1<sup>st</sup> Position</li> <li>• Fashion Mirage - 1<sup>st</sup> Position</li> <li>• COD Advanced Warfare PS4 - 1<sup>st</sup> Position</li> <li>• Snap Stories - 1<sup>st</sup> Position</li> <li>• Ad-age - 1<sup>st</sup> Position</li> <li>• Lights Will Guide You Home - 1<sup>st</sup> Position</li> <li>• Captain Planet - 1<sup>st</sup> Position</li> <li>• The Revelation - 2<sup>nd</sup> Position</li> <li>• Gali Gali Mein Shor Hai - 2<sup>nd</sup> Position</li> </ul>

Blitzkrieg - 2014 Organized by K. C. College	28/12/14 to 29/12/14	<ul style="list-style-type: none"> <li>• Survival of the Fittest - 1<sup>st</sup> Position</li> <li>• Tiding of the Lands - 1<sup>st</sup> Position</li> <li>• Round of 16 - 1<sup>st</sup> Position</li> <li>• Kingdom Ki Khabar - 1<sup>st</sup> Position</li> <li>• Queen of Blitzkrieg - 2<sup>nd</sup> Position</li> </ul>
Malhar - 2014 St. Xav. College	14/08/2014 16/08/2014	<ul style="list-style-type: none"> <li>• Sutradhar Ki Zubhani : Hindi Theatre - 1<sup>st</sup> Position.</li> <li>• Thespian Rapsody : English Theatre - 2<sup>nd</sup> Position</li> <li>• Mr. Malhar - 2<sup>nd</sup> Runner Up.</li> </ul>
Umang - 2014 N.M. College	14/08/2014 17/08/2014	<ul style="list-style-type: none"> <li>• San Frontiers -Departmental Trophy.</li> <li>• FIFA - 1<sup>st</sup> Position.</li> <li>• DOTA - 2<sup>nd</sup> Position.</li> </ul>
Enigma - 2014 R.A. Podar College	07/08/2014 10/08/2014	<ul style="list-style-type: none"> <li>• Mr. Engima, Montage, The Voice, Ad Film, Chunaav Tunaav, Foot Tennis and Word Games - 1<sup>st</sup> Position.</li> <li>• Grail Trail, Investment Quiz, Zara Hatke Zara Jhatke (Bollywood Dance), Show Reel, Bucketball and The Ultimate Quet - 2<sup>nd</sup> Position.</li> <li>• Sports Quiz, Eco Politico Quiz, Battle of Brushes and</li> <li>• The Renaissance Quiz - 3<sup>rd</sup> Position.</li> </ul>

**Sports :**

Ms. Sancheti Akshi, FYBMS student won Bronze Medal in Table Tennis (single) at University level,

2013-14

**Co-curricular and Extra-curricular Activities:-****Youth Festival - 2013 :**

College was participated at the 'Youth Festival - 2013' organized by University of Mumbai. The student won in following events.

Events	Position	Name of the student
Western Solo	1 <sup>st</sup>	Mr. Armaan Malik, F.Y.B.M.M.
Classical Dance	3 <sup>rd</sup>	Ms. Lekhinee Desai, T.Y.B.M.S.

**College has also participated & won various prizes in following events organized by colleges**

Sr. No.	Events	Position	Name of the College
1	Inter-College Academic Mind Maze Quiz Competition	2 <sup>nd</sup>	St. Andrews' College, Bandra
2	Debate Competition	1 <sup>st</sup>	Fever 104 Radio Channel
3	Kshitij- 2013	1 <sup>st</sup>	Mithibai College, Vile Parle
4	Mirage 2013	1 <sup>st</sup>	Nagindas Khandwala College, Malad.
5	Crescendo 2013	1 <sup>st</sup>	Malini Kishor Sanghvi College, Vile Parle
6	Drishti 2014	2 <sup>nd</sup>	N. M. College, Vile Parle
7	Vividh 2014	2 <sup>nd</sup>	Pravin Gandhi College of Law, Vile Parle

2012-13

**Co-curricular and Extra-curricular Activities:-**

**Youth Festival - 2012 :**

Our College Folk Dance Team won 1<sup>st</sup> Rank Trophy at the 'Youth Festival - 2012' organized by University of Mumbai. Our student Mr. Mitsun Soni won 2<sup>nd</sup> Prize at 'On the Spot Photography' in the festival.

**MALHAR - 2012 :**

Our college participated in Malhar - 2012 organized by St. Xavier's College. Our students won many prizes in various events

**UMANG - 2012 :**

Our college participated in UMANG - 2012 organized by N. M. College. Our students won the prizes in various events.

**O2 - 2012 :**

Our College Won 1<sup>st</sup> Overall Winners at the 'O2 - 2012' organized by Bhavan's College. Our college student Mr. Jay Bhabsali won Mr. O2 and our college students won many prizes in various events.

**VAAYU - 2012 :**

Our college participated & won **1<sup>st</sup> Prize** in **Vaayu' 2012** organized by Anil Surendra Modi School of Commerce, NMIMS University.

**Kshitij- 2012 :**

Our college participated & won **1<sup>st</sup> Runner-up Trophy** in **Kshitij - 2012** organized by Mithibai College.

**Lakshya 2012 - 13 :**

Our College **Won 'BEST COLLEGE' Trophy** at the '**Lakshya 2012-13** organized by Malini Kishor Sanghvi College, Vile Parle.

**VIVIDH - 2013 :**

Our College **Won '1<sup>st</sup> Runners up Trophy** at the '**Vividh - 2013**' organized by Pravin Gandhi College of Law, Vile Parle. Our students received the trophy at the hands of **Mr. Edward Maya, Singer & an International Artist from Romania**. Our college students won many prizes in various events.

**ENIGMA - 2012 :**

Our College **won 1<sup>st</sup> Runner's Up Trophy** at the '**Enigma - 2012**' organized by Poddar College, Matunga. Our college also won **1<sup>st</sup> Runner's Up Trophy in Quizzers Arena Trophy**. Our students won many prizes in various events.

2011-  
12**Co-curricular and Extra-curricular Activities:-**

2 students of T.Y.B.M.S. participated in Inter-collegiate Debate Competition organized by **India Against Corruption (IAC)**. Qualified in the Zonal level against Bhavan's College.

**Youth Festival :**

Our college qualified in Folk Dance, On-The-Spot Painting, Classical Dance in the Youth Festival 2011 organized by University of Mumbai.

**UMANG 2011:**

- Our college won the '**Umang 2011**' trophy for the Umang inter-collegiate festival organized by N.M. College.
- Ms. Shreya Sanil, T.Y.B.M.S. student participated in a Debate Competition on the topic "**India Against Corruption**" on 2<sup>nd</sup> and 3<sup>rd</sup> August, 2011. She has awarded as **Best Speaker** in the rounds Bhavans College and Jai Hind College. The rounds are organized by Bhavans College & Wellingkar Institute respectively.
- Ms. Shreya Sanil and Mr. Gautam Ravichandran, B.M.S. students had secured 3<sup>rd</sup> prize in Debate Competition in "**Adorea**" Wilson College Festival.

**Ray 2011 :**

Our college Participated in Ray 2011 annual college festival of Bhavans College scheduled on 12<sup>th</sup> & 13<sup>th</sup> & 14<sup>th</sup> December, 2011. Our students won the awards as follows:

Events	Prize
Acting Event	1 <sup>st</sup> Position
Reporting Event	1 <sup>st</sup> Position

Script Writing Event	1 <sup>st</sup> Position
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**Lakshya 2011 :**

Our college won the '**Best College**' trophy at Lakshya 2011 annual college festival of Malini Kishor Sanghvi College scheduled on 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup> & 24<sup>th</sup> December, 2011. Our students won the awards as follows:

Events	Prize
La Moda (Fashion Show)	1 <sup>st</sup> Position
Blah Blah Blah (Dubbing Event)	3 <sup>rd</sup> Position
Capture Live (Photography Event)	3 <sup>rd</sup> Position

**VAAYU 2012 :**

Our college participated & won **1<sup>st</sup> Prize in Vaayu' 2012** organized by Anil Surendra Modi School of Commerce, NMIMS University from 07/02/2012 to 10/02/2012. Our students won the awards as follows:

Events	Prize
Folk Dance	1 <sup>st</sup> Prize
JAM	1 <sup>st</sup> Prize
The Gimmick	1 <sup>st</sup> Prize
Mr. and Mrs. Vaayu	1 <sup>st</sup> Prize
VJ Hunt	1 <sup>st</sup> Prize
Kahin Kisi Road	1 <sup>st</sup> Prize
Motelys Crew	1 <sup>st</sup> Prize
Sufi Singing	1 <sup>st</sup> Prize
Color me Bad	1 <sup>st</sup> Prize
Captain Planet	1 <sup>st</sup> Prize
Say Cheez	1 <sup>st</sup> Prize
Local Tadka	2 <sup>nd</sup> Prize
Contemporary Dance	2 <sup>nd</sup> Prize
World Box	3 <sup>rd</sup> Prize
Under Construction	3 <sup>rd</sup> Prize

**Zodiac 2012 :**

Our college students won '**Best College trophy**' in **Zodiac 2012** (3days festival) organized by **Rajiv Gandhi Institute of Technology**, Versova, Andheri on 31<sup>st</sup> March, 2012. Students participated in more than 35 events.

**Event Management Award :**

Our college won the Super Event Manager Award 2012 organized by National Institute of Event Management in collaboration with Education Times. The awardees are Anant Chowdhary and Ankita Tiwari from our college.

**Sports:- Participation in University Sports Festival**

Ms. Vaishali Sanas, TYBMM participated in West Zone Inter University Football Tournament

2010-  
11**Co-curricular and Extra-curricular Activities:-****Youth Festival :**

Our College stood 2<sup>nd</sup> in **Folk Dance** competition at the 43<sup>rd</sup> 'Youth Festival' organized by 'Department of Students Welfare', University of Mumbai. Our college students qualified & won in following events at Zonal level (Zone - III, between Mahim to Dahisar).

Sr. No.	Competition	Position
1	Rangoli	1 <sup>st</sup> at Zonal level
2	Elocution Group B - English	1 <sup>st</sup> at Zonal level
3	College	2 <sup>nd</sup> at Zonal level
4	Classical Dance	2 <sup>nd</sup> at Zonal level
5	Folk Dance	3 <sup>rd</sup> at Zonal level
6	Poster Making	3 <sup>rd</sup> at Zonal level
7	Indian Light Vocal	Consolation at Zonal level

**MOOD-INDIGO:**

Students had participated in MOOD INDIGO 2010 for 3 days i.e. from 21<sup>st</sup> December, 2010 to 23<sup>rd</sup> December, 2010. They participated in various events like Drama, Fine Arts, Literary Arts and Informals events. Following are the highlights of the achievements:

Event	Name	Event Name
Drama	Qualified for Final Round	Aagaz : Street Play Competition
Fine Arts	Neha Mistry and Karishma	Rapid Fine Arts
	Neha Mistry	Wax Moulding Competition
	Bhavi Joshi and Juhi Shah	Rangoli Competition
Literary Arts	Nidhi Mehta and Trishna Mehta	Wordsworthy
Informals	Sagar Gada	Talent Search Competition

**Spring Fest - I.I.T., Kharagpur :**

Invited to participate in Spring Fest - I.I.T. Kharagpur. 37 students had participated in **52<sup>nd</sup> Spring Festival**. Students participated in various events like Dance, Fusion, Dramatics and Literary events. Following are the highlights of the achievements:

Event	Name	Rank/Prize
Karaoke	1. Mr. Kanhaiya Maheshwari, S.Y.B.M.M.	1 <sup>st</sup> Rank cash voucher of Rs. 2000/-
	2. Ms. Ishita Dave, S.Y.B.M.M.	Consolation Prize & Goodie Bags
	3. UPG - Group Singing	T-Shirt 2 <sup>nd</sup> Prize
JAM	Mr. Phiroze Marolia, S.Y.B.M.M.	2 <sup>nd</sup> Prize out of 108 students
Duo Dance	Ms. Janki Mehta	Miss Beautiful Award & 1500/- cash prize
Literary event	UPG - Group activity	Qualified among top 10
Street Play	7. Team of 8 students	3 <sup>rd</sup> Prize
Fulzari	8. Team of 3 girls	5 <sup>th</sup> Prize

**Drishti -2011 :**

Our college students participated in **Drishti - 2011** held between 12<sup>th</sup> - 16<sup>th</sup> February, 2011 organized & hosted by **N. M. College of Commerce & Economics**. College has won the **1<sup>st</sup> Runner-Up** trophy. Students participated & won events as follows.

Sr. No.	EVENTS	POSITION
1	Fashion Show (Ravissant)	1 <sup>st</sup> Prize (Trophy + 40 grand Lakme Cosmetic Kits)
2	Dance (Zest)	3 <sup>rd</sup> Prize
3	Tattletale (Media Event)	1 <sup>st</sup> Prize (LCD TV) + 2 <sup>nd</sup> Prize (Rs. 10,000/- worth RIOT Clothing Voucher)

4	Rock & Roll Hall of Fame (11M - A Patented Event)	1 <sup>st</sup> Prize ( 10 Branded Sunglasses + 1 Watch)
5	Management Event a) Insurgence b) Impressario c) Mafioso d) Masked Mortality	RIOT Voucher worth Rs. 10,000/- 3 <sup>rd</sup> Prize 3 <sup>rd</sup> Prize 3 <sup>rd</sup> Prize 3 <sup>rd</sup> Prize
6	Vortex (Treasure Hunt)	---
7	Echelon (Creating a new Drishti)	---

**43<sup>rd</sup> Inter Collegiate Cultural Competition :**

College received a copy of final results of **43<sup>rd</sup> Inter Collegiate Cultural Competition 2010 - 2011** from the Department of Students' Welfare, University of Mumbai. Students of our college won the following events are as follows.

Events	Position	Name of the students
Story Writing Gr 'B'	I	Srinath Rao
Story Writing Gr 'A'	II	Kanta Wandrekar
Folk Dance	II	1) Shruti Anchan 2) Tejinder Kaur Bajwa 3) Nikita Jawle 4) Priyanka Paranjape 5) Ankita Mestry 6) Neeti Jha 7) Shivani Agnihotri 8) Shikha Dayani 9) Dish Shah 10) Shraddha Rao

**Sports :-**

**Participation in University Sports Festival.**

Sr. No	Name of the student and Class	Event	Position
.			

1.	Ms. Yesha Gala, SYBMS	Inter-Collegiate Swimming (Freestyle)Tournament	Bronze Medal
2.	Boys Team	Inter-Collegiate Handball	4 <sup>th</sup>
3.	Girls Team	Inter-Collegiate Handball	Quarter-Finals
4.	3 members of Boys Team 3 members of Girls Team	Handball	National Trials
5.	Pratik Salarka, SYBMS	Inter-Collegiate Squash Tournament	Quarter-Finals
6.	Boys Chess Team	Inter-Collegiate Chess Tournament	5 <sup>th</sup>
7.	Girls Basketball Team	Inter-Collegiate Sports Festival, "Zeal" conducted by the Elphinstone College	1 <sup>st</sup>
8.	19 students (11 Boys & 8 Girls)		10 grace marks from University of Mumbai (first time)

### 5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- The institute regularly takes feedback from Alumni to work towards quality improvement
- Feedback from employers is collected during campus placements
- Professional organizations like Rotary club also provide the institution with valuable feedback
- The value added certificate courses conducted by the institution are a result of feedback received from the industry and the stakeholders.

### 5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- College has started a student research cell to motivate and guide students to write research papers in a journal titled "Amateurs"
- Student editing team in association with teacher editors come out every year with annual magazine "Uth-Eye"
- PR and publishing work during college festival "Aahan"

- Creative writing assignments and collection of stories written by students titled as “Flourishing Minds”
- Journalism students write for local newspapers and magazines

**5.3.5 Does the college have a Student Council or any similar body?  
Give details on its selection, constitution, activities and funding.**

Yes. The Students’ Council is constituted as per the directives of the University of Mumbai and as prescribed in section 40 of the Maharashtra Universities Act (1994).

- Students’ Council members elect the General Secretary, Cultural Secretary and Sports Secretary
- Students’ Council is funded by college
- Students’ Council organizes several social awareness programs
- Students’ Council organizes the Annual Day every year
- Students’ Council members work in close association with teacher in-charge of various committees like sports, cultural, magazine, N.S.S.

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

Students are very important stake holder and hence they are actively involved in all college activities, committees and societies. They conduct various co-curricular and extra-curricular activities, each committee is headed by a faculty member to provide with necessary guidance. The students are actively involved in planning, organizing and executing various activities which are beyond the classroom.

The academic and administrative bodies that have student representatives on them are:

- Students’ Council
- Alumni Association
- ‘Aahan’ (College festival)
- Mentorship Program
- NSS
- DLLE
- CWDC
- RCUPG
- RAW
- Montage
- Magazine
- Entrepreneur Cell
- Research Cell
- Cultural Committee
- Sports Committee

**5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

Alumni association is formed and regular events are held to interact with them and share ideas that can enhance the growth of the institution. College also keeps in touch with its Alumni through social networking sites. Alumni are also invited for workshops, lectures to motivate students. Many of the former faculty members are invited for guest lectures to share their experience and knowledge.

**Any other relevant information regarding Student Support and Progression which the college would like to include.**

- Students are counselled at the time of admission about the choice of core options.
- In the Arts stream, flexibility is given to the students by allowing them to attend lectures of the various optional subjects for a few days and then permitted to make their choices.
- There is a very active placement cell and students avail of its services.
- The College has a much higher pass percentage than the university pass percentage and there are many students on the university merit list in various subjects.
- Students are given plenty of opportunities to showcase their talent whether it is in performing or fine arts and for participating in sports activities through the various societies / cells / forums.
- Most departments take their students on industrial visits. Not all students can afford to pay for the same, but no student is deprived of this opportunity and the department supports them.

The background of the page features a large, faint watermark of the SVKM's UPG logo. The logo is a shield-shaped emblem with a lamp at the top, the text 'SVKM's UPG' in the center, and 'ESTD 2003' at the bottom. The shield is flanked by two figures and has a banner at the base with the motto 'UNIVERSITY OF PROGRESS AND GROWTH'.

**CRITERION VI: GOVERNANCE  
LEADERSHIP AND MANAGEMENT**

**‘Management is doing things right; leadership  
is doing the right things’**

**- Peter Drucker**

## **6.1 INSTITUTIONAL VISION AND LEADERSHIP**

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

### **Vision**

The institution strives to empower students with knowledge and skills in their chosen fields, by providing opportunities to realize their potential by motivating them towards community linked initiatives, thereby shaping them into future leaders.

### **Mission**

To inculcate life skills by providing value-based education and nurturing a scientific spirit of inquiry in the young minds.

### **Objectives**

- To sharpen students' focus and inculcate research culture thereby helping them to achieve academic excellence.
- To empower them for lifelong learning by fostering rational and independent thinking.
- To sensitise the students towards the neighbouring environment and society at large.
- To stimulate students' inborn talent and skill by understanding their aptitude and capability and to mould their passion into profession.

**6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The Principal and Staff members jointly outline the quality policy which is discussed and approved by the top management.

### **Quality Policy**

- Ensuring the support of all stakeholders enabling the college to improve the services offered to the learners.
- Effective utilization of human and other resources to enhance the quality of education.
- Providing state-of-the-art infrastructure and ICT facilities to augment the teaching-learning process.
- Fostering competencies to equip learners to face demands of a changing world.
- Inculcating a sense of social and moral responsibilities towards society and the environment.

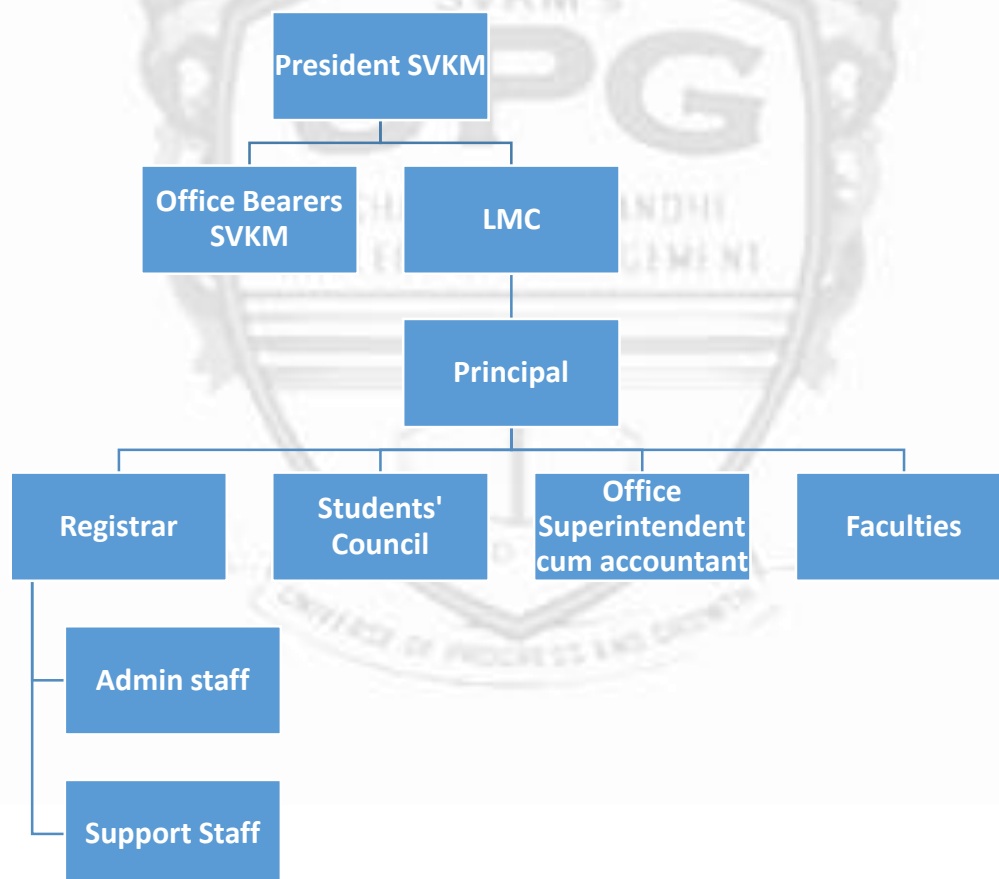
The managing trust SVKM, appoints a member of its managing committee as the in-charge of the college. This trustee acts as a liaison between the management and the college in order to communicate policies and plans to the college authorities.

Also, there is a Local Managing Committee of the college which has the following composition

- College Principal, Chairperson
- CEO of SVKM Trust
- Other members of SVKM Trust
- Principal
- Representatives of teaching staff
- Representatives of non-teaching staff

The Local Managing Committee meets twice every year, once at the end of every semester term to review the overall functioning of the institution. Some of the issues discussed in the meeting are related to following:

- Academic and administrative report
- Staff activities
- Students activities
- Extracurricular activities
  - Placement activities etc.



### 6.1.3 What is the involvement of the leadership in ensuring:

- **The policy statements and action plans for fulfillment of the stated mission**
- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**
- **Ensuring the policy statements and action plans for fulfillment of the stated mission:**
  - The head of the institution conducts meeting with the teaching staff at the beginning of every semester of academic year to discuss and decide the action plan for the fulfillment of the stated mission.
  - The responsibilities of teaching staff are then well distributed through the committee system which clarifies the functional limits of all the teaching staff members respectively. At the end of every semester, Local Management Committee meets to review the functioning of the institution which includes the assessment of efforts to fulfill the stated mission.
  - Also, the head of the institution conducts regular departmental meetings to review the mission oriented functioning.
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:**
  - To ensure that all operations of the institution are well conducted, there is a committee system in place in the organization.
  - The operations such as admissions, examinations, sports, cultural activities etc. are managed by respective committees headed by the chairperson who formulates the action plan for the academic year at the beginning of the academic year.
  - However, in case of admissions the planning begins well in advance as the people involved in admission task need extensive training for an automated process.
  - The major function of teaching remains to be the departmental responsibility under which every teacher prepares a teaching plan at the beginning of every semester.
  - The composition of committees and the academic calendar are incorporated in the college prospectus every year.

- **Interaction with stakeholders:**
  - At the beginning of the academic year an orientation program is organized for first year students along with their parents to acquaint them with the policy of the institution, rules, regulations etc.
  - College has a website which is accessible to all the stakeholders.
  - The admission process is online and all the announcements and notices regarding admission process are uploaded on the website for prospective students as well as general public.
  - On the website the contact details are also displayed.
  - Regular feedbacks are collected from students for teacher evaluation. For this, now, there is a provision to register the feedback online with the use of blackboard technology.
  - Regular parent-teacher meetings are conducted to discuss matters such as attendance record and academic performance.
  - A suggestion box is located outside the administrative office for students to give their suggestions for improvements.
  - Media is invited to the college festival to ensure that the institution receives general publicity.
  - Regular interaction with the university takes place on administrative, admission, attendance, sports matters. Necessary government permissions are obtained before conducting various events in the organization.
  - Local Management Committee meets twice a year to review the overall functioning of the institution.
  - Placement Cell of the college ensures that corporate organizations visit the college campus for recruitment.
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:**
  - The college believes in a systematic approach for setting prioritized plans for future action.
  - Formal and informal interactions with the various stakeholders' viz. students, alumni, parents etc. help to put in place mechanisms that ensure the implementation of the mission and the objectives of the college.
- **Reinforcing the culture of excellence:**
  - Taking efforts to maintain the excellence level of culture is the primary responsibility of head of the institution. Constant efforts are made to recruit first-rated teachers who are continuously encouraged to attend orientation and refresher courses organized by the University.
  - Various faculty development programs are also organized for teaching staff members to for their improvement.
  - To encourage students for higher academic and extra-curricular performance, various awards are given on the annual day

celebrations of the institutions which take place in the month of December every year. The top academic performers are also recognized on annual day event.

- Management extends its constant support to maintain the state of the art infrastructure and provides resources from time to time to implement the plans.

➤ **Champion organizational change:**

- Most of the operations of the institutions are done through Enterprise Resource Planning software, SAP. It was ensured that the staff using SAP is well trained before the implementation of the system.
- The admission process is also automated wherein students are required to submit the admission form online. The admission process is well integrated with SAP system.
- This change in the process was envisaged jointly by the management and head of the institution and it was ensured that everyone involved in this new procedure is well trained and well equipped to meet the challenge.
- To enhance the knowledge base and experience, teachers are encouraged to rotate the subjects in the semester. To encourage the teachers to take up the leadership role, the changes in the headship of the department is suggested and the same is accepted.
- Every year, changes are made in the administrative committees to ensure that teachers get wider exposure.

**6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

- Head of the institution conducts regular meetings with each department to monitor the progress of the planned effort.
- Term end meeting, chaired by the head of the institution and attended by teaching staff, is conducted at the end of every semester to evaluate the overall performance of the institution.
- In the term end meeting every department head and committee head is given a chance to share the developments with the staff members in the presence of head of the institution.
- Local Management Committee meets twice a year to evaluate the performance of the college comprehensively.
- On monthly basis, a detailed report of academic and non-academic activities is submitted to the management.
- Considering requirements in quality standards of education sector, the chairperson of steering committee has proposed to set up IQAC in February 2016.

**6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The academic departments are headed by a senior teacher in the department. Also, the rotation in the position of the co-ordinator was initiated by the management. This was done to encourage level of preparedness for the next line of leadership.

**6.1.6 How does the college groom leadership at various levels?**

- **Students:** At student level, positions of the Students' Council such as General Secretary, Culture Secretary, Sports Secretary etc. are held by students who are selected through a democratic process. Students are also encouraged to take a leadership role in activities like NSS, DLLE, WDC and annual college festival. Strict scanning process is in place to select these student leaders.
- **Teaching staff:** Teaching staff members are appointed as heads of various committees on rotation basis. This ensures that teachers get opportunities to assume the leadership roles.
- **Non-teaching staff:** Members of the non-teaching staff are encouraged to enhance their skill sets. Many of them work towards augmenting their educational qualifications. The college also organizes expert talks for them in areas like improvement of interpersonal skills etc.

**6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

- In the following decisions, head of the department is granted autonomy to initiate the decision making process:
  - Decisions like finalization of time table,
  - Subject allocation to teachers,
  - Class room adjustments,
  - Guest lecture for students,
  - Field trips etc.

All these decisions are accepted and implemented

- All the committee heads possess the required autonomy to bring necessary changes for the overall improvement in the functioning of the institution.
- For instance, during the preparation of budget for the committee, the head is authorized to suggest changes in the distribution of financial resources within the activities of the committee as per his/her judgment.
- Further, the head of the committee is encouraged to suggest the procedural change for effective functioning.

**6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.**

Yes. College does promote a culture of participative management. The various levels at which this happens are indicated below-

- **Managing trust-** The managing trust, SVKM, appoints one of its members as the In-charge of the college who actively and closely interacts with the college authorities and plays an active role in policy making.
- **The Principal-**The Principal seeks the participation of the teachers in finalizing plans and policies. Implementation of these plans is the responsibility of various committees that are constituted for serving specific purposes.
- **Staff-** The various departments of the college as well as the administrative office are given the freedom to formulate innovative plans for the development,–discipline, and smooth functioning of the respective units or departments.
- **Students-** Students' representatives on the Students' Council give suggestions from time to time. Students also give feedbacks and suggestions. Student leaders of various activities like NSS, DLLE, WDC, College festival are encouraged to take up the responsibilities respectively.
- **Parents-** Many faculties interact with the parents and the feedback obtained from them is communicated to the principal and the relevant authorities for action. Recently, college has setup a parent teacher association to initiate the structure of organised feedback from parent fraternity.

**6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT**

**6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

The Principal and Staff members jointly outline the quality policy which is discussed and approved by the top management.

**Quality Policy**

- Ensuring the support of all stakeholders enabling the college to improve the services offered to the learners.
- Effective utilization of human and other resources to enhance the quality of education.
- Providing state-of-the-art infrastructure and ICT facilities to augment the teaching-learning process.
- Fostering competencies to equip learners to face demands of a changing world.
- Inculcating a sense of social and moral responsibilities towards society and the environment.

**6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

Yes, the institution does have a perspective plan for development.

**Perspective Plan**

Considering demand of Mass Media and growing interest in the field of Television, Media, Production the college proposed to start new course in Bachelor of Arts (Films, Television & New Media Production) with intake capacity of 60 students. A research of neighbouring colleges revealed that in the vicinity no college had offered this new program introduced by the University of Mumbai only in 2013.

Similarly other new courses were planned with the objective of increasing the intake capacity of the students with a plan to grow 50% in numbers in next 3 years. With this aim in mind the following courses would be applied for in the year 2015-2016 to commence from academic year 2016-2017.

Sr. No.	Course	Eligibility for admission	Intake capacity	Remark
1	M.Sc.(I.T.)	B.Sc.(I.T.)/B.Sc (Physics) etc. as per the University circular no. PG/Univ./VCD/ ICC / 2012-13/8.	20 students	Additional division
2	M.A. in Entertainment Media and Advertising	Bachelor from any discipline recognized by UGC or any other competent body appointed for said purpose (University circular no. UG/89 of 2013-14 dated 30/12/2013.	60 students	New course
3	M.Com (Management)	Bachelor from any commerce stream recognized by UGC or any other competent body appointed for said purpose as per University circular	60 students	New course

College also proposed to share the academic resources for the self-financing common courses run among the sister institutions from the academic year 2014–

15. Accordingly, college shared the faculty members for B.M.M. & B.M.S. course with one of the sister institution. Looking at the success the college plans to share faculty members and IT resources for B.Sc.(I.T.) course from the academic year 2016-2017 with neighbouring sister institutions. This will encourage optimal utilization of both teaching and infrastructure resource.

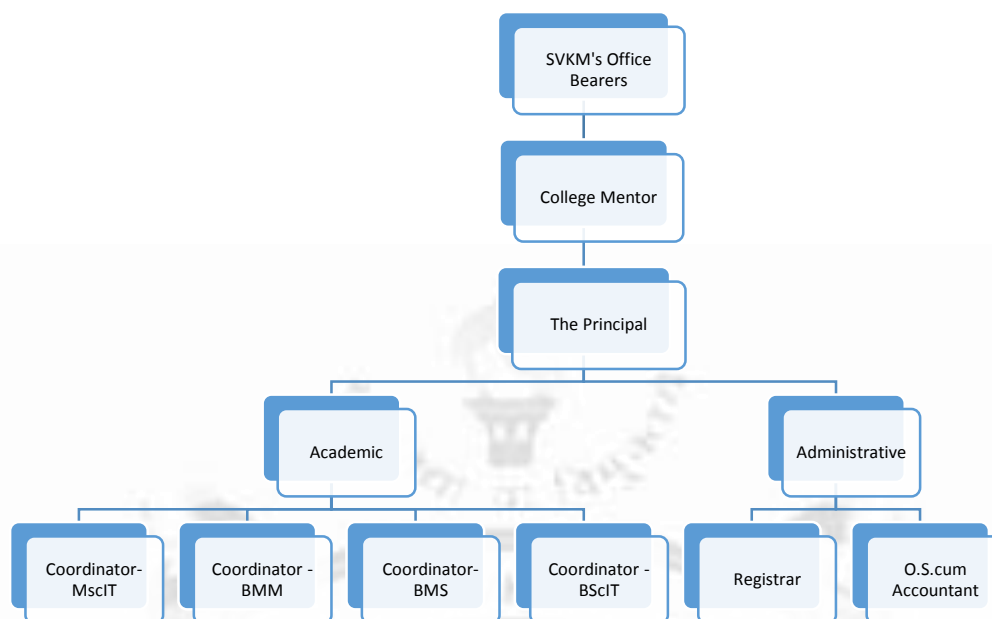
It was proposed that since students' data is already available in SAP from the academic year 2010 – 11 the college can generate results for college examinations from the system with help of SAP team. This would reduce the time to generate leaving certificates, bonafide certificates as well as transcripts. Accordingly, the result module was proposed to be developed by the support staff and from September, 2015 the examination staff planned to conduct examinations and result distribution through SAP. The plan was to book students for examinations, prepared seating arrangements, generate supervisors report, entry of internal & external marks of the examiners, generate statement of marks, revaluation and duplicate statement of marks if required. This would ensure a in house examination and result generation department in the college.

The college proposed to set up a Media Room, functioning as a studio with a set up that includes DSLR cameras, regular professional indoor shooting, lights, sounds, IMAC computers, film making, editing, production software etc. This would make it a viable option and resource room that can be used by B.M.M., B.A. & M.A. students. It can also be offered as a shared resource to other neighbouring colleges. Accordingly books related to the subjects will be made available in the library.

Building partnerships and collaborations with other universities/ research organizations/ industry. Introducing international value added certification program

### **6.2.3 Describe the internal organizational structure and decision making processes.**

- The head of the institution meets the secretary and Chief Executive Officer of the managing trust apprising them of the developments in the college.
- The head also sends a monthly report updating the management on the various achievements, activities as well as asks for various resources to meet the day to day needs of the institution. The head of the institution meets the Heads of Departments on a monthly basis. The various committees also meet periodically and brainstorm on ideas for implementation. These recommendations are -scrutinized, before being incorporated into the annual plan of the college.



**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following-**

➤ **Teaching and learning:**

- Use of technology enabled teaching aids is encouraged and the necessary facilities are provided in the classroom to enhance the teaching learning experience. Classrooms are equipped with latest tools such as LCD projectors. WiFi connectivity is available for the teaching staff to enable the spontaneous sharing of interactive content in the classroom.
- Regular feedbacks from students allows the teachers to look into the methodology adopted by them in the classroom. Faculty Development Programs are held on regular basis on such topics which helps teachers improve their non-verbal communication skills and other necessary skill sets.
- Teachers are encouraged to adopt a participatory approach towards learning in the classroom.

➤ **Research and Development:**

- A student research cell encourages students to contribute recent research which is then reviewed by their faculty who act as their guide so that the research paper can be published.
- Librarian conducts orientation for all the students updating them about the additional resources procured by the library from time to time. The college encourages faculty members to submit research papers at various national and international conferences.

- It also extends infrastructural support to faculty members to carry out their research work smoothly and efficiently.
- **Community Engagement:**
  - The NSS, DLLE and Rotract units of the college organize various extension programs to connect with society and the community. Some of these are enlisted below-
    - Tree Plantation Drives
    - Blood Donation Camps (in collaboration with various agencies and hospitals)
    - Awareness programs on vital issues like drunken driving, AIDS, gender related issues
    - Beach clean-up drives
    - Crowd management during religious festivals
- **Human Resource Management:**
  - It is ensured that staff members are provided best of the working environment with all the necessary facilities.
  - All the staff members are provided medical insurance from the management. Participative management approach ensures that the staff is motivated to contribute to the functioning effectively.
- **Industry Interaction:**
  - Regular industrial visits are arranged to give students the practical exposure of the subjects in the course.
  - Efforts are taken to ensure that companies visit the college campus to conduct recruitment drives.
  - Various publicity opportunities are provided to the industry during the college festival.
  - Visiting faculties with industrial background are allotted subjects in the semester to add value to the learning experience.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

- Every department submits the monthly report to the head of the institution highlighting the major activities undertaken in the month, faculty achievements, extracurricular activities etc.
- The information collected from the departments is integrated into the final report of the institution to be submitted to the management.
- Annual report on the functioning of the institution is submitted to the university at the end of every academic year.
- Management is apprised of various developments of the institution during the regular Local Management Committee meetings.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

- Teaching and non teaching staff members are represented on local management committee which allows them to register their viewpoints in front of the managing authorities. Staff representation on various committees ensures that all facets of functioning are looked at for improvement.
- In addition, statutory bodies of the college also have teaching and non-teaching staff onboard, who take active interest in ensuring progress.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

1. The management through the (Office Bearers) that meets on a weekly basis chalks out policies and resolutions for the smooth functioning of the institutions under the SVKM umbrella. Some of the salient resolutions passed recently at the said meetings are enlisted below-
2. Additional courses: Self financed courses such as B.A. in Film Television and New Media Production and M.Com in Business Management and M.A. in to be started from the next academic year.
3. Additional division: Additional division for self financed course M.Sc. (I.T) to be started from next academic year
4. Change in financial authority due to change in the leadership of the institution.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

Yes the affiliating university does make a provision for granting autonomy. College is currently in the process of obtaining accreditation subsequent to which the process for obtaining autonomy can be initiated.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?**

- The suggestion box is put outside the administrative office for students. At the end of every month the suggestions are considered and feasible solutions are implemented.
- The head of the institution follows an open door policy under which any one is free to approach the head as per the availability to air the grievances.

- College has the grievance and anti-ragging committee to receive the formal grievances from students on regular basis. Feedback mechanisms are put in place during events such as orientation ceremony and annual day celebrations attended by students along with parents.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

- During the last four years, there were six instances of court cases against the institute regarding attendance matters. In two cases, the verdict was in favor of students.
- In two cases, the final hearing is pending and in two cases the verdict was in favor of college.

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

The process on obtaining feedback from students on institutional performance has been initiated for the academic year 2015-16

### **6.3 FACULTY EMPOWERMENT STRATEGIES**

**6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?**

- Teaching staff is encouraged to attend the orientation and refresher courses organized by the University of Mumbai from time to time.
- The notice displaying the information on the same is displayed on the notice board in the staff common room.
- Financial assistance is extended to teachers to encourage them to participate and present research papers in national and international academic conferences.
- Teachers are encouraged to register for doctoral programs and necessary library assistance is ensured for them to assist them in the task of research proposal preparation and further research work.
- Regular training programs are organized for non-teaching staff aimed at enabling them to be effective in handling SAP system.

**6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

- Through state of the art infrastructure, it is ensured that best working environment is provided to faculty members. Departments are given computers, laptops, projectors, internet access etc. All this helps in creating an atmosphere of comfort which motivated the staff continuously.
- Experts are invited to conduct faculty development programs specifically aimed at enhancement of skill set of faculty members. Efforts are also made to organize outbound faculty development program taking the faculty members to more relaxed and stress free environment
- Since the admission process is conducted online, all those who are involved in the admission process are provided necessary training to ensure the hassle free admissions. Non-teaching staff also is provided regular training in the matters of admission.
- Execution of examination work has been integrated into SAP system recently in the college. All the teaching staff members involved in examination work are provided training to ensure smooth functioning.
- The head of the institution during the regular staff meetings motivates the staff to take up more responsibilities and challenging roles.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

- The achievements of the faculty members are monitored through performance appraisal systems as per the guidelines of the UGC.
- Self-assessment forms as per UGC guidelines are filled by all members of the faculty at the end of every academic year.
- The staff members are encouraged to introspect and evaluate their own performance on the teaching front. Appraisal reports are then submitted to the Principal.
- Appraisal is also based on the feedback obtained from students.
- The process of obtaining feedback from students is now automated with the use of Blackboard application
- The Principal analyzes students' feedbacks and shares it individually with the respective teacher to help them analyze and assess their performance and overcome any lacunae.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

- The performance appraisal reports enable the staff members to understand the diverse and changing needs of the students and also to recognize the measures that need to be taken to cater to the student of today.
- The reports also equip the administration to comprehend issues that require attention and take remedial measures.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

- Each staff member is provided medical insurance by the management. Free health checkups are also organized for staff.
- Common fitness centre is available for the staff members at subsidized rates. This facility is common for students and teachers. Staff members are yet to avail of this facility.

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

- Payment to teaching staff is made as per the guidelines of the latest pay commission recommendations and the fixation of the University of Mumbai.
- Infrastructure and other facilities provided to the staff also helps in attracting the good faculty members.
- Higher remuneration as compared to the university norms is offered to the visiting faculties with more than 10 years of teaching experience and those who are from specialised industry background.
- Offering leadership roles in the forms of chairpersons of the various committees, heads of college festival etc

**6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION**

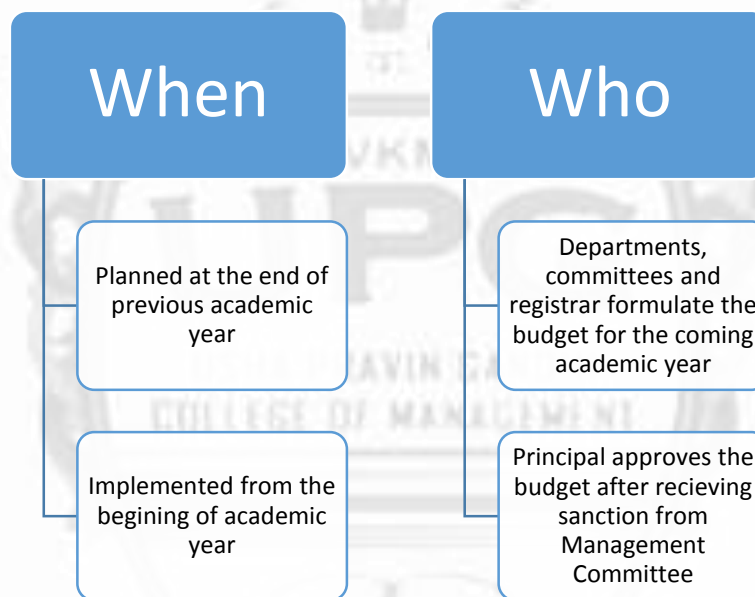
**6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

- The Financial resources of the college are managed jointly by the Principal and the Managing Committee. The financial accounts of the college are maintained using the SAP software.
- The departments and the various committees of the college have the autonomy to draft their annual budget. These budgets are considered

jointly by the Finance/Purchase Committee, Principal of the college, and the Management Committee as per the availability of funds.

- It is only after approval by the latter, that the departments/committees place orders for fulfilling their varied requirements.

### BUDGETING STRUCTURE



#### 6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- The accounts of the college are managed jointly by the Principal and the management. The department of accounts places orders with the approval of the Principal.
- Internal audit of the college is done by an auditor who is appointed by the Managing Committee of parent institution. As per Bombay Public Trust Act, parent institution decides and appoints Statutory Auditor in their Annual General Meeting.
- The role of Internal Auditor is decided by the Parent Institution. No major objections were raised by any of the auditing authorities in the last five years.
- Audit is conducted at the end of every financial year.

**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

- Usha Pravin Gandhi College of Management runs only self-financed courses. Therefore, students' fees is the only financial resource of the college.
- The financial deficit is met by the management. Audited income and expenditure statements of academic and administrative activities can be found in annexure list on page 203.

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

- The College proposes to start additional courses affiliated to University of Mumbai that will increase the total strength of the college as per the perspective plan by 50% in students intake capacity in next 3 years
  - 1) M.COM in Business Management;
  - 2) M.A. in Entertainment Media Advertising;
  - 3) B.A. (Film, Television & New Media Production) and
  - 4) Additional seats for M.Sc.I.T.
- College is also applying for NAAC Accreditation in this academic year which will also help to raise funds from UGC and other government authorities.
- College started various value added courses which helped the students to enrich their knowledge in the subject. These value added courses generate minimum revenue to the college. Few add on courses are proposed for 2015-16.

**6.5 Internal Quality Assurance System (IQAS)**

**6.5.1 Internal Quality Assurance Cell (IQAC)**

**a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes' what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance process?:**

Since this is the first cycle of accreditation, establishment of Internal Quality Assurance Cell is being considered.

However, in the month of February 2014, Steering Committee constituted the Internal Quality Improvement Cell to ensure the quality in academics, infrastructure and administrative matters.

**b. How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?**

Since this is the first cycle of accreditation, establishment of Internal Quality Assurance Cell is being considered.

Internal Quality Improvement Cell, constituted in February 2014, has, so far, made 4 following suggestions:

1. Formation of Alumni association to enhance the industry interaction
2. Formation of Examination Cell to streamline examination and evaluation work
3. Use of Blackboard Technology to obtain the faculty feedback from students
4. Formation of Parents Teachers Association (PTA) to strengthen the stakeholder relationship.

The above suggestions have been accepted and since then implemented by the management.

**c. Does the IQAC have external members on its committee? If so mention any significant contribution made by them**

Since this is the first cycle of accreditation, establishment of Internal Quality Assurance Cell is being considered.

**d. How do students and alumni contribute to the effective functioning of the IQAC?**

Since this is the first cycle of accreditation, establishment of Internal Quality Assurance Cell is being considered.

The Internal Quality Improvement Cell, constituted in 2014, has alumni as its members who contribute to its functioning by way of bringing different perspectives.

**e. How does the IQAC communicate and engage staff from different constituents of the institution?**

Since this is the first cycle of accreditation, establishment of Internal Quality Assurance Cell is being considered.

**6.5.2      Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes' give details on its operationalisation**

The IQIC undertakes to monitor academic and administrative activities in following manner:

- Through the different committees that look in the areas pertaining to academics, cultural, sports and extension activities.
- This setup ensures continuous improvement process through interaction between students, administrators and faculties.
- It also reviews its committee activities through monthly departmental reports along with yearly committee reports.
- Every teacher of the college is appointed in some committee or the other which enables them to enhance and polish skillset, ideas and issues.

**6.5.3      Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If 'yes', give details enumerating its impact.**

Yes. The College has implemented SAP system, an Enterprise Resource Planning model as part of quality assurance mechanism. For this, training programs were conducted for teaching as well as non teaching staff.

This training has helped the college administration to effectively manage this transformation in the areas of admission, attendance records, accounting processes, feedback mechanism, examination and results processing.

**6.5.4      Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes' how are the outcomes used to improve the institutional activities?**

Yes. SAP system has an in built monitoring mechanism allowing the management to review the functioning and efforts of the organization to achieve academic objectives.

IQIC recommended and invited team of self financing staff member from other colleges to conduct an academic audit of each of the department. The curricular aspects and Teaching, learning and evaluation processes were reviewed. Suggestions given were implemented by respective departments.

**6.5.5      How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies /regulatory authorities?**

The IQIC regulates and makes suggestions on university rules, UGC guidelines and instructions given by state Government to maintain required standards of teaching learning process and also to conduct examinations and undertake evaluations.

**6.5.6. What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome.**

- Departmental meetings are conducted on regular basis
- Staff meetings are conducted at the beginning and at the end of each semester
- The workshops are arranged at the departmental level which helps to monitor the process and enhance student centric learning.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

The IQIC communicates its quality assurance measures conducted through the academic year by submitting semester end report conveyed to internal and external stakeholders via :

- College website
- College magazine
- College prospectus
- During the PTA meetings
- Conducting LMC meetings every semester

The background of the page features a large, faint watermark of the SVKM's UPG logo. The logo is a shield-shaped emblem with a lamp at the top, an open book at the bottom, and the text 'SVKM's UPG' and 'ESTD 2003' integrated into the design.

**CRITERION VII – INNOVATION AND  
BEST PRACTICES**

**‘Innovation is the only way to win’**

**- Steve Jobs**

## 7.1 Environment Consciousness

### 7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Earth has faced severe problems when it comes to global warming and has created a threat of existence to humans. Keeping this in mind the institute works towards the betterment of the society. For this the College has set up an Environmental audit committee to carry out the green audit of its campus and other facilities. The process for this is initiated. The college has also called in an external auditor to carry out a green audit in the campus. The letter in this has been forwarded to the registrar of the institute. Mrs. Jyothi Gandhi who is a botanist has been appointed as a consultant for the institute and is advising us on making campus green and facilitating the procedure.

### 7.1.2 What are the initiatives taken by the college to make the campus eco- friendly?

Ecological balance is a must for every institute. Ecological imbalances can adversely affect the stakeholders as well as the shareholders of the institute. The institute takes efforts in making the college eco-friendly in the following ways.

- **Energy conservation:**
  - The institute has appointed floor peons who make sure that every day the lights, fans and air conditioners are switched off after every lecture.
  - Also students are constantly educated to save water and electricity.
  - New air conditioners have been fitted in the classes and labs on the 3<sup>rd</sup> floor.
  - The institute has replaced the power hungry compact fluorescent lamps (CFL) with power saving light emitting diode bulbs (LED) which has helped save the institute on its electricity consumption and hence reducing the carbon foot print.
  - The institute observes 1<sup>st</sup> Friday of every month as a no lift day and 1<sup>st</sup> Saturday of every month as a no Air conditioner day.
- **Uses of renewable energy:** The institute plans to install solar powered technologies in the campus.
- **Water harvesting:** There is a provision for rain water harvesting in the institute. But this water is not potable hence it is used for cleaning, watering etc.
- **Check dam construction:** The institute is located in an urban area thus the dam construction activity is not possible.
- **Efforts for carbon neutrality:** The institute takes efforts to reduce the carbon footprint on the environment.
  - Recently the institute replaced the entire 3<sup>rd</sup> floor air conditioners with new energy efficient air conditioners.

- The institute has switched from CFLs to LEDs and it has helped in reducing the electricity bills to a certain extent.
- Annual maintenance contracts are given to vendors to look after all the air conditioners in the institute. This makes sure that the air conditioners work efficiently.
- Air conditioners are setup at 24 ° Celsius to keep the classrooms cool and reduce energy consumption.
- Photocopying and printing of paper is done on both the sides in order to save paper.
- Most of the intra-college communication happens through emails.
- Old newspapers, magazines and journals are sold in order for them to be recycled.
- **Plantation:** A letter suggesting implementation of indoor green plants be initiated in the college campus has been submitted. As suggested by expert Mrs. Jyothi Gandhi. These indoor green plants will reduce and absorb indoor pollution to a great extent. The institute along with NSS has carried out tree plantation activity around the campus and in other areas. Also an effort has been taken from the institute to gift a tree sapling as a memento to any guests or delegates during any events or functions carried out in the college.
- **Hazardous waste management:** Since the college offers undergraduate and post graduate programs only in Management, Information Technology and Mass Media and not in any of the pure sciences, environmentally hazardous wastes are not emitted. Over and above these environmentally friendly efforts the institute makes provision to reduce and prevent hazardous waste in the campus in the following ways,
  - The institute has declared the campus as a plastic free zone. This makes sure that neither the college staff nor neither the students use plastics on the campus.
  - **E- Waste management:** After every five years the institute upgrades old computers in the lab with new energy efficient computers. The old computers are sent to the Shirpur Campus of SVKM's NMIMS.
- **Any others:**
  - **NSS Cleanliness drive:** The NSS wing of the institute has carried out numerous activities in the college campus and outside to keep the environment clean. These activities involve beach cleaning campaigns during Ganapati Visarjan and toilet cleaning activities in the slums of Mumbai.
  - **RAW:** The RAW wing of the institute annually arranges for nature treks and camps to visit forests and hills. Prof Lokesh Tardalkar, a wildlife expert also gives lectures to students during these treks regarding the various flora, fauna, birds and animals that are observed during these treks.
  - **Use of eco-friendly materials for international conference:** An international conference was organised on "Spirituality at workplace"

in February 2013. During this conference the materials used were completely eco-friendly. The materials provided during an international conference for the attendees like folder, notebook, pen etc. were completely eco-friendly and were made up of bio-degradable material. The college ensures that it follows this ideology.

## 7.2 Innovations

### 7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Without change there is no innovation, creativity, or incentive for improvement. Those who initiate change will have a better opportunity to manage the change that is inevitable. The institute looks forth towards innovation as an integral aspect of development. Keeping this in mind the institute has carried out the following,

- **University Syllabus Appraisal:** The principal Dr Anju Kapoor was one of the 4 members of the syllabus revision committee for the first year B.M.M in 2014 for the subject of “Introduction to Media Psychology”. Faculties have been part of syllabus revision committee at University of Mumbai. Dr Navita Kulkarni and Ms Zinat Aboli of the B.M.M department have contributed towards revision of syllabus for the subjects of News Media Management, Sociology, Cultural studies and Editing in the year of June 2015.
- **SAP ERP system:** The institute implements world renowned ERP software “SAP” to manage its day to day operations. This software has taken control of all the activities like accounting, attendance, feedback, admission, lectures scheduling etc.
- **Blackboard:** Blackboard is software designed especially for students and teacher coordination. Using this software student is able to give feedback, get regular updates from teachers. Faculties use this software for coordination with students with regards to notes, assignments and power point presentations.
- **Support to students for higher education:**
  - **Career counselling:** The College has acted on the suggestion of Parent Teacher’s Association who have recommended renowned career counsellor Dr Prathiba Jain to be present on the campus for academic consultation as well as assistance in making right career choices for higher studies.
  - **Recommendation letters:** Students applying abroad for higher studies are provided all the help necessary towards securing the admissions. This includes providing recommendation letters and communication through mails.
  - **Transcripts:** The institute provides transcripts for all the students who apply abroad for higher studies.

- **Training and Placement:** Training and placement services are also provided by the additional support staff employed by the SVKM management
- **Help Desk:** A dedicated helpdesk along with a contact number was provided so that any student facing problem with online admission form was guided how to do it. Student volunteers from NSS and Rotaract helped out during these activities.
- **Fee Concession:** A bright student of the institute was provided a fee concession during the academic year.
- **PH Student support:** A PH student who was preparing for the UPSC exams was offered the assistance of library space and books for a period of a month. Prof Sriram Deshpande also helped the student by conducting a few sessions on attempting the UPSC exams free of cost.
- **Yoga sessions:** Weekly yoga sessions are held on every Saturday morning for students and teachers for a healthy mind and body.
- **Soft Skills session:** Soft skills sessions are conducted once in a week to groom students enhance their communication skills, formal etiquettes in corporate world and to equip them with basic writing essentials.
- **Question papers:** For students attempting question papers in Marathi language, we also provide the same paper in English to facilitate better understanding of the questions. For e.g. During B.M.M. exams. During examinations, question papers with bigger fonts are provided to students with weaker eye-sights.
- **Provision for PH students:** Special provision of washroom for Physically Handicapped students on the ground floor. Special indicators to be set up on the ground floor and the lift area to demarcate the area for the physically handicapped.
- **Doctor on campus:** the college has two doctors on campus.
- **Counsellor on campus:** the college has an education counsellor on campus available for students.
- **Academic innovations:** Enrichment courses and add-on courses are conducted by the college. Students are identified for remedial classes and such lectures are conducted for them to perform better. An external academic audit is carried out every semester for all the three streams.
- **Quality circle:** A quality circle has been formed in college. The members of the quality circle will look into imparting quality education through continuous improvement of the teaching process.
- **Health awareness campaigns:** The women's development cell organised lectures on healthy diet, cancer awareness and importance of exercises. These activities were carried out for students, teaching and non-teaching staff.
- **Computer literacy program:** The institute provides Information and communication technology training for teaching and non-teaching staff. The institute carried out training on SAP for the teaching, non-teaching staff for activities like back office work, attendance, admission.

- **Faculty development:** The institute carries out Faculty Development Programmes for the teaching staff regarding topics like humour at workplace, Fine Dining, Handwriting analysis and Investment.
- **Medical Insurance:** The College tries to ensure the safety and well-being of its employees. Hence the college insurance has taken group medical insurance scheme of Rs.1, 00,000/- for staff and their family members and up to Rs. 5, 00,000- for accident death for its employees.
- **Rotaract Club activities:** The Rotaract club organises Mauj-e –Manch and garage sales to help the under privileged children to interact with students of the college. It also provides the children a day full of fun and learning together. Also children get to showcase their talents which they seldom get an opportunity to do. Garage sale is used to collect clothes, books, utensils etc. and is sold at a nominal price. The proceedings generated from the sales are donated to orphanages.
- **Fire safety measures:** The College has adequate measures against emergencies such as fire etc. Fully operational fire extinguishers and fully charged water hoses are available in college. The college has set up evacuation teams on each floor in case of emergency.
- **Social outreach unit:** The College has setup a social outreach unit to carry out community activities. Prof Mayur Sarfare is the teacher in charge for the same. The objective for the social outreach is to inculcate in the students sensitivity towards the marginalized sections of society as well as enhance their sense of responsibility towards issues in their soci-cultural environment. The students also develop a sense of tolerance, patience and gratitude when they work together as a team in the community.

## 7.3 Best Practices

**7.3.1 Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional Objective and/or contributed to the quality improvement of the core activity of the college.**

### Best Practice no #1

- 1. Title of the practice:** Implementation of SAP-ERP System for Attendance monitoring and examination
- 2. Goal:** The objectives of including SAP in the institute are as follows
  - To track daily lectures
  - To check student's attendance and prepare defaulter's list
  - To give in-depth details to students regarding the attendance they have subject wise.
  - To generate results and mark sheets in-house with minimum errors
- 3. The Context:**
  - The University of Mumbai has made a mandatory attendance of minimum 75% for all the students.
  - Some students were involved in a lot of extra – curricular activities like sports, cultural events etc, because of which the students used to attend college but missed out on lectures.
  - Also there were other students who on periodic basis would never attend college due to personal reasons.
  - Because of this monitoring attendance and preparing the defaulter's report had become a huge task for the attendance committee.
  - Also care needed to be taken in terms of monitoring and updating the records with transparency needed to be maintained in the system.
  - Monthly reports needed to be generated and monthly defaulters along with final defaulters list needed to be prepared and needed to be individually informed to the student and the university.
- 4. The Practice:**
  - The practice of using a SAP ERP system to monitor the attendance is one of a kind in the Indian education system.
  - As soon as the attendance is taken by the faculty, 2 copies of the attendance record were being maintained.
  - One copy is submitted to the institute office where the office clerk used to enter the data in the SAP.
  - This practice is carried out on daily basis in all the three departments' i.e BMS, BMM & BSc IT for all the three years 2 divisions.
  - After the entry is made and verified by the admin in charge a report is generated.
  - This report is generated on monthly basis at the end of each month after which the information is put on the notice board to inform the attendance of the students as per the internal records.

- Using this record personal letters are prepared for defaulters and informed to the students about their individual attendance.
- During this if the student wants to see the details about his attendance a record is also provided regarding the same
- Then the attendance committee carries out the procedure as per the norms laid by the University of Mumbai
- The SAP system in examination was implemented from the current academic year 2015-16 wherein timetables, seat numbers were generated by SAP.

#### 5. Evidence of Success:

- As soon as the system was appointed there is an increase in the attendance of the students.
- Because of the attendance of the students improving there is a significant impact on the results of the students as well.
- Parents are constantly in contact with the concerned faculties regarding the progress of the students.
- Consolidated results were displayed on time.
- Mark sheets were generated with no errors and were distributed on time.

#### 6. Problems encountered and resources required :

- The system needs to be understood well in order to execute it, although formal education is provided on how to carry out the tasks

#### 7. Contact Details:

Name of the Principal: Dr (Mrs) Anju Kapoor

Name of the institution: Usha Pravin Gandhi College of Management

City: Mumbai

Pincode: 400058

Accreditation Status: N.A.

Work Phone: 022-42332017/74

Fax:022-26136468

Website: <http://www.upgcm.ac.in>

Email: [info@upgcm.ac.in](mailto:info@upgcm.ac.in)

#### Best Practice #2.

1. **Title:** Implementation of the community project “Clean With Me” under the banner of the Social Outreach Unit.
2. **Goal:**
  - To start with a cleanliness drive
  - To educate society regarding cleanliness around them.
  - To sensitize the younger generation on issues of maintaining a healthy environment.
3. **The Context:** Students of Mass media and Business management initiated a drive to maintain the area around the Bandra Station by initiating the “Clean with me campaign”. They observed that the entire railway station was filled with litter and because of the dirt present around the community, every day thousands of commuters who passed

by started facing health issues. The students who were also residents of Bandra East also faced the same issue on a daily basis. The students wanted to take forth this issue to the local authorities. The students tried pursuing the local authorities to convince them to start cleaning the railway station but found little help from the concerned authorities. Even the local MLA was helpless in resolving the issue. Finally the students decided to take things in their own hands. This is how the “Clean with me” campaign was launched.

**4. The Practice:** The students decided to carry out a cleanliness drive at Bandra Station. The first step of the practice was to create an awareness among their fellow classmates so that more students could join the cause. Hence the students discussed the idea with the Principal of the college. The idea was welcomed by the principal and all the support was offered to the students to carry out this activity. A massive campaign was carried out on various social networking websites like Facebook and Twitter. Emails, SMS and WhatsApp messages were passed across to all the students of the college. The students carried out the cleanliness drive at Bandra station which involved cleaning the railway platform, the foot over bridges and the area around the railway station. The student also carried out painting the fences and the walls which were dirtied by the commuters.

**5. Evidence of success:**

- The initiative is being covered by press and the local authorities have recognised the efforts of the students.
- More students have lent their support and are willing to join the activity.

**6. Problems encountered and resources required:**

- Repeated fundraising activities have to be done to garner more financial assistance for the under privileged section of the society in order to keep the social outreach unit active and working.
- Motivating students to stay committed to social initiatives without being part of an organised platform such as NSS or DLLE is a very big challenge for which the professor and the college authorities have to keep their motivation high.

**7. Contact Details**

Name of the Principal: Dr (Mrs) Anju Kapoor

Name of the institution: Usha Pravin Gandhi College of Management

City: Mumbai

Pincode: 400058

Accreditation cycle: 1<sup>st</sup> cycle

Work Phone: 022-42332017/74

Fax:022-26136468

Website: <http://www.upgcm.ac.in>

Email: [info@upgcm.ac.in](mailto:info@upgcm.ac.in)



**DEPARTMENTAL REPORTS**

**DEPARTMENT OF MANAGEMENT STUDIES (COMMERCE)**

1. **Name of the department:** Management Studies
2. **Year of Establishment** : 2003-04
3. **Names of Programmes /Courses offered**  
(UG,PG,M.Phil.,Ph.D.,Integrated Masters; Integrated Ph.D.,etc.)  
Bachelor of Management Studies
4. **Names of Interdisciplinary courses and the departments/units involved**  
None
5. **Annual/semester/choice based credit system (programmewise)**  
Credit Based Semester and Grading System
6. **Participation of the department in the courses offered by other departments**  
YES (as visiting lectures)
7. **Courses in collaboration with other universities ,industries ,foreign institutions, etc.**  
Value added certificate courses offered in collaboration with institutes and industries
8. **Details of courses/programmes discontinued (if any) with reasons**  
None
9. **Number of teaching posts**

Particulars	Sanctioned	Filled
Professors	-	-
AssociateProfessors	-	-
Asst.Professors	06	06

**10. Faculty profile with name,qualification,designation,specialization :**

Name	Qualification	Designation	Specialization	Experience ( in years)	No. of PhD Students guided for the last 4 years.
Mrs. Shubhangi Nargund	MBA, M.Phil, NET	Asst. Professor	Marketing	13	-
Mr. Mayur Vyas	M.Com, M.Phil, SET	Asst. Professor	Management	15	-
Mr. Sriram Deshpande	MBA, M.Com,NET	Asst. Professor	Management	7	-
Mr. Abhijeet Mohite	MMS, BE, NET	Asst. Professor	Marketing	4	-
Mr. Lokesh Tardalkar	M.Com, NET,SET	Asst. Professor	Accounting and Finance	8	-
Mr. Lohrasp Sadri	M.Com, SET	Asst. Professor	Accounting and Finance	3	-

**11. List of senior visiting faculty**

Name	Qualification	Designation	Specialization	Experience ( in years)	No.ofPh.D. Students guidedforthe last4years
Mr. Ritesh Mehta	MMS, CIMA	Visiting Faculty	Accounting and Finance	10	NIL
Mr. Dilip Telang	DME,CMM, MBA	Visiting Faculty	Logistics and SCM	41	NIL
Mr. Gowind Sowani	BSc, PGDTMM,CA ,LLB	Visiting Faculty	Finance	30	NIL
Mrs. Devyani Kanodra	BSc, LLB,LLM	Visiting Faculty	Law	28	NIL
Mrs. Geetha Menon	MSc, M ed, MPhil.	Visiting Faculty	Statistics and Mathematics	25	NIL
Mr. Verma	BCom (HONS) FCA	Visiting Faculty	Taxation and Accounting	28	NIL

**11. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty**  
20%

**12. Student-Teacher Ratio (programme wise) 36:1**

**13. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

Designation	Sanctioned	Filled
Registrar	01	01
O.S. cum Accountant	01	01
Head Clerk	01	01
Senior Clerk	02	02
Junior Clerk	07	07
Library Assistant	01	01
Class IV*	03	03

\*Outsourcing agencies for housekeeping and security.

Technical Support Staff (2014-15)

Designation	Sanctioned	Filled
Lab. Assistant	02	02
Lab Attendant	01	01

**15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.**

Qualification	Number
M Phil	2
P G	4

**16. Number of faculty with on going projects from a) National b) International funding agencies and grants received**  
Nil

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received**  
Nil

**18. Research Centre/facility recognized by the University**

No

**19. Publications:**

a) Publication per faculty

Sr. No.	Name of the Professor	Subject	Semester	Name of the Publisher
1	Mrs. Shubhangi Nargund Asst. Prof. & Co-ordinator, B.M.S.	Service Sector Management	V	Thakur Publisher, Pune.
2	Mr. Mayur Vyas, Asst. Prof., B.M.S.	International Marketing	VI	Thakur Publisher, Pune.
		Foundation of Human Skills	I	Thakur Publishers, Pune
		Service Sector Management	V	Himalaya pub
3	Mr. Sriram Deshpande, Asst. Prof., B.M.S.	Public Relations Management	IV	Thakur Publisher, Pune.

b) Number of papers published in peer reviewed journals (national / international) by faculty and students

Faculty Name	Paper Presented
<b>Dr. (Mrs.) Geetha Mohan</b>	<ol style="list-style-type: none"> <li>Presented a paper titled '<b>Relevance of Chanakya &amp; Gandhi in Corporate Management</b>' at an International Seminar on Globalization Values &amp; World Peace. Department of Philosophy, University of Gujarat at Ahmedabad 7<sup>th</sup> &amp; 8<sup>th</sup> January, 2011.</li> <li>Presented papers on the topic "Management of Self &amp; Society : Vivekananda's Contribution to Corporate Culture" in a two day National Seminar on "Dimensions of Philosophy of Swami Vivekananda and its contemporary relevance". Dept. of Philosophy, University of Mumbai in collaboration with Ramnarain Ruia College, Mumbai, Joshi-Bedekar College, Thane and Vivekananda Kendra, Kanyakumari 25<sup>th</sup> and 26<sup>th</sup> August, 2011</li> <li>Present a paper on the subject "Spirituality and Work Culture: The Indian Perspective at the 23<sup>rd</sup> World Congress of Philosophy (WCP 2013) School of Philosophy, National &amp; Kapodistrian University of Athens, Greece, 4<sup>th</sup> to 11<sup>th</sup> August, 2013, Greece</li> </ol>

<b>Mrs. Shubhangi Nargund</b>	<ol style="list-style-type: none"> <li>1. Presented a paper at Manshodhan – I at Mithibai College Mumbai on 27<sup>th</sup> November, 2010</li> <li>2. Presented a paper (Registered under the In Absentia Category) in the MGM's Institute of Management Studies and Research's National Research Convention '<b>NOESIS 2012</b>' on the topic "<b>Growth of Rural India : Challenges in Emerging Economy</b>". The paper was published in the ISBN 9789350500897 of B.R. Publishing Corporation, 24<sup>th</sup> November, 2012</li> <li>3. Presented a paper and Won 'Third Prize' at Manshodhan – III at Mithibai College, 8th December, 2012</li> <li>4. Mrs. Shubhangi Nargund, Co-ordinator &amp; Asst. Prof. B.M.S. presented a paper at International Interdisciplinary colloquium on Management, Engineering, Computing and I.T. &amp; presented a research paper and were published in International Journal of Business, Management and Social Sciences in the month of August, 2014. Issue of FDI in Retail Economic or Political Vol – III, Issue 12 (1), with ISSN : 2249 – 7463</li> </ol>
<b>Mr. Mayur Vyas</b>	<ol style="list-style-type: none"> <li>1. Presented a paper at International Conference on 'India Calling – A World of opportunities (Initiate, Integrate, Innovate' DTSS College of Commerce jointly with University of Mumbai 20<sup>th</sup> February, 2015, Pherozshah Mehta Auditorium</li> </ol>
<b>Mr. Sriram Deshpande</b>	<ol style="list-style-type: none"> <li>1. Presented a paper titled "<b>Value Education: A Necessity</b>": <b>An Abstract</b>' at an International Seminar on Globalization Values &amp; World Peace Department of Philosophy, University of Gujarat at Ahmedabad 7<sup>th</sup>&amp; 8<sup>th</sup> January, 2011.</li> <li>2. Presented a paper on "Good Governance and Indian Culture Jointly organised by Institute of Indian Culture and University of Mumbai, August 2011.</li> <li>3. Participated in Manshodhan – III, a paper presentation competition, Mithibai College, 8th December, 2012</li> <li>4. Participated &amp; presented a paper on 'A Study of Political Awareness of Youth in India' at the National Conference on the "The Catalytic Role of the Youth as Key Drivers in Global Development – A Management Perspective' Dept. of Management Studies (B.M.S.) Thakur College in collaboration with University of Mumbai 24<sup>th</sup>&amp; 25<sup>th</sup> September, 2013, Thakur College, Kandivali.</li> <li>5. Mr. Sriram Deshpande, Asst. Prof. B.M.S. presented a paper at International Interdisciplinary colloquium on Management, Engineering, Computing and I.T. &amp; presented a research paper and were published in</li> </ol>

	International Journal of Business, Management and Social Sciences in the month of August, 2014. FDI in agriculture retail – benefit and hurdles for Rural Societies Vol – III, Issue 12 (1), with ISSN : 2249 – 7463
<b>Mr. Abhijeet Mohite, Asst. Prof., B.M.S.</b>	1. Participated in Manshodhan – III, a paper presentation competition, , Mithibai College, 8th December, 2012
<b>Mr. Lohrasp Sadri,</b>	1. Presented a research paper at an International Conference, Thakur College, 5 <sup>th</sup> December, 2014 2. Participated & presented a paper at National Conference on 'Multidimensional Growth for Economic Development - A Dream', M.M.K. College of Commerce & Economics, 17 <sup>th</sup> January, 2015 3. Presented a paper at one-day International Conference on 'Vibrant India in the 21 <sup>st</sup> Century' , K.P.B. Hinduja College of Commerce, 13 <sup>th</sup> March, 2015, K.P.B. Hinduja College of Commerce

- \* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host etc.) - None
- \* Monographs -- None
- \* Chapter in Books -- None
- \* Books Edited -- None
- \* Books with ISBN/ISSN numbers with details of publishers -- None
- \* CitationIndex -- None
- \* SNIP – None
- \* SJR – None
- \* Impactfactor -- None
- \* h-index -- None

**20. Areas of consultancy and income generated – None**

**21. Faculty as members in**

**a) National committee b) International Committee c) Editorial Boards- None**

**22. Student projects**

- a) Percentage of students who have done in-house projects including interdepartmental/programme. -- 100%**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies. -- Nil**

**23. Awards/Recognitions received by faculty and students :**

Mr. Akshay Basroor recipient of Best Student award 2012-13

Ms. Yesha Gala recipient of Best Student award 2011-12

**24. List of eminent academicians and scientists/visitors to the department -- Nil****25. Seminars/Conferences/Workshops organized & the source of funding a) National b) International – Nil****26. Student profile programme/coursewise:**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
<b>2010-11</b>	1391	118	51	67	SEM I 100% SEM II 94.95%
<b>2011-12</b>	1037	118	54	64	SEM I 100% SEM II 97.34%
<b>2012-2013</b>	1166	114	38	76	SEM I 100% SEM II 99.09%
<b>2013-14</b>	1035	119	49	70	SEM I 100% SEM II 100%
<b>2014-2015</b>	1491	125	49	76	SEM I 100% SEM II 97.60%

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
<b>2010-11</b>	80.51%	19.49%	-
<b>2011-12</b>	76.27%	23.73%	-
<b>2012-13</b>	68.42%	30.70%	0.87%
<b>2013-14</b>	70.58%	28.57%	0.84%
<b>2014-15</b>	69.60%	25.60%	4.80%

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? -- Data not available**

**29. Student progression**

Student progression	Against % enrolled
UG to PG	65
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D.toPost-Doctoral	-
<b>Employed</b>	
•Campuselection	20
•Other than campus recruitment	
Entrepreneurship/Self-employment	15

**30. Details of Infrastructural facilities**

- a) Library YES
- b) Internet facilities for Staff & Students YES
- c) Class rooms with ICT facility YES
- d)Laboratories YES

**31.Number of students receiving financial assistance from college, university, government or other agencies – None**

**32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts :**

**BMS (2014-15)**

S.N	Date	Particulars	
1	19/08/14	Developing Skills, Attitudes and Energies for Improving Employability and Efficiency	Mr. Alastair Creamer of Creamer and Lloyd, C.E.O.
2	13/02/15	Guest lecture on “Managing Family Business”	Mr. Samish Dalal

3	27/08/14	Mutual Funds & Trends in Capital Markets	Mr. Ashok Kumar, MD – Lotus Knowlwealth, Promoter GURUKSHETRA
4	09/12/14	Guest lecture on 'Vedanta Philosophy'	Mr. Ronan Crawly
5	16/01/15	Guest lecture on "Computer Stimulation for Operation & Logistics and Supply Chain Management" by Eduabroad"	Prof. Nav, University of Exeter

**BMS (2013-14)**

Sr. No.	Date & Venue	Particulars
1	31 <sup>st</sup> July, 2013	A lecture conducted by Mrs. Manisha Makhecha & Mr. Vinay Nair, CIF Mission on 'Make it happen' & 'Vedic Maths' respectively for F.Y. & S.Y.B.M.S. students.
2	4th July, 2013	A guest lecture was conducted by Ms. Vinita Shetty, National Stock Exchange for T.Y.B.M.S. students to credit awareness & educates students on the share market.
3	24th September, 2013	A guest lecture was conducted by Mr. Shray Rai Tiwari, Co-founder of TAGG on the subject Branding & Promotion of Services for T.Y.B.M.S. students.
4	January, 2014	A guest lecture was conducted by Mr. Sazeel Shah, Director, Endeavor Pvt. Ltd. on the subject Branding & Success Stories in Branding for S.Y.B.M.S. students.
5	January, 2014	A guest lecture was conducted by Mr. Sazeel Shah, Director, Endeavor Pvt. Ltd. on the subject Euro Crisis for F.Y.B.M.S. students.
6	14th February, 2014	A guest lecture was conducted by Mr. Parag Chitale, Director, CPLL on the subject Entrepreneurship for T.Y.B.M.S. students.
7	18th February, 2014	A guest lecture was conducted by Mr. Yioryos George Makedones of Queen Mary University of London on the subject Economic Crisis and Its Repercussion on India for T.Y.B.M.S. students.
8	October, 2013	Ms. Bhuta of Lotus Knowlwealth Pvt. Ltd. has conducted an Investor Awareness Program on Capital Market Awareness, Mutual Fund Investing and Tax Planning including RGESS and Financial Planning. 50 students of T.Y.B.M.S. of finance attended the session.

9	29th November, 2013	S.Y.B.M.S. students attended a Seminar which was conducted by Career Launcher on Career Opportunities in Management Sector.
10	26th January, 2014, Bhaidas Sabhagriha	T.Y.B.M.S. students attended "Chanakya" – Historical Play in Hindi at for the subject Indian Management Thoughts and Practices.
11	22nd February, 2014, Amity Global Business School, Malad	6 students of T.Y.B.M.S. along with Mrs. Shubhangi Nargund, Asst. Prof. & Co-ordinator, B.M.S. attended a seminar on 'Entrepreneurship Inspiration'.

### BMS (2012-13)

Sr. No.	Date & Venue	Particulars
1	18 <sup>th</sup> February, 2013	A Lecture conducted by Ms. Gauri Kamat of En.Act.Us on "Entrepreneurship" for the T.Y.B.M.S. students to encourage & initiate Entrepreneurial activities among students.
2	1 <sup>st</sup> September, 2012	A Guest lecture conducted by Mr. Sandeep Desai, Executive Vice-President, I.T., Afcon Ltd on "Strategic Management" for S.Y.B.M.S. students.
3	31 <sup>st</sup> January, 2013	A Guest lecture conducted by Mr. Shreyans Mehta, The Knowledge Hub, Mumbai on 'Maths can be fun' for F.Y.B.M.S. students.
4	24 <sup>th</sup> August, 2012	97 Students of S.Y.B.M.S. visited Reserve Bank of India (R.B.I.) along with Prof. Shubhangi Nargund, Prof. Sriram Deshpande & Prof. Karishma Shetty. They had an interactive session and visited the Monetary Museum.
5	30 <sup>th</sup> August, 2012, Mithibai College	B.M.S. students attended the pre-placement presentation held by Future First Group.

**BMS (2011-12)**

Sr. No.	Date & Venue	Particulars
1	8 <sup>th</sup> August, 2011.	A Lecture conducted by Prof. Neeta Acharya, NMIMS on 'Management of Services' for T.Y.B.M.S. students.
2	16 <sup>th</sup> December, 2011.	A Lecture conducted by IMS on 'Masters in Management Programme' with a view to make students aware of this course mainly in foreign countries for our students.
3	21 <sup>st</sup> December, 2011.	United World, B – School conducted a Preliminary Session for the event 'Vista, United Minds' with collaboration with IIM Bangalore for our students.
4	21 <sup>st</sup> April, 2011.	A Guest Lecture conducted by "Swami Chaturvedi" (Chennai) on the topic "Professional & World Ethics" for Teaching & Non-Teaching staff.
5	17 <sup>th</sup> March, 2012.	A Guest lecture conducted by Mr. Uday N. Joshi, Management Professional from Bharat Oman Refineries Ltd. (BORL) on 'Effectiveness in GDPI' for the T.Y.B.M.S. students.

**BMS (2010-2011)**

Sr. No.	Date & Venue	Particulars
1	9 <sup>th</sup> August, 2010 at our college.	A Seminar on 'Human Values' was conducted by Mr. Huzaifa Khorakiwala, C.E.O., Wockhardt Foundation for T.Y.B.M.S. students.

2	10 <sup>th</sup> September, 2010 at our college.	Seminar on "Hardware and Networking" was conducted by Jetking for F.Y.B.M.S. students.
3	19 <sup>th</sup> , 20 <sup>th</sup> & 21 <sup>st</sup> December, 2010 at our college.	A Seminar on "Power Meditation" was conducted by Brni. Nidhi Chaitanya, organized by Chinmaya Mission for the staff & students.
4	17th February, 2011.	A Guest lecture was organized by Mr. Punit Popat, Sr. Marketing Executive, TIME Institute gave a presentation for T.Y.B.M.S. students on the topic "Preparation of a Business Plan".
5	28th February, 2011.	A Guest lecture was organized by Prof. Aditi Punekar from NMIMS – Social Entrepreneurship held a session for T.Y.B.M.S. students on the topic "Relevance of Social Entrepreneurship".
6	6th & 7th August, 2010.	Students of F.Y.B.M.S. attended 2 day workshop on 'Management Conclave – 2010' organized by Prin, L.N. Welingkar Institute of Management Development and Research, Matunga and S. P. Jain Institute of Management and Research Auditorium, Andheri. 2 students of our college were selected to interact with Mr. Deepak Parekh, Chairman of HDFC Ltd. on 14th August, 2010 at HDFC Head Office.

### 33. Teaching methods adopted to improve student learning

- Use of ICT
- Role plays
- Group Discussions
- Case Study
- Z to A approach
- Simulation

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Faculty members have been assigned responsibilities as members and chairpersons of various committees. The participation in these extension activities are facilitated through NSS unit, DLLE and WDC.

**35. SWOC analysis of the department and Future plans :**

Strengths	Weaknesses	Opportunities	Challenges	Future Plans
<b>All qualified staff members as per UGC norms</b>	Yet to mobilize appropriate or adequate funding agencies or corporates for research grants for faculty members	Tie up with other professional bodies	Competition with nearby colleges	Add-on courses related to management and finance
<b>Average cutoff for the last five years has been 85% and above</b>	Unable to start post graduate program	3 faculties pursuing Ph.D	Keeping pace with students demand and knowledge	PG Courses (M.Com)
<b>Results of the department better than the university results</b>				



**9.Number of teaching posts**

Designation	Sanctioned	Filled
Professors	-----	-----
AssociateProfessors	-----	-----
Asst.Professors	08	08

**10.Faculty profile with name, qualification, designation, specialization,  
B.Sc. (IT) Full Time Faculty Details (2014-2015)**

Name	Qualificatio n	Designation	Specializatio n	No.ofYear s of Experienc e	No.ofPh.D . Stud ents guidedforth
Mrs. Smruti Nanavaty	M.C.M.	Asst. Professor	Computer Science	16	NIL
Mrs. Archana Shukla*	M.Sc. (CS), B.Ed.	Asst. Professor	Computer Science	10	NIL
Mrs. Swapnali Lotlikar	M.C.M., M.Phil.	Asst. Professor	Computer Science	13	NIL
Mrs. Babita Kachroo	M.Sc. Electronics	Asst. Professor	Electronics	14	NIL
Mr. Mudassar Qureshi	M.Sc. CS	Asst. Professor	Computer Science	14	NIL
Ms. Dimple Bavlecha	M.Sc., PGDIT	Asst. Professor	Physics with Electronics	8	NIL
Mr. Bhupendra Kesaria	MCA, NET	Asst. Professor	Computer Science	15	NIL
Mr. Prashant Chaudhary	M.Sc., NET	Asst. Professor	Electronics	6.5	NIL
<b>*Faculty resigned in October 2015</b>					
<b>B.Sc. (I.T.) Visiting Faculty Details(2014-2015)</b>					
Mr. Fredrick Arland	M.Sc, B.Ed.	Asst. Professor	Electronics	26	NIL
Mr. Vahid Kapadia	B.E.	Asst. Professor	Electronics	15	NIL

Ms. Shamim Bano	M.Sc.(Physics)	Asst. Professor	Information Technology	10	NIL
Ms. Zarna Barai	M.Sc.I.T.	Asst. Professor	Information Technology	3	NIL
Mrs. Iram Iqbal	M.Sc.I.T.	Asst. Professor	Information Technology	4	NIL
Ms. Brinda Sampat	M.Sc.I.T., NET	Asst. Professor	Information Technology	4	NIL
Mrs. Shraddha Modi	M.Sc.I.T.	Asst. Professor	Information Technology	4	NIL

**M.Sc. (I.T.) Faculty Details (2014-2015)**

Name	Qualification	Designation	Specialization	Experience Years	No.of Ph.D. Students guided for the last 4 years
Mrs. Smruti Nanavaty	M.C.M.	Asst. Professor	Computer Science	16	NIL
Mrs. Archana Shukla	M.Sc. (CS), B.Ed.	Asst. Professor	Computer Science	10	NIL
Mrs. Swapnali Lotlikar	M.C.M, M.Phil	Asst. Professor	Computer Science	13	NIL
Mrs. Babita Kachroo	M.Sc. Electronics	Asst. Professor	Electronics	14	NIL
Mr. Mudassar Qureshi	M.Sc. CS	Asst. Professor	Computer Science	14	NIL
Ms. Dimple Bavlecha	M.Sc, PGDIT	Asst. Professor	Physics with Electronics	8	NIL
Mr. Bhupendra Kesaria	MCA, NET	Asst. Professor	Computer Science	15	NIL
Mr. Prashant Chaudhary	B.E., M.Sc, NET	Asst. Professor	Electronics	6.5	NIL

<b>M.Sc. (I.T.) Visiting Faculty Details (2014-2015)</b>					
Mrs. Shraddha Modi	M.Sc.I.T.	Asst. Professor	Information Technology	2	NIL
Mr. Mahesh Naik	M.Sc, NET	Asst. Professor	Mathematics	5	NIL
Mrs. Sofia Joseph	B.E.	Asst. Professor	Computer Science	2	NIL

### 11. List of Senior Visiting Faculty

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Fredrick Arland	M.Sc., B.Ed.	Asst. Professor	Electronics	26	NIL
Mr. Vahid Kapadia	B.E.	Asst. Professor	Electronics	15	NIL
Ms. Shamim Bano	M.Sc.(Physics)	Asst. Professor	Information Technology	10	NIL

### 12. Percentage of lectures delivered and practical classes handled (programmewise) by temporary faculty

100%

### 13. Student-Teacher Ratio (Programme wise)

B.Sc.I.T. – 23 : 1

M.Sc.I.T. – 05 : 1

14.

Number of academic support staff (technical) and administrative staff; sanctioned and filled

**Administrative Staff Details (2014-15)**

Designation	Sanctioned	Filled
Registrar	01	01
O.S. cum Accountant	01	01
Head Clerk	01	01
Senior Clerk	02	02
Junior Clerk	07	07
Library Assistant	01	01
Class IV	03	03

**Technical Support Staff (2014-15)**

Designation	Sanctioned	Filled
Lab. Assistant	02	02
Lab Attendant	01	01

15. Qualification of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG

Qualification	Number
M Phil	1
P G	7

16. Number of faculty with ongoing projects from

a) National b) International funding agencies and grants received  
NIL

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

NIL

18. Research Centre/facility recognized by the University

No

**19. Publications:**

\* a) Publication per faculty

Sr. No.	Name of the Faculty	Subject of the Book and Year	Class and Semester	Name of the Publisher
1)	Mrs. Smruti Nanavaty, Asst. Prof. & Co-ordinator, B.Sc.(I.T.) and Mrs. Swapnali Lotlikar, Asst. Professor, B.Sc.(I.T.)	'Software Engineering' 2012	S.Y.B.Sc.I.T Sem. IV	Rishab Publications ISBN: 978-93-81578-19-3
2)	Mrs. Swapnali Lotlikar, Asst. Prof. B.Sc.(I.T.)	'Internet Technologies' 2014	T.Y.B.Sc.I. T.Sem. VI	Rishab Publications ISBN 978-93-83072-11-8

\* b) Number of papers published in peer reviewed journals (national/international) by faculty and students

Faculty Name	Paper Presented
<b>Mrs. Smruti Nanavaty</b>	<ol style="list-style-type: none"> <li>1. Presented a paper on the topic "Analyzing Feasibility of e-learning in rural India" at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 598-614) (2012-13)</li> <li>2. Participated and presented a paper entitled 'Improved Vision Through Technology' at one-day International Conference on "Digitization and Beyond" organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 141-145) (2013-14)</li> <li>3. Presented a paper on the topic "E-Learning Experience &amp; Environments" at National Conference on Emerging Trends in Information Technology Management organized by Western College of Commerce</li> </ol>

	<p>and Business Management ISSN 2231-5063 Impact Factor : 3.4052(UIF)(Pages 92-101 ) (2014-15)</p>
<b>Mrs. Archana Shukla</b>	<ol style="list-style-type: none"> <li>1. Presented a paper on the topic 'Relevance of Tagore's Philosophy in Modern Education System' at the Two-Day International Conference on "Spirituality at Workplace" organized by Usha Pravin Gandhi College of Management ISBN 13: 978-93-5110-046-1 (Pages 143-156) (2012-13)</li> <li>2. Presented a paper on the topic " Women Empowerment through ICT Education Theme : Impact of ICT on Society" at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 508-520) (2012-13)</li> <li>3. Presented a paper on the topic 'Wireless Body area Sensor Network in Healthcare' at National Conference on Research in I.T. organized by Thakur College (2013-14)</li> <li>4. Participated and presented a paper entitled " Micro Web Server based Multiple Patient Monitoring System in ICU" at one-day International Conference on "Digitization and Beyond" organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 155-156) (2013-14)</li> </ol>
<b>Mrs. Swapnali Lotlikar</b>	<ol style="list-style-type: none"> <li>1. Presented a paper on '3G Scenario in India' at National Convention on "ETIT 2010", Indira College, Pune ISBN 978-93-80043-99-9 (2010-11)</li> </ol>

	<ol style="list-style-type: none"> <li>2. Presented a research paper titled "Opportunities for Business in Rural Market" at Manshodhan (2010-11)</li> <li>3. Presented a paper on the topic "Information Communication Technology" at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (2012-13)</li> <li>4. Participated and presented a paper entitled 'Improved Vision Through Technology' at one-day International Conference on "Digitization and Beyond" organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 141-145) (2013-14)</li> </ol>
<p><b>Mrs. Babita Kachroo</b></p>	<ol style="list-style-type: none"> <li>1. Presented a paper on the topic "Analyzing Feasibility of e-learning in rural India" at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 598-614) (2012-13)</li> <li>2. Participated and presented a paper entitled 'Improved Vision Through Technology' at one-day International Conference on "Digitization and Beyond" organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 141-145) (2013-14)</li> <li>3. Presented a paper at 2nd Annual National Multidisciplinary Conference V-CMT 2015 on 'Changing Paradigms in Commerce, Management &amp; Technology' on the topic 'Sickle Cell Education through E-Learning' at Vidyalankar School of Information Technology</li> </ol>

	<p>ISBN-13: 97893-85880-11-7  ISBN-10: 93-85880-11-X (Pages 001-012)  (2014-15)</p>
<b>Mr. Mudassar Qureshi</b>	<p>Presented a paper on the topic “3S-Smart Building, Smart Grid, Smart Logistics” at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College  ISBN 978-93-83072-08-8 (Pages 251-256)  (2012-13)</p>
<b>Ms. Dimple Bavlecha</b>	<ol style="list-style-type: none"> <li>1. Presented a paper on the topic ‘Simulating the modified flood fill algorithm for MAZE Solving’ at “An International Conference on recent trends in Information Technology and Computer Science”. (2011-12)</li> <li>2. Presented a paper on the topic “ Women Empowerment through ICT Education Theme : Impact of ICT on Society” at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College  ISBN 978-93-83072-08-8 (Pages 508-520)  (2012-13)</li> <li>3. Presented a paper on the topic ‘Wireless Body area Sensor Network in Healthcare’ at National Conference on Research in I.T., Thakur College  (2013-14)</li> <li>4. Participated and presented a paper entitled “ Micro Web Server based Multiple Patient Monitoring System in ICU” at one-day International Conference on “Digitization and Beyond” organized by Russell Square International College and Department of Information Technology, University of Mumbai  ISBN-978-81-905776-76-3 (Pages 155-156)  (2013-14)</li> <li>5. Participated &amp; presented a paper entitled ‘Remote Monitoring Spectrum’ at National Conference on “New Horizons in IT” at the</li> </ol>

	<p>NCNHIT – 13 (2013-14)</p> <p>6. Participated and presented a paper on the topic “Ambulatory Monitoring System”(2013-14)</p> <p>7. Participated and presented a paper on the topic “Wired to Wireless Global Measuring System” in the International Conference and Workshop on Electronics &amp; Telecommunication Engineering (ICWET – 2014) (2013-14)</p>
<b>Mr. Bhupendra Kesaria</b>	<p>Presented a paper at 2nd Annual National Multidisciplinary Conference V-CMT 2015 on the topic ‘Changing Paradigms in Commerce, Management &amp; Technology’ on the topic ‘Renewable Energy Resource Generation &amp; Efficiency’ at Vidyalankar School of Information Technology ISBN-13: 97893-85880-11-7 ISBN-10: 93-85880-11-X (Pages 057-068) (2014-15)</p>
<b>Mr. Prashant Chaudhary</b>	<p>Presented a paper on the topic “Collision Detection in Indian Railways” at National Conference on Emerging Trends in Information Technology Management organized by Western College of Commerce and Business Management ISSN 2231-5063 Impact Factor : 3.4052(UIF) (Pages 61-69) (2014-15)</p>

\* Number of publications listed in International Database (For Eg:Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory,EBSCO host,etc.) -- NIL

- \* Monographs -- NIL
- \* Chapter in Books -- NIL
- \* Books Edited --NIL
- \* Books with ISBN/ISSN numbers with details of publishers -- NIL
- \* CitationIndex --NIL
- \* SNIP -- NIL
- \* SJR -- NIL
- \* Impactfactor – NIL
- \* h-index -- NIL

**20. Areas of consultancy and income generated**

None.

**21. Faculty as members in**

a) National committees b) International Committees c) Editorial Boards

None

**22. Student projects**

a) Percentage of students who have had one in-house projects including inter departmental/programme

Course	Projects Undertaken	Percentage of Students
B.Sc.IT.	Live projects with inputs from the industry	100%
M.Sc.IT.	Research Based Projects	100%

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies

➤ On an average 65% of our students undertake projects in outside organizations / institutions, to mention a few:

Academic Year	Project Name	Client Name
2010-11	Mumbai Government Schools	Goldmine Advertising Limited
2011-12	Web Based application	R.K.Sports Wear
2012-13	Customer Relationship Model for Chartered Accountant	S.H. Bathiya & Associates
2013-14	Advertising Platform for Wi-Fi	Home Systems Pvt. Ltd.
2014-15	Enterprise Resource Planning System	Prompt Engineering Works

**23. Awards/ Recognitions received by faculty and students**

Year	Name of the Student	Class	Achievement
2010-11	Mr. Cheemakurthy T. Eswarlu	T.Y.B.Sc.I.T.	Secured 80.59% and stood 10th in University of Mumbai
2011-12	Mr. Kunal Jethwani	S.Y.B.Sc.I.T.	Assigned a project by SVKM (Management) to achieve the Automation of Management Resources
	Mr. Dilip Vaviya	S.Y.B.Sc.I.T.	Selected for Disaster Management Camp by N.S.S.Cell, University of Mumbai
2013-14	Ms. Pooja Mistry	S.Y.B.Sc.I.T.	Won 2nd prize for poster making at 'Udaan' festival at University of Mumbai
2014-15	Ms. Disha Selarka	T.Y.B.Sc.I.T.	"Best Student" award
	Mr. Monil Shah Mr. Kunjal Mehta	M.Sc.I.T.	Secured 3rd position and received cash prize of Rs. 2000/- for paper presentation at 'Vsearch' organized by Vidyalkar College

**24. List of eminent academicians and scientists/visitors to the department**

Year	Expert/Guest
2010-11	Prof. Manoj Saigal
	Prof. Vinod Vaze Network Security Expert
	Mr. Chirag Panchal Microsoft Certified Trainer
2011-12	Swami Chaturvedi Spiritual Educator
	Mr. Raj Singh Center Head, NIIT
	Mr. Manoj Saigal Director, Relic Academy
	Mr. Mohammed Alam Qureshi Business Head, KarRox Technology Ltd

2012-13	Prof. R Srivarmangai Sudhakar Head, Department of IT, University of Mumbai
	Prof. Hiren Dand Co-ordinator, B.Sc.I.T. and M.Sc.I.T., Mulund College of Commerce
	Prof. Tushar Sambare Co-ordinator, B.Sc.I.T. Bunts College, Kurla
	Dr. Sunil Pevekar Chief Coach, Aksun Centre for Management Excellence
	Mr. Ashutosh Asgaonkar SAP Assistant Manager, United Phosphorus Ltd.
	Mr. Sagar Havaldar Icargenic
2013-14	Mr. Sandeep Jethani Director, ATS Infotech-Learning Solutions, New Delhi
2014-15	Mr. Sachin Dedhia Skynet Solution

## 25. Seminars/Conferences/Workshops organized & the source of funding

### a) National b) International

NIL

## 26. Student profile programme/coursewise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	* F	
F.Y.B.Sc.I.T. (2010-11)	788	97	59	38	Sem I- 100% Sem II- 97.85%
F.Y.B.Sc.I.T. (2011-12)	617	103	55	48	Sem I- 100% Sem II- 77.77%
F.Y.B.Sc.I.T. (2012-13)	304	91	53	38	Sem I- 100% Sem II- 91.75%
F.Y.B.Sc.I.T. (2013-14)	293	98	64	34	Sem I- 97.89% Sem II- 97.85%
F.Y.B.Sc.I.T. (2014-15)	323	112	70	40	Sem I- 100% Sem II- 87.50%

\*M=Male \*F=Female

Name of the Course/ Programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
M.Sc.I.T. (2010-11)	40	20	8	12	Part – I Sem – I = 57.14%
M.Sc.I.T. (2011-12)	64	20	10	10	Part – I Sem – I = 50.00%
M.Sc.I.T. (2012-13)	41	20	09	11	Part – I Sem – I = 89.47% Part – II Sem – III=78.94%
M.Sc.I.T. (2013-14)	54	18	8	10	Part – I Sem – I = 66.66% Part – II Sem – III=94.44%
M.Sc.I.T. (2014-15)	38	20	04	16	Part – I Sem – I = 57.89% Part – II Sem – III=55.00%

### 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
F.Y.B.Sc.I.T.	100%	----	----
M.Sc.I.T. – Part I	100%	-----	----

### 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Brinda Sampat of 2007 batch cleared her NET examination in the year 2013.

**29. Student progression**

Student progression	Against % enrolled
UGtoPG	<b>B.Sc.I.T. : 50.83%</b> <b>M.Sc.I.T. : 30% (Higher studies)</b>
PGtoM.Phil.	----
PGtoPh.D.	----
Ph.D.toPost-Doctoral	----
<b>Employed</b> •Campuselection •Other than campus recruitment	<b>B.Sc.I.T.</b> 20- campus selection <b>M.Sc.I.T.</b> 09- campus selection
Entrepreneurship/Self-employment	

**30. Detailsof Infrastructuralfacilities**

a) Library	YES
b)InternetfacilitiesforStaff&Students	YES
c) Class rooms with ICT facility	YES
d) Laboratories	YES

**31. Number of students receiving financial assistance from college, university, government or other agencies**

Year	Number of Students
<b>2011-2012</b>	02
<b>2012-2013</b>	02
<b>2013-2014</b>	03
<b>2014-2015</b>	---
<b>2015-2016</b>	08

**32.Details on student enrichment programmes (special lectures/workshops/seminar) with external experts**

- Workshops on Personality Development
- Time Management
- Communication Skills
- Students participate in inter-collegiate research competitions
- Workshop on Disaster Management

**Guest Lectures:**

Year	Date	Topic	Expert/Guest	Students
2010-11	24 <sup>th</sup> July 2010	Career Guidance	Prof. Manoj Saigal	S.Y. B.Sc.I.T. T.Y.B.Sc.I.T.
2012-13	1 <sup>st</sup> October 2012	Network Security	Prof. R Srivarmangai Sudhakar Head, Department of IT, University of Mumbai	T.Y.B.Sc.I.T.
	13 <sup>th</sup> October 2012	Software Testing and Linux Administration	Prof. Hiren Dand Mulund College of Commerce	T.Y.B.Sc.I.T.
	20 <sup>th</sup> October 2012	Advanced Java and ASP.NET	Prof. Tushar Sambare Bunts College, Kurla	T.Y.B.Sc.I.T.
2013-14	26 <sup>th</sup> July 2013	Overview on Android Applications	Mr. Sandeep Jethani Director, ATS Infotech-Learning Solutions, New Delhi	T.Y.B.Sc.I.T.

**Workshop conducted for faculty members in association with Ad-hoc Board of Studies in I.T., University of Mumbai:**

Year	Date	Topic	Resource person	Faculty
2012-13	15 <sup>th</sup> December 2012	Revised Syllabus of Internet Technologies for T.Y.B.Sc.I.T. Semester VI	Prof. Hiren Dand	B.Sc. I.T. faculty members from various colleges affiliated to University of Mumbai
2013-14	13 <sup>th</sup> August 2013	Revised Syllabus in Practicals of Distributed Computing and Data Analysis Tools	Prof. Srivarmangai Prof. Hiren Dand Prof. Rajendra Patil Prof. Abhijeet Kale Prof. Mahesh Naik Prof. Jayesh Shinde	M.Sc. I.T. faculty members from various colleges affiliated to University of Mumbai

**Workshops conducted for students:**

Year	Date	Topic	Resource person	Students
2010-11	27 <sup>th</sup> November 2010	'Client Technology – Internet Explorer 9'	Mr. Mayank S. Birla Microsoft Student Partners	B.Sc.I.T.
	27 <sup>th</sup> November 2010	'Cloud Computing and Microsoft Windows Azure'	Mr. Rushabh Gosar Microsoft Student Partners	B.Sc.I.T.
	10 <sup>th</sup> March 2011	Practicals for Paper II (Advanced Computer Networks and	Prof. Mandar Bhave Ruparel College	M.Sc.I.T.

		Mobile Computing)		
	19 <sup>th</sup> March 2011	Practicals for Paper IV (Data warehousing and Data Mining and Advanced DBMS)	Prof. Chaitali Sawant Ruparel College	M.Sc.I.T.
2011-12	16 <sup>th</sup> September 2011	'Kick Boxing'	Mr. Nitin Raut	B.Sc.I.T.
2014-15	23 <sup>th</sup> December 2014	Ethical Hacking	Mr.Sachin Dedhia, Skynet Solution	FY, SY and T.Y.B.Sc.I.T.
	23 <sup>th</sup> August 2014	Network Attacks	Mr.Sachin Dedhia, Skynet Solution	T.Y.B.Sc.I.T.
	29 <sup>th</sup> September 2015	Data driven Framework of Selenium Tool	Mr. Nilesh Singh	T.Y.B.Sc.I.T. and M.Sc. I.T.

#### Seminars conducted for students:

Year	Date	Topic	Speaker	Students
2010-11	14 <sup>th</sup> December 2010	ASP.Net	Mr.Raj Singh Center Head, NIIT	B.Sc.I.T.
	28 <sup>th</sup> June 2010	Microsoft tools	Dr. Srinivasan	B.Sc.I.T. faculty
	24 <sup>th</sup> July 2010	Career Guidance	Mr. Manoj Saigal Director, Relic Academy	T.Y.B.Sc.I.T.
	27 <sup>th</sup> July 2010	Internet Security	Prof. Vinod Vaze	T.Y.B.Sc.I.T.
	5 <sup>th</sup> February 2011	Computrain	Mr. Samuel	T.Y.B.Sc.I.T.

	11 <sup>th</sup> February 2011	Crystal Reports, Cloud Computing and Technical Interviews	Mr. Chirag Panchal  Microsoft Certified Trainer	T.Y.B.Sc.I.T.
	14 <sup>th</sup> February 2011	RDBMS & DBMS	Mr. Chirag Panchal  Microsoft Certified Trainer	F.Y.B.Sc.I.T.
	19 <sup>th</sup> March 2011	Data Mining and Warehousing Practical	Prof. Chaitali Sawant  Ruparel College	M.Sc.I.T.
2011- 12	25 <sup>th</sup> July 2011	Cyber Security	Mr.Sachin Dedhia  Skynet Solution	T.Y.B.Sc.I.T.
	24 <sup>th</sup> August 2011	Tips and Tricks in C++ programming	Mr. Chirag Panchal  Microsoft Certified Trainer	F.Y.B.Sc.I.T.
	3 <sup>rd</sup> September 2011	Oracle 10g and Java	Mr. Mohammed Alam Qureshi, Business Head, KarRox Technology Ltd	S.Y.B.Sc.I.T.  T.Y.B.Sc.I.T.

	28 <sup>th</sup> November 2011	An NGO 'Point of View', visited our college to screen a movie on Homosexuality as a part of their campaign 'Hamari Zindagi Hamari Choice'	NGO	F.Y.B.Sc.I.T.
	28 <sup>th</sup> February 2012	Course Structure	Mr. Sagar Havaladar Icarnegic	B.Sc.I.T.
2011-12	15 <sup>th</sup> September 2011	Project Guidance	Prof. R Srivarmangai Sudhakar, Head, Department of IT, University of Mumbai	M.Sc.I.T.
2011-12	11 <sup>th</sup> February 2012	Windows 7 and I.E.9	Mr. Mohit Panchal	S.Y.B.Sc.I.T.
	17 <sup>th</sup> February 2012	Future in Robotics	Dr. M. G. Bhatia Director, ACRET	M.Sc.I.T.
2012-13	19 <sup>th</sup> July 2012	Simulation Games	Dr. Sunil Pevekar Chief Coach, Aksun Centre for Management Excellence	T.Y.B.Sc.I.T. T.Y.B.M.S.
	17 <sup>th</sup> August 2012	Emerging Trends in Cyber Crime and Case Studies	Mr. Vicky Shah	T.Y.B.Sc.I.T.

	24 <sup>th</sup> August 2012	Future Information Technology in	NIIT	F.Y.B.Sc.I.T.
2012-13	19 <sup>th</sup> July 2012	Simulation Games	Dr. Sunil Pevekar	M.Sc.I.T.
	21 <sup>st</sup> July 2012	First Step towards Corporate World	Mr. Ashutosh Asgaonkar SAP Assistant Manager, United Phosphorus Ltd.	M.S.c.I.T.
	10 <sup>th</sup> January 2013	Fascinating World of Robotics	Dr. M.G.Bhatia Director, ACRET	M.Sc.I.T.
2013-14	23 <sup>rd</sup> August 2013	Cyber Security	Mr.Sachin Dedhia Skynet Solution	B.Sc.I.T.
	30 <sup>th</sup> November 2013	ATS Solutions	Mr. Sachin Mohite ATS Infotech-Learning Solutions, New Delhi	T.Y.B.Sc.I.T.
2014-15	23 <sup>rd</sup> August 2014	Hands on Demo of Network Attacks	Mr.Sachin Dedhia Skynet Solution	T.Y.B.Sc.I.T.

**33. Teaching methods adopted to improve student learning.**

- Audio visual aids used to demonstrate applications based on the theoretical concepts
- Case studies and presentations conducted
- Demonstration of programs in class for better understanding
- Revision and summarization at the start and end of the lecture
- Playing videos related to effectively explain the topics
- Regular Assignments and tutorials given to students
- Class Tests taken periodically
- Industrial Visits and Field Visits

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

- Faculty members have been assigned varied responsibilities as members and Chairpersons of various committees.
- The extension activity in the campus is coordinated by NSS unit, DLLE and CWDC.
- All faculty members actively participate in various extension activities conducted in college.

**35. SWOC analysis of the department and Future plans****B.Sc.I.T. and M.Sc.I.T.**

Strengths	Weaknesses	Opportunities	Challenges	Future Plans
Well-equipped laboratory with highly configured computers	More faculty members need to complete qualification	Entrepreneurship options need to be considered.	Competition from Engineering colleges	To start Add-on courses
Latest Electronics Kits	More add-on courses need to be initiated to improve vocational opportunity	Tie up with other professional bodies	Competition from nearby colleges	Research cell to be initiated
Placements for TY students		Three faculty members pursuing Ph.D. program	New demands and trends in industry	To add an additional batch of 20 for M.Sc.I.T.
Mentorship Program				Research cell to be initiated
Remedial Coaching				
Post graduate program with full capacity				

**DEPARTMENT OF MASS MEDIA (ARTS)**

1. **Name of the department:** Bachelor of Mass Media
2. **Year of Establishment:** 2003
3. **Names of Programmes/Courses offered UG , PG, M.Phil., Ph.D., Integrated Masters;IntegratedPh.D.,etc.)**  
Bachelor of Mass Media
4. **Names of Inter disciplinary courses and the departments/units involved**  
Advertising and Journalism
5. **Annual/semester/choice based credit system(programmewise)**  
Credit Based Semester and Grading System (CBSGS)
6. **Participation of the department in the courses offered by other departments**  
Yes as visiting lecturers
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
Nil
8. **Details of courses/programmes discontinued (if any) with reasons**  
Nil
9. **Number of teaching posts**

	Sanctioned	Filled
Professors	NA	NA
AssociateProfessors	NIL	NIL
Asst.Professors	06	05

**10. Faculty profile with name, qualification, designation, specialization, D.Sc/ D.Litt/Ph.D./M.Phil.etc.,)**

Name	Qualification	Designation	Specialization	No.of Years of Experience	No Of Phd Students
Dr. Anju Kapoor	PhD	Principal	Clinical Psychology	27	
Mrs. Navita Kulkarni	PhD	Asst. Professor	MMCJ	17	NA
Mrs. Zinat Aboli	MMCJ	Asst. Professor	MMCJ	10	NA
Mrs. Madhuvanti Date	MA MBA	Asst. Professor	Philosophy HR	15	NA
Mr.Ashish Mehta	M.Com	Asst. Professor	Management	7	NA
Mr. Mayur Sarfare	MCJ	Asst. Professor	MMCJ		NA
Mrs. Avina Taneja	MCJ	Asst. Professor	MCJ	2	NA
Mr.Aarthi Chandru	MCJ	Asst. Professor	MCJ	7	NA
Mrs.Tahira Kashyap	MMCJ	Asst. Professor	MMCJ	1	NA
Mrs. Manisha Waghani	MCJ	Asst. Professor	PR	2	NA
Mr.Mandar Purkar	MCJ	Asst. Professor	Journalism	6	NA
Mrs. Rashmi Gahlowt	MSc Mass Comm	Asst. Professor	Electronic Media	1	NA
Mr. Kalpesh Chaudhari	M.C.S	Asst. Professor	Audio Video	2	NA

**List of senior visiting faculty**

Name	Qualification	Specialization	Experience in years.	No of PHD students guided for the last 4 years
Meenakshi Venkatesh	M COM, M. Phil, PG Diploma in MCJ	Advertising	24	NIL
Shobhana Vora	B Com, M Com, M.Phil,DMS	Adveritising	20	NIL
Narayani Pillai	BSc, MA, BEd	English	15	NIL
Anita Phillips	BA, MA	English Literature	25	NIL
Renu Nauriyal	BA, MA, M phil	Journalism	20	NIL
Wahid Kapadia • Doris	B E	IT	15	NIL
Doris Rao	BA, MA	Journalism	20	NIL
Rubina Khan	MMS, BCom	Finance	15	NIL

**12. Percentage of lectures delivered and practical classes handled (programmewise) by temporary faculty**

Visiting Faculty: 100%

**13. Student-TeacherRatio (programme wise)**

27:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

Administrative Staff Details (2014-15)

Designation	Sanctioned	Filled
<b>Registrar</b>	01	01
<b>O.S. cum Accountant</b>	01	01
<b>Head Clerk</b>	01	01
<b>Senior Clerk</b>	02	02
<b>Junior Clerk</b>	07	07
<b>Library Assistant</b>	01	01
<b>Class IV</b>	03	03

**Technical Support Staff (2014-15)**

Designation	Sanctioned	Filled
Lab. Assistant	02	02
Lab Attendant	01	01

**15. Qualifications of teaching faculty with D.Sc/D.Litt/Ph.D/MPhil/PG.**

Qualification	Numbers
Ph D	2
P G	5

**16. Number of faculty with on going projects from a) National b) International funding agencies and grants received**

Nil

**17. Departmental projects funded by DST-FIST;UGC, DBT, ICSSR,etc.and total grants received**

Nil

**18. Research Centre/facility recognized by the University**

No

**19. Publications: a) Publication per faculty**

Sr No	Name Of Faculty	Title	Semester	Name Of Publisher
1	Dr. Anju Kapoor	Media Madness & The Awesome 3some, February, 2013, page no : 15 – 145	Creative Writing Sem 3	Shroff Publication Distribution Pvt. Ltd., ISBN No. : 13:978 -93 – 5110 – 024 – 9 February, 2013
1	Dr Navita Kulkarni Asst. Professor	Inclusive education in India: awareness building package for teachers - On-line	Reference book	Lambert Academic Publishing, ISBN No. : 978-3-659-69743-2 (2015)

		publication, page no : 4 - 102		
2	Mrs. Rashmi Gahlowt	Management of ADHD (Attention Deficit Hyperactive Disorder) - On-line publication, page no : 5 - 332	Reference book	Lambert Academic Publishing, ISBN No. : 978-3-659- 69896-5 (2015)

**b) Number of papers published in peer reviewed journals (national/international) by faculty and students**

Faculty Name	Paper Presented
<b>Dr. Anju Kapoor</b>	<ol style="list-style-type: none"> <li>1. Presented a paper at an International Conference "Spirituality at Workplace" held at Usha Pravin Gandhi College of Management on 21st &amp; 22nd February, 2013 on the topic of "Transpersonal approach to Leadership in the 21st Century". ISBN: 978-93-5110-046-1</li> <li>2. Published a paper in a journal "HEF Indian Journal of Higher Education, July – December, 2014. Volume V – Issue II" on the topic "Leaders and Teachers Perceptions towards Administrative Competencies and its Relevance to an Organizational Climate"- ISSN 0976 – 1314</li> <li>3. Published a paper in a journal "International Journal of Organizational Behaviour And Management Perspectives, Volume 4, Number 1" on the topic of "Inclusive Education : A Viable Option for Children with Disabilities (CWD)" - ISSN: 2279-0950 (PRINT) ISSN: 2279-0969 (ONLINE)</li> <li>4. Published a paper in a journal "International Journal of Organizational Behaviour And Management Perspectives, Volume 4, Number 3" on the topic "The Management of Psychological wellbeing of adolescents engaged in Sports in the city of Mumbai," - ISSN: 2279-0950 (PRINT) ISSN: 2279-0969 (ONLINE)</li> <li>5. Presented a paper at an International Conference held at GNIMS on "Innovation Based Sustainable Practices of Organizations" on the topic "An Innovative and Sustainable practice in the field of Education : An E-</li> </ol>

	waste initiative” in March 2015. ISBN : 978-93-83003-01-3
<b>Prof. Zinat Aboli</b>	<ol style="list-style-type: none"> <li>1. Presented a paper on <b>Paid News</b> at Manshodhan- a project and research meet organized for SVKM institutes by Mithibai College in November 2010. Won the 1<sup>st</sup> place for paper presentation in the Arts Category.</li> <li>2. Attended a Seminar on <b>Myths – Its Magic, Scope &amp; Function</b> organized by Vivek College, Valia College &amp; K.J. Somaiya College on September 25, 2010.</li> <li>3. Presented a paper on the topic <b>Anna and the Media at Manshodhan – II</b> on November 26, 2011, an Intra-SVKM paper presentation competition organized by Mithibai College.</li> <li>4. Participated in <b>Citizen Journalism</b> a three day workshop organized jointly by Journalism Mentor and SVKM's Usha Pravin Gandhi College of Management on April 5-7, 2013 at Mithibai College.</li> <li>5. Presented a paper titled <b>Muslim Women and Higher Education at Ethnography and Social Identities</b> a two-day workshop for Ph.D. Scholars organized by Tata Institute of Social Sciences (TISS) and University of Edinburgh Collaboration (UKIERI).The workshop was conducted on August 30 - 31, 2012 at TISS, Mumbai.</li> <li>6. Attended two-day workshop on <b>Technology, Democracy and Accountability in Democracy in South Asia and beyond</b> organized by the University of Stanford and University of Mumbai on January 17-18, 2014.</li> <li>7. Presented a paper titled <b>Minorities and Diversities in Culture</b> at a Transnational Research Colloquium on <b>Multiculturalism and the Law</b> jointly organized by SOAS, University of London and Faculty of Law, University of Lucerne, Switzerland, November 15 - 16, 2013 at Lucerne, Switzerland.</li> <li>8. Number of papers published in peer reviewed journals (national/international) by faculty and students</li> </ol>
<b>Prof. Ashish Mehta</b>	<ol style="list-style-type: none"> <li>1. Presented a paper on the topic <b>Learning Disabilities, Dyslexia and Vision Insights from Multiple case studies of Dyslexic Adults at Manshodhan – III</b> on December 8, 2012, an Intra-SVKM paper presentation competition organized by Mithibai College.</li> <li>2. Published a paper “Rural Tourism- An alteration mantra for tourism” at the Two-day Interdisciplinary National Conference on “Vision India: The Road Ahead” in the month of January, 2015.</li> </ol>

<b>Prof. Manisha Waghani</b>	1. Presented a paper on the topic <b>When Life is not at Full term at Manshodhan – III</b> on December 8, 2012, an Intra-SVKM paper presentation competition organized by Mithibai College
<b>Prof. Rashmi Gahlowt</b>	1. Published a paper in the journal “The Literary Voyage” 2. Published in Empowering Women: An Indian Perspective 3. Published a paper Visual Media Culture -,K.C. College, 20 <sup>th</sup> & 21 <sup>st</sup> February, 2015
<b>Prof. Navita Kulkarni</b>	1. Published paper on Impact Of Globalization on Television Content at K.C. College in the month of July, 2014.

\* **Number of publications listed in International Database (For Eg:Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory ,EBSCOhost,etc.) -- Nil**

\* **Monographs -- Nil**

\* **Chapter in Books -- Nil**

\* **Books Edited -- Nil**

\* **Books with ISBN/ISSN numbers with details of publishers -- Nil**

\* **Citation Index -- Nil**

\* **SNIP-- Nil**

\* **SJR -- Nil**

\* **Impact factor -- Nil**

\* **h-index -- Nil**

#### **20.Areas of consultancy and income generated**

Nil

#### **21.Faculty as members in a) National Committees b) International Committees c) Editorial Boards -- Nil**

#### **22.Student projects**

**a)Percentage of students who have done in – house projects including inter departmental/programme**

100%

**b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories /Industry/ other agencies**

100% (As per the subject requirements)

**23.Awards/Recognitions received by faculty and students :**

- Dr Navita Kulkarni received National Level “Excellence Award 2011 for the outstanding achievements and distinguished service rendered to the Indian Society by Bhartiya Samaj Vikas Academy, Mumbai
- Ms Veena Bannur stood 2<sup>nd</sup> at University of Mumbai ,T.Y.B.M.M (Journalism) Exam in the year 2013-2014
- Ms Damini Kulkarni stood 3<sup>rd</sup> at University of Mumbai ,T.Y.B.M.M (Advertising) Exam in the year 2012-2013
- Ms Dhvani Maheshwari received the best student award 2013-2014
- Ms Khushi Gandhi has cleared the UPSC exams and was selected for IRS in the year 2011.

**24.List of eminent academicians and scientists/visitors to the department**

Name	Area
Mr. Abhay Mokashi	Journalist
Mr. Abhishek Singh,	Radio Jockey
Swami Chaturvedi, Chennai	Spiritual Educator
Mr. Hanif Lakdawala	Resource person for media planning
Mrs. Anita Mandrekar	BOS member and examiner for consumer behavior
Mr. Ashok Wankhede	Academician, Industry person
Ms. Kamayani Mahabal	Lawyer, Human Rights
Mr. Pritesh Vyas	Academician
Mr. Karan Shah,	Goodlife Education
Mr. Ronan Crawly	Vedant Scholar
Mr. Shyam Singh	Pearl Academy
Prof. Meenakshi Venkatesh	Academician, BOS member and examiner

**25.Seminars /Conferences /Workshops organized & the source of funding**

a) National b)International -- Nil

**26. Student profile programme/coursewise:**

YEAR	Nameofthe Course/programme (refer question no. 4)	Applications received	Selecte d	Enrolled		Pass percentage
				M	F	
2010-2011	FYBMM	1064	117	21	96	SEM-I-98.29% SEM-II-100.00%
2011-2012	FYBMM	948	119	17	102	SEM-I-96.55% SEM-II-100%
2012-2013	FYBMM	588	117	25	92	SEM I- 100.00% SEM II- 99.15%
2013-2014	FYBMM	619	115	23	92	SEM I- 100.00% SEM II- 100.00%
2014-2015	FYBMM	721	124	27	97	Sem I=100% Sem II=100%

**27. Diversity of Students**

Year	Nameofthe Cour se	%of students fromthe samestate	%ofstudents fromother States	%of student s from abroad
2010-2011	FYBMM	83.76%	16.24%	---
2011-2012	FYBMM	77.31%	21.85%	0.84%
2012-2013	FYBMM	80.34%	19.65%	---
2013-2014	FYBMM	70.97%	26.61%	2.41%
2014-2015	FYBMM	75.65%	23.47%	0.86%

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civilservices, Defense services, etc.?**

Data Not Available

**29. Student progression :**

Student progression	Against % enrolled
UG to PG	60
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	

<b>Employed</b>	
•Campusselection	16
•Other than campus recruitment	
Entrepreneurship/Self-employment	14

**30. Details of Infrastructural facilities**a) **Library:** Yesb) **Internet facilities for Staff & Students:** Yesc) **Class rooms with ICT facility :**Yesd) **Laboratories:** Yes**31. Number of students receiving financial assistance from college, university, government or other agencies -- Nil****32. Details on student enrichment programmes (special lectures/workshops/seminar)with external experts**

Yes, following special lectures were conducted

**BMM 2010-2011**

Date	Topic	Expert/Guest	Audience
24 <sup>th</sup> June, 2010	News Writing	Mr. Abhay Mokashi (Journalist)	S.Y.B.M.M. & T.Y.B.M.M. Journalism students
24 <sup>th</sup> July, 2010	Skills of a Radio Jockey	Mr. Abhishek Singh, Radio Jockey	S.Y. & T.Y.B.M.M. (Journalism) students
21 <sup>st</sup> April, 2011.	Professional & World Ethics	Swami Chaturvedi, Chennai	Teaching & Non-Teaching staff

**BMM 2011-2012**

18 <sup>th</sup> February, 2012.	Stress Management	'Asra' NGO	T.Y.B.M.M. students
4 <sup>th</sup> August, 2011	Eduabroad. (lectures on Financial Issues,	Prof. Steve Schifferes, Prof.	BMM students

	Magazine and Investigative Journalism)	Barbara Rowlands and Prof. Rosie Waterhouse from City University, UK	
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**BMM 2012-2013**

11 <sup>th</sup> October, 2012	Copywriting	Mr. Hanif Lakdawala	T.Y.B.M.M. (Advertising) Semester – V students
11 <sup>th</sup> October, 2012	Advertising in Contemporary Society	Mrs. Meenakshi V.	T.Y.B.M.M. (Advertising) Semester – V students
11 <sup>th</sup> October, 2012	Brand Building	Mr. Hemant Kombrabail	T.Y.B.M.M. (Advertising) Semester – V students
16 <sup>th</sup> October, 2012	Advertising in Contemporary Society	Mrs. Anita Mandrekar	T.Y.B.M.M. (Advertising) Semester – V students
3rd January, 2013	Journalism Today	Mr. Ashok Wankhede	S.Y.B.M.M. students
29 <sup>th</sup> January, 2013	I-Pad uses for Education	PCSS an authorized service centre for Apple product	All faculty members
31st January, 2013	Contemporary Issues on the topic 'Gender Sensitisation and Laws related to Sexual Harrasment'	Ms. Kamayani Mahabal	T.Y.B.M.M. students
31st January, 2013	Contemporary Issues on the topic 'Gender Sensitisation'	Mr. Vrijendra	T.Y.B.M.M. students
10 <sup>th</sup> July, 2012 to 15 <sup>th</sup> July, 2012	Art of Living		All faculty members and non-teaching staff members.

**BMM 2013-2014**

Date	Topic	Expert/Guest	Audience
28 <sup>th</sup> September, 2013	Marketing on Radio Mirchi	Mr. Pritesh Vyas	T.Y.B.M.M. students
30 <sup>th</sup> September, 2013	Media Planning	Mr. Hanif Lakdawala	T.Y.B.M.M. students
7 <sup>th</sup> February, 2014	Film Making	Mr. Manoj Nautiyal	F.Y. & S.Y.B.M.M. students

#### BMM 2014-2015

08/08/14	Script Writing	Mr. Khurana, Script Writer	S.Y.B.M.M. students
28/02/2015	Photography Exhibition	Mr. Sumir Nair	S.Y.B.M.M. students
12/08/14	Cinematography	Mr. Sumir Nair, Film Maker	T.Y.B.M.M. students
27/08/14	Copy Writing	Mr. Arnab Mitra, O&M	T.Y.B.M.M. students
12/09/14	Overseas Education	Ms. Katarina Velkova & her team	T.Y.B.M.M. students
27/09/14	Media Planning & Buying	Prof. Hanif Lakdawala	T.Y.B.M.M. students

### 33. Teaching methods adopted to improve student learning:

- Projects
- Presentations
- Group discussions
- Quiz
- Debates
- Skits
- Class experiments.
- Industry- Academia-Interface

### 34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

TYBMM students volunteered with NGOs working on Human rights, Gender Issues , Women Empowerment, Right to Education, Communal harmony etc. as part of their Contemporary Issues project.

Faculty members have been assigned responsibilities as members and

chairpersons of various committees. The participation in these extension activities are facilitated through NSS unit, DLLE and WDC.

### 35. SWOC analysis of the department and Future plans

STRENGTH	WEAKNESS	OPPORTUNITIES	CHALLENGES	FUTURE PLANS
Qualified faculty.	Internal assessment pattern of 75:25, limits the assessment of media students to only 25 marks giving less opportunity for diverse and creative thinking.	The value added courses pertaining to various subjects in Mass Media like Digital Photography, Graphics designing, Screenplay writing etc.	The college follows the University rules regarding marks allocation for the projects and hence despite being a media course there is limited scope for projects	Intend to start a Masters program in Mass Media.
Faculty members are from diverse academic backgrounds and visiting and guest faculty from media industry.	Faculty members to network with more media houses and corporate funding agencies		Competition from nearby colleges	Intend to establish a student research cell in the immediate future.
ICT facilities Available State of the art classrooms				
Results of the department better than the university results				

## ABBREVIATIONS

<b>SVKM</b>	<b>Shri Vile Parle Kelavani Mandal</b>
<b>UPGCM</b>	Usha Pravin Gandhi College of Management
<b>LMC</b>	Local Managing Committee
<b>WDC</b>	Women Development Cell
<b>DLLE</b>	Department of Lifelong Education
<b>PATS</b>	Performance Appraisal of Teachers by Students
<b>PAPT</b>	Performance Appraisal of Principal by Teachers
<b>LCD</b>	Liquid Crystal Display
<b>FDP</b>	Faculty Development Program
<b>PBAS</b>	Performance Based Assessment System
<b>CAP</b>	Centralized Assessment Program
<b>MCQ</b>	Multiple Choice Questions
<b>RBI</b>	Reserve Bank of India
<b>BSE</b>	Bombay Stock Exchange
<b>OPAC</b>	Online Public Access Catalogue
<b>CBSGS</b>	Credit Based Semester & Grading System
<b>CAI</b>	Counsellors Association Of India
<b>UOM</b>	University Of Mumbai
<b>MOU</b>	Memorandum Of Understanding
<b>MCA</b>	Masters in Computer Applications
<b>UGC</b>	University Grants Commission
<b>IT</b>	Information Technology
<b>NSS</b>	National Service Scheme
<b>ICT</b>	Information & Communications Technology
<b>NGO</b>	Non Government Organisation
<b>HSE</b>	Higher Secondary Education
<b>NRI</b>	Non Resident Indian
<b>SC/ST</b>	Scheduled Cast/Scheduled Tribes
<b>RCUPG</b>	Rotaract Club of Usha Pravin Gandhi College of Management
<b>UPSC</b>	Union Public Service Commission
<b>MOS</b>	Mailing Operating System
<b>CD/DVD</b>	Compact Disc/Digital Versatile Disc
<b>TED</b>	Technology Entertainment and Designing
<b>LAN</b>	Local Area Network
<b>CAT</b>	Common Admission Test
<b>GMAT</b>	General Management Aptitude Test
<b>NOC</b>	No Objection Certificate
<b>NET/SET</b>	National Eligibility Test /State Eligibility Test
<b>ATKT</b>	Allow To Keep Term
<b>CR</b>	Class Representatives

<b>PTA</b>	Parents Teachers Association
<b>CV</b>	Curriculum Vitae
<b>CCTV</b>	Close Circuit Television
<b>DSPACE</b>	Digital Signal Processor for Applied and Control Engineering
<b>ILL</b>	Inter Library Loan
<b>PPT</b>	PowerPoint Template
<b>LMS</b>	Learning Management System
<b>OBC</b>	Other Backward Classes
<b>EBC</b>	Economically Backward Classes
<b>DSW</b>	Department of Student Welfare
<b>CEO</b>	Chief Executive Officer
<b>OB</b>	Office Bearers
<b>PH</b>	Physically Handicapped
<b>ERP</b>	Enterprise Resource Planning
<b>TDS</b>	Tax Deducted at Source
<b>HR</b>	Human Resources
<b>MCOM</b>	Masters In Commerce
<b>MMS</b>	Masters In Management Studies
<b>MCM</b>	Masters In Computer Management
<b>MMCJ</b>	Masters In Mass Communication & Journalism
<b>MCS</b>	Masters In Computer Science
<b>SSR</b>	Self Study Report
<b>NAAC</b>	National Assessment & Accreditation Council
<b>EQ</b>	Emotional Quotient
<b>SAP</b>	Systems ,Applications & Products in Data Processing
<b>CAI</b>	Counsellor Association of India
<b>INFLIBNET</b>	Information and Library Network
<b>LIBSYS</b>	Library System (Software)
<b>IUC</b>	Inter University Centre

**ANNEXURE A – LIST GUEST SPEAKERS FROM INDUSTRY AND  
EMMINENT PERSONALITIES VISITED COLLEGE IN LAST FIVE  
YEARS**

**2010**

<b>Sr. No.</b>	<b>Topic</b>	<b>Name of the Guest</b>	<b>Organiser</b>
1	Entrepreneurship	Mr. Arks Srinivas	Director, T.I.M.E.
2	Stress free teaching	Dr. Rohit Sabrawal	
3	Happy Parenting	Mr. Nihar Sawant	
4	Preservation of Environmental Resources & Health	Mr. Benson George	Centre for Human Ecology
5	News Writing	Mr. Abhay Mokashi	
6		Dr. Srinivasan	
7	Career Guidance	Mr. Manoj Saigal	Director, Relic Academy
8	Skills of a Radio Jockey	Mr. Abhishek Singh	Radio Jockey from Jaipur FM Radio
9	Internet Security & Trends	Prof. Vinod Vaze	Relic Academy
10	'Management Conclave – 2010	Principal	L.N. Welingkar Institute of Management Development and Research and S. P. Jain Institute of Management and Research Auditorium
11	Human Values	Mr. Huzafa Khorakiwala	C.E.O., Wockhardt Foundation
12	Wireless Computing & Virtualization	Mr. Ramesh R. Mahadik	C.O.O., Jetking India's No.1
13	Wireless Computing & Virtualization	Mr. Ronak Shah	Jetking India's No.1

14	Leadership Styles & Skills	Dr. A. Jagan Mohan Reddy	H. R. College
15	Client Technology – Internet Explorer 9	Mr. Mayank S. Birla	Microsoft Student Partners
16	Cloud Computing and Microsoft Windows Azure	Mr. Rushabh Gosar	Microsoft Student Partners
17	ASP.net	The Center Head	NIIT
18	VB.net	The Center Head	NIIT
19	Web Technologies	The Center Head	NIIT
20	Power Meditation	Brni. Nidhi Chaitanya	Chinmaya Mission
21	Annual Day Celebration	Dr. M.N. Welling	Chief Guest

**2011**

<b>Sr. No.</b>	<b>Topic</b>	<b>Name of the Guest</b>	<b>Organiser</b>
1	Computrain	Mr. Samuel	
2	Crystal Reports, Cloud Computing and Technical Interviews	Mr. Chirag Panchal	
3	Crystal Reports	Mr. Chirag Panchal	Microsoft
4	Preparation of a Business Plan	Mr. Punit Popat	Sr. Marketing Executive, TIME
5	Relevance of Social Entrepreneurship	Prof. Aditi Puneekar	NMIMS – Social Entrepreneurship
6	ACNPracticals	Prof. Mandar Bhave	Ruparel College
7	Data Mining & Warehousing Practical	Prof. Chaitali Sawant	Ruparel College
8	Awareness about Breast Cancer and Cervical Cancer	Dr. Vinita S. Salvi	Seven Hills Hospital & Health Ciy, College Women Development Cell
9	Professional Ethics	Swami Chaturvedi	Chennai
10	NAAC Orientation	Dr. M. N. Welling	NMIMS

11	Cyber Security	Mr. Sachin Dedhia	Cyber Crime Investigator
12	Eduabroad	Prof. Steve Schifferes, Prof. Barbara Rowlands and Prof. Rosie Waterhouse	City University, UK
13	Service Sector Management	Prof. Neeta Acharya	NMIMS
14	Tips & Tricks in C++ Programming	Mr. Chirag Panchal	Microsoft Certified Trainer
15	Oracle 10g and Java	Mr. Mohammed Alam Qureshi, Mr. Yogesh Bhavaskar and Mr. Kinu Tarakmal	karRox Technology Ltd.
16	Project Guidance	Prof. R Srivarmangai Sudhakar	Head, Department of IT, University of Mumbai
17	Kick-Boxing	Mr. Nitin Raut	
18	AIDS, Stigma Discrimination, Sexually Transmitted Infection	Ms. Jayashree Thakur	Yashe Foundation
19	Hamari Zindagi Hamari Choice		NGO
20	Health & Nutrition	Dr. Jyoti Vora and Prof. Neha Paharia	College Women Development Cell
21	Annual Day Celebration	Shri B.P. Sheth	Chief Guest

**2012**

<b>Sr. No.</b>	<b>Topic</b>	<b>Name of the Guest</b>	<b>Organiser</b>
1	Thalassemia Check up Camp	Mr. Vinay Shetty	Think Foundation
2	Blood Donation Camp		Mahatma Gandhi Seva Mandir Hospital and Blood Bank

3	Appreciation Inquiry – A Positive Revolution in Change	Ms. Kiran Kandade	Socrates Learning
4	Windows 7 & I.E.9	Mr. Mohit Panchal	
5	Fascinating World of Robotics	Dr. M. G. Bhatia	Ameya Centre of Robotics & Embedded Technology
6	Stress Management	Asra	NGO
7	Course Structure	Mr. Sagar Havaldar	Icarnegic
8	Cancer Awareness	Dr. Zenobia	Jaslok Hospital
9	Effectiveness in GDPI	Mr. Uday N. Joshi	Management Professional from Bharat Oman Refineries Ltd. (BORL)
10	Complete Health Check up		Apollo Clinic
11	Soft Skills Training	Ms. Padma Rolla, Ms. Suruchi Aulakh and Ms. Meenakshi Shivram	
12	Simulation Games	Dr. Sunil Pevekar	Aksun Centre for Management Excellence
13	First Step towards Corporate World	Mr. Ashutosh Asgaonkar	SAP Assistant Manager, United Phosphorus Ltd.
14	Tarot Card Reading	Ms. Poornima Dayal	College Women Development Cell
15	Emerging Trends in Cyber Crime and Case Studies	Mr. Vicky Shah	Head, Dept. of Digital Forensics, Inst. Of Forensic Science, Government of Maharashtra
16	Department of Lifelong Learning and Extension	Dr. Sheela Philip	St. Teresa College of Education

17	Strategic Management	Mr. Sandeep Desai	Executive Vice-President, I.T. Afcons Limited
18	Network Security	Prof. R Srivarmangai Sudhakar	Head, Department of IT, University of Mumbai
19	Advertising in Contemporary Society	Mrs. Meenakshi V.	
20	Brand Building	Mr. Hemant Kombrabail	
21	Copywriting	Mr. Harif Lakdawala	
22	Software Testing and LINUX Administration	Prof. Hiren Dand	Mulund College of Commerce
23	Advertising in Contemporary Society	Mrs. Anita Mandrekar	
24	Advanced Java & ASP.NET	Prof. Tushar Sambare	Bunts College
25	Hepatitis B	Mr. Akshit	Blue Ribbon Club
26	Career Opportunities for Central and State Government	Prof. Mahesh Bhagwat	
27	Annual Day Celebration	Dr. P. G. Gopalakrishnan	Chief Guest

**2013**

Sr. No.	Topic	Name of the Guest	Organiser
1	Thalassemia Check-up Camp	Mr. Vinay Shetty	Think Foundation
2	Introduction to Journalism	Mr. Ashok Wankhade	

3	Fascinating World of Robotics	Dr. M.G. Bhatia	Director, Acret, Ameya Centre of Robotics & Embedded Technology
4	AIDS, Sex Education, Hypnotism and Yoga	Dr. H.M. Pednekar	Kirti College
5	Gender Sensitisation and Sexual Harassment	Ms. Kamyani Mahabal	
6	Gender Sensitisation	Mr. Vrijendra	N.M. College.
7	Maths Can Be Fun	Mr. Shreyans Mehta	The Knowledge Hub
8	Parental Communication	Mr. Santosh Pathare	Guru Nanak College
9	Department of Lifelong Learning and Extension	Dr. Sheela Philip	St. Teresa College of Education
10		Mr. Shishir Joshi	Journalism Mentor
11	Thalassemia Check-up Camp	Mr. Vinay Shetty	Think Foundation
12	Blood Donation Drive		Mahatma Gandhi Seva Mandir Hospital
13		Shri Mehul A. Desai	Founder and Chairman, Mail Order Solution India Pvt. Ltd.
14	Citizen Journalism	Mr. Shishir Joshi and Mr. Alope Thakore	Journalism Mentor
15	ERP implementation and its virtues	Mr. K.B. Narayan, Mr. Shirish Mantri and Mr. Sanjay Mehrishi	BPCL ERP Center
16	Financial and Capital Markets	Ms. Vinita Shetty	National Stock Exchange
17	Apple products and its Applications for Education	Mr. Suyog	Unicorn Info. Solutions
18	Overview on Android Applications	Mr. Sandeep Jethani	Director Operations, ATS Infotech Pvt. Ltd.
19	N. L. P. Training session	Mr. Animesh Gupta	Limitless

20	Make it happen' & 'Vedic Maths	Mrs. Manisha Makhecha & Mr. Vinay Nair	CIF Mission
21	Department of Lifelong Learning and Extension	Dr. Sheela Philip	St. Teresa College of Education
22	RTI and Youth	Mr. Valerian Fernandes Mr. Richard D'Mello	Haiyya NGO
23	Android Applications Development	Mr. Sachin Mohite	Android Developer, ATS Infotech Pvt. Ltd.
24	Cyber Security	Mr. Sachin Dedhia	Cyber Crime Investigator
25	Branding and Promotion of Services	Mr. Shray Rai Tiwari	Co-founder – TAGG
26	Marketing	Mr. Pritesh Vyas	Radio Mirch
27	Media Planning	Mr. Hanif Lakdawala	
28	ASP.NET	Mr. Shray Rai Tiwari	Co-founder – TAGG
29	Business Ethics and Corporate Social Responsibility	Mr. Benson George	
30	Android Applications Development	Mr. Sachin Mohite	Android Developer, ATS Infotech Pvt. Ltd.
31	Annual Day Celebration	Dr. Z.R. Turel	Chief Guest
32	SAP & SAS Technology	Mr. Jagdish Deshmukh	Director, High Technologies Solutions

**2014**

<b>Sr. No.</b>	<b>Topic</b>	<b>Name of the Guest</b>	<b>Organiser</b>
1	Branding & Success Stories in Branding & Euro Crisis	Mr. Sazeel Shah	Director, Endeavor Pvt. Ltd.
2	HIV / AIDS awareness	Ms. Jayashree Thakur	MDAC's Trainer
3	Film Making	Mr. Manoj Nautiyal	
4	Entrepreneurship	Mr. Parag Chitale	Director, CPLL

5	Economic Crisis	Mr. Yioryos George Makedones	Queen Mary University of London
6	Mediclaim Process	Mr. Kamal Barot	SVKM
7	Script Writing	Mr. Khurana	Script Writer
8	Cinematography	Mr. Samir Nair	Film Maker
9	Developing Skills, Attitudes and Energies for Improving Employability and Efficiency	Mr. Alastair Creamer	Creamer and Lloyd, C.E.O.
10	Network Attacks	Mr. Sachin Dedhia	
11	Mutual Funds & Trends in Capital Markets	Mr. Ashok Kumar	MD – Lotus Knowlwealth, Promoter GURUKSHETRA
12	Copy Writing	Mr. Arnab Mitra	O&M
13	Overseas Education	Ms. Katarina Velkova & her team	
14	Department of Lifelong Learning and Extension	Dr. Sheela Philip	St. Teresa College of Education
15	Snake Awareness Programme	Mr. Chetan Vilas More	Secretary, SARRP
16	Cancer Awareness and Nutrition	Dr. Sanjay Dudhat	Nanavaty Hospital
17	Media Planning & Buying	Prof. Hanif Lakdawala	
18	Information Communication Technology Project	Mr. Kiran Patil	D.L.L.E. (University of Mumbai,)
19	Advertising on Social Media Platforms	Mr. Karan Shah	Goodlife Education
20	Vedanta Philosophy	Mr. Ronan Crawly	
21	Annual Day Celebration	Mrs. Manju Nichani	Chief Guest

22	Ethical Hacking	Mr. Sachin Dedhia & Mr. Jineshwar Panchal	Skynet Solution
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2015

Sr. No.	Topic	Name of the Guest	Organiser
1	Careers in Advertising	Mr. Shyam Singh	
2	Computer Stimulation for Operation & Logistics and Supply Chain Management	Prof. Nav	University of Exeter
3	Department of Lifelong Learning and Extension	Dr. Sheela Philip	St. Teresa College of Education
4	Managing Family Business	Mr. Samish Dalal	
5	Photography Exhibition	Mr. Sumir Nair	
6	Managing a Family Business	Mr. Samish Dalal	SP Jain School of Global Management
7	Universities offering Post Graduate Courses Abroad	Mr. Samule	Computrain
8	Financial Planning and Smart Investment	Mr. Ashokkumar	MD, Lotus Knowlwealth
9	Agency Management	Prof. Hanif Lakdawala	
10	Health and Nutrition	Ms. Jyoti Lalwani	Faculty Development Programme
11	YOGA	Dr. Seema Joshi	
12	Network Security	Mr. Sachin Dedhia	
13		Ms. Anuja Jain	
14	Direct Distribution	Ms. Avani Asher	
15	Awareness and Training Programme – Equity Markets	Mr. Siddharth Ghosh	Assistant Manager, National Securities Depository Limited
16		Mr. Vinay Punjabi	Country Head Marketing Ventura Securities Limited
17	Ethical Hacking	Mr. Sachin Dedhia	

18	Health is Taste	Mr. Harish Shetty	Nutritionist
19	Data Driven Framework of Selenium Tool	Mr. Nilesh Singh	
20	Humor at Workplace	Mr. Sunil Pavekar	Faculty Development Programme
21	Latest Trends in Data Base Systems	Mr. Dhaval Shah	
22	Network and Storage Virtualization	Mr. Sundara Pandi	
23	Datawarehousing and Business Intelligence	Mr. Dhaval Shah	
24	Guest lecture on 'Vedanta Philosophy'	Mr. Ronan Crawly	
25	Zumba Workshop	Ms. Devanshi Purohit	College Women Development Cell
26	My Entrepreneurial Journey	Mr. Vishal Shah	Founder of Haute Chef
27	Annual Day Celebration	Dr. Snehlata Deshmukh	Chief Guest

**Annexure B - List of papers Published by Faculties****B.Sc (I.T)**

Faculty Name	Papers Published
<b>Prof. Smruti Nanavaty</b>	<p>4. Published a paper on the topic “Analyzing Feasibility of e-learning in rural India” at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 598-614) (2012-13)</p> <p>5. Participated and Published a paper entitled ‘Improved Vision Through Technology’ at one-day International Conference on “Digitization and Beyond” organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 141-145) (2013-14)</p> <p>6. Published a paper on the topic “ E-Learning Experience &amp; Environments” at National Conference on Emerging Trends in Information Technology Management organized by Western College of Commerce and Business Mnagement ISSN 2231-5063 Impact Factor : 3.4052(UIF)(Pages 92-101 )(2014-15)</p>
<b>Prof. Archana Shukla</b>	<p>5. Published a paper on the topic ‘Relevance of Tagore’s Philosophy in Modern Education System’ at the Two-Day International Conference on “Spirituality at Workplace” (2012-13)</p> <p>6. Published a paper on the topic “ Women Empowerment through ICT Education Theme : Impact of ICT on Society” at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 508-520)</p>

	<p>(2012-13)</p> <p>7. Published a paper on ‘Wireless Body area Sensor Network in Healthcare’ at National Conference on Research in I.T. (2013-14)</p> <p>8. Participated and Published a paper entitled “Micro Web Server based Multiple Patient Monitoring System in ICU” at one-day International Conference on “Digitization and Beyond” organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 155-156) (2013-14)</p>
<p><b>Prof. Swapnali Lotlikar</b></p>	<p>5. Published a paper on ‘3G Scenario in India’ at National Convention on “ETIT 2010”. (2010-11)</p> <p>6. Published a research paper titled “Opportunities for Business in Rural Market” at Manshodhan. (2010-11)</p> <p>7. Published a paper on the topic “Information Communication Technology” at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (2012-13)</p> <p>8. Participated and Published a paper entitled ‘Improved Vision Through Technology’ at one-day International Conference on “Digitization and Beyond” organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 141-145) (2013-14)</p>
<p><b>Prof. Babita Kachroo</b></p>	<p>4. Published a paper on the topic “Analyzing Feasibility of e-learning in rural India” at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College</p>

	<p>ISBN 978-93-83072-08-8 (Pages 598-614) (2012-13)</p> <p>5. Participated and Published a paper entitled 'Improved Vision Through Technology' at one-day International Conference on "Digitization and Beyond" organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 141-145) (2013-14)</p> <p>6. Published a paper at 2nd Annual National Multidisciplinary Conference V-CMT 2015 on 'Changing Paradigms in Commerce, Management &amp; Technology' on the topic 'Sickle Cell Education through E-Learning' at Vidyalkar School of Information Technology ISBN-13: 97893-85880-11-7 ISBN-10: 93-85880-11-X (Pages 001-012) (2014-15)</p>
<p><b>Prof. Mudassar Qureshi</b></p>	<p>Published a paper on the topic "3S-Smart Building, Smart Grid, Smart Logistics" at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 251-256) (2012-13)</p>
<p><b>Prof. Dimple Bavlecha</b></p>	<p>1. Published a paper on the topic '<b>Simulating the modified flood fill algorithm for MAZE Solving</b>' at "<b>An International Conference on recent trends in Information Technology and Computer Science</b>". (2011-12)</p> <p>2. Published a paper on the topic "Women Empowerment through ICT Education Theme : Impact of ICT on Society" at an International conference on Extension Education and Rural Communities organized by DLLE, University of Mumbai and Amlani College ISBN 978-93-83072-08-8 (Pages 508-520)</p>

	<p>(2012-13)</p> <ol style="list-style-type: none"> <li>3. Published a paper on ‘Wireless Body area Sensor Network in Healthcare’ at National Conference on Research in I.T. (2013-14)</li> <li>4. Participated and Published a paper entitled “Micro Web Server based Multiple Patient Monitoring System in ICU” at one-day International Conference on “Digitization and Beyond” organized by Russell Square International College and Department of Information Technology, University of Mumbai ISBN-978-81-905776-76-3 (Pages 155-156) (2013-14)</li> <li>5. Participated &amp; Published a paper entitled ‘Remote Monitoring Spectrum’ at National Conference on “New Horizons in IT” at the NCNHIT – 13 (2013-14)</li> <li>6. Participated and Published a paper on the topic “Ambulatory Monitoring System”(2013-14)</li> <li>7. Participated and presented a paper on the topic “Wired to Wireless Global Measuring System” in the International Conference and Workshop on Electronics &amp; Telecommunication Engineering (ICWET – 2014) (2013-14)</li> </ol>
<p><b>Prof. Bhupendra Kesaria</b></p>	<p>Published a paper at 2nd Annual National Multidisciplinary Conference V-CMT 2015 on ‘Changing Paradigms in Commerce, Management &amp; Technology’ on the topic ‘Renewable Energy Resource Generation &amp; Efficiency’ at Vidyalankar School of Information Technology ISBN-13: 97893-85880-11-7 ISBN-10: 93-85880-11-X (Pages 057-068) (2014-15)</p>
<p><b>Prof. Prashant Chaudhary</b></p>	<p>Published a paper on the topic “Collision Detection in Indian Railways” at National Conference on Emerging Trends in Information Technology Management organized by Western College of Commerce and Business Management ISSN 2231-5063</p>

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Impact Factor : 3.4052(UIF)(Pages 61-69)  
(2014-15)

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### B.M.S

Faculty Name	Papers Published
Prof. Shubhangi Nargund	1) Published a paper (Registered under the In Absentia Category) in the MGM's Institute of Management Studies and Research's National Research Convention ' <b>NOESIS 2012</b> ' on the topic " <b>Growth of Rural India : Challenges in Emerging Economy</b> ". ISBN 978-93-50500-89-7 (2012-2013). 2) Published a paper at International Interdisciplinary colloaiium on Management, Engineering, Computing and I.T. & presented a research paper and were published in International Journal of Business, Management and Social Sciences. Vol 3 Issue 12 (1) ISSN 2249-7463 (2014-2015).
Prof. Mayur Vyas	Published a paper at International Conference on 'India Calling – A World of opportunities (Initiate, Integrate, Innovate)' at DTSS College of Commerce jointly with University of Mumbai (2014-2015)

Prof. Sriram Deshpande	<ol style="list-style-type: none"> <li>1) Published a paper titled <b>“Value Education: A Necessity”: An Abstract</b>’ at an International Seminar on Globalization Values &amp; World Peace organized by Department of Philosophy, University of Gujarat at Ahmedabad. (2010-2011)</li> <li>2) Published a paper on “Good Governance and Indian Culture Jointly organised by Institute of Indian Culture and University of Mumbai. (2011-2012).</li> <li>3) Participated &amp; Published a paper on ‘A Study of Political Awareness of Youth in India’ at the National Conference on the “The Catalytic Role of the Youth as Key Drivers in Global Development – A Management Perspective’ organized by Department of Management Studies (B.M.S) Thakur College in Collaboration with University of Mumbai. (2013-2014).</li> <li>4) Published a paper at International Interdisciplinary colloquium on Management, Engineering, Computing and I.T. &amp; presented a research paper and were published in International Journal of Business, Management and Social Sciences. Vol 3 Issue 12(1) ISSN 2249-7463 (2013-2014)</li> </ol>
Prof. Lohrasp Sadri,	<ol style="list-style-type: none"> <li>1) Published a research paper at an International Conference at Thakur College. (2014-2015).</li> <li>2) Participated &amp; Published a paper at National Conference on ‘Multidimensional Growth for Economic Development - A Dream’ at M.M.K College of Commerce &amp; Economics . (ISBN 978-93-83072-72-9) (2014-2015)</li> <li>3) Published a paper at one-day International Conference on ‘Vibrant India in the 21<sup>st</sup> Century’ at K. P. B Hinduja College of Commerce . (ISBN 978-93-83072-64-4) (2014-2015)</li> </ol>

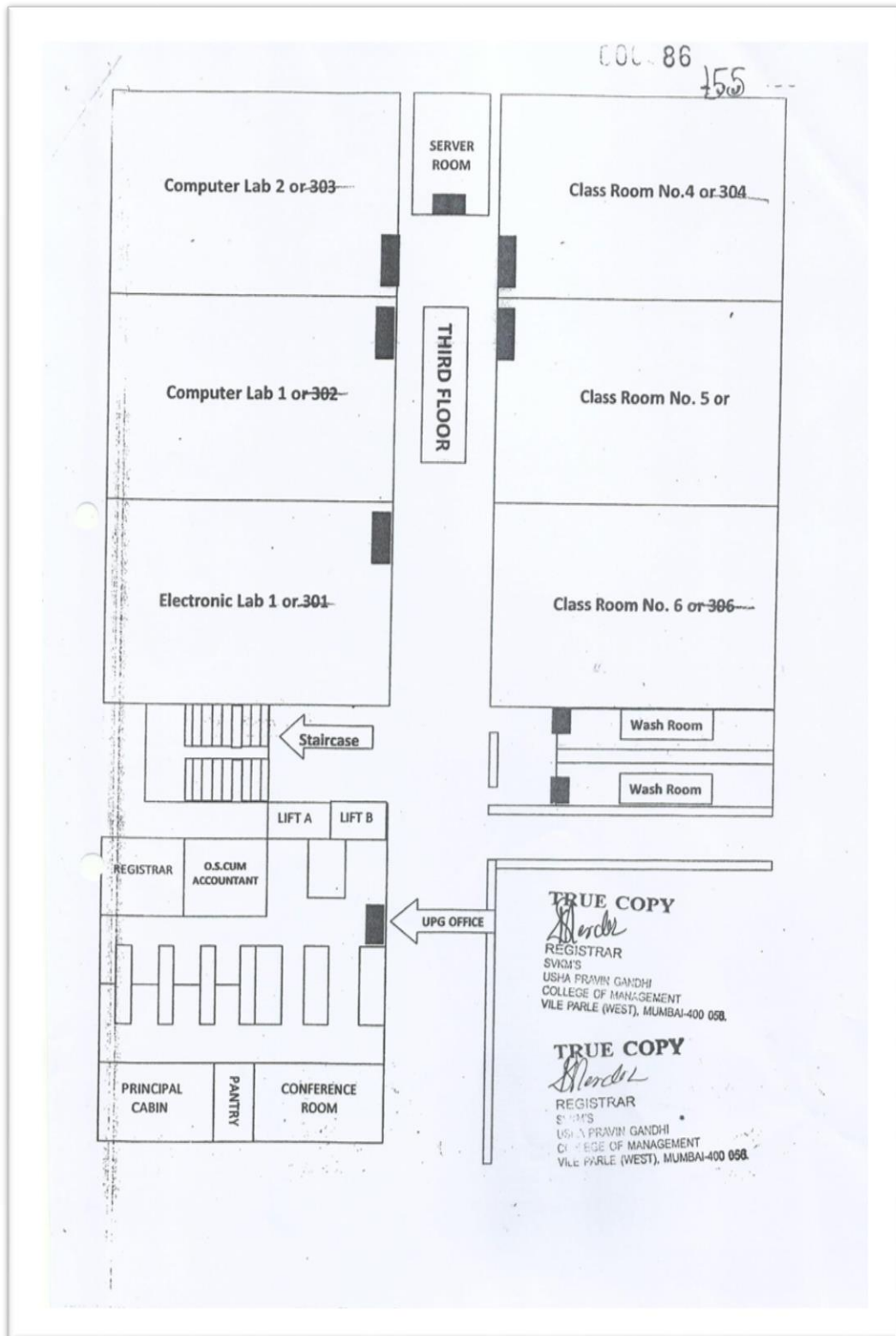
**B.M.M**

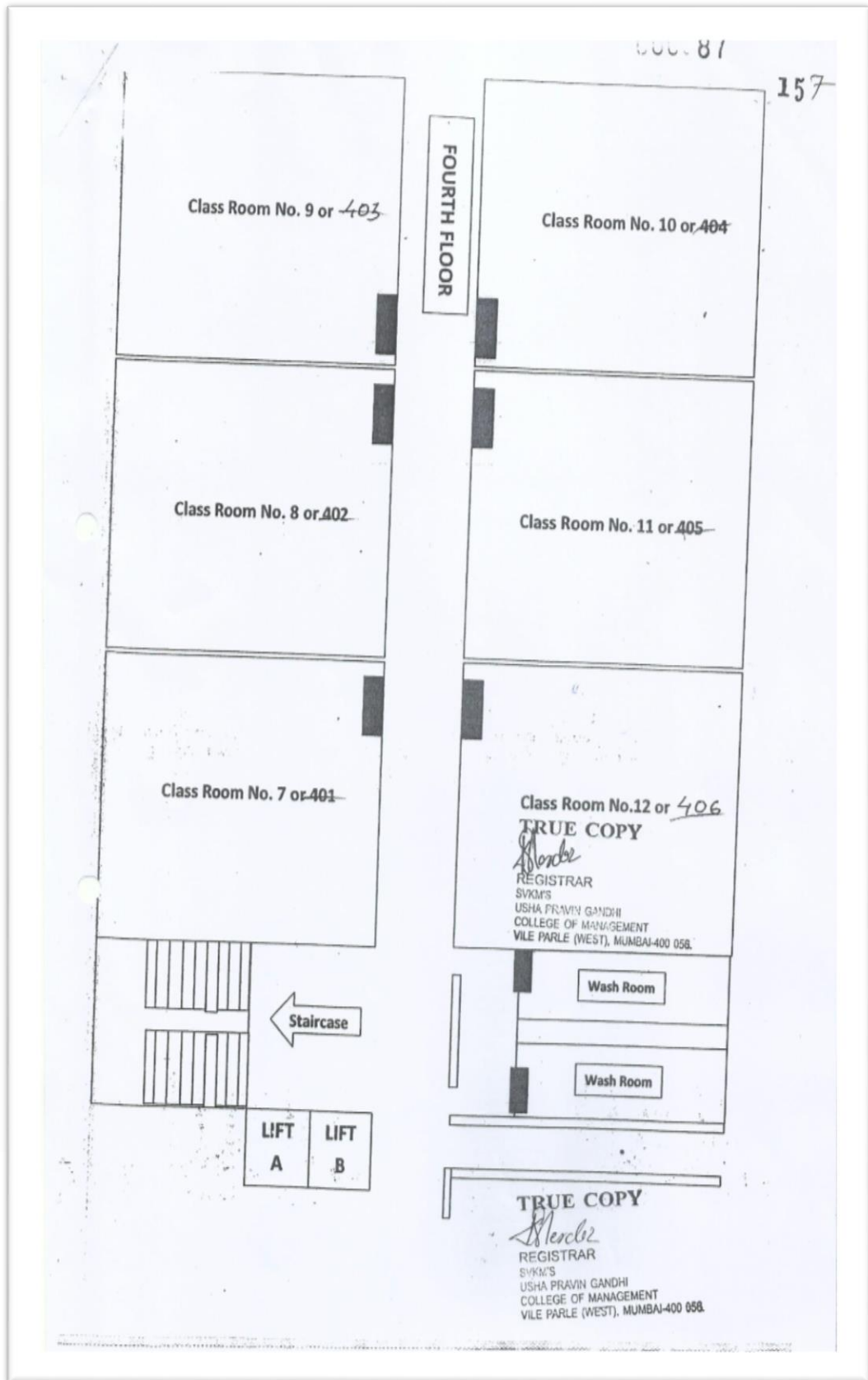
<b>Faculty Name</b>	<b>Papers Published</b>
Dr. Anju Kapoor Principal	<ol style="list-style-type: none"> <li>1) Published Journal “A Transpersonal approach to leadership in the 21<sup>st</sup> century in International Journal of Education &amp; Management Studies. ISSN –p-2231-5632. (2014-2015)</li> <li>2) Published in Journal “Leaders and Teachers Perceptions towards Administrative Competencies and its Relevance to an Organizational Climate in HEF Indian Journal of Higher Education. ISSN 0976-1314. (2014-2015)</li> <li>3) Published paper “An Innovative and Sustainable practice in the field of Education: An E-waste initiative” in International Research Conference. ISBN 978-93-83003-01-3 (2014-2015)</li> <li>4) Published Journal “Inclusive Education : A Viable Option for children with Disabilities (CWD) in International Journal of Organizational Behaviour and Management Perspectives. ISSN 2279-0950 (2014-2015)</li> </ol>
Dr. Navita Kulkarni	<ol style="list-style-type: none"> <li>1) Published a paper on Impact of Globalization on Television Content at K. C. College. ISBN 978-93-83842-64-3 (2014-2015)</li> <li>2) Published a paper on “A study on Social Media among Youth” published in Research HUB. ISSN 2349-7637 (2014-2015)</li> </ol>
Prof. Zinat Aboli	Published a paper at two-day International Conference on Visual Media Culture - Visual Media and Semiotics. ISSN 2394-7594 (2014-2015)
Prof. Rashmi Gahlowt	<ol style="list-style-type: none"> <li>1) Published a paper in the journal “The Literary Voyage” The literature of reality and the art of narrating the truth – the techniques of literary Journalism Vol.- I, Issue – III, ISSN – 2348 – 5272</li> <li>2) Published a paper on Visual Media in the Post-modernist World: the influence of media images on popular culture at K. C. College. (ISSN 2394-7594) (2013-2014)</li> <li>3) Published in Empowering Women: An Indian Perspective Women Entrepreneurship in the Indian Scenario, Challenges and Solutions. ISBN 978-819296-34-26 (2015-2016)</li> </ol>
Prof. Ashish Mehta	Published a paper at the Two-day Interdisciplinary National Conference on “Vision India: The Road Ahead” on Rural Tourism – An alteration mantra for tourism. ISBN – 978-81-9308-2-60 (2014-2015)

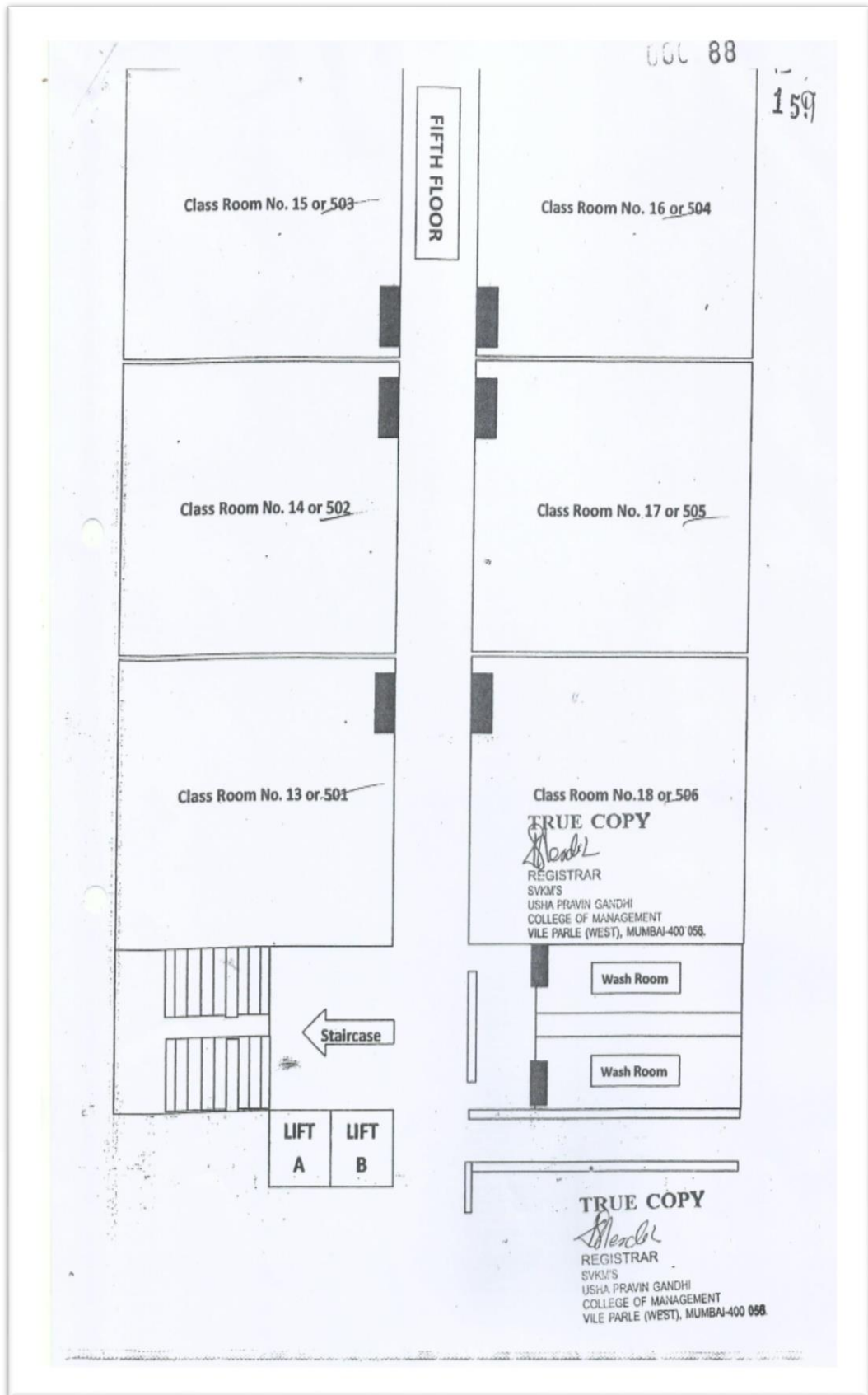
**Annexure C – List of Books Publication by faculties**

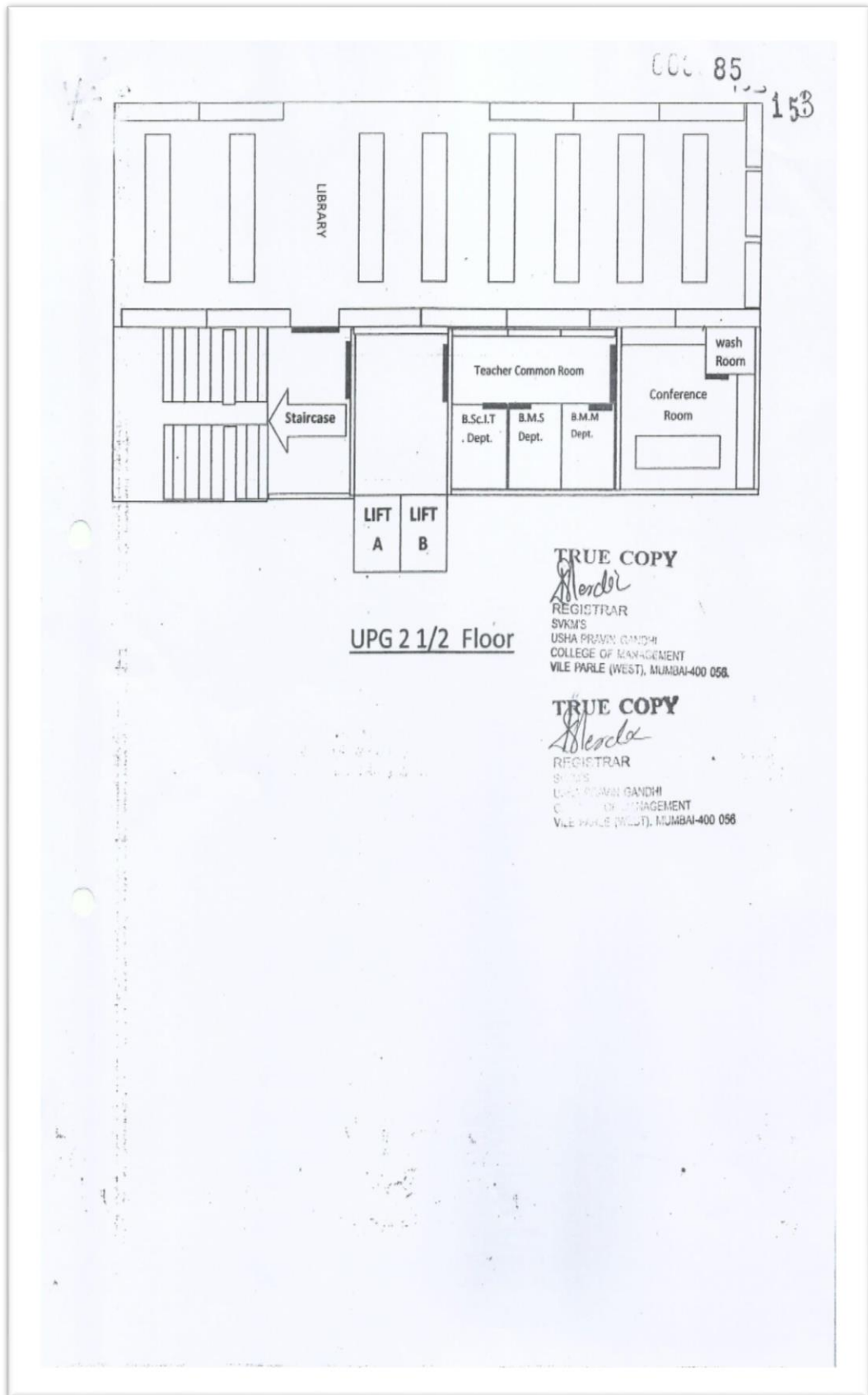
<b>Sr. No.</b>	<b>Name of the Teacher</b>	<b>Title</b>	<b>ISSN / ISBN NO.</b>
1.	Dr. Geetha Mohan Former Principal	Management Dynamics and Indian Ethos	ISBN: 978-93-5110- 053-9 (2013)
2.	Dr. Anju Kapoor, Principal	1) Media Madness and the Awesome Three 2) Inclusive Education in India: awareness building package for Teachers 3) Management of ADHD (Attention Deficit Hyperactive Disorder)	1) ISBN 978-93-5110- 024-9 (2013) 2) ISBN: 978-3-659- 69743-2 (2015) 3) ISBN: 978-3-659- 69896-5 (2015)
3.	Prof. Rashmi Gahlowt,	Introduction to Media Psychology	ISBN 978-93-5202-066-9 (2015)
4.	Prof. Smruti Nanavaty and Prof. Swapnali Lotlikar	Software Engineering	ISBN – 97893-81578-19-3 (2012)
5.	Prof. Shubhangi Nargund	Service Sector Management	ISBN – 978-93-83130-22- 1(2013)
6.	Prof. Mayur Vyas	International Marketing	ISBN – 978-93-83130-26-1 (2013)
7.	Prof. Sriram Deshpande	Public Relations Management	ISBN - 978-9383130-55-9 (2014)
8.	Prof. Mayur Vyas	Foundation of Human Skills	ISBN – 978-93-5163-128-6 (2014)
9.	Prof. Swapnali Lotlikar	Internet Technologies	ISBN – 978-93-83072-11-8 (2014)

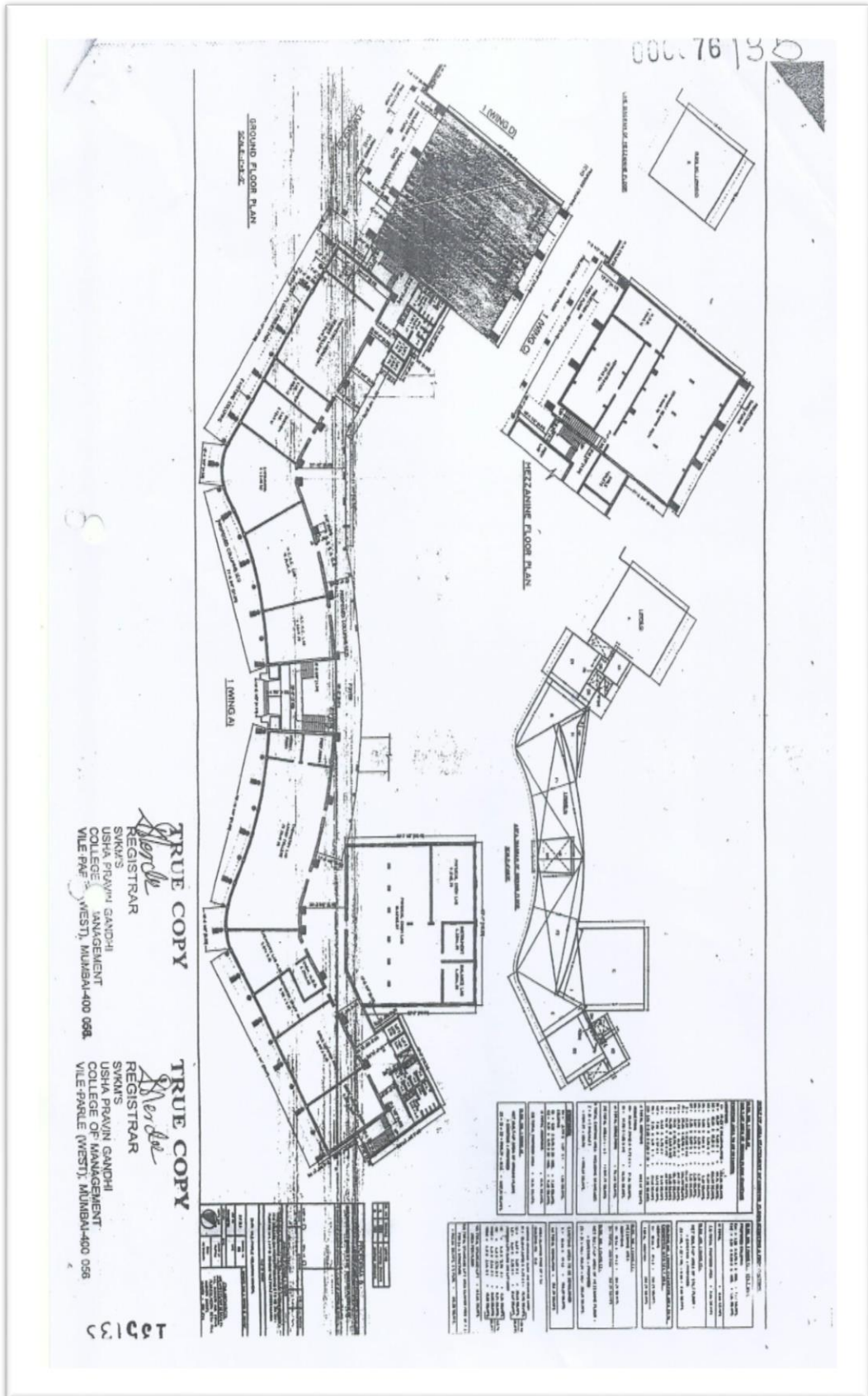
**Annexure D – College Floor Plans , Building Plans**

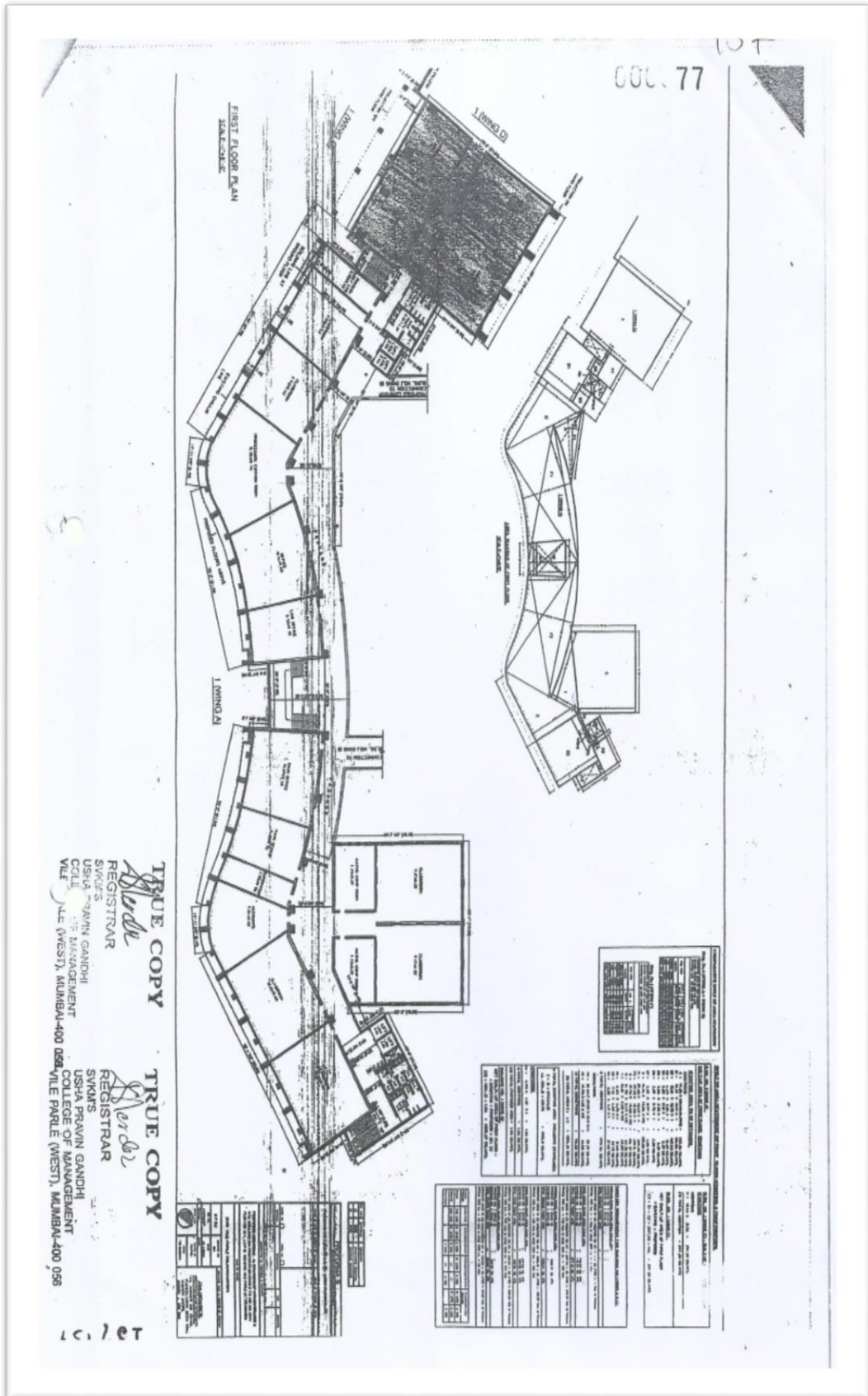


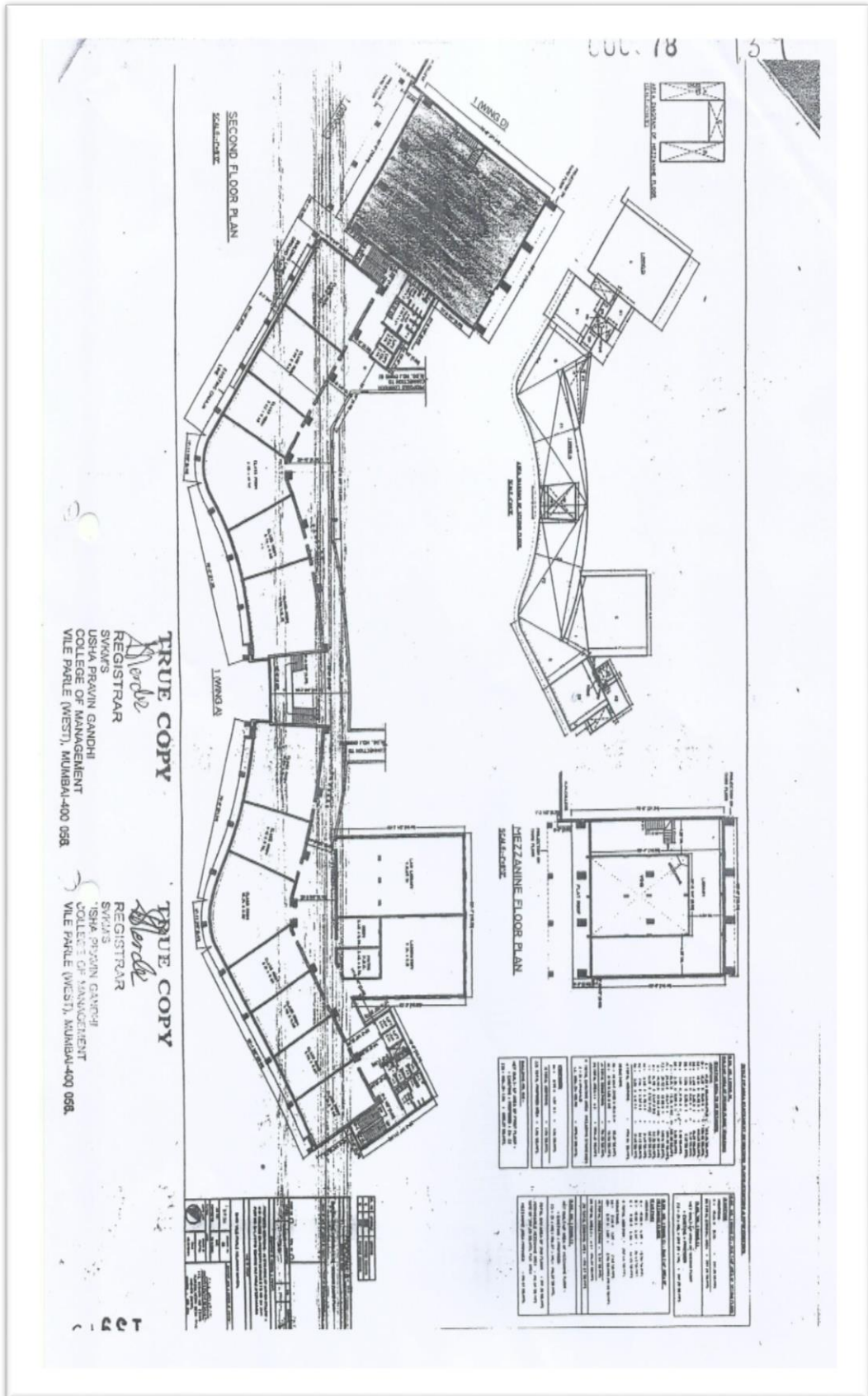


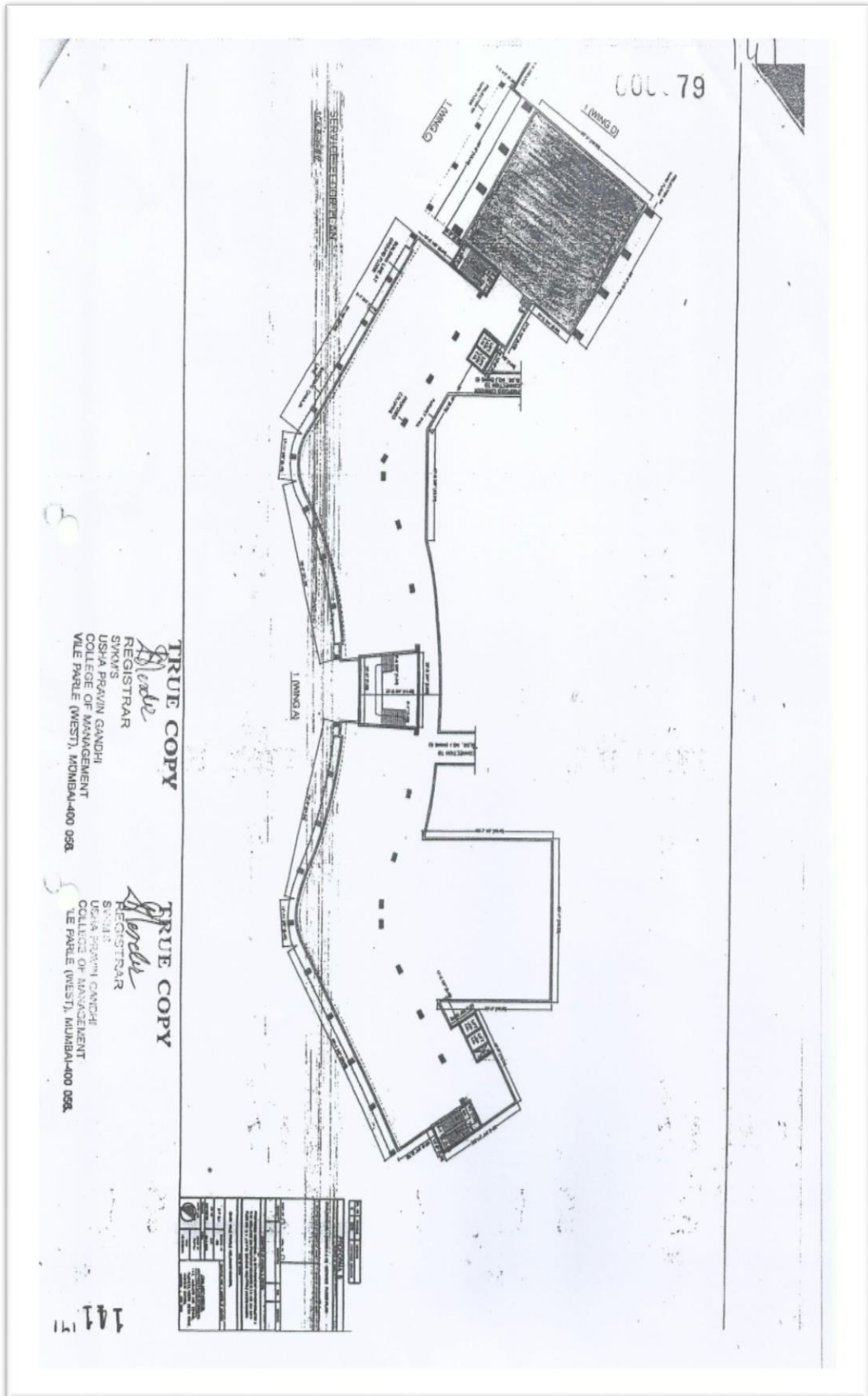


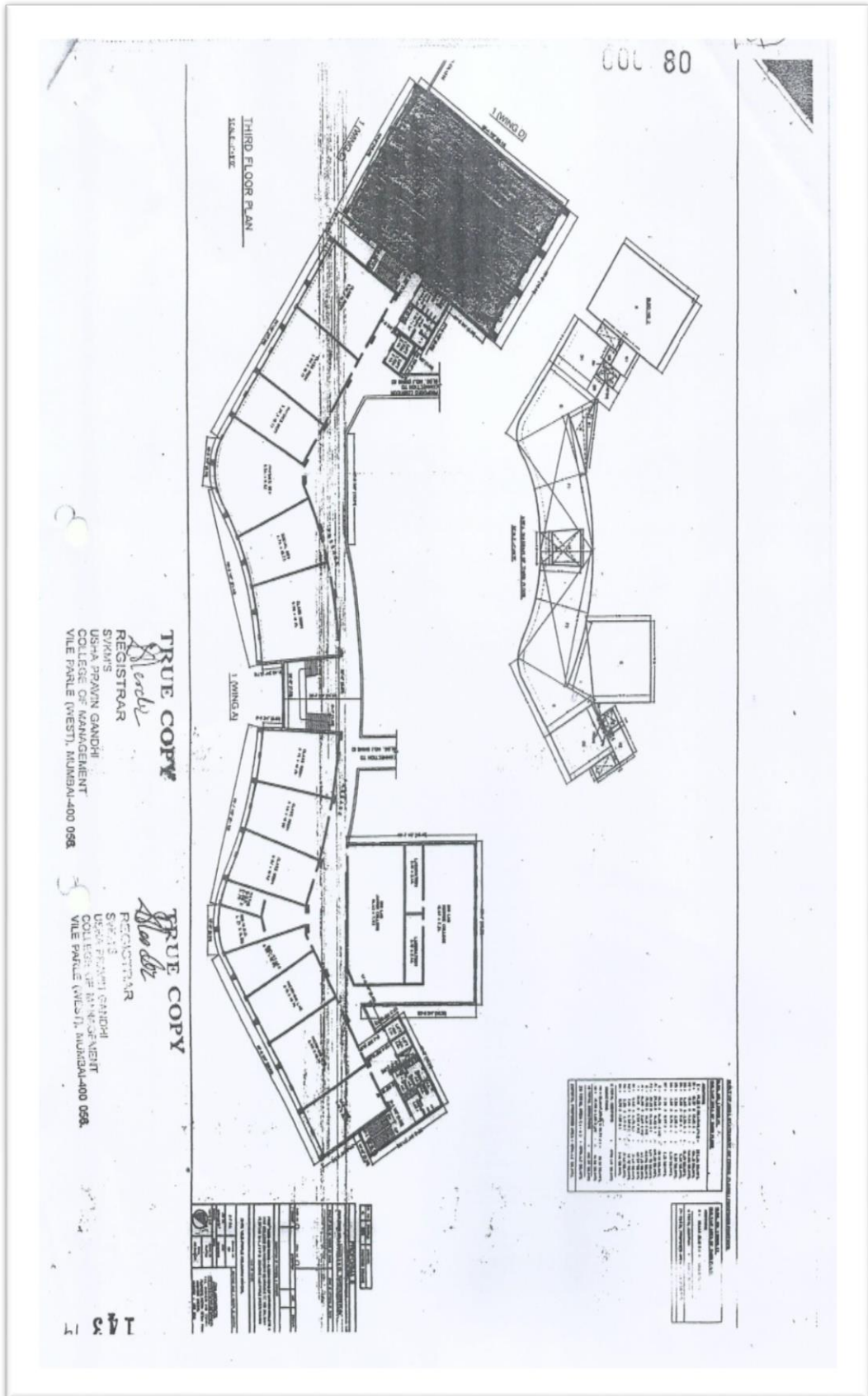


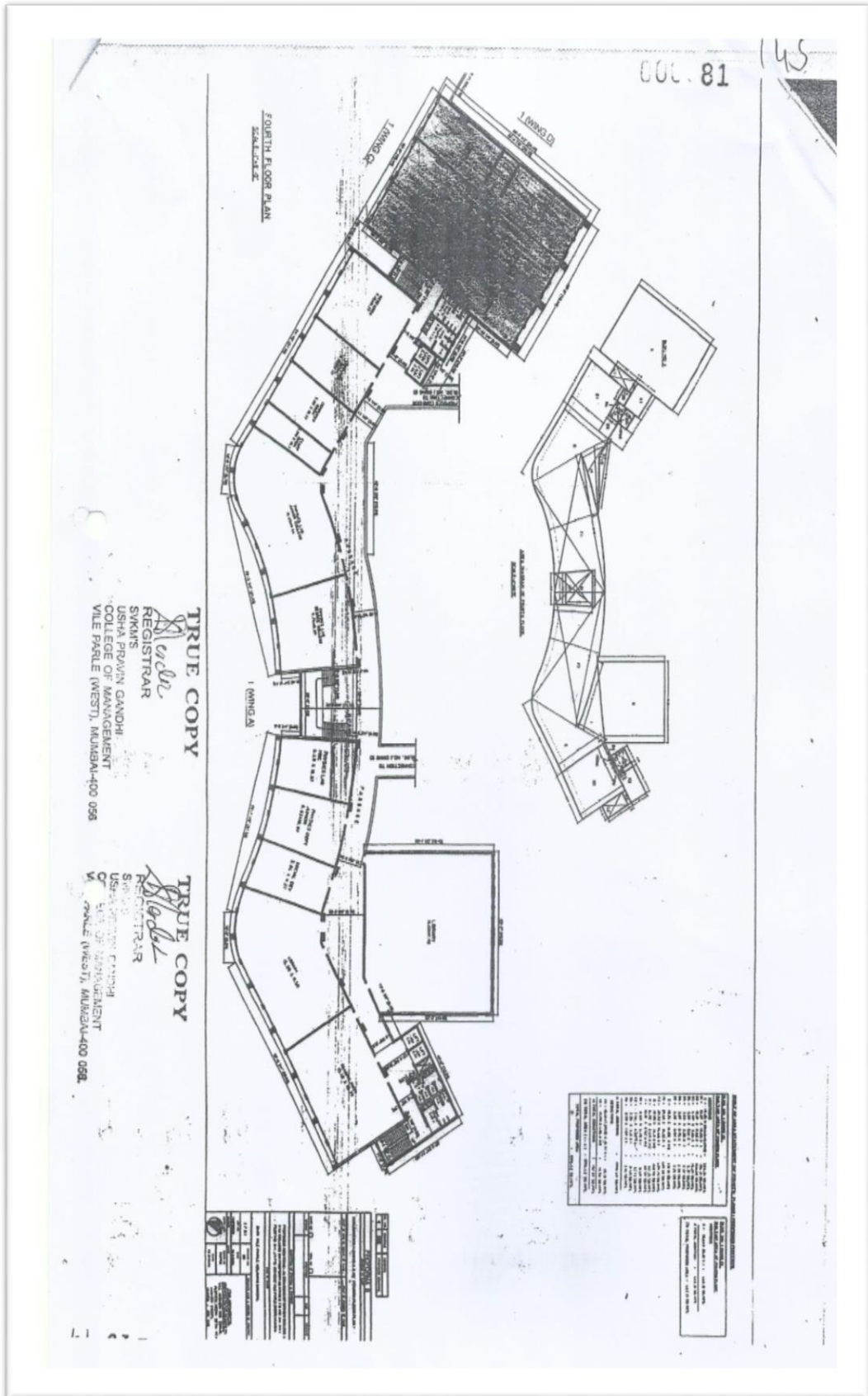


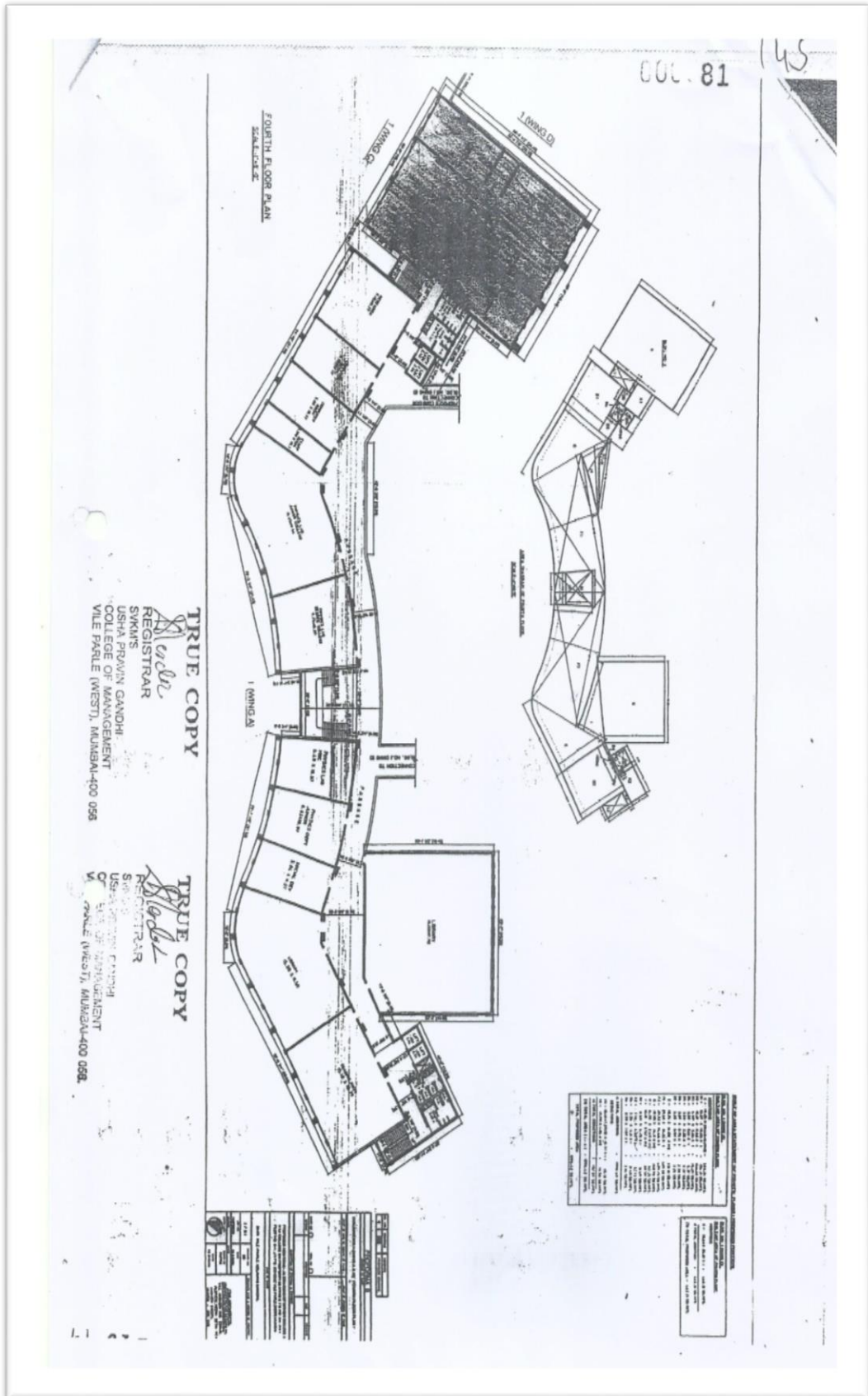


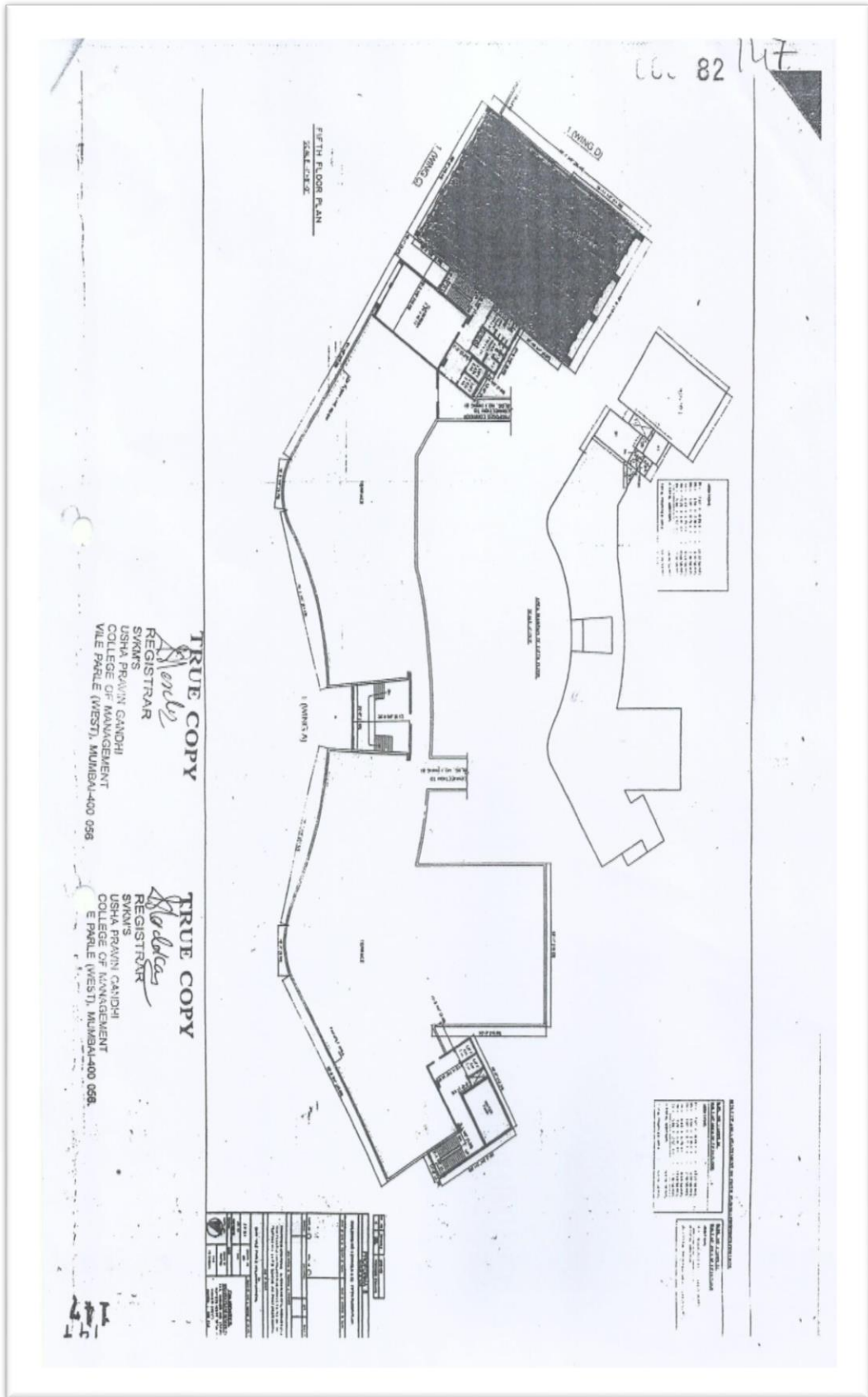


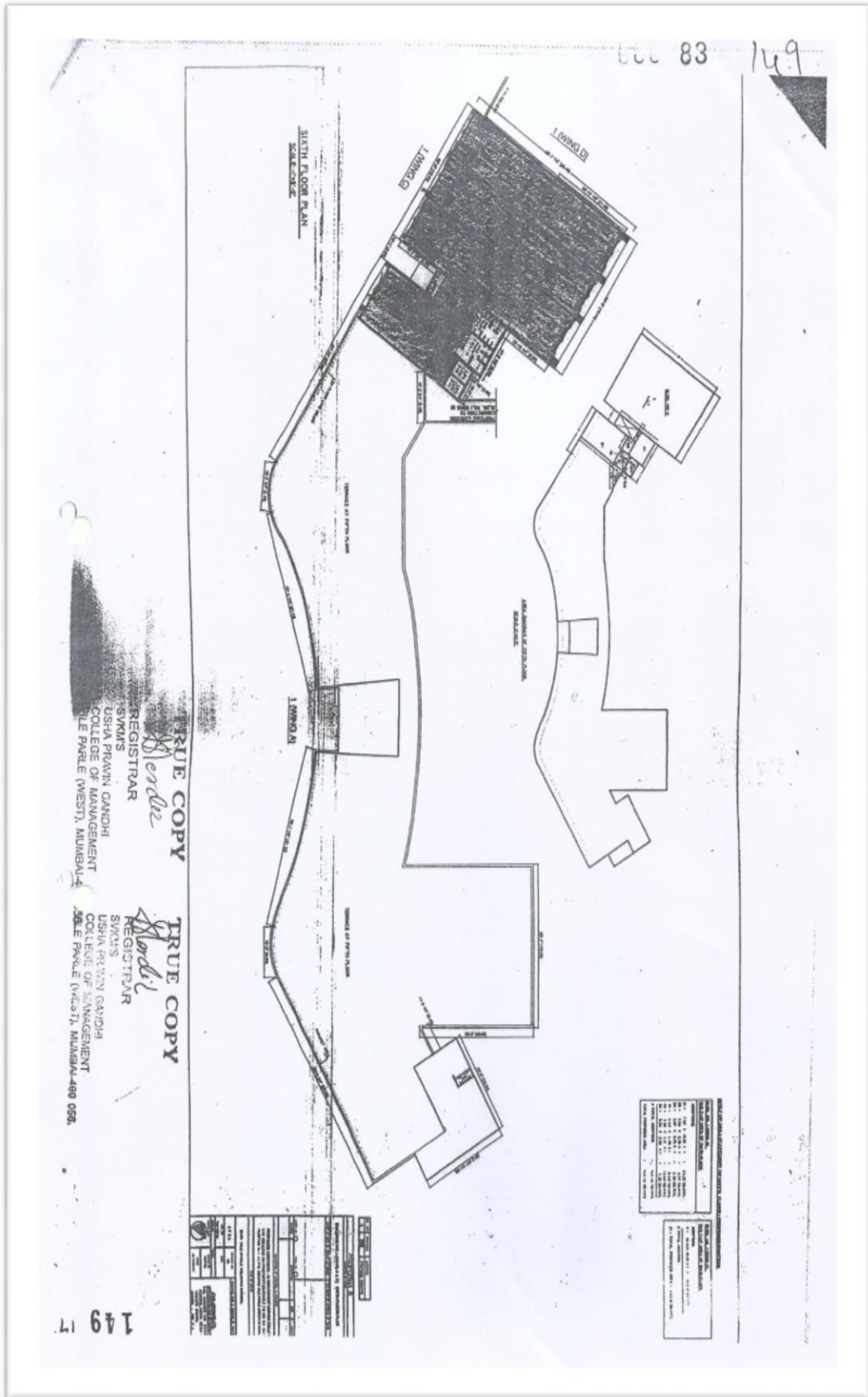


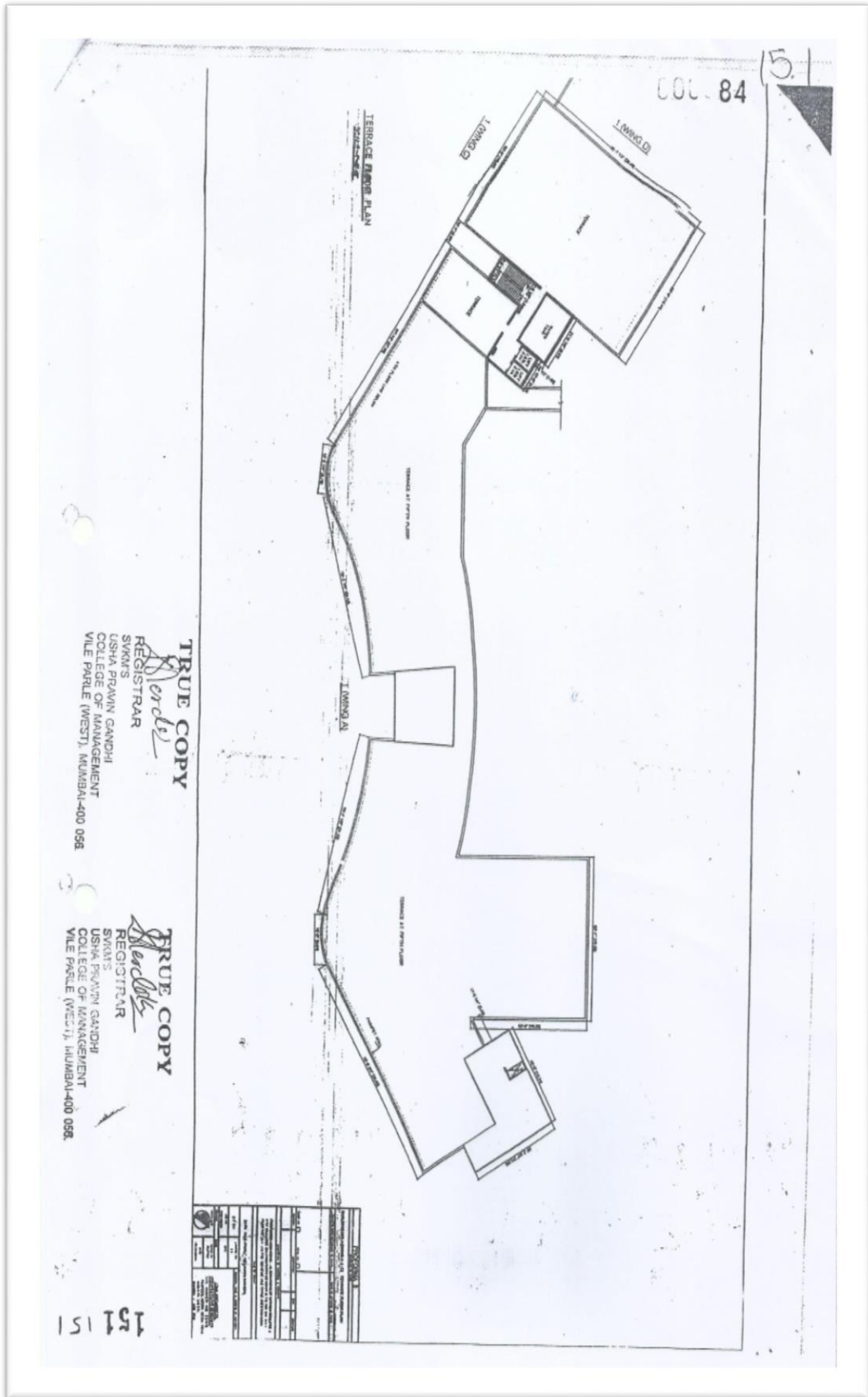












The drawing shows a detailed architectural plan of a building complex, oriented vertically. The main structure is a long, rectangular building with several internal divisions and a central courtyard area. To the right, there is a smaller, more complex structure. The drawing includes various annotations, dimensions, and a north arrow in the top right corner. A scale bar is located in the top left. The drawing is labeled with '75' in the top right corner.

**TABLES:**

- TABLE NO. 1: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 2: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 3: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 4: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 5: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 6: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 7: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 8: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 9: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 10: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 11: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 12: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 13: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 14: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 15: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 16: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 17: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 18: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 19: AREA CALCULATION** - Lists various areas and their calculations.
- TABLE NO. 20: AREA CALCULATION** - Lists various areas and their calculations.

**REGISTRATION:**

REGISTRAR  
SIVKAS  
USHA PRAVIN GANDHI  
COLLEGE OF MANAGEMENT

REGISTRAR  
SIVKAS  
USHA PRAVIN GANDHI  
COLLEGE OF MANAGEMENT

**TRUE COPY**

**TRUE COPY**

**ANNEXURE D**

**Annexure E – List of Employers for Placement**

Sr No	Name of Employer from Placement Support (Since 2011)
1	Axience
2	Allied Photographics
3	Crisil
4	Dunn & Bradstreet
5	NBS International (Mahindra)
6	Futures First Group
7	LNT
8	TCS
9	PWC (Price Water Coopers)
10	Wipro
11	HR Sutra
12	Zomato
13	Protivity
14	Milestone
15	Axis Consulting
16	KPMG Risk Process
17	Edelweiss Securities
18	Syntel India
19	Coupon Duniya
20	Citi Group
21	Morgan Stanley
22	ACME
23	Deal Curry
24	Duestche Bank
25	Protivity
26	JLL (Jones Lang LaSalle)
27	Edelweiss Securities
28	Wipro
29	Snap In
30	FYA
31	PWC (Risk Process)
32	CapGemini
33	W Cities
34	TATA Capital
35	Jaro Education
36	Kotak Securities
37	Gallup India
38	ICICI Securities
39	Jupiter Informedia
40	Kroll Advisory

**Annexure F - Financial Statements**


<b>KISHORE A. PARIKH B.Com.,F.C.A.</b> <b>DEEPAN K. PARIKH B.Com.,F.C.A.</b>	<b>KISHORE A. PARIKH &amp; CO</b> <b>CHARTERED ACCOUNTANTS</b>
101, Shanti Niwas, 'B' Wing, Natvar Nagar, Road No. 5, Hindu Friends Society, Jogeshwari (E), Mumbai-400 060.	Tel. : 2837 4410

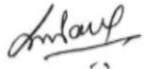
**AUDITOR'S REPORT**

We have examined the attached Balance Sheet of Shri Vile Parle Kelavani Mandal's Usha Pravin Gandhi College of Management as at 31<sup>st</sup> March 2011 and Income & Expenditure Account for the year ended on that date and report that :-

- i. We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and have found them to be satisfactory.
- ii. The Balance Sheet and Income & Expenditure Account of the Mandal's Institution are in Agreement with the Books of Accounts
- iii. In our opinion and to the best of our information and according to the explanation given to us the said accounts exhibit true and fair view of the state of affairs of the Institution as at 31<sup>st</sup> March 2011.

For KISHORE A. PARIKH & CO.  
 Chartered Accountants



  
 (Deepan Parikh)  
 Partner  
 M. No. 46298

MUMBAI  
 Dated: 12<sup>th</sup> August 2011

SHRI VILE PARLE KELAVANI MANDAL'S  
Usha Pravini Gandhi College of Management  
VILE PARLE (WEST), BOMBAY - 400 056  
BALANCE SHEET AS ON 31st MARCH 2011

FUNDS & LIABILITIES (As per Schedule B)	Rs	Ps	PROPERTY & ASSETS	Rs	Ps
<b>EARMARKED FUND</b> (As per Schedule B)			Furniture, Fixture & Equipments at cost (As per schedule A )	36,185,599.28	36,185,599.28
<b>DEPOSITS</b> (As per Schedule C)	1,552,800.00		<b>Advance &amp; Deposit</b>		
<b>ACCOUNT PAYABLE</b> (As per Schedule D)			Advance General	10,000.00	
<b>UNSECURED LOAN</b> Shri Vile Parle Kelavani (Central Office)		118,707,309.85	Deposit (Reliance Energy) Account Receivable (As per Schedule E)	52,010.00	62,010.00
			Cash & Bank Balances Current Account with Dena Bank Juhu Branch	325,084.81	325,084.81
			<b>INCOME &amp; EXPENDITURE ACCOUNT</b> Balance as per last balance sheet	65,767,690.99	
			Add: Excess of expenditure over income	40,026,957.96	105,794,648.95
<b>TOTAL</b>		142,367,343.04	<b>TOTAL</b>		142,367,343.04

As per Report of even date  
For Kishore A. Parikh & Co.

Chartered Accountants



*Deepan Parikh*  
Deepan Parikh  
Partner

Mumbai

Date : 12th August 2011

SHRI VILE PARLE KELAVANI MANDAL'S  
Usha Pravin Gandhi College of Management  
VILE PARLE (WEST), BOMBAY - 400 056

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2011

EXPENDITURE		INCOME	
	Rs.		Rs.
<b>SALARY &amp; ALLOWANCES</b>			
Salary & Allowance BMM	1,229,078.13	Tuition Fees	18,408,038.00
Salary & Allowance BMS	784,172.48	Form Fees	350,265.00
Salary & Allowance BSCIT	1,521,127.86	Admission Cancellation charges	506317
Salary & Allowance (Non Teaching)	8,309,266.40	Miscellaneous Income	91558.86
Honarium to Visiting Faculty ( Teaching)	1,013,653.00	Transcript Fee	9800
Honarium to Visiting Faculty ( BMM)	235,286.00	Transference Certificate	2400
Honarium to Visiting Faculty (BMS)	288,015.00	ATKT and Repeat Exam Fees	165,328.75
Honarium to Visiting Faculty (BSC II)	310,597.00	Verification & Photocopy Charges	8,510.00
Honarium to Visiting Faculty (MSC II)	32,000.00	Excess of Expenditure over Income during the year, transferred to Balance Sheet	40,026,957.96
<b>Student's Activities Expenses</b>			
Annual Day Expense			
College Exam Expenses	143,750.00		
Extra Curricular Activities	283,350.00		
Gymkhana Expenses	65,716.00		
Other Expenses	80,540.00		
Advertisement Expenses	59,245.00		
Administrative Expenses	270831.00		
Admission Expenses	4,809.00		
Affiliation Fees	36,000.00		
Audit Fees	10,000.00		
Central Office Expense	633554		
<b>Subtotal</b>	<b>3,467,346.00</b>		



**USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT**  
**SCHEDULE OF FURNITURE, FIXTURES, EQUIPMENTS & DEPRECIATION AS ON 31ST MARCH 2011**

Sr No	Assets	Balance as on 1.4.2010	Addition during the year	Total cost as 31.03.2011	Depreciation up to 31.03.2010	Depreciation upto 31.03.2011	Total Depreciation up to 31.03.2011	Net Value as on 31.03.2011
1	Library Books	1,099,847.65	248,552.25	1,348,399.90	666,039.94	166,285.67	832,325.61	516,074.29
2	Equipment	3,336,058.00	496,187.00	3,832,245.00	1,697,706.46	317,733.91	2,015,440.37	1,816,804.63
3	Computer	7,316,161.00	484,413.38	7,800,574.38	7,173,643.92	257,969.30	7,431,613.22	368,961.16
4	Air Conditioners		369,129.00	369,129.00		27,684.68	27,684.68	341,444.32
5	Furniture & Fixture	22,692,212.00	143,039.00	22,835,251.00	8,641,339.07	1,414,660.24	10,055,999.31	12,779,251.69
	<b>TOTAL</b>	<b>34,444,278.65</b>	<b>1,741,320.63</b>	<b>36,185,599.28</b>	<b>18,178,729.39</b>	<b>2,184,333.80</b>	<b>20,363,063.19</b>	<b>15,822,536.09</b>



SHRI VILE PARLE KELAVANI MANDAL'S  
Usha Pravin Gandhi College of Management  
VILE PARLE (WEST), BOMBAY - 400 056

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2011

EXPENDITURE	Rs.	INCOME	Rs.
Student Welfare Expenses	59309705.57		
Staff Welfare Expenses	150000		
Water Charges	60,000.00		
Telephone Expenses	9,255.00		
<b>GRAND TOTAL</b>	<b>59,569,175.57</b>		<b>59,569,175.57</b>

As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants



*Deepan Parikh*

Deepan Parikh  
Partner

Mumbai

Date: 12th August 2011

SHRI VILE PARLE KELAVANI MANDAL'S  
Usha Pravin Gandhi College of Management  
VILE PARLE (WEST), BOMBAY - 400 056

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2011

EXPENDITURE	Rs.	INCOME	Rs.
Cleaning & Sanitary charges	15,310,990.87		
College Magazine	814778.05		
Computer Expenses	64,995.00		
Conveyance Expenses	10056.00		
Seminar Expense	4,901.00		
Electricity Charges	17937.00		
Guest Lecture / Orientation	3,265,113.00		
I Card & Library Card Expenses	24,880.00		
Infrastructure Contribution	5375.00		
Insurance-Premium	15,500,000.00		
Networking Expenses	27,641.00		
Meeting Expense	115,567.00		
Miscellaneous Expenses	15,011.00		
Municipal Taxes	78866.00		
News Paper, Magazine & Books	455111.00		
Placement Expenses	27037.00		
Postage & Couriers	3202.00		
Printing & Stationery	4,179.00		
Repair & Maintenance	202,084.40		
Security Charges	20839936.85		
Depreciation	337,710.60		
<b>Subtotal</b>	<b>59,309,705.57</b>		



**Shri Vile Parle Kelavani Mandal's**  
**USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT**  
**SCHEDULE OF FURNITURE, FIXTURES, EQUIPMENTS**  
**AS ON 31ST MARCH 2011**

**(As per schedule A)**

Sr No	Assets	Balance as on 1.4.2010 Rs.ps.	Addition during the year Rs.ps.	Total cost as 31.03.2011 Rs.ps.
1	Library Books	1,099,847.65	248,552.25	1,348,399.90
2	Equipment	3,336,058.00	496,187.00	3,832,245.00
3	Computer	7,316,161.00	484,413.38	7,800,574.38
4	Air Conditioners		369,129.00	369,129.00
5	Furniture & Fixtur	22,692,212.00	143,039.00	22,835,251.00
	<b>TOTAL</b>	<b>34,444,278.65</b>	<b>1,741,320.63</b>	<b>36,185,599.28</b>



SHRI VILEPARLE KELVANI MANDAL'S  
USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT

SCHEDULE 'B' OF EARMARK FUND ON 31ST MARCH 2011

PARTICULARS	AMOUNT(Rs)
Development Fund	1,511,525.00
Depreciation Fund	20,363,063.19
Student Welfare Fund	219,070.00
<b>TOTAL</b>	<b>22,093,658.19</b>

SCHEDULE 'C' OF DEPOSITS ON 31ST MARCH 2011

PARTICULARS	AMOUNT(Rs)
Caution Money	343,825.00
Laboratory Deposit	761,050.00
Library Deposit	447,925.00
<b>TOTAL</b>	<b>1,552,800.00</b>

SCHEDULE 'D' OF ACCOUNTS PAYABLE ON 31ST MARCH 2011

PARTICULARS	AMOUNT(Rs)
NSS	9575.00
Scholarship & Prizes	3000.00
Convocation Fees	1,000.00
<b>Total</b>	<b>13,575.00</b>



KISHORE A. PARIKH B.Com., F.C.A.  
DEEPAN K. PARIKH B.Com., F.C.A.

KISHORE A. PARIKH & CO.  
CHARTERED ACCOUNTANTS

101, Shanti Niwas, 'B' Wing, Natvar Nagar, Road No. 5,  
Hindu Friends Society, Jogeshwari (E), Mumbai-400 060.

Tel. : 2837 4410

AUDITOR'S REPORT

We have examined the attached Balance Sheet of Shri Vile Parle Kelavani Mandal's Usha Pravin Gandhi College of Management as at 31<sup>st</sup> March 2012 and Income & Expenditure Account for the year ended on that date and report that :-

- i. We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and have found them to be satisfactory.
- ii. The Balance Sheet and Income & Expenditure Account of Shri Vile Parle Kelavani Mandal's Usha Pravin Gandhi College of Management are in Agreement with the Books of Accounts.
- iii. In our opinion and to the best of our information and according to the explanation given to us the said accounts exhibit true and fair view of the state of affairs of the Institution as at 31<sup>st</sup> March 2012.

For KISHORE A. PARIKH & CO.  
Chartered Accountants



*(Signature)*  
(Deepan Parikh)  
Partner  
M. No. 46298

MUMBAI  
Dated: 21<sup>st</sup> August 2012

Shri Vile Parle Kelavani Mandal's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT Balance Sheet as at 31st March, 2012					
FUNDS & LIABILITIES	Sch.	Amount (Rs.)	PROPERTY & ASSETS	Sch.	Amount (Rs.)
Trust Funds or Corpus	A		Immovable Properties (at Cost)	I	
Earmarked Funds	B	15,054,928.88	Investments	J	
Secured Loan	C		Furniture, Fixtures & Equipments (at Cost)	K	38,347,072.54
Unsecured Loan	D		Assets		
Liabilities			Shri Vile Parle Kelavani Mandal	L	
Shri Vile Parle Kelavani Mandal	E	141,314,614.41	Advances & Deposits	M	52,010.00
Advances & Deposits	F	1,785,000.00	Other Assets	N	52,010.00
Other Liabilities	G	147,590.04	Cash & Bank Balances		
Income & Expenditure A/c.	H		Cash Balance	O	10,000.00
			Bank Balance in Savings Bank Account	O	
			Current Bank Account	O	349,352.96
			Income & Expenditure A/c.	P	105,794,648.95
			Current Year deficit		23,789,048.88
			<b>Total</b>	<b>Total</b>	<b>168,342,133.33</b>

Place : Mumbai

Date : 21<sup>st</sup> AUGUST, 2012As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants

Deepan Parikh  
Partner  
Membership No. 46298

Shri Vile Parle Kriavani Mandal's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT Income & Expenditure Account for the year ending 31st March, 2012					
EXPENDITURE	Sch.	Amount (Rs.)	INCOME	Sch.	Amount (Rs.)
Expenditure in respect of properties Rates, Taxes, Cesses, etc.	Q	NIL	Tuition Fees and other fees	AA	18,559,120.00
Depreciation on immovable properties	Q		Income from other Sources	AB	
Establishment Expenses	R		Interest from Bank	AC	87,765.00
Legal & Professional Expenses	S		Miscellaneous Income	AD	1,055,273.00
Statutory Audit Fees	T		Other Income	AE	
Infrastructure Contribution & Rent to Shri Vile Parle Kriavani Mandal	U	15,500,000.00	Grant from State Govt., B.M.C., etc.		
Interest	V		Deficit transferred to Balance Sheet		
Miscellaneous Expenses	W				
Depreciation	X	2,947,820.69			
Expenditures on Educational objects of TRUST					
Salaries & Allowances	Y	16,382,092.57			
Administration & other Expenses	Z	8,963,528.62			
<b>Total</b>		<b>43,803,441.88</b>		<b>Total</b>	<b>43,803,441.88</b>

Place : Mumbai

Date : 21<sup>st</sup> JANUARY, 2012As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants

Deepan Parikh  
Partner  
Membership No. 46258

Schedule AA - Tuition Fees and other Fees (Sch.AA)		
Particulars	Amount (Rs.)	Amount (Rs.)
<b>Tuition Fees and other Fees</b>		<b>18,959,120.00</b>
Admission and application processing fees	216,000.00	
Computer Lab fees	1,029,000.00	
Development Fees	540,000.00	
Document Verification Fees	8,425.00	
E-Charges/Suvidha	5,610.00	
Exam fees	673,408.00	
Exam stationary and mark sheet fees	1,650.00	
Group Insurance	8,792.00	
Gymkhana fees	182,930.00	
Identity Card Fees and Library Card Fees	54,000.00	
Industrial Visit fees	463,500.00	
Laboratory fees	2,928,000.00	
Library fees	638,100.00	
Magazine fees	107,800.00	
Other fees	269,500.00	
Project Fees	373,696.00	
Tuition Fees	10,914,669.00	
ATKT fees and repeat exam fees	242,536.00	
Verific.of Mark/Documents Fees/Revaluat./Phot	31,770.00	
Utility Fees Income	269,734.00	
<b>Income from other sources</b>		
a) <b>Miscellaneous Income (Sch.AC)</b>	87,765.00	<b>87,765.00</b>
b) <b>Other Income (Sch.AD)</b>		
Admission Cancellation Charges	579,508.00	
University Eligibility Fees	90.00	
Forms and Prospectus	333,030.00	
Library Fine	15,780.00	
Transfer Certificate Fees	9,500.00	
Transcript Certificate	29,600.00	
		<b>967,508.00</b>



SCHEDULE OF INCOME & EXPENDITURE ACCOUNTS FOR THE PERIOD 01.04.2011 TO 31.03.2012		
Schedule Z - Administration & other Expenses		
Particulars	Amount (Rs.)	Amount (Rs.)
Administration & Other Expenses (Sch.Z)		
<b>Printing and Stationery</b>		235,987.21
Computer Stationary Expenses	7,204.00	
Stationary Items - Exp	71,866.38	
Printing Expenses	156,916.83	
<b>Repairs and Maintenance</b>		1,161,733.47
Repairs and Maintenance	575,093.90	
Equipment maintenance	170,118.16	
Lift Maintenance	272,048.09	
Repairs & Renovation - Projects	144,473.32	
<b>Electricity Charges</b>		2,950,242.00
Electricity Expenses	2,950,242.00	
<b>Advertisement</b>		62,390.40
Advertisement expenses	62,390.40	
<b>Security Charges</b>		467,198.83
Security Charges	467,198.83	
<b>Share of Central Office Expenses</b>		848,190.00
Central Office Exps Share - SVKM	848,190.00	
<b>Student's Activities</b>		432,998.40
Annual Day Expenses	125,696.00	
College Magazine	80,750.00	
Extra Curricular Activities - Other than Spor	129,397.00	
Gymkhana and Sports Expenses	97,155.40	
<b>Laboratory Expenses</b>		7,431.25
Laboratory Expenses	5,079.25	
Lab Consumables - Exp	2,352.00	
<b>Admission Expenses</b>		10,616.00
Admission expenses	10,616.00	
<b>Examination Expenses</b>		289,744.75
Examination charges	289,744.75	
<b>Other Expenses</b>		2,496,996.31
Other/Miscellaneous Expenses	72,956.00	
Conference/Seminar/Workshop Expenses	17,435.00	
Guest expenses/Orientation	42,710.50	
Cleaning Expenses / Sanitary Expenses	54,372.00	
Housekeeping Expenses	1,279,366.98	
Insurance Premium	17,437.00	
Meeting expenses	4,753.00	
Municipal Taxes, Rates & Cesses	455,111.00	
Postage, Telegram and Courier	2,332.00	
Telephone Expenses	24,600.00	
Water Charges	6,410.00	
Conveyance - Local Travel other than Vehicle	7,007.00	
Purchase Round Off	2.83	
Placement Expenses	4,323.00	
Industrial visit Expenses	287,573.00	
Identity card & Library card expenses	8,570.00	
Affiliation Fees	82,200.00	
Newspaper, Mag., Journals, Books and Periodicals	55,367.00	
Freeship, Scholarship and Prizes	3,000.00	
Function, Festival and Celebration	61,360.00	
Internet Expenses	8,272.50	
Computer peripherals - Exp	1,837.50	
<b>Total</b>		<b>8,963,528.62</b>



SHRI VILE PARLE KELAVANI MANDAL'S USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT SCHEDULE OF INCOME & EXPENDITURE ACCOUNTS FOR THE PERIOD 01.04.2011 TO 31.03.2012 Schedule Y - Salaries & Allowances		
Particulars	Amount (Rs.)	Amount (Rs.)
<b>Salaries and Allowances-Teaching</b>		8,736,286.30
Arrears-Adjustment Teaching	196,138.00	
Dearness Pay Teaching	286,455.00	
Telephone/Mobile (Reimbursement) Teaching	18,000.00	
Basic Pay Teaching	3,361,683.97	
Grade Pay Teaching	461,574.19	
HRA Teaching	876,824.63	
Special Allowance Teaching	1,143,052.19	
Transport Allowance Teaching	168,000.00	
Compensatory Local Allowance Teaching	42,068.71	
Petrol (Reimbursement) Teaching	120,000.00	
Dearness Allowance Teaching	2,062,489.61	
P.F. & Pension Fund - Teaching		274,181.00
Provident Fund-Employer Teaching	198,316.00	
Er.Pension Contribution A/C No. 10 Teaching	75,865.00	
<b>Salaries - Non Teaching</b>		4,474,245.15
Extra Remuneration Lecture Non Teaching Staff	153,356.00	
Basic Pay Non Teaching	1,769,730.10	
Washing Allowance Non Teaching	540.00	
Grade Pay-Non Teaching	504,246.67	
HRA Non Teaching	680,064.00	
Other Earnings Non Teaching	20,000.00	
Transport Allowance Non Teaching	72,000.00	
Compensatory Local Allowance Non Teaching	45,000.00	
Dearness Allowance Non Teaching	1,229,308.38	
P.F. & Pension Fund - Non Teaching		210,547.00
Provident Fund-Employer Non Teaching	100,183.00	
Er.Pension Contribution A/C No.10 Non Teaching	110,364.00	
Teaching & Non Teaching Staff	371,271.00	
<b>VI th Pay Arrears</b>		371,271.00
<b>Honorarium</b>		2,191,809.00
Guest lecture	5,591.00	
Honorarium to visiting faculty	2,186,218.00	
<b>P. F. Admn Charges</b>		55,844.12
Provident fund administrative charges A/c No	44,432.92	
Provident Fund EDLI Admn. Charges-A/c no. 22	223.76	
Provident Fund EDLI Charges-A/c no. 21	11,187.44	
<b>Staff Welfare Expenses</b>		67,909.00
Staff Welfare Expenses	67,909.00	
<b>Total</b>		<b>16,382,092.57</b>



SHRI VILE PARLE KELAVANI MANDAL'S USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT			
<u>SCHEDULE OF INCOME &amp; EXPENDITURE ACCOUNTS FOR THE PERIOD 01.04.2011 TO 31.03.2012</u>			
Schedule T - Statutory Audit Fees			
Particulars	Amount (Rs.)	Amount (Rs.)	Amount (Rs.)
Statutory Audit Fees			10,000.00
Total			10,000.00
Schedule U - Infrastructure Contribution & Rent to SVKM			
Particulars	Amount (Rs.)	Amount (Rs.)	Amount (Rs.)
Infrastructure Contribution to SVKM			15,500,000.00
Total			15,500,000.00
Schedule X - Depreciation on Furniture, Fixtures, Equipments, etc.			
Particulars	Amount (Rs.)	Amount (Rs.)	Amount (Rs.)
Depreciation on Equipment	293,240.20		
Depreciation on Air Conditioners	65,697.15		
Depreciation on Furniture & fixture	1285694.06		
Depreciation on computers	1,153,526.25		
Depreciation on Library Books	149,663.03		
Total			2,947,820.69



SHRI VILE PARLE KELAVANI MANDAL'S USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT		
<u>SCHEDULE OF BALANCE SHEET FOR THE PERIOD 01.04.2011 TO 31.03.2012</u>		
<b>1 Schedule K - Furniture, Fixtures &amp; Equipments</b>		
<b>Particulars</b>	<b>Amount (Rs.)</b>	<b>Amount (Rs.)</b>
Equipment	4,003,266.80	
Air Conditioner	562,202.24	
Furniture & Fixture	22,912,939.02	
computers	9,363,219.38	
Library Books	1,505,445.10	38,347,072.54
<b>Total</b>		<b>38,347,072.54</b>
<b>Schedule M - Advances &amp; Deposits</b>		
<b>2 SECURITY AND OTHER DEPOSITS</b>		
<b>Particulars</b>	<b>Amount (Rs.)</b>	<b>Amount (Rs.)</b>
Electricity Deposit	52,010.00	
<b>Total</b>		<b>52,010.00</b>
<b>Schedule O - Cash &amp; Bank Balances</b>		
<b>Particulars</b>	<b>Amount (Rs.)</b>	<b>Amount (Rs.)</b>
1 Cash in Hand	10,000.00	
2.2 in Current Bank Accounts		
Dena Bank	349,352.96	
<b>Total</b>		<b>359,352.96</b>
<b>Schedule P - Income &amp; Expenditure Account</b>		
<b>Particulars</b>	<b>Amount (Rs.)</b>	<b>Amount (Rs.)</b>
Balance As per Last Balance Sheet		105,794,648.95
Add; Deficit for the Year		23,789,048.88
<b>Total ( Schedule K,M,O,P)</b>		<b>168,342,133.33</b>



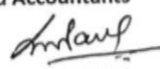
SHRI VILE PARLE KELAVANI MANDAL'S USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT			
<u>SCHEDULE OF BALANCE SHEET FOR THE PERIOD 01.04.2011 TO 31.03.2012</u>			
Particulars	Amount (Rs.)	Amount (Rs.)	
<b>Schedule B - Earmarked Fund</b>			
Development fund	1,511,025.00	1,511,025.00	
Other Earmarked fund	273,020.00	273,020.00	
Depreciation Fund		23310883.88	
Accumulated Dep for Equipment	2,308,680.57		
Accumulated Dep for Air Conditioners	93,381.83		
Accumulated Dep for Furniture & fixture	11,341,693.37		
Accumulated Dep For Computers	8,585,139.47		
Accumulated Dep For Library Books	981,988.64		
Total		25,094,928.88	
<b>Schedule E - Inter Institute/Inter Institute Balances</b>			
Particulars	Amount (Rs.)	Amount (Rs.)	
<b>1 Intra Institute Balance</b>			
Clearing Revenue from other Institute			
Intra Institute Balance	21,353,880.41	21,353,880.41	
<b>2 Shri Vile Parle Kelavani Mandal</b>			
Shri Vile Parle Kelavani Mandal	119,960,734.00	119,960,734.00	
Total		141,314,614.41	
<b>Schedule F - Advances &amp; Deposits</b>			
Particulars	Amount (Rs.)	Amount (Rs.)	
<b>1 ADVANCES</b>			
Advances & Deposits		1,785,000.00	
Library Deposite	425,975.00		
Laboratory Deposits	718,600.00		
Caution Money Deposits	326,825.00		
Deposits from Students(2011-12)	313,600.00		
Total		1,785,000.00	
<b>Schedule G -Other Liabilities</b>			
Particulars	Amount (Rs.)	Amount (Rs.)	
<b>1 other Liabilities</b>			
Salary Payable	84,738.04	147,590.04	
Sundry Creditors	7,197.00		
other Liabilities	55,655.00		
Total		147,590.04	
<b>Total ( ScheduleB,E,F,G )</b>			<b>168,342,133.33</b>




<b>KISHORE A. PARIKH B.Com.,F.C.A.</b> <b>DEEPAN K. PARIKH B.Com.,F.C.A.</b>	<b>KISHORE A. PARIKH &amp; CO.</b> <b>CHARTERED ACCOUNTANTS</b>
101, Shanti Niwas, 'B' Wing, Natvar Nagar, Road No. 5, Hindu Friends Society, Jogeshwari (E), Mumbai-400 060.	Tel. : 2837 4410
<b>PRAVIN GANDHI</b> <b>COLLEGE OF MANAGEMENT</b> NO. .... 251/..... ... 06/06/13. re. ....	<b>AUDITOR'S REPORT</b>

We have examined the attached Balance Sheet of Shri Vile Parle Kelavani Mandal Usha Pravin Gandhi College of Management as at 31<sup>st</sup> March 2013 and Income & Expenditure Account for the year ended on that date and report that :-

- i. We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and have found them to be satisfactory.
- ii. The Balance Sheet and Income & Expenditure Account of Shri Vile Parle Kelavani Mandal's Usha Pravin Gandhi College of Management are in Agreement with the Books of Accounts.
- iii. In our opinion and to the best of our information and according to the explanation given to us the said accounts exhibit true and fair view of the state of affairs of the Institution as at 31<sup>st</sup> March 2013.

For KISHORE A. PARIKH & CO.  
 Chartered Accountants  
  
 (Deepan Parikh)  
 Partner  
 M. No. 46298



MUMBAI  
 Dated: 6<sup>th</sup> May 2013

FUNDS & LIABILITIES		Sch.	Amount (Rs.)	Amount (Rs.)	PROPERTY & ASSETS		Sch.	Amount (Rs.)	Amount (Rs.)
Trust Funds or Corpus		A			Immovable Properties (at Cost)	F			
Other Earmarked Funds		B		27,289,108.22	Investments	G			
Secured loan	*	C			Furniture, Fixtures & Equipments (at Cost)	H			38,766,190.94
Unsecured loan		D			Advances	I			
Liabilities		E			To Employees				
For Expenses & Projects					To Shri Vile Parle Kelavani Mandal				
For Advance to Shri Vile Parle Kelavani Mandal				130,682,216.98	To Intra Institute Balances				
For Intra Institute Balances					To Vendors				
For Advances				1,054,900.00	To Others				
For Rent and Deposits					Income Outstanding	J			(31,076.00)
For Other Liabilities				550,797.73	Rent				
					Interest				
					Other Income				
					Cash & Bank Balances	K			
					Cash Balance				
					Bank Balance in*				
					Savings Bank Account				257,115.47
					Current Bank Account				
					Income & Expenditure A/c				129,583,697.83
					Balance as per Trial Balance Sheet				51,592,094.69
					Add (Less) Surplus (Deficit) as per I&E Account				
					Total				220,167,022.93
					Total				220,167,022.93

Place : Mumbai  
Date : 6th May ,2013

As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants



Deenan Parikh

*(Signature)*

		Smt Vira Parikhelkar Mandali's		USHA PARIKHE GANDESI COLLEGE OF MANAGEMENT			
		Income & Expenditure Account for the year ending 31st March, 2013					
ENDUITE	Sch.	Amount (Rs.)	Amount (Rs.)	INCOME	Sch.	Amount (Rs.)	Amount (Rs.)
penditure in respect of properties	L	412,775.00		Tuition Fees and other Fees	R	314,435.00	18,927,925.94
re, Taxes, Cesses, etc.		3,937,379.41		Income from other Sources	S	559,135.20	
pairs & Maintenance		30,840.00		Interest from Bank			873,620.20
urance Premium			4,380,994.41	Miscellaneous Income			
preciation on immovable properties	M		23,882.00	Other Income			
stablishment Expenses	N		11,000.00	Deficit transferred to Balance Sheet			51,591,094.69
sal & Professional Expenses			38,430,000.00				
actory/Audit Fees							
rastructure Contribution & Rent to Shri							
ri Parikhelkar Mandali							
erent to Bank/Institution	O		288.00				
iscellaneous Expenses			32,675.99				
preciation on Movable assets	P		2,151,029.34				
penditures on Educational objects of TRUST	Q						
mployee Cost		19,004,195.80					
Administration & other Expenses		7,258,575.29	26,362,771.09				
<b>Total</b>			<b>71,392,640.83</b>	<b>Total</b>			<b>71,392,640.83</b>

Place : Mumbai  
Date : 6th May, 2013



Deepan Parikh

*Deepan Parikh*

As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants

SVKM's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT		
Schedules forming part of Balance sheet for the year ended 31st March 2013		
Particulars	Current Year	Current Year
	2012- 13 Amount Rs. Ps	2012 -13 Amount Rs. Ps
<b>Schedule B</b>		
<b>Other Earmarked Funds</b>		
Development Fund	1,511,025.00	
Stud.Wel./Activ.Fnd	326,170.00	
	<b>1,837,195.00</b>	
Acc Dep Equipment	2,586,086.28	
Acc. Dep Air Cond.	163,704.89	
Acc. Dep For F&F.	12,495,870.78	
Acc Dep Computers	9,085,062.44	
Acc Dep Lib. Books	1,131,188.83	
	<b>25,461,913.22</b>	
		<b>27,299,108.22</b>
<b>Schedule E</b>		
<b>Liabilities</b>		
<b>For Advance to Shri Vile Parle Kelavani Mandal</b>		
<b>For Intra Institute Balances</b>	<b>190,662,216.98</b>	
<b>For Advances</b>		
<b>Advances &amp; Deposits</b>		
Library Deposit	300,400.00	
Laboratory Deposit	540,900.00	
Caution Money Deposi	210,950.00	
Deposit from Student	602,650.00	
	<b>1,654,900.00</b>	
<b>For Other Liabilities</b>		
SALARY PAYABLE	5.27	
Sundry Creditors	14,839.00	
Other Liabilities	535,953.46	
	<b>550,797.73</b>	
		<b>192,867,914.71</b>
<b>Schedule H</b>		
<b>Furniture, Fixtures &amp; Equipments (at Cost)</b>		
Equipment	4,177,081.80	
Air Conditioners	562,202.24	
Furnitures & Fixture	22,934,359.02	
Computers	9,473,469.38	
Library Books	1,619,078.50	
		<b>38,766,190.94</b>
<b>Schedule I</b>		
<b>Advances</b>		
Electricity Deposit		
<b>To Others</b>	<b>(31,076.00)</b>	
<b>SUNDRY DEBTORS</b>		<b>(31,076.00)</b>
<b>Schedule K</b>		
<b>Cash &amp; Bank Balances</b>		
Bank Balance in		
Savings Bank Account		
Current Bank Account	257,115.47	
		<b>257,115.47</b>

SVKM's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT		
Schedules forming part of Income & Expenditure for the year ended 31st March 2013		
Particular	Current Year 2012 - 13 Amount Rs. Ps	Current Year 2012 - 13 Amount Rs. Ps
<b>Schedule L</b>		
Expenditure in respect of properties Rates, Taxes, Cesses, etc.	412,775.00	
<b>Repairs &amp; Maintenance</b>		
Repairs & Maintenance	3,937,379.41	
Insurance Premium	30,840.00	
		<b>4,380,994.41</b>
<b>Schedule N</b>		
Legal & Professional Expenses		<b>23,882.00</b>
Statutory Audit Fees		<b>11,000.00</b>
Infrastructure Contribution & Rent to Shri Vile Parle Kelavani Mandal		<b>38,430,000.00</b>
<b>Schedule O</b>		
Interest to Banks/Institution		<b>288.00</b>
Miscellaneous Expenses		<b>32,675.99</b>
<b>Schedule P</b>		
Depreciation on Movable assets		<b>2,151,029.34</b>
<b>Schedule Q</b>		
<b>Expenditures on Educational objects of TRUST</b>		
<b>Employee Cost</b>		
Salaries Teaching	83,953.80	
Arrears Adjust. Teach	217,656.00	
Dearness Pay Teachin	18,000.00	
Tel/Mob.(Reimb)Teach	3,602,545.21	
Basic Pay Teaching	554,129.03	
Grade Pay Teaching	924,280.55	
HRA Teaching	1,200,714.06	
Special Allowance Te	165,600.08	
Transport Allowance	41,910.00	
Compensatory Local A	120,000.00	
Petrol (Reimbusemen	2,565,196.36	
Dearness All Teachin	9,493,985.09	
<b>P.F. &amp; Pension Fund</b>		
Prov.Fund Employ.Tea	192,032.00	
Er.Pension Contribut	75,740.00	
		<b>267,772.00</b>

<b>Salaries Non Teach</b>		
Extra Remuneration	183,625.00	
Basic Pay Non Teachi	1,911,379.68	
Washing Allowance NT	540.00	
Grade Pay Non Teachi	518,900.00	
HRA Non Teaching	710,271.00	
Special Allowance NT	45,000.00	
Other Earnings Non T	1,951.00	
Transport Allowance	72,000.00	
Compensatory Local A	45,000.00	
ArrearsAdjustment N	20,255.55	
Dearness All NonTeac	1,608,486.50	
	<b>5,117,408.73</b>	
<b>P.F. &amp; Pension Fund</b>		
Provident FundEmplo	100,716.00	
Er.Pension Contribut	110,364.00	
	<b>211,080.00</b>	
<b>VI th Pay Arrears Teacing</b>	<b>427,893.00</b>	
<b>VI th Pay Arrears Non Teaching Staff</b>	<b>377,584.00</b>	
<b>Honorarium</b>		
Guest Lecture	14,686.00	
Hono.VisitingFaculty	2,957,115.00	
	<b>2,971,801.00</b>	
<b>P. F. Admn Charges</b>		
P.F Admin.chgs A/c 2	43,894.38	
PFEDLI Adm.ChgA/c22	223.60	
PFEDLI ChgA/c21	11,180.00	
	<b>55,297.98</b>	
<b>Staff Welfare Expens</b>		
Staff Uniform Expens	143.00	
Staff Welfare Expens	81,231.00	
	<b>81,374.00</b>	
		<b>19,004,195.80</b>
<b>Administration &amp; Others</b>		
Printing and Station		
Station.ExpNot Comp	430.00	
Computer Station.Exp	12,120.00	
Stationary ItemsExp	89,294.17	
Printing Expenses	187,284.50	
	<b>289,128.67</b>	
<b>Electricity Charges</b>	<b>3,746,999.00</b>	
<b>Advertisement</b>		
Advertisement Expenses	1,660.00	
<b>Security Charges</b>		
Security Charges	459,620.28	
<b>Student's Activities</b>		
Annual Day Expenses	130,576.25	
ExtrCur.Act.NotSprt	117,594.00	
Gymkhana & SportsExp	95,273.96	
	<b>343,444.21</b>	



<b>Admission Expenses</b>		
Examination Charges	315,378.00	
<b>Equipment Maintenance</b>		
Computer Maintenance	458.00	
Equipment Maintenance	245,207.33	
Vehicle Maintenance	533.00	
	<b>246,198.33</b>	
<b>Other Expenses</b>		
Conference/Seminar/W	15,352.00	
Guest expenses/Orien	11,420.00	
Cleaning Expenses	77,048.00	
Housekeeping Expense	1,417,602.31	
Meeting Expenses	4,407.00	
Postage, Teleg. & Cour	2,108.00	
Rent Expenses	8,100.00	
Telephone Expenses	29,032.99	
Traveling Exp/Outstat	31,082.00	
Water Charges	36,743.00	
Convey Local Travel	7,810.00	
Placement Expenses	2,163.00	
Donation Given	1,300.00	
Identity Card & Libr	9,675.00	
Registration Fees	50,025.00	
Affiliation Fees	16,000.00	
Newspaper, Mag & Books	56,178.50	
Function, Festival a	9,888.00	
Internet Expenses	214.00	
Networking Expenses	2,731.00	
SAP Expenses	80,580.00	
IT Services	62,526.00	
Comp peripherals Exp	18,240.00	
	<b>1,950,225.80</b>	
		<b>7,358,575.29</b>
<b>Schedule S</b>		
<b>Tuition Fees and oth</b>		
Adm. & Appl. Proc. Fee	213,000.00	
Computer Lab Fees	1,013,500.00	
Development Fees	532,000.00	
E-Charges/Suvidha	14,790.00	
Exam Fees	674,605.00	
Exam Stationary and	1,900.00	
Gymkhana Fees Income	180,580.00	
Identity/Library Card	53,200.00	
Industrial Visit Fee	234,761.00	
Laboratory Fees	2,965,000.00	
Library Fees	633,800.00	
Magazine Fees	106,400.00	
Other Fees	265,750.00	
Project Fees	443,800.00	
Tuition Fees	10,820,744.00	
ATKT Fees and Repeat	254,420.25	
Forms and Prospectus	232,300.69	
Ver. Mrk/Doc. Fee/Rev.	21,375.00	
	266,000.00	<b>18,977,975.94</b>

<b>Income from other Sources</b>		
Miscellaneous Income	314,435.00	
<b>Other Income (Sch.AD)</b>		
Admiss.Cancell.Chgs	485,410.20	
University Eligibility Fees		
Library Fine	7,575.00	
Transfer Certificate	11,200.00	
Transcript Certifica	55,000.00	
	<b>559,185.20</b>	
		<b>873,620.20</b>



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**KISHORE A. PARIKH B.Com.,F.C.A.**  
**DEEPAN K. PARIKH B.Com.,F.C.A.**

**KISHORE A. PARIKH & CO.**  
**CHARTERED ACCOUNTANTS**

101, Shanti Niwas, 'B' Wing, Nalvar Nagar, Road No. 5,  
 Hindu Friends Society, Jogeshwari (E), Mumbai-400 060.

Tel. : 2837 4410

**AUDITOR'S REPORT**

We have examined the attached Balance Sheet of Shri Vile Parle Kelavani Mandal Usha Pravin Gandhi College of Management as at 31<sup>st</sup> March 2014 and Income & Expenditure Account for the year ended on that date and report that :-

- i. We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and have found them to be satisfactory.
- ii. The Balance Sheet and Income & Expenditure Account of Shri Vile Parle Kelavani Mandal's Usha Pravin Gandhi College of Management are in Agreement with the Books of Accounts.
- iii. In our opinion and to the best of our information and according to the explanation given to us the said accounts exhibit true and fair view of the state of affairs of the Institution as at 31<sup>st</sup> March 2014.

For KISHORE A. PARIKH & CO.  
 Chartered Accountants




(Deepan Parikh)  
 Partner  
 M. No. 46298

MUMBAI  
 Dated: 11<sup>th</sup> August 2014

USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT Balance Sheet as on 31st March, 2014		PROPERTY & ASSETS	
Sch.	Amount (Rs.)	Sch.	Amount (Rs.)
<b>FUNDS &amp; LIABILITIES</b>		<b>PROPERTY &amp; ASSETS</b>	
Trust Funds or Corpus		F	Immovable Properties (at Cost)
Other Earmarked Funds		G	Investments
Secured Loan		H	Furniture, Fixtures & Equipments (at Cost)
Unsecured Loan		I	Advances
Liabilities			To Employees
For Advances to Shri Vile Parle Kelavani Mandal	1,454,464.55		To Shri Vile Parle Kelavani Mandal
For Intra Institute Balances	240,708,433.94		To Intra Institute Balances
For Advances			To Vendors
For Rent and Deposits	1,473,350.00		To Others
For Other Liabilities	203,023.16	J	Income Outstanding
			From
			Interest
			Other Income
		K	Cash & Bank Balances
			Cash Balance
			Bank Balance In
			Savings Bank Account
			Current Bank Account
			Income & Expenditure A/c
			Balance as per last Balance Sheet
			Add: Deficit as per ISE Account
<b>Total</b>	<b>273,336,381.67</b>	<b>Total</b>	<b>273,336,381.67</b>

Place : Mumbai  
Date : 11th August, 2014

As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants



*Kishore A. Parikh*

SHRI VIVE PARKE KOLHAVANI MANDALI'S USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT Income & Expenditure Account for the year ending 31st March, 2014		INCOME		EXPENDITURE	
Sch.	Amount (Rs.)	Amount (Rs.)	Sch.	Amount (Rs.)	Amount (Rs.)
L	321,828.00		R		18,228,786.01
	784,138.83		\$		
	51,865.00			300,534.26	
M		897,931.93		397,648.70	808,202.96
N		28,291.00			
		17,978.00			
		38,430,000.00			
O		2,748.00			52,863,775.08
P		62,884.59			
Q		1,791,812.42			
	22,497,700.79				
	8,291,427.30				
		90,786,138.09			
<b>Total</b>		<b>71,993,734.03</b>	<b>Total</b>		<b>71,993,734.03</b>

As per Report of even date  
For Kishore A. Parikh & Co.  
Chartered Accountants



*(Signature)*

Deepan Parikh

Place : Mumbai  
Date : 11th August, 2014

**SVKM'S USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT**  
Schedules forming part of Income & Expenditure for the year ended  
31st March 2014

	Current Year 2013 14 Amount Rs. Ps	Current Year 2013 14 Amount Rs. Ps
<b>Schedule B</b>		
<b>Other Earmarked Funds</b>		
Development Fund	1,511,025.00	
Students wel/activity fund	407,370.00	
		1,918,395.00
<b>Depreciation Fund</b>		
Acc Dep Equipment	2,840,629.91	
Acc. Dep Air Cond.	223,479.49	
Acc. Dep For F&F.	13,544,534.26	
Acc Dep Computers	9,318,106.52	
Acc Dep Lib. Books	1,266,975.46	27,193,725.64
Acc Dep Month of March		29,112,120.64
<b>Schedule E</b>		
<b>Liabilities</b>		
<b>For Advance to Shri Vile Parle Kelavani Mandal</b>		
	240,703,412.34	
<b>For Expenses &amp; Projects</b>	1,444,464.53	
		242,147,876.87
<b>For Advances</b>		
<b>Advances &amp; Deposits</b>		
Library Deposit	282,450.00	
Laboratory Deposit	512,100.00	
Caution Money Deposi	200,150.00	
Deposit from Student	878,650.00	
		1,873,350.00
<b>For Other Liabilities</b>		
<b>SALARY PAYABLE</b>		
Sundry Creditors		203,021.16
Other Liabilities	203,021.16	203,021.16
		244,224,248.03
<b>Schedule H</b>		
<b>Furniture, Fixtures &amp; Equipments (at Cost)</b>		
Equipment	4,330,221.16	
Air Conditioners	562,202.24	
Furnitures & Fixture	23,030,652.45	
Computers	9,473,469.38	
Library Books	1,714,416.76	
		39,110,961.99
<b>Schedule I</b>		
<b>Advances</b>		
Electricity Deposit		
To Others		
SUNDRY DEBTORS	(40,792.90)	(40,792.90)
<b>Schedule K</b>		
<b>Cash &amp; Bank Balances</b>		
<b>Cash Balance</b>		
<b>Bank Balance in</b>		
Savings Bank Account		
Current Bank Account	129,632.00	129,632.00



Schedule L		
Expenditure in respect of properties		
Rates, Taxes, Cesses, etc.	101,928.00	101,928.00
Repairs & Maintenance		784,138.93
Repairs & Maintenance		
Equipment Maintenance		
Lift Maintenance		
Vehicle Maintenance Expense		
Repair & Renovation-Projects		
Building Maintenance		
Computer Maintenance		
Insurance Premium		51,865.00
Schedule N		
Legal & Professional Expenses		28,291.00
Statutory Audit Fees		17,978.00
Infrastructure Contribution & Rent to Shri Vile Parle Kelavani Mandal		38,430,000.00
Schedule O		
Interest to Banks/Institution		2,748.00
Miscellaneous Expenses		61,884.59
Schedule P		
Depreciation on Movable assets		1,731,812.42
Schedule Q		
Expenditures on Educational objects of TRUST		13,051,668.84
Employee Cost		
Salaries Teaching		
Arrears/Adjust. Teach	322,800.91	
Dearness Pay Teachin	155,656.00	
Tel/Mob./Reimb/Teach	13,596.77	
Basic Pay Teaching	4,313,700.94	
Grade Pay Teaching	995,645.16	
HRA Teaching	1,353,681.83	
Special Allowance Te	975,744.82	
Transport Allowance	283,196.59	
Compensatory Local A	59,519.35	
Petrol (Reimbursemen	90,645.16	
Dearness All Teachin	4,175,969.04	
Leave Encash Teaching	311,507.27	
Gratuity Teaching		591,470.00
P.F. & Pension Fund		299,757.00
Prov. Fund Employ, Tea	191,934.00	
Er. Pension Contribut	107,823.00	
Salaries Non Teach		5,647,483.28
Extra Remuneration	204,925.00	
Basic Pay Non Teachin	1,595,967.42	
Washing Allowance NT	540.00	
Grade Pay Non Teachin	507,245.16	
HRA Non Teaching	695,945.06	
Special Allowance NT	5,000.00	
Other Earnings Non T		
Transport Allowance	69,800.00	
Compensatory Local A	44,400.00	
Arrears/Adjustment N	139,192.00	
Dearness All NonTeac	1,955,754.04	
Cosol. Salary NoTe	(3,500.00)	
With Pay Arrears Resign	32,614.60	
P.F. & Pension Fund		201,531.00
Provident Fund/Emplo	97,118.00	
Er. Pension Contribut	104,413.00	
With Pay Arrears Teadng		391,280.92
With Pay Arrears Non Teaching Staff		411,390.00
Honorarium		1,793,234.00
Guest Lecture	17,944.00	
Hono. Visiting Faculty	1,775,290.00	
P. F. Adm Charges		58,955.75
P.F Adm. chgs A/c 2	45,951.08	
PFEDU Adm. Chgs/c22	255.04	
PFEDU Chgs/c21	12,746.63	
Staff Welfare Expens		50,935.00
Staff Uniform Expens	3,900.00	
Staff Welfare Expens	47,035.00	
Total		22,497,700.79



Administration & Oth		
Printing and Station		261,488.28
Station.ExpNot Comp	29.00	
Computer Station.Exp		
Stationary ItemsExp	157,441.88	
Printing Expenses	104,017.40	
Repair & Maintance	221,084.31	221,084.31
<b>Electricity Charges</b>		<b>4,276,805.00</b>
Electricity Expenses	4,276,805.00	
<b>Advertisement</b>		<b>130,377.56</b>
Advertisement Expenses	130,377.56	
<b>Security Charges</b>		<b>572,327.39</b>
Security Charges	572,327.39	
Foreign Travel Expenses	3,706.00	3,706.00
<b>Student's Activities</b>		<b>384,382.36</b>
Annual Day Expenses	109,354.00	
College Expenses	86,468.00	
ExtrCur.Act.NotSprt	106,441.00	
Gymkhana & SportsExp	82,119.36	
<b>Laboratory Expenses</b>		<b>360.00</b>
Lab Consumables - Exp.	360.00	
<b>Admission Expenses</b>		<b>692.00</b>
Admission Expenses	692.00	
Examination Expenses		362,954.34
Examination Charges	362,954.34	
Other Expenses		2,077,250.06
Interview Expenses	4,098.90	
Conference/Seminar/W	15,448.00	
Guest expenses/Orien	1,518.00	
Workshop Expenses	540.00	
Administrative Expenses	18,023.00	
Cleaning Expenses	95,297.00	
Housekeeping Expense	1,321,822.65	
Meeting Expenses	4,276.00	
Postage, Teleg. & Cour	16,509.45	
Rent Expenses	4,317.00	
Telephone Expenses	35,461.24	
TravelingExpOutstat	4,016.00	
Water Charges	39,842.00	
ConveyLocal Travel	11,518.00	
Purchase Round Off	2.50	
Placement Expenses	15,343.00	
Industrial Visit Expenses		
Donation Given		
Identity Card & Libr	5,544.00	
Registration Fees		
Affiliation Fees	56,000.00	
Newspaper, Mag&Books	51,418.00	
Freeship, Scholarship & Prizes	3,000.00	
Function, Festival a	2,183.00	
Internet Expenses	7,399.00	
Networking Expenses	26,239.33	
Software Expenses	12,903.00	
Website Expenses	482.00	
SAP Expenses	120,016.00	
IT Services	70,559.00	
Comp peripheralsExp	133,473.99	
<b>TOTAL</b>		<b>8,291,427.30</b>

3



Schedule S		
<b>Income from other Sources</b>		
Tuition Fees and oth		18,229,796.0
Adm.&Appl.Proc.Fee	173,764.00	
Computer Lab Fees	981,500.00	
Development Fees	532,000.00	
Document Verification Fees	25,780.00	
E-Charges/Suvidha	10,880.00	
Exam Fees	677,852.50	
Exam Stationary and	2,650.00	
Group Insurance	-	
Gymkhana Fees Income	181,270.00	
Identity/LibraryCard	53,200.00	
Industrial Visit Fee	-	
Laboratory Fees	2,810,000.00	
Library Fees	612,600.00	
Magazine Fees	106,400.00	
Other Fees	266,000.00	
Project Fees	394,522.00	
Tuition Fees	10,747,076.95	
ATKT Fees and Repeat	124,517.50	
Forms and Prospectus	261,370.06	
Ver.Mrk/Doc.Fee/Rev.	55,414.00	
Previous Yr Fee Adis	(53,001.00)	
Utility Fees Income	266,000.00	
<b>Income from other Sources</b>		<b>100,554.26</b>
Miscellaneous Income	100,554.26	
<b>Other Income (Sch.AD)</b>		
		<b>707,648.71</b>
Admiss.Cancell.Chgs	614,958.70	
University Eligibility Fees	-	
Library Fine	5,750.00	
Transfer Certificate	16,950.00	
Transcript Certifica	69,990.00	
<b>TOTAL</b>		<b>19,037,998.97</b>

4



KISHORE A. PARIKH B.Com.,F.C.A.  
DEEPAN K. PARIKH B.Com.,F.C.A.

101, Shanti Niwas, 'B' Wing, Natvar Nagar, Road No. 5,  
Hindu Friends Society, Jogeshwari (E), Mumbai-400 060.

KISHORE A. PARIKH & CO.  
CHARTERED ACCOUNTANTS

Tel. : 2837 4410

AUDITOR'S REPORT

We have examined the attached Balance Sheet of Shri Vile Parle Kelavani Mandal Usha Pravin Gandhi College of Management as on 31<sup>st</sup> March 2015 and Income & Expenditure Account for the year ended on that date and report that :-

- i. We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and have found them to be satisfactory.
- ii. The Balance Sheet and Income & Expenditure Account of Shri Vile Parle Kelavani Mandal's Usha Pravin Gandhi College of Management are in Agreement with the Books of Accounts.
- iii. In our opinion and to the best of our information and according to the explanation given to us the said accounts exhibit true and fair view of the state of affairs of the Institution as on 31<sup>st</sup> March 2015.

For KISHORE A. PARIKH & CO.  
Chartered Accountants



*(Signature)*  
(Deepan Parikh)  
Partner  
M. No 46298

MUMBAI  
Dated: 17<sup>th</sup> August 2015



Shri Vile Parle Kelavani Mandali's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT Income & Expenditure Account for the year ending 31st March, 2015					
EXPENDITURE	Sch.	Amount (Rs.)	INCOME	Sch.	Amount (Rs.)
Expenditure in respect of properties	L		Tuition Fees and other Fees	R	203,20,146.27
Rates, Taxes, Cesses, etc.		89,969.00	Income from other Sources	S	
Repairs & Maintenance		12,58,075.99	Interest from Bank		1,17,163.90
Insurance Premium		59,686.00	Miscellaneous Income		4,94,449.15
Depreciation on immovable properties			Other Income		6,11,613.05
Establishment Expenses	M	14,07,730.39			
Legal & Professional Expenses	N	35,507.00	Deficit transferred to Balance Sheet		508,43,907.20
Statutory Audit Fees		20,225.00			
Infrastructure Contribution to Shri Vile Parle Kelavani Mandal		384,30,000.00			
Interest to Banks/Institution	O	1,149.00			
Miscellaneous Expenses		19,151.37			
Depreciation on Moveable assets	P	14,80,208.04			
Expenditures on Educational objects of TRUST	Q				
Employee Cost		225,06,744.51			
Administration & other Expenses		78,76,950.61			
<b>Total</b>		<b>717,75,666.52</b>	<b>Total</b>		<b>717,75,666.52</b>

Place : Mumbai  
Date : 17th August, 2015

As per Report of even date  
For **Kishore A. Parikh & Co.**  
Chartered Accountants



*(Signature)*

**Deepan Parikh**  
Partner  
Membership No. 46298

SVKM's USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT  
Schedules forming part of Income & Expenditure for the year ended  
31st March 2015

	Current Year 2014 -15 Amount Rs. Ps	Current Year 2014- 15 Amount Rs. Ps
<b>Schedule B</b>		
<b>Other Earmarked Funds</b>		
Development Fund	15,11,025.00	
Stud.Wel./Activ.Fnd	4,64,820.00	
<b>Depreciation Fund</b>		
Acc Dep Equipment	30,89,876.62	
Acc. Dep Air Cond.	2,74,287.90	
Acc. Dep For F&F.	144,98,286.44	
Acc Dep Computers	65,36,779.13	
Acc Dep Lib. Books	13,96,570.82	
Acc Dep Month of March		
<b>Schedule E</b>		
<b>Liabilities</b>		
For Advance to Shri Vile Parle Kelavani Mandal		2925,74,533.50
For Expenses & Projects		1,57,197.01
For Advances		
<b>Advances &amp; Deposits</b>		
Library Deposit	2,79,450.00	
Laboratory Deposit	5,07,300.00	
Caution Money Deposi	1,98,350.00	
Deposit from Student	12,06,650.00	
<b>For Other Liabilities</b>		
SALARY PAYABLE		
Sundry Creditors		
Other Liabilities		
		2951,42,982.67
<b>Schedule G</b>		
<b>Investment</b>		
<b>Schedule H</b>		
<b>Furniture, Fixtures &amp; Equipments (at Cost)</b>		
Equipment	46,69,262.86	
Air Conditioners	5,62,202.24	
Furnitures & Fixture	231,30,440.45	
Computers	66,01,316.16	
Library Books	18,01,754.08	
<b>Advances</b>	8,315.00	
<b>Schedule I</b>		
<b>Advances</b>		
Electricity Deposit		
<b>To Others</b>		
SUNDRY DEBTORS	(44,742.90)	



Schedule K		
Cash & Bank Balances		
Cash Balance		
Bank Balance in Savings Bank Account		
Current Bank Account	7,05,605.91	

Schedule L		
Expenditure in respect of properties		
Rates, Taxes, Cesses, etc.	89,969.00	
Repairs & Maintenance		
Repairs & Maintenance	4,05,521.83	
Equipment Maintenance		
Lift Maintenance	2,10,322.55	
Vehicle Maintenance Expense		
Repair & Renovation -Projects	6,42,231.61	
Insurance Premium	59,686.00	
Schedule N		
Legal & Professional Expenses		
Statutory Audit Fees		
Infrastructure Contribution & Rent to Shri Vile Parle Kelavani Mandal		
Schedule O		
Interest to Banks/Institution		
Miscellaneous Expenses		
Schedule P		
Depreciation on Movable assets		
Dep Equipment	2,49,246.71	
Dep Air Conditioners	50,808.41	
Dep F&F	9,53,752.18	
Dep Computers	96,805.38	
Dep Library Books	1,29,595.36	



Schedule Q		
<b>Expenditures on Educational objects of TRUST</b>		
<b>Employee Cost</b>		
Salaries Teaching		126,92,995.55
ArrearsAdjust.Teach	• 80,662.50	
Dearness Pay Teachin	1,09,656.00	
Basic Pay Teaching	45,61,744.09	
Grade Pay Teaching	9,99,283.88	
HRA Teaching	12,75,908.80	
Special Allowance Te	7,53,786.00	
Transport Allowance	2,63,432.44	
Compensatory Local A	58,064.20	
Dearness All Teachin	45,40,397.64	
<b>P.F. &amp; Pension Fund</b>		3,32,026.00
Prov.Fund Employ.Tea	1,37,826.00	
Er.Pension Contribut	1,84,194.00	
<b>Salaries Non Teach</b>		61,9,676.00
Extra Remuneration	5,55,805.00	
Basic Pay Non Teachi	19,86,740.65	
Washing Allowance NT	540.00	
Grade Pay Non Teachi	5,13,877.42	
HRA Non Teaching	7,15,433.81	
Transport Allowance	69,600.00	
Compensatory Local A	45,000.00	
ArrearsAdjustment N	48,695.00	
Dearness All NonTeac	23,92,984.21	
<b>P.F. &amp; Pension Fund</b>		3,00,463.00
Provident FundEmplo	1,11,752.00	
Er.Pension Contribut	1,89,111.00	
<b>VI th Pay Arrears Teacing</b>		1,11,111.00
<b>VI th Pay Arrears Non Teaching Staff</b>		1,11,111.00
<b>Honorarium</b>		2,12,057.00
Guest Lecture	15,570.00	
Hono.VisitingFaculty	20,08,487.00	
<b>P. F. Admn Charges</b>		78,536.71
P.F Admin.chgs A/c 2	55,683.61	
PFEDLI Adm.ChgA/c22	448.10	
PFEDLI ChgA/c21	22,405.00	
Staff Welfare Expens		30,744.00
Staff Uniform Expens	101.00	
Staff Welfare Expens	30,647.00	
<b>Total</b>		225,80,764.53





**Annexure G – List of Committees/Cells/Clubs/Council**

Sr No	Name of the Committee/Council/Cell/Clubs
1	Student Council
2	Cultural Committee
3	Sports Committee
4	Women Development Cell
5	National Service Scheme
6	Department of Life Long Learning and Extension
7	RAW (Wildlife & Nature Club )
8	Rotaract Club
9	Montage (Photography Club)
10	E Cell (Entrepreneurship Cell)
11	Mentorship Programme
12	Aahan (College Festival)
13	Research Cell
14	Magazine /Prospectus Committee
15	Exam Committee
16	Attendance Committee
17	Unfair Means Committee
18	Grievance Cell
19	Admission Committee
20	Library Committee
21	Website Committee
22	Placement Committee
23	Social Outreach Unit

## Annexure H – Affiliation Letters with University of Mumbai

CC. 128  
215


**University of Mumbai**

USHA PRAVIN GANDHI  
COLLEGE OF MANAGEMENT

INWARD NO - 392 (33)

Date: 20-6-13

Signature: [Signature]



AFFILIATION SECTION - II  
No. Aff-III/CD/2013-14/354  
6th June, 2013

GJ  
15/6/13

To,  
The Principal,  
Shri. Vile Parle Kelvani Mandal's  
Usha Pravin Gandhi College of Management,  
Bhakti Vedant Swami Marg,  
Vile Parle (W)  
Mumbai - 400 056.

Subject :- Application for granting the permanent of affiliation for  
B.M.S., B.M.M, B.Sc. (I.T.) Three year degree courses from  
the academic year 2012-13.

Madam / Sir,

With reference to your application for granting permanent affiliation for  
B.M.S., B.M.M, B.Sc. (I.T.) Three year degree courses from the academic year  
2012-13. This is to inform you that the Academic Council at its meeting held on  
27<sup>th</sup> February, 2013 vide Item No. 3.12 considered the report of the Local Inquiry  
Committee and resolved as under :-

"It was resolved that the report of the Local Inquiry  
Committee be accepted and that in accordance therewith, the  
Usha Pravin Gandhi College of Management, Vile Parle, Mumbai  
be granted continuation of affiliation for the teaching of the course  
of study of 1) B.M.S. 2) BMM 3) BSC (I.T.) for the period of Seven  
years from the academic year 2007-2008 .

Further that aforesaid affiliation is granted subject to  
condition that the college authorities gives an undertaking in writing  
that they will fulfil the conditions mentioned in the report to the  
satisfaction of the Academic Council and payment of the requisite  
affiliation fees for the respective years. Also the concerned college  
will participate in the examinations related work and the teachers  
involve in the Central Assessment Scheme of the University in both  
halves of the examinations."

In pursuance of the above resolution of the Academic Council, this is to  
inform you that the Shri. Vile Parle Kelvani Mandal's, Usha Pravin Gandhi  
College of Management, Vile Parle (W) Mumbai - 400 056, has been granted  
the continuation of affiliation instead of permanent affiliation for the B.M.S.,  
B.M.M, B.Sc. (I.T.) Three year degree courses under the Section 86 of the  
Maharashtra Universities Act, 1994 as incorporated in the text of resolution of the  
Council.

You are, requested to give an undertaking in writing as per resolution of  
the Academic Council.

A copy of the report of the Local Inquiry Committee is enclosed herewith.

Yours faithfully,  
[Signature]  
Assistant Registrar  
Affiliation Section-II

TRUE COPY

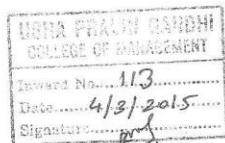
REGISTRAR  
SVKM'S  
USHA PRAVIN GANDHI  
COLLEGE OF MANAGEMENT  
VILE PARLE (WEST), MUMBAI-400 056

TRUE COPY

[Signature]  
REGISTRAR  
SVKM'S  
USHA PRAVIN GANDHI  
COLLEGE OF MANAGEMENT  
VILE PARLE (WEST), MUMBAI-400 056

### Affiliation Letter for UG Courses

#### University of Mumbai



AFFILIATION SECTION  
No. Aff.II/ICD/2014-15/4066  
February, 2015  
2 March, 2015

#### TO WHOMSOEVER IT MAY CONCERN

This is to certify that Shri Vile Parle Kelavani Mandal's, Usha Pravin Gandhi College of Management, Bhaktivedanta Swami Marg, Juhu Scheme, Vile Parle (W), Mumbai-400 056, is an affiliated College to the University of Mumbai and the following courses are conducted in the said College.

Sr. No	Course	Affiliation (permanent/ Temporary)	Period of Validity for the years (s)
1.	B. M.M.	Temporary	From 2003-2004 to 2014-2015
2.	B. M.S.	Temporary	From 2003-2004 to 2014-2015
3.	B. Sc. (I.T.)	Temporary	From 2003-2004 to 2014-2015

This Certificate is issued on the request of the Principal of the said College for submitting the same to the NAAC, Bangalore, accordingly.

Dr. Rajpal Hande  
Director

Board of College and University Development

PCIC Certificate Letter

Rel  
[Handwritten Signature]  
4/3/15  
AK

**Affiliation Letter for PG Course****University of Mumbai**

No. PG/2/ICD/2014-15/2274  
 Mumbai - 400 032.  
 24<sup>th</sup> February, 2015.

**TO WHOM IT MAY CONCERN**

This is to certify that Usha Pravin Gandhi College of Management, Bhaktivedanta Swami Marg, Juhu Scheme, Vile Parle (W), Mumbai- 400 056 is affiliated to the UNIVERSITY OF MUMBAI and the following Post Graduate Courses/ Subjects are taught in the said college as per approval.

Sr. No.	Name of the Course(s)	Duration of the course	Affiliation (Permanent/ Temporary)	Period of Validity for the Year(s)
I	M.Sc.- Information Technology	2Years	Temporary	2010-11 to 2014-15

(Prin.Dr. Rajpal Hande)  
 Director

Board of College and University Development  
 University of Mumbai

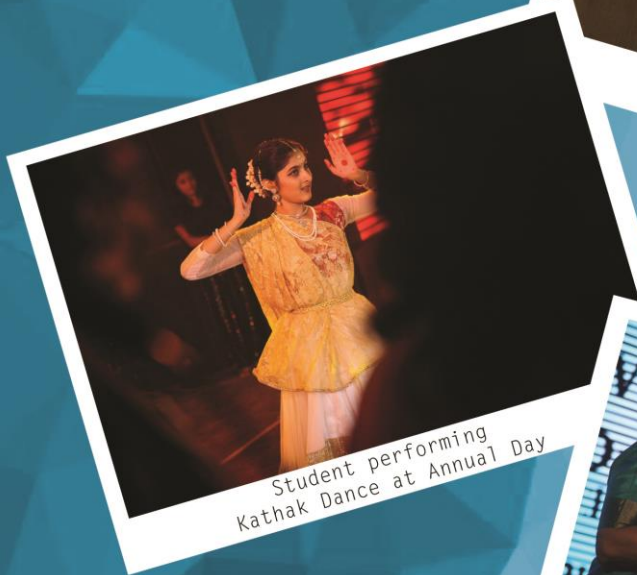
# PHOTO GALLERY



Principal addressing at orientation ceremony



Teachers Day Celebration



Student performing Kathak Dance at Annual Day



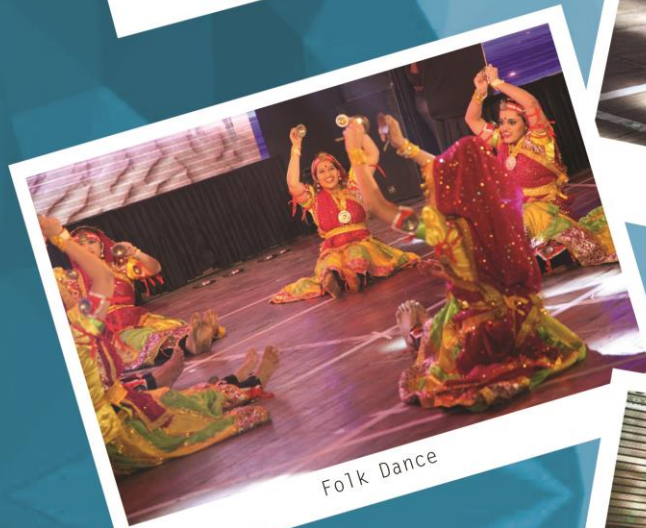
Chief Guest OF Annual Day: Ex-VC Of University of Mumbai Dr. Snehalata Deshmukh



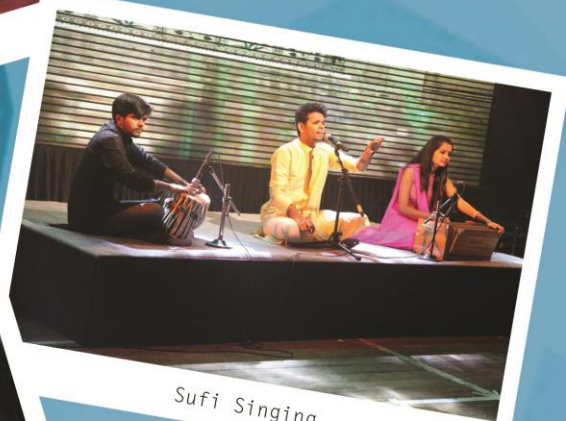
Monsoon Trek of RAW



Western Singing



Folk Dance



Sufi Singing



Independence Day Celebration



Magazine Committee



Fashion Show



Mentorship Committee



Teachers Day Celebration



Teachers Day Celebration



## DECLARATION BY THE HEAD OF THE INSTITUTION



Shri Vile Parle Kelavani Mandal's  
**USHA PRAVIN GANDHI COLLEGE OF MANAGEMENT**  
(Affiliated to University of Mumbai)

Bhaktivedanta Swami Marg, Juhu Scheme, Vile Parle (W), Mumbai – 400 056.  
Tel.: 4233 2071, 4233 2041-44 • Fax: +91-22-2613 6468  
Website: www.upgcm.svkm.ac.in • Email : info@upgcm.ac.in



### Declaration by the Head of the Institution

I Certify that the data included in the Self-Study Report (SSR) are true to the best of my knowledge.

The SSR is prepared by the Institution after internal discussions, and no part thereof has been outsourced.

Am aware that the Peer Team will validate the information in this SSR during the Peer Team Visit.



*Atapoor*  
Signature of the Head of Institution  
with seal :  
PRINCIPAL  
SVKM'S  
USHA PRAVIN GANDHI  
COLLEGE OF MANAGEMENT  
VILE PARLE (WEST), MUMBAI-400 056

Place : Mumbai

Date : 10/02/2016