Hindi Vidya Prachar Samiti's

RAMNIRANJAN JHUNJHUNWALA COLLEGE OF ARTS, SCIENCE

AND COMMERCE (EMPOWERED AUTONOMOUS)

ACADEMIC AND ADMINISTRATIVE AUDIT

2024-2025

On 4th July 2025

REPORT

Academic and Administrative Audit 2024-2025

Day: Friday   **Date: 4th July 2025**   **Time: 9:30 am onwards**

AGENDA

PART I		Venue
9:30 am to 10:30 am	Principal's Interaction	Conference Room
10:40 am to 11: 00 am	Interaction with IQAC Members	Seminar Hall
PART II		
11: 15 am to 1:00 pm Session 1, 2, 3 and 4 shall be concurrent	**Session 1 Arts**	Dr Asha Menon Principal, P. N. Doshi College, SNDT University. **Time: 10 mins each Department** **Venue: MPSS Hall, Coordinated by Dr Bhushan Arekar, IQAC Co-ordinator**
	Hindi	
	English	
	Marathi	
	Economics	
	Geography	
	History	
	Philosophy	
	Political Science	
	Psychology	
	Sociology	
	BAMMC & MA (EMA)	

	Session 2 Commerce	Venue and External Member
11: 15 am to 1:00 pm Session 1, 2, 3 and 4 shall be concurrent	Accountancy	**Dr Vinita Pimpale In-Charge Principal, R. A. Podar College of Commerce & Economics (Autonomous)** **Time: 10 mins each Department** **Venue: Seminar Hall, Coordinated by Ms. Mala Gopalani**
	Commerce	
	BAF	
	BBI	
	BMS & BBA in Business Analytics and Management	
	Session 3 Science	Venue and External Member
11: 15 am to 1:00 pm Session 1, 2, 3 and 4 shall be concurrent	Statistics coordinated by Mr. Rahul Tiwari	**Principal Dr. Anita Kanwar Vivekanand Education Society's College of Arts, Science & Commerce (Autonomous)** **Time: 10 mins each Department** **Venue: Respective Departments**
	Maths coordinated by Dr Sanket Tikare	
	Physics coordinated by Dr Kiran Kolwankar	
	Chemistry coordinated by Dr Palak Chawla	
	Zoology coordinated by Dr Bindu Achary	
	Botany coordinated by Dr Anil Avhad	

	Session 4 Self Finance	Venue and External Member
11: 15 am to 1:00 pm Session 1, 2, 3 and 4 shall be concurrent		Dr. Vidyagauri Lele Director, N.G. Acharya & D.K. Marathe College of Arts, Science & Commerce Time: 10 mins each Department Venue: Respective Departments
	Computer Science coordinated by Ms. Anita Gaikwad	Venue: 5th Floor, Computer Science Department
	Information Technology coordinated by Ms. Bharati Bhole	Venue: 5th Floor, IT Department
	Data Science and Artificial Intelligence coordinated by Ms. Sujata Kotian	Venue: 5th Floor, DSAI Department
	Biotechnology coordinated by Ms. Saleha Khan	Venue: 3rd Floor, Biotechnology Department
	Animation and VFX coordinated by Mr. Surbhit Manocha	Venue: New Campus Building
	Interior Design coordinated by Mr. Donald Dsouza	Venue: New Campus Building
	Fashion Design coordinated by Mr. Surbhit Manocha	Venue: New Campus Building
	Medical Laboratory Technology coordinated by Mr. Sumit Kati and Ms. Ankita Parab	Venue: New Campus Building
	Medical Imaging Technology coordinated by Mr. Sumit Kati and Ms. Ankita Parab	Venue: New Campus Building

PART III		Venue and External Member
11.00am to 1.00 pm	Interaction with Examination Committee	**Dr. Sridhara Shetty Former Principal, S. M. Shetty College of Science, Commerce & Management Studies (Autonomous)**
	Interaction with Research Development Committee	
	Interaction with Accounts section, General administration	**Time: 10 mins each interaction**
	Interaction with Vice Principals	**Venue: Conference Room**
	Interaction with the College Development Cell	**Coordinated by Maj. Pravin Nayak**
	NCC, NSS, DLLE & Rotaract Club	
Luncheon Meeting at 1.30pm	Interaction with the Management	**All External Members**

Academic and Administrative Audit (2024-2025)

of

Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College of Arts, Science and Commerce (Empowered Autonomous)

The Internal Quality Assurance Cell of Ramniranjan Jhunjhunwala College of Arts, Science and Commerce (Empowered Autonomous) conducted Academic and Administrative Audit. A five-member team of experts were invited for the Academic and Administrative Audit of the College on 4th July 2025. The Audit commenced from 9:30 am onwards.

Members of the Academic and Administrative Audit

Sr No	Expert	Institute	Session
1	Dr. Vidyagauri Lele, Director	N.G. Acharya & D.K. Marathe College of Arts, Science & Commerce	Self Finance
2	Dr. Sridhara Shetty	S. M. Shetty College of Science, Commerce & Management Studies (Autonomous)	Administration Section
3	Principal Dr Anita Kanwar	Vivekanand Education Society's College of Arts, Science & Commerce (Autonomous)	Science
4	Principal Dr Asha Menon	Smt. P N Doshi College, SNDT University	Arts
5	I/C Principal Dr Vinita K. Pimpale	R. A. Podar College of Commerce & Economics (Autonomous)	Commerce

GENERAL PROFILE OF THE COLLEGE	
Name of the Institution	Hindi Vidya Prachar Samiti's Ramniranjan Jhunjhunwala College of Arts, Science and Commerce (Empowered Autonomous)
Name of the Head of the Institution	Dr. Himanshu Govindji Dawda
Designation	Principal
Phone Number	0225152731
Mobile Number	9920727088
Email ID	drhimanshudawda@rjcollege.edu.in
Address	Opposite Ghatkopar Railway Station, Ghatkopar West, Mumbai 400086 Maharashtra
Status, Type and Location	Empowered Autonomous, Co-education, Urban
Financial Status	Grant in Aid and Self Financing
UGC 2 (f) and 12 (B) Recognition	Yes
Name of the IQAC Co-ordinator	Dr. Bhushan Arekar
Mobile Number	9869633054
Email ID	iqac@rjcollege.edu.in
NAAC Accreditation	4th Cycle, A Grade, CGPA 3.10
Last AQAR submitted	2023-2024
Special Status	DBT Star Status, DBT Star College, UGC PARAMARSH, SES-REC, Empowered Autonomous College
IQAC Meetings held in 2024-2025	14 Meetings
Funding received for IQAC	NIL

OBSERVATIONS AND RECOMMENDATIONS

Observations:

1. **Value-Added Courses:** Each department has designed and implemented value-added courses that are well-aligned with course and program outcomes.
2. **Skill-Oriented Programs:** Innovative programs such as BSc Fashion Design, BSc Interior Design, BSc Animation and VFX, BSc MLT, and BSc MIT have been introduced to equip students with industry-relevant skills that enhance employability.
3. **Experiential Learning Opportunities:** Students participate in field visits, on-the-job training (OJT), and other hands-on learning experiences, preparing them to be industry ready.
4. **Timely and Transparent Assessment:** Open House sessions are conducted for students, and examination results are declared by the Examination Committee within 25 days. Student feedback on examinations and Open House sessions following semester-end exams is actively collected to enhance the assessment process.
5. **Research Participation:** Both students and teachers actively engage in research-based competitions like Aavishkar. Additionally, seed money is provided to teachers to encourage and promote research initiatives within the college.
6. **Strong Industry Connections:** The institution and its departments have signed MoUs with various industries and NGOs, effectively bridging the gap between academia and the professional world.
7. **Comprehensive IT Infrastructure:** The college boasts extensive IT resources, with all classrooms equipped with ICT facilities to enhance learning and increase student participation.
8. **Effective Utilization of Infrastructure:** The constraint of space has been addressed through efficient and effective utilization of the available infrastructure.
9. **Fostering a Culture of Reading:** To instil reading habits among students, regular appreciation in the form of rewards such as the Best Library User award is promoted, motivating students to make optimal use of the library and reading room facilities.
10. **Tutor System:** Tutors are assigned to students during practical sessions, particularly within self-financed science departments, ensuring personalized guidance.
11. **Active Sports Participation:** Students actively engage in diverse sports competitions, representing the college at State, National, and International levels.
12. **Safe and Encouraging Environment:** The number of girl students admitted across various programs exceeds that of boy students, reflecting a supportive, inclusive, and safe atmosphere.

Recommendations:

1. **Research Publications**
   Faculty members should be motivated to publish Research Articles in reputed, peer reviewed journals.

2. **Patents**
   Session to create awareness sessions for teachers and students about the importance and process of patent filing can be conducted. Interdisciplinary projects can lead to novel inventions and patent opportunities

3. **Active Participation of Students in Practicals**
   Develop structured schedules for periodic practical sessions involving active student participation. Ensure safety training for students during chemical handling and preparation
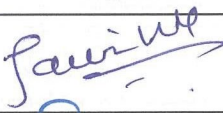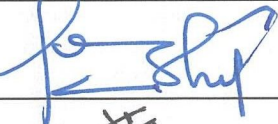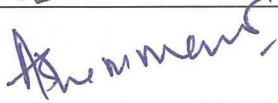
4. **Mentor Mentee Scheme**
   Design a standardized mentoring framework with clear objectives, roles, and responsibilities for mentors and mentees. Publish common guidelines or an agenda that outlines the mentoring process, goals, and expected outcomes.

5. **Remedial Sessions**
   Identify slow learners early through continuous assessment and academic performance tracking. Organize remedial sessions tailored to address specific learning gaps and difficulties. Monitor students' progress consistently across their academic journey from First Year to Third Year.

6. **Employee Satisfaction Survey**
   Develop and implement a feedback mechanism specifically for non-teaching staff to assess job satisfaction, workplace environment, and concerns. Analyze survey results to identify areas needing improvement in administration, facilities, or working conditions.

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5	Principal Dr Vinita K. Pimpale	R. A. Podar College of Commerce & Economics (Autonomous)	