

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Hindi Vidya Prachar Samiti's
Ramniranjan Jhunjhunwala College

1.2 Address Line 1

Opposite Ghatkopar Railway Station

Address Line 2

Ghatkopar (West)

City/Town

Mumbai

State

Maharashtra

Pin Code

400 086

Institution e-mail address

rjcollege@rjcollege.edu.in

Contact Nos.

022-25152731, 022-25151763

Name of the Head of the Institution:

Dr. Usha Mukundan

Tel. No. with STD Code:

022 25151713

Mobile:

09869003389

Name of the IQAC Co-ordinator:

Dr. Seema Ratnaparkhi

Mobile:

09869633054

IQAC e-mail address:

seemaratnaparkhi@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN10134

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/01/RAR/87

1.5 Website address:

www.rjcollege.edu.in

Web-link of the AQAR:

http://www.rjcollege.edu.in/Documents/IQAC%20Report/IQAC_Report_2015-16_R_J_College.pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Four stars	NA	2001	7 years
2	2 nd Cycle	A	3.33	2009	5 Years
3	3 rd Cycle	A	3.50	2014	5Years

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

12/12/2003

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

2015-16

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

- i. AQAR 2009-10 submitted to NAAC on 15/10/2010
- ii. AQAR 2010-11 submitted to NAAC on 15/10/2011
- iii. AQAR 2011-12 submitted to NAAC on 15/10/2012
- iv. AQAR 2012-13 submitted to NAAC on 15/10/2013
- v. AQAR 2013-14 submitted to NAAC on 15/10/2014
- vi. AQAR 2014-15 submitted to NAAC on 15/10/2015

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

PG Diploma

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

University of Mumbai

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC B VOC

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="18"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="28"/>
2.10 No. of IQAC meetings held:	<input type="text" value="12"/>

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Women Empowerment and Quality Academia.
- Career advancement schemes for teachers,
- Research methodology,
- Soft skills for teachers,
- Research funding and how to write a research proposal.

2.14 Significant Activities and contributions made by IQAC

- IQAC identified projects which were successfully implemented . In the year 2015-2016
- Green campus initiatives were expanded to e waste management
- Conducted workshop for teachers in Teaching learning
- Restructured student feedback form
- Conducted workshop for non-teaching staff in computer usage

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Applying for DST funding	Major research projects funded by DST to Departments of Physics and Chemistry
Structural Audit of the college building to be done by professional	Work of strengthening college building started

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Setting up of laboratory facilities for implementing new projects
Building construction work started
CAS for teachers completed (beneficiaries = 06)

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	07	01	02	nil
PG	08	nil	06	nil
UG	21	nil	07	nil
PG Diploma	02	02	04	04
Advanced Diploma	nil	nil	nil	nil
Diploma	01	nil	01	01
Certificate	17	nil	17	17
Others	nil	--	--	--
Total	56	03	37	22

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

1.2 (i) Flexibility of the Curriculum: Credit-based

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	ALL
Trimester	--
Annual	--

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

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

**Please provide an analysis of the feedback in the Annexure*

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

The first year syllabus has been updated in view of the changed pattern of examination in credit based semester system

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
94	44	50	00	00

2.2 No. of permanent faculty with Ph.D.

44

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

Assistant Professors		Associate Professors		Professors		Others		Total	
44	-	50	-	-	-	-	-	94	
01	--	--	01	--	--	--	--	01	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

	4	2
--	---	---

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	19	38	37
Presented papers	15	32	15
Resource Persons	03	03	14

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

Peer teaching, Use of ICT, Development of e-content, Use of models, Computer simulation, POGIL.

2.7 Total No. of actual teaching days

during this academic year

182

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

Masking

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

9

6

35

2.10 Average percentage of attendance of students

2.11 Course/Programme wise

distribution of pass percentage: March 2015

Class	Grade O	Grade A	Grade B	Grade C	Grade D	Grade E	Fail	Total Appeared	Total Passed	Total Passing%
B.Sc	29	128	83	43	3	1	100	427	327	77
B.Sc I.T	1	31	11	4	3	0	11	57	50	88
BMS	0	22	40	23	4	1	30	116	90	78
B.Com BBI	0	18	29	8	0	0	2	57	55	96
B.Com	1	60	100	57	10	0	117	387	270	70
B.A	1	15	47	60	7	1	60	245	185	75
M.Sc	8	29	28	10	0	0	10	88	78	83
MCOM	4	17	9	4	1	0	2	37	35	95
M.A	5	27	27	6	1	0	7	83	76	90

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

IQAC takes keen interest in the planning and implementation of innovating teaching and learning process. They help in training teachers in use of audio visual aids, e content development. Use of search engines in data searches and use of open course wares to update the knowledge of teachers in emerging areas.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	02
HRD programmes	nil
Orientation programmes	02
Faculty exchange programme	01
Staff training conducted by the university	10
Staff training conducted by other institutions	09
Summer / Winter schools, Workshops, etc.	20
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	22	02	28
Technical Staff	89	100	Nil	06

Criterion – III

3. Research, Consultancy and Extension

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

- Workshops on how to write research proposals
- Workshops on new ideas for research
- Research methodology UGC short term course

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	02	nil	
Outlay in Rs. Lakhs	23		--	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		17	Nil	08
Outlay in Rs. Lakhs		3145000	--	5.0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	05	--
Non-Peer Review Journals	08	08	--
e-Journals	--	03	--
Conference proceedings	06	10	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	DST		--
Minor Projects	2	UGC	4.00	2.00
Interdisciplinary Projects	--	--	--	--
Industry sponsored	3	HUL	13.02	10.00
Projects sponsored by the University/ College	1	University	3,55,000/-	3,55,000/-
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	DST FIST, DBT star college	--	1,17,00,000/-	--
Total	--	--	--	--

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE DST-FIST
Any
Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02			
Sponsoring agencies		UGC			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
02	--	--	--	--	02	--

3.18 No. of faculty from the Institution who are:

Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	65	State level	
National level	01	International level	

3.23 No. of Awards won in NSS:

University level	02	State level	
National level		International level	

3.24 No. of Awards won in NCC:

University level	01	State level	02
National level		International level	

3.25 No. of Extension activities organized

University forum	10	College forum	20		
NCC	10	NSS	40	Any other	10

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

- Gender sensitisation
- Say no to plastics
- Care of senior citizens in adopted area
- Cleanliness drive
- Bank accounts for all students
- Registration drive for voters
- Mock Drill in association with Police for preparedness in event of terrorist attack
- Swatchta Abhyan
- Adoption of Railway station
- Sound pollution monitoring

- Anti tobacco drive
- TB awareness drive

- **Criterion – IV**

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2800 Sq mt.	--	--	--
Class rooms	33	--	--	--
Laboratories	29	--	--	--
Seminar Halls	03	--	--	--
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	04	--	DST, UGC	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	DST, UGC, HLRC, INSTITUTIONAL FUNDS	--
Others	--	--	--	--

4.2 Computerization of administration and library

Total number of computer: 370

Laptops: 32

LCD projectors: 22

NME-ICT enabled computers: 10

Wifi Hubs: entire campus

LCD Televisions: 10

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	78862	925438	1805	198334	81967	638791
Reference Books			1300	440457		
e-Books	249	-	-	-		
Journals	131	72068	-	72068	131	72068
e-Journals	12	-	-	-	12	-
Digital Database	2	16500	-	16500	2	16500
CD & Video	271	1000	-	-		
Maps & Atlases						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	399	05						
Added	63	--						
Total	462	05	All departments	All departments and library	206	25	44	28

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

Training to nonteaching staff in computer literacy (annual)
Teachers training for ICT (annual)
Training of teachers in emerging areas

4.6 Amount spent on maintenance in lakhs :

i) ICT	2316635
ii) Campus Infrastructure and facilities	4075332
iii) Equipments	788609
iv) Others	2642732
Total:	9823308

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student satisfaction survey and analysis
- Quick student services in the office
- Gymkhana and Gymnasium facilities
- Student training for placements

5.2 Efforts made by the institution for tracking the progression

- Academic record
- Transfer certificates
- Feed back form collected from students when they come to collect degree certificate

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4636	553		110

(b) No. of students outside the state

78

(c) No. of international students

NIL

Men	No	%	Women	No	%
	2256	48		2444	52

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4586	268	19	348	11	5232	4635	311	52	297	4	5299

Demand ratio

2:1

Dropout %

0.5%

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

- Coaching for GRE TOFEL Examinations
- Coaching for NET, SET, GATE

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET	25	SET/SLET	02	GATE	10	CAT	
IAS/IPS etc	01	State PSC		UPSC		Others	01

5.6 Details of student counselling and career guidance

- Full time counsellor available in the premises for personal counselling.
- Workshops on stress management, anger management, time management
- Seminars on Career Opportunities subject wise, faculty wise and general areas like GRE, TOFEL, ILTS etc

No. of students benefitted

4000

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
15	409	166	-

5.8 Details of gender sensitization programmes

- Workshop on gender issues
- Save the girl child
- Women Health and hygiene
- Street play safety of women
- Respecting each other for a gender friendly premises

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12 (earn while you learn)	2,38,555/-
Financial support from government	181	13,65,100/-
Financial support from other sources	53	2,72,673/-
Number of students who received International/ National recognitions	04 (Inspire)	2,40,0000/-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

- To empower students through focused learning and research.
- To foster a world of joy through sharing and learning.
- To create and enhance teamwork and leadership qualities.
- To provide extension services to serve self and society.

Mission:

Knowledge is Ambrosia

Academic Excellence with character development

Enthusiasm is the propelling force behind our success

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

Several staff members are in BOS and syllabus committee thus contributing to curriculum development

6.3.2 Teaching and Learning

- Faculty training in e content development
- Faculty training in emerging areas in their subject

6.3.3 Examination and Evaluation

- Analysis of errors in question paper, evaluation and corrective measures
- Student feedback on question paper

6.3.4 Research and Development

- Training undergraduate students in research methodology
- Workshops on writing research proposal
- Innovations

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Training of non teaching staff of library (college and intercollegiate)
- Installation of interactive LCD
- Web link of programs
- Strengthening of departmental libraries

6.3.6 Human Resource Management

- Creating a atmosphere congenial for efficient and effective working
- Transparency in administration

6.3.7 Faculty and Staff recruitment

- Faculty and staff recruitment as per Policies of the Government, University and UGC.
- Additional staff recruited by management for smooth functioning of the college

6.3.8 Industry Interaction / Collaboration

- Guest faculty drawn from Industry
- All the postgraduate Diploma programs as taught by Industry professionals
- MOU with TCS for Campus to Corporate
- MOU with ICICI Learning Matrix
- MOU with different agencies for skill development
- MOU with Industry partners for vocational courses

6.3.9 Admission of Students

- As per Government norms and University Policies

6.4 Welfare schemes for:

Teaching	<ul style="list-style-type: none">• Payment of advance salary in case of delay of salary grants for paying EMI• Granting of leave and flexibility in work for staff with major illness• Staff welfare funds• Free medical check up
Non teaching	<ul style="list-style-type: none">• Non-teaching staff welfare fund• Priority for wards of no- teaching staff in recruitment in non-teaching cadre.• Festival advance• Free Milk to members of non-teaching staff of chemistry department• Tution waiver• Free books and extra coaching• Celebration of Ganesh Pooja and Satyanarayan Pooja• Free Medical check up• Medical help in case of illness
Students	<ul style="list-style-type: none">• Earn while learn scheme• Reading room with extended hours• Monetary help for needy students• Relaxation in duration for payment of fees in instalments• Healthy diet for sports•

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes



No

☐

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

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

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

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

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

Credit based semester system, continuous evaluation, e -delivery of papers

CAP at lead college

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

Discussion at University meetings with the Principal's

Academic audit conducted by Institution every year

6.11 Activities and support from the Alumni Association

- Free medical Check up
- Lecture on Stress management
- Career Guidance Lectures
- Helping the placement cell in recruitment

6.12 Activities and support from the Parent – Teacher Association

There is no formal parent teacher association but several departments hold atleast two meetings with the parents

6.13 Development programmes for support staff

- Computer Literacy
- Communication skills
- Safety in the laboratory
- Workshop on preparing lab reagents scientifically
- Maintenance of Electrical equipments

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

- Segregation of waste (biodegradable and non-biodegradable)
- Composting
- Biogas unit
- Save water and Electricity
- Rain water harvesting unit
- Save Paper
- E Waste management
- LED Lamps

Criterion – VII

7. Innovations and Best Practices

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

- Practicing Best out of Waste by each department

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

- Capacity building of teachers Institutionalised
- Initiative taken for installing solar panel

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

- Starting of a centre Beautiful beginning for value addition for girl students in collaboration with L Oreal .
- Starting of short term courses with NSQF to increase employability of students.

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

7.4 Contribution to environmental awareness / protection

Clean and Green Campus
Beach cleaning
Save water and Electricity
Year round swatchata Abhyan

7.5 Whether environmental audit was conducted?

Yes

☒

No

☐

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

Strength: Illustrious faculty and eager to learn students
Weakness: space constraint
Opportunity: Strategic location for interaction with community
Challenge: Rapidly changing societal requirements

8. Plans of institution for next year (2016-2017)

<ul style="list-style-type: none">• Establishing a centre for competitive examinations with special emphasis on differently abled• Capacity building for teaching and non teaching staff• Encouraging staff to update their knowledge through open course wares• Encouraging staff to develop e learning contents
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Name **Dr. Seema Ratnaparakhi**

Name **Dr. Usha Mukundan**

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC