

The Annual Quality Assurance Report (AQAR)

2017-2018

Part – A

1. Details of the Institution:

1.1 Name of the Institution:	Smt. CHANDIBAI HIMATHMAL MANSUKHANI COLLEGE
1.2 Address Line 1:	P. B. No. 17, Opp. Railway Station
Address Line 2:	Smt. ChandibaiHimathmalMansukhaniCollege Road
City/Town:	Ulhasnagar
State:	Maharashtra
Pin Code:	421 003
Institution e-mail address:	principal.chmc@gmail.com
Contact No:	0251 – 2734940
Name of the Head of the Institution:	Dr. ManjuLalwani Pathak
Tel. No. with STD Code:	0251 – 2734940
Mobile:	9049593960
Name of the IQAC Coordinator:	Dr. Pratima Das
Mobile:	09975160461
IQAC e-mail address:	iqacchmcollege@gmail.com
1.3 NAAC Track ID:	Not Applicable

(For ex. MHCIGN 18879)

1.4 NAAC Executive Committee No. & Date: EC/57/RAR/49 dated 30th November, 2011

1.5 Website address: www.chmcollege.in

Web-link of the AQAR: <http://www.chmcollege.in/CHM-AQAR-2017-2018.pdf>

1.6 Accreditation Details:

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ++	79.5	March 2003	Five years
2	2 nd Cycle	B	2.84	2011	Up to Nov 29, 2016
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC : 25th May 2003

1.8 AQAR for the year : 2017-2018

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

- i. AQAR :2011-2012 (27/09/2012)
- ii. AQAR : 2012-2013 (24/12/2013)
- iii. AQAR : 2013-2014 (03/03/2015)
- iv. AQAR : 2014-2015 (06/12/2015)
- v. AQAR : 2015-2016(30/03/2017)
- vi. AQAR : 2016-2017 (15/05/2018)

1.10 Institutional Status:

University State Central Deemed Private

Affiliated College Yes No

Smt. Chandibai Himathmal Mansukhani College, Ulhasnagar – 3
AQAR 2017-18

Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)			Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-Financing	<input type="checkbox"/>		<input type="checkbox"/>

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phy.Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	NIL								

1.12 Name of the Affiliating University:

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	-	-
DST Star Scheme	-	-
UGC-Special Assistance Programme	-	-
UGC-Innovative PG programmes	-	-
UGC-COP Programmes	-	

2. IQAC Composition and Activities

2.1 No. of Teachers	12
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	-
2.9 Total No. of members	18

2.10 No. of IQAC meetings held: 14

2.11 No. of meetings with various stakeholders: No.	1	Faculty	04
Non-Teaching Staff:	02	Students:	01
Alumni:	01	Others:	03

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)

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

Total International National State Institutional

(ii) Themes:

Skill development / learning systems for teachers.

Preparation of research proposal and research methodology.

- ✦ Integrating Patent Regime With Development Policy
- ✦ Preparation of research proposal and research methodology
- ✦ Integrating Patent Regime With Development Policy

2.14 Significant Activities and contributions made by IQAC :

- ✦ One day workshop on “Moodle: Learning Management System (LMS) was conducted for teaching staff to improve quality through enhanced teaching learning experience.
- ✦ IQAC felt the need to create awareness amongst teachers and students of PG and research centres by organizing a seminar on Intellectual Property Rights.
- ✦ Research proposal and research methodology workshop was conducted to enhance the quality of research and increase the research mindedness of the teachers and students.

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
Proposed to conduct workshop on Learning Module	A workshop on “Moodle” was conducted on 7 th May 2018.
Proposed to conduct seminar on Intellectual Property Rights.	Intellectual Property Rights seminar was conducted on 24 th February 2018.
Academic Planning	Teachers Academic Planner was distributed to teaching staff.

Feedback from learners	Feedback forms from learners have been taken twice in a year. Feedback was analyzed and corrective measures were taken.
Planned procurement of online admission processing software.	Some modules were identified in the areas of admission, attendance, IQAC, circulation of notices and issuing of various certificates.
Procurement of Language lab software.	Language Lab software was procured.
Proposed to have GREEN CELL for environmental awareness	Green cell was constituted.
Preparation of To- Do- list for activities conducted by departments, committees.	To- Do- list was submitted to departments and committees in prescribed format of guidelines.
To make books available in “Sharda Vidyamandir” school under Social outreach programme.	Collection drive of books other than text books was carried out and donated to “Sharda Vidyamandir”.

2.16 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other

Following are the details of action taken:-

- Management has approved the AQAR for submission to NAAC.
- A structural audit of the building has been conducted.
- Management has approved and sanctioned the up-gradation of infrastructure in the areas identified in the College for development.

Part – B

Criterion – 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
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PhD	05	-	-	-
PG	03	-	03	-
UG	11	-	08	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	04	02	-	-
Others	-	-	-	-
Total	23	02	11	-

Interdisciplinary	-	-	--	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBSGS/Core/Elective option / Open options. (Students are given choice out of the university prescribed syllabus)

Core and Elective Options are available at BA with Mathematics, S.Y.B.A., B.Sc. (Core group), T.Y.B.M.M., T.Y.B.M.S., T.Y.B.Com., T.Y. B.Sc. (IT)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders* (On all aspects)

Feedback from stakeholders*: Alumni Parents Employer Student

(On all aspects)

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

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

The following courses have undergone revision with distinct salient aspects

- ▶ SY BMS
- ▶ S.Y.BA/B.Com/B.Sc-
- ▶ SY BA(History)
- ▶

- | | | |
|-----------------|----------------------|---------------------|
| ▶ SY CS | ▶ SYBSC (Maths) | ▶ SY BA(Economics) |
| ▶ SY BBI | ▶ SY BSC(Zoology) | ▶ SY BA(Applied |
| ▶ SY BFM | ▶ SY BSC(Physics) | ▶ TY BSC(Physics) |
| ▶ SY BAF | ▶ SY BSC (Botany) | ▶ TY BSC(Zoology) |
| ▶ SY IT | ▶ SY BSc(Micro) | ▶ TY BA(Psychology) |
| ▶ TY BFM | ▶ SY BA(English) | ▶ TY BA(Sociology) |
| ▶ SYB.Com | ▶ SY BA (Geography) | ▶ MA (English) |
| ▶ SYB.Com | ▶ FY BA (Psychology) | ▶ MA II |
| ▶ M.Sc.(Botany) | | |

Salient Aspects

- ✦ Elective courses offers choice based credit grading system.
- ✦ The revised syllabi is more aligned competitive exams such as NET/SET/UPSC.
- ✦ Research component is added to the revised syllabi of post graduate

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

Criterion – II Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
129	94	34	00	01(Part Time)

2.2 No. of permanent faculty with Ph.D.: 44

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	21	00	00	00	05	00	00	00	26

2.4 No. of Guest and Visiting faculty and Temporary faculty

- ✦ Visiting: 61 and Temporary faculty: 24
- ✦ Guests and invited Speakers: 28

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	29	53	10
Presented papers	17	26	02
Resource Persons	03	00	02

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

- ✦ The institute supports **participatory learning** in which students are required to engage in various classroom activities facilitated by teachers. Activities like group discussions, classroom seminars, and classroom presentations using power point presentations are conducted to enhance learning experiences of students.
- ✦ The institution gives emphasis on **experiential learning** where the learners are given exposure to field-based experiences. For the same various departments organise field visits/industrial visits. Department also make special efforts to encourage reading habit among learners by undertaking activities like library orientations and formation of readers club.
- ✦ In order to reap the benefits of **technological advances in strengthening curriculum** delivery, the institution provides various ICT tools like laptops and LCD projectors to the departments. Whenever needed the departments are using open source software like Q-GIS. Audio-visual media like documentaries, films are also used to make teaching-learning process more interactive and participatory.

2.7 Total No. of actual teaching days during this academic year: As per University Rule

2.8 Examination/ Evaluation Reforms initiated by the Institution

- ✦ Examination reforms introduced by the University of Mumbai are implemented by the college. It includes –
 - Credit Based Grading Semester System
 - Examinations from Sem I to IV are partially conducted by the University (Question-Paper Setting and Examination Schedule Preparation) and partially by the College (Conduct of Examination, Answer-book Assessment, and Result Declaration)

- Examinations from Sem V to VI at Under-Graduate level and Sem I to IV at Post-Graduation level are conducted by the University.
 - After assessment, answer-books are moderated by senior faculty of other colleges to ensure quality of assessment.
 - To ensure transparency in the assessment process, students are provided facilities of photocopy and re-evaluation of answer books.
 - Records of assessment and answer books are properly maintained.
- ✦ In addition to mandatory guidelines issued by University of Mumbai from time to time, the departments in the college adopt various strategies to improve students' performance, such as
- Remedial coaching for slow-learners
 - Intensive coaching for all learners
 - Class tests to facilitate continuous evaluation
 - Preliminary examination to prepare learners for final examinations
 - Centralised Assessment Process (CAP) for College Level Assessment
 - College is an authorised centre for On-Screen Marking (OSM).

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

Member Board of Study	Syllabus Committee Members	Resource Person for Syllabus Workshops	Syllabus Workshops Attended	Total
18	07	10	46	74

2.10 Average percentage of attendance of students: 45.05%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of Students Appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	767	1.04	32.59	56.97	NIL	90.61
B.A	145	1.33	27.33	49.33	NIL	77.99
B.Sc.	246	11.78	37.80	27.64	NIL	77.22

Self-financing	544	4.96	44.66	36.76	NIL	86.38
M.Com	47	Nil	17.02	57.44	NIL	74.46
M.A.	28	3.57	53.57	39.28	NIL	96.42
M.Sc.	35	34.28	45.71	8.57	NIL	88.56

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

- ✦ Annual Academic Calendar/Log Book is designed and distributed to all teachers for effective implementation of teaching learning process.
- ✦ Feedback forms have designed, and stakeholders like students and parents provide their valuable input. The feedback is then analysed and used further for future planning of college activities.
- ✦ Departments are asked for result analysis and measures taken for enhancing results.
- ✦ Keeps record of the completion of syllabus by the departments well in time, before conduct of each examination.
- ✦ Organised a workshop for teaching and training programmes for teaching staff to contribute towards meaningful teaching-learning process.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Program	06
HRD programmes	09
Orientation programmes	01
Faculty exchange program	00
Staff training conducted by the university	07
Staff training conducted by other	30
Summer / Winter schools, Workshops, etc.	00
Others	40

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	80	08	00	00
Technical Staff	50	04	00	00

Criterion – III Research, Consultancy and Extension

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

- ✦ Research oriented workshop was conducted for undergraduate and post graduate students on topic such as research methodology.
- ✦ Community based research survey was undertaken by the UG students on “A Study of Socio Economic Status of Flower Sellers in Ulhasnagar and Surrounding Areas” and “Changes in Land Use Land Cover in Ulhasnagar City: 2003-2017”
- ✦ A seminar was organised to bring awareness on research ethics and issues related to intellectual property rights.
- ✦ Newly appointed teachers were encouraged to apply for Start Up grants.
- ✦ RDC initiated “Teachers Training Workshop” to upgrade the standard of science education in schools by enhancing scientific knowledge of teachers using the research expertise of college teachers.
- ✦ Students were encouraged to participate in Inter-collegiate Research Convention: “Avishkar”. They were provided with required academic support.
- ✦ Seminar presentations by Ph.D. students are organized by the Research Centers once a year.
- ✦ The institution encourages students to participate in research based programs.
- ✦ Departments conduct sensitization programme for promoting research climate throughout the year.
- ✦ PG students were provided with access to INFLIBNET for their research project

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	01(DBT)	--
Outlay in Rs. Lakhs	--	--	8 Lakhs	--

3.3 Details regarding minor projects:

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

3.4 Details on research publications:

	International	National	Others
Peer Review Journals	42	07	-
Non-Peer Review Journals	-	-	-
e-Journals	02	-	-
Conference proceedings	01	07	-

3.5 Details on Impact factor of publications:

Range **0.5 – 7.6** Average **4.44** h-index: **—** Nos. in SCOPUS **—**

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

Nature of the Project	Number	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rs)	Received
Major projects	01	01	DBT	8,00,000/-	--
Minor Projects	--	--	--	--	--
Interdisciplinary Projects	--	--	--	--	--
Industry sponsored	--	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--	--
Any other(Specify)	--	--	--	--	--
Total	--	--	--	8,00,000/-	--

3.7 No. of books published

i) With ISBN No 31 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
INSPIRE CE Any Other

3.10 Revenue generated through consultancy:

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons: 29

3.13 No. of collaborations:

International National Any other

3.14 No. of linkages created during this year: NIL

3.15 Total budget for research for current year in lakhs:

From Funding agency	<input style="width: 100%;" type="text" value="NIL"/>
From Management of University/College	<input style="width: 100%;" type="text" value="Rs. 80600.00"/>
Total	<input style="width: 100%;" type="text" value="Rs. 80600.00"/>

3.16 No. of patents received this year:

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

	Granted	-
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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	01	-	-	01	-	-

3.18 No of faculty from the Institution who are Ph. D. Guides:- 20
and students registered under them:- 28

3.19 No. of Ph.D. awarded by faculty from the Institution: 03

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 State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	01	College forum	37
NCC	06	NSS	12

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

- ✦ Kranti Jyoti Savitribai Phules's Birth anniversary was organised by WDC in collaboration with WSC.
- ✦ Gender awareness competition – What is a consent? was organised by WDC in collaboration with WSC.
- ✦ One day workshop on Changing Mindsets was organised by WDC.
- ✦ Expression – awareness of gender issues in college campus was organised by WSC.
- ✦ International Womens Day – Health and Menustral Hygeine of Adolscent Girls was organised by WSC.
- ✦ International Womens Day –Cancer awareness programme was organised by WSC.
- ✦ International Womens Day- Cancer detection test and consultation was organised by WSC.
- ✦ 3rd International Yoga Day was organised by NCC.
- ✦ Tree Plantation was organised by NCC.
- ✦ Independence day parade was organised by NCC.
- ✦ Three days workshop on Disaster Management Programme was organised by NCC.
- ✦ Blood donation camp was organised by NCC.
- ✦ Swatch Bharath Abhiyan was organised by NCC.
- ✦ Republic day Parade was organised by NCC.
- ✦ Skit presentation for cleanliness and celebration of safe and soundless Diwali was organised by DLLE.
- ✦ Skit on Save Food was organised by DLLE.
- ✦ Gandhi Jayanthi Programme was organised by GSC.
- ✦ Moment of calm was organised by History.
- ✦ Peace rally was organised by History.
- ✦ Eco friendly Holi was organised by Chemistry.
- ✦ Green day was organised by BMS.
- ✦ Joy of Giving was organised by BMS.
- ✦ Teachers training programme was organised by RDC in collaboration with BASE.

Criterion – IV Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	16 Acres			
Class rooms	47			
Laboratories	23			
Seminar Halls	03			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	13	01	College funds	14
Value of the equipment purchased during the year (Rs. in Lakhs)	21.63lakhs	151200	College funds	2264200
Others	--	--		--

4.2 Computerization of administration and library

- For office accounting tally programme is used.
- For admission process computerized system is followed
- Pre and post examination process is done with software.
- E-Suvidha is used in Office.

4.3 Library services:

	Existing 2015-2016		Newly added 2016-2017		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Total Books	1023	6,69,711.10	1177	5,11,675.87	89601	11,81,386.96
Text Books	716	4,68,797.77	823	3,58,173.10	62721	8,26,970.87
Reference Books	307	2,00,913.33	354	1,53,502.761	26880	3,54,416.09
e-Books			N List subscription till			
Journals	11	6700	10	1050	21	7750
e-Journals	N List subscription till 2018-2019					
Digital Database	Member of N list Digital Database					
CD & Video	--	--	--	--	75	27246
CD with	21	----		34	299	
Others (specify)						
Magazines	75	52312	--	--		
Newspaper	37	67735	37	57125		
Bound Volumes:	285		--		285	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	302	06	18	01	01	23	226	53
Added	24	--	--	--	--	--	--	--
Total	326	06	18	01	01	23	226	53

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

Training program for software usage for teaching & non-teaching.

4.6 Amount spent on maintenance in lakhs:

i. ICT	54712/-
ii. Campus Infrastructure and	253604.62/-
iii. Equipment's	233300.92/-
iv. Others	0
Total :	541617.54/-

Criterion – V Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ✦ It organises Induction/Orientation Programme for the new entrants of all the streams through the department.
- ✦ IQAC in association with CPT organises Career guidance programmes, training programme to help the students with core competencies and employability.
- ✦ It extends support to the departments to conduct various curricular activities like guest lectures, seminars and co-curricular activities like workshops, conferences for the students.

- ✦ IQAC through the departments encourage the students to take part in various social activities through NSS, WDC, WSC, NCC, GSC to facilitate developing various skills and competencies and foster holistic development.

5.2 Efforts made by the institution for tracking the progression

- ✦ The institute through the departments tracks the number of students who have passed the NET/SET exams.
- ✦ It tracks the students who pursue higher education.
- ✦ The students are encouraged to participate in inter collegiate events and are tracked by the departments by documenting the certificates.
- ✦ The CPT and the various departments track the students who have got placements.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
5824	267	28	--

(b) No. of students outside the state:

40

(c) No. of international students:

NIL

Men

No	%
2402	39.25

Women

No	%
3717	60.75

Last Year							This Year						
General	SC	ST	OBC	Physically Challenged	Others	Total	General	SC	ST	OBC	Physically Challenged	Others	Total
4937	433	85	487	01	186	6129	5050	421	98	342	01	207	6119

Demand ratio	1:3.6	Dropout %	1.06%
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5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching for competitive examinations is provided through Career Progression team
- Organised lectures/coaching for UPSC, MPSC, JAM, JEST, IIT and NET/SET
- Organised workshop related to problem solving in Mathematics Competition

No. of students beneficiaries 489

5.5 No. of students qualified in these examinations.

NET 05 SET/SLET 04 GATE -- CAT --

IAS/IPS etc -- State PSC -- UPSC -- Others 30

5.6 Details of student counselling and career guidance.

- Career and guidance is carried out by various departments
- Career guidance for NET/SET, UPSC and MPSC
- Soft Skills training
- Vocational training programme (Glass painting, Paper bag, envelop making and Mushroom Cultivation Workshop)
- Counselling students about the legal and psychological aspects of ragging

No. of students benefitted 1394

5.7 Details of campus placement

<i>On campus(Pool Campus)</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	205	31	187

5.8 Details of gender sensitization programmes

- WDC organised a one day workshop on “Gender Equality, Selection of Partner and Marital adjustments, Legal aspects of domestic violence, Sexuality education”.
- A talk on “Health and Hygiene during Menstrual Cycle” was organised for parents, students and teachers of “Sharda Vidyamandir”.
- WDC conducted an interactive programme on “What is consent?” to facilitate discussion among teachers and students on gender issues.

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(Rs)
Financial support from institution (SAF)	83	2,51,962/-
Financial support from government	1102	33,88,537/-
Financial support from other sources	25	1,69,550/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University National level International level

Exhibition: State/ University National level International level

5.12 No. of social initiatives undertaken by the students:

16

5.13 Major grievances of students (if any) redressed:

01

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the Institution:

To build a diverse community based on the foundation of curiosity, courage, sensitiveness and intelligence whose members would work collaboratively for positive transformation in the world through courageous leadership.

Mission of the Institution:

Mission of CHM College is to cultivate excellence in teaching and learning, impart high quality education for the holistic development of students, ignite their minds for life-long learning and strengthen their creative and critical faculties to successfully meet the pressures of time and turn out to be responsible citizens.

6.2 Does the Institution have a Management Information System

Management Information System introduced and is in use in the areas of-

Office automation:

- Use of Tally package in the office
- Use of CCTV cameras in the college premises.
- Admission process.
- Examination process.

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

6.3.1 Curriculum Development

- Teachers of the institution have actively contributed in syllabus designing of University of Mumbai as members of Adhoc Board of Studies of Mumbai University and Syllabus Revision Committees.

- ▶ Teachers are encouraged to participate in workshops on revised syllabi by granting duty leave and reimbursement of participation fees. Departments are encouraged to conduct workshops on revised syllabi.
- ▶ Certificate course on General Semantics is conducted in the college to develop the language, communication and thinking skills of the students.
- ▶ Approval of two new certificate courses i.e. Marathi and Sindhi have been sanctioned by the “University of Mumbai” and “National Council for Promotion of Sindhi Language” respectively.

6.3.2 Teaching and Learning

- The teachers participate in the faculty development programs to enhance the quality of teaching.
- Departments organise lectures for capacity building and conduct discussions for preparation of examinations for the students.
- Use of ICT for students from UG to PG.
- Field visits, Industrial visits and educational visits are organized for the students.
- Screening of films and documentaries for students.
- Research based assignments and presentation by students.
- Wall paper activity by students.
- Newspaper Clippings.
- Arranging guest lecturers of alumni, in various subjects.
- Remedial lectures are conducted for students.
- Subject related guest lectures are held regularly.
- Teachers attend short term courses, orientation programs, refresher courses and certificate courses to enrich their knowledge.
- Bridge courses for students of Mathematics and Biotechnology Departments.

6.3.3 Examination and Evaluation

- ✦ The students are trained and their skills are evaluated through class test, assignments, Preliminary examinations, open book and intensive coaching which are the regular features in the college.
- ✦ Orientation and training of new and existing examination committee members and providing the guidelines for the effective conduct of exams.
- ✦ Functional Autonomy to Examination committee to ensure the smooth and fair conduct of exams.

- ✦ Examination committee process the results using computer software to ensure declaration of results in stipulated time.
- ✦ The college uses centralized announcement system to instruct the examinees and junior supervisors regarding urgent matters.

6.3.4 Research and Development

- Research Development Committee is constituted with the aim to inculcate research aptitude among young teachers and students.
- The committee encourages the young teachers to draft research proposals for start-up grants and encourages the teachers for applying for research grants and to publish their research in peer reviewed journal.
- The teachers are associated with various research institutes, research journals as members of editorial board and as reviewer.
- The institution encourages the UG students and motivates the students to participate in Research Based Competition such as Avishkar and other research based competition.
- The students participate in the International Economics Convention which is a research based competition including students from global Universities. The event is initiated by Hyderabad Sind National Collegiate Board, Mumbai.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college library has OPAC system to allow the students to have physical access to the books in the library.
- Department library provide access of specific books which has flexible lending period.
- As per syllabus requirement new textbooks and reference books are purchased by the college library, from the annual budget which is allocated to the departments.
- The library provides photocopy of limited pages to the learners and staff.
- The college offices, IQAC, Library, CS/IT laboratories are ICT enabled and as per need the requirements are fulfilled.
- To enhance linguistic skills Digital language library was established and Digital Language laboratory software was purchased for the same.

6.3.6 Human Resource Management

- ✦ Delegation of administrative responsibilities through Principal, Vice – Principal, Heads of Department.
- ✦ To make the staff members familiar with the college the new staff members are oriented through induction programme.
- ✦ Exam orientation is provided to all the teaching staff.
- ✦ Training program for admission and examination related softwares are organized for the teaching staff.
- ✦ The Heads of Department recommend teachers of the Department for refresher and teacher training courses.
- ✦ Staff members are encouraged to apply for promotion through CAS
- ✦ As a token of goodwill the staff members are appreciated for their achievements in different fields.

6.3.7 Faculty and Staff recruitment

- ▮ Recruitment of non-teaching staff is done as per the government rules.
- ▮ Faculty recruitment is done as per the University and UGC guidelines.

6.3.8 Industry Interaction / Collaboration

- College has an MOU with MPCB. (Ambient air monitoring programme)The college has 6 Sampling units and a regular result of the monitoring is done by the students under the ‘earn and learn’ scheme.
- College has an MOU with Balwant Parikh Research Centre, Baroda for organizing Course on General Semantics.
- Career Progression Team organized Mega Recruitment Drive for placement of the college students at MIM College.
- IKS Health, Hexaware Technologies, Reliance ADA Group, Green Soul Online Services and L&T companies were a part of the recruitment drive.
- MOU has been signed with AMMA to provide services by way of training, interaction and to meet job requirements.
- MOU has been signed with “A.T.S Infotech Pvt. Ltd.” by institution to provide subject expertise and job opportunities.

6.3.9 Admission of Students

- Admissions are granted as per university norms.

- To facilitate the smooth functioning of the admission process admission committees are made for each faculty.
- Admission schedules are displayed on college notice boards and website Helpdesk, Banners are placed at prominent locations.

6.4 Welfare schemes for:

(A) Teaching staff

1. Management disburses the salary even before the salary grant is received.
2. Financial advance in lieu of late payment of salary, to newly appointed Teachers.
3. Loan through Patpedhi and Provident Funds.

(B) Non-Teaching staff

1. Management disburses the salary even before the salary grant is received.
2. Uniform and washing allowance provided to Non-Teaching staff.
3. Festival Advance.
4. Loan through Patpedhi and PF.
5. Farewell party to retiring staff.

(C) Students

1. Group Insurance for students.
2. Earn while learn scheme.
3. Geeta Israni Scholarship for ten meritorious students.
4. Rankers are given monetary prizes by the college.
5. Student aid fund.
6. Relaxation in duration for payment of fees in installments.

6.5 Total corpus fund generated:

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	No	--
Administrative	No	--	Yes Accounting audit	By appointed CA

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

Not Applicable

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

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association.

- ✦ Alumni meet was conducted.
- ✦ Alumni were encouraged to conduct guest lectures.
- ✦ Alumni were associated in assisting and organising Chandi Utsav 2018, Career Fair- Lakshya 2018 and valedictory function of Commerce association

6.12 Activities and support from the Parent – Teacher Association.

- ✦ Parents Teachers meet was organised in the college for all classes.
- ✦ The parents were intimated about the schedule of the same through bulk SMS system for the first time.
- ✦ The parents are updated about the student's progress, attendance and future career prospects through interactions.
- ✦ Feedback from parents is taken enable efficient functioning of the institution.

6.13 Development programs for support staff

“Moodle: A Learning Management System (LMS)” workshop was organised by the college for faculty improvement

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

- ✦ Tree plantation and “Swachhata Abhiyan” were carried out in the college by the NSS unit.
- ✦ Water audit was conducted by the Green cell.

- ✦ Green cell took initiative for the effective E waste management and disposal.
- ✦ Green Cell also initiated the Green zone development, butterfly garden and information centre.
- ✦ World Environment Day was observed 5th June 2018

Criterion – VII Innovations and Best Practices

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

- ✦ Soft skills and personality development modules were developed for learners and faculty.
- ✦ College has taken initiative in enrolling students for online NPTEL COURSES.
- ✦ The institution is selected as Active Local Chapter for NPTEL courses.
- ✦ Courses on Soft skill and Personality development were successfully conducted for learners and faculty from all streams.
- ✦ Collaboration of Green cell with Stree Mukti Sanghtana (PARISAR VIKAS) for E-waste collection and disposal drive. E-waste collection drive was conducted in two phases. Detailed report was sought in prescribed format from all departments, and activity groups regarding unused electronic appliances and instruments. Green cell monitored the process of collection of E-waste from various departments and premises of institute. Green certificate was issued by Stree Mukti Sanghtana(PARISAR VIKAS).
- ✦ Green zone development programme resulted in converting dumping area into Butterfly garden.
- ✦ Keeping in view the employment needs of outgoing learners, Career Progression Team of college took the responsibility of providing recruitment notifications from various fields including campus recruitment drive and conducted seminars, interactive sessions.

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

- ✦ Career guidance programmes for students of all faculties
- ✦ Coaching Post Graduate students for competitive exams

- ✦ Online Government Certificate courses on Soft skill and Personality development were conducted
- ✦ Social Outreach Initiative of donating note books and contributing to collection of books for the adopted School: Shardha Vidyamandir
- ✦ Intercollegiate Programs supporting the curriculum viz. Chem Fest, Dhruv, Lakshya, Aavesh & Bhatt memorial week were held for the students
- ✦ Intercollegiate gender sensitization programmes comprising of various competitions in collaboration with Women Development Centre, University of Mumbai were conducted.
- ✦ Green cell was constituted to co-ordinate all environment related activities and energy conservation programme.

7.3 Give two Best Practices of the institution (Annexure Attached)

- i. Curriculum enriching supportive programmes
- ii. Green practices promotion

7.4 Contribution to environmental awareness / protection:

- ✦ Formation of Green cell
- ✦ Tree plantation, “Swachhta Abhiyan” by NSS
- ✦ Initiation of Green zone development
- ✦ e-Waste disposal programmes
- ✦ Initiation of sanitary napkin vending and eco friendly disposal system

7.5 Whether environmental audit was conducted?

Yes No

**7.6 Any other relevant information the institution wishes to add.
(For example SWOC Analysis)**

SWOC Analysis of the college 2017-2018

Strengths:

- Adopted learner-centric Teaching practices to hone required competencies in learners.
- Diverse fora available for the learners for all round development.
- Faculty progression at prominent positions in University and other professional /research bodies.
- Inculcation of Green consciousness among learners through co-curricular and extracurricular activities.
- High demand ratio for aided and professional courses.
- Adequate support from Management
- Visiting faculties for diverse subjects

Weaknesses:

- Limited collaborations with agencies and industries for placement of learners.
- Need for few more ICT enabled classrooms

Opportunities:

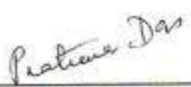
- Initiation of various courses introduced by MHRD and other bodies as per the demands of contemporary scenario.
- Interactions with various funding bodies to foster academic and community based research activities for students and staff.

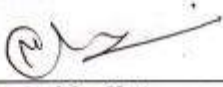
Challenges:

- Employment need: Inviting the industrial sectors to hold campus recruitment drive for better placement of learners.
- Linkages: To explore opportunity for linkages in National and International Institutions of higher learning.

Plans of institution for next year

1. Propagation of Government recognised online skill development courses for learners, faculty and support staff.
2. Procurement of software for online admission process.
3. Administrative audit.
4. Procurement of software for student attendance processing.
5. Initiation of health hygiene schemes for girl students in campus.
6. More Eco-friendly measures for green campus development.
7. Student mentoring system for all streams.
8. Online registration of Alumni for effective Alumni engagement in college development.
9. Collaboration with local industries in vicinity for campus placement drive.
10. To inculcate leadership qualities and management skills among students.
11. To train the students for optimum utilisation of available resources.


Signature of the Coordinator, IQAC
Name: Dr Pratima Das


Signature of the Chairperson, IQAC
Name: Dr Manju Kalwani Pathak

Annexure-I

Event Calendar 2017 – 18 (Tentative)

Sr.No.	Month	
1.	June	College Re-opens, Departmental Meetings, Orientation Sessions for Second Year and Third Year Classes, (Commencement of Lectures of SY & TY. Commencement of Practicals for Second Year and Third Year Classes /Admission for First Year classes, Staff Meeting.
2.	July	Induction Program for First Year classes commencement for Lectures for First Year. Guru Purnima Celebration -19 th July 2017. Commencement for Practicals for First Year Classes Industrial/Excursion for Second Year and Third Year Classes Inauguration of Arts Forum, Commerce and Science Association ,Alumni Day ,PTA meeting for S.Y. & T.Y.
3.	August	Bal GangadharTilak Punyatithi-2 nd August 2017, Moment of Calm Independence Day-15 th August 2017 .Internal Exams for TY Regular Sem. V. Internal Exam for SY Repeaters, Mid Term Break 25 th to 29 th August 2017.
4.	September	Teacher’s Day Celebration -5 th September 2017 Internal Examination for All classes (Regular-Self-Financing Courses & Theory exam for Repeaters) Practical Examination and Assessment for all classes.
5.	October	Gandhi Jayanti Celebration -2 nd October 2017 All semester end exam as per University of Mumbai Time Table First Term End Break 17 th October 2017 onwards(Deepawali Vacation)
6.	November	First Term End Break upto November 2017(Deepawali Vacation) –Peace March Rally(Meatless Day)
7.	December	Human Rights Day-2017 College Fest ,Sport Week, Alumni Day ,Science Exhibitions,Conference,Seminars ,Cultural Events Break for Winter-26 th December 2017 to 1 st January 2018
8.	January	Bhajan Prabhat-2 nd January,2018 Internal for TY Sem VI all SFC & 31 st January ,2018 Valedictory of all Association Republic day 26 th January,2018
9.	February	ATKT Examination for all classes(Repeater Students) ChhatrapatiShivajiMaharaj Jayanti-19 th February 2018 Marathi Bhasha Diwas-27 th February 2018
10.	March	Practical Exams for all classes ATKT Examination All Exams as per University of Mumbai Time-Table Theory Examination and Assessment
11.	April	Sindhyat Day-10 th April 2018 AmbedkarJayanti -14 th April 2018 Examination and Assessment Term-end Meeting
12.	May	Vacation

Annexure-II

Best Practice-I

1. Title of the practice: Curriculum supportive knowledge enrichment

2. Goal: Core curriculum does render knowledge but enrichment programme provides students with the chance to acquire mastery of standards at a deeper level than what is outlined in the required curriculum. Keeping this in view, the institution focuses on bringing innovations in teaching methods to improve the learning environment based on the fact that engagement in learning is enhanced when students' interests and choices are considered, and the need to provide platforms that would stimulate the potential of learners to develop interest in core areas. Hence the institution endeavors to provide necessary platform to learners so as to generate and sustain interest in core subjects and make them acquire appropriate competencies in the challenging world.

3. Context: In the 21st century, the pure academic type of education is replaced with a whole new type that emphasizes on meaningful learning. The basic level is a simple recollection of facts inside the classroom, but as students' progresses towards the higher levels, they are able to understand, analyze, and construct new concepts related to the learning objective. Many of the learners in the college from nearby urban and village area have limited background knowledge, inadequate expressive language, below par English skills, and limited experiences with books and writing skills. There is a prime need of striking a balance between syllabus, curriculum and exploration of concepts and creative ideas. The college has competent faculty across all streams involved in curriculum restructuring .Co-curricular programmes are designed by keeping in view the fast growing challenges, focus to enhance interest in the fundamentals of the core subjects, emphasizing more on the applications of the core subjects and also overall development of learner with focus on character building, and identifying self strengths and weaknesses.

4. The practice: Concern of the faculty is essential for the success of each new initiative, hence a significant amount of time was devoted by teachers to integrate the new ideas and skills into their lessons. Information was drawn from staff meetings in

departments, from the feedback analysis, from materials collected in professional development sessions, and from documents created for specific areas of the curriculum. The strategy for designing activities was developed, keeping in view the advanced competencies and market demands. Learners were motivated to participate in activities and classrooms. Language departments involved them in enhancement of linguistic competencies by encouraging them to participate in state level essay and poetry writing competitions. Library played a key role in attracting the students to newer areas of knowledge. Open exhibition of research articles, publications, books, and magazines in library attracted interest in subject and enhancement of research aptitude. Expert talk sessions arranged by departments provided insight to the learners to enhance their interest in core subject. Programmes such as International Economic Convention encouraged students to present their project work at higher platform. Different avenues in core subject were informed to learners through seminars and workshops conducted by Commerce, Arts, Science and professional courses departments. Competitions like Dhruv that emphasize on “Thinking beyond Text Books” explore the intricate aspects of contemporary problems in subject, making the learner think in depth, analyse and present the outcome systematically. Department of Maths has a benchmark of ‘M-Factor,’ focusing on the tactics of problem solving by deploying newer methods and processes. Learners are allowed to explore newer hypothesis to reach the goal. Learners develop the interpersonal and organisational skills along with knowledge enrichment. Science Departments arrange intercollegiate events like Chem-Fest and NPGA which have a tradition of huge participation of undergraduate students in a series of competitions that demand newer competencies in subject. Sky watch is a remarkable activity by physics department. Interested learners are oriented about the diverse aspects of astronomy through study visits. Participatory practices involve newspaper clipping, screening of documentaries, and advance scientific laboratory techniques which enhance learners interest in core subject. Learners get exposure to present their views, their findings in conferences and research journals. Field visits, surveys, industry visits and participation in seminars not only enhance the interest in subject but also help in building confidence, organizing skills, self discipline.

5. Evidences of success: Increasing participation of learners in co-curricular activities every year is the key indicator of developing subject interest amongst learners. Course/Programme-wise positive distribution of passing percentage across the streams is another success indicator of the schemes supplementing the present knowledge delivery system. Participation of undergraduate learners in the research based competitions marks the sustainability of research activity. Number of learners pursuing higher studies and appearing for competitive exams in core subjects has exponentially increased.

Best Practice-II

1. Title of Best Practice 2: Green practice promotion

2. Goal: Environment friendly literacy has become an integral component in all sectors of life. Adopting simple eco-friendly sustainable practices in overall functioning of the institution has gained priority. Institution believes that every learner and stakeholder need to understand the significance of imbibing green concerns so as to impart thoughtful services to the society in future. The methods to improve the green tactics are based on the scientific truths and evidences and to meet the future sustainable needs. The institution endeavors to the all-round holistic development of learners so as to bring awareness about the essential environmental issues and make them think over the appropriate measures needed to protect the green cover.

3. Context: The attempt of integrating educational activities with the eco-friendly techniques aims to build generations with contemporary values in addition to universal values. Adopting new practices and moulding present practices used in certain segments of institute play a pivotal role in spreading awareness about optimum utilization of available resources and help energy conservation. Involvement of almost every stakeholder of the institution for propagation of Green practices is a decisive step towards conservation of energy and ecosystem..

4. The practice: The main stakeholders are learners in an institution. A special forum, Green cell, is constituted with certain objectives solely focusing on environment consciousness. All the departments and forums such as NSS, NCC, Student forum, and Science association have included energy conservation and clean green surrounding programmes as a part of mandatory activity. Departments have collaborated with Green cell for achieving the task of environmental awareness. Based on in-house energy audit programme developed by the Physics department, consumption of electricity inside the classrooms and laboratories was analysed. Learners from different departments, teaching staff and non-teaching staff actively contributed to the conduct of the survey and subsequent analysis. In the same line Three phase water audit programme was conducted to arrest the wastage of water in the institution. Statistical analysis was used to take the status of water consumption, wastage and to find measures to control the wastage. For collection of e-waste, all the departments, associations and office supported methodically to prepare record in a prescribed format. Green zone development activity was initiated by Green cell primarily with the objective of converting unused small barren areas into green zones. Agencies like UMC and nationalised banks rendered positive response in developing such areas. Tree plantation programmes, observing Green day, plastic free campus, No vehicle Day and Talk on solid waste management by environmentalist were the activities under Green cell initiatives.

5. Evidences of success: Recommendations from environmental audit programme were implemented in phases by the institution. Repairing of non functional instruments and equipment was done after their assessment by most of the departments and record was maintained for information. Replacement of lights and bulbs by LED was monitored by Green cell, promoting a cost saving and energy saving measure. Replacement and or repairing of leaking taps, tanks, and choked sinks were done periodically after water audit report. College received Green certificate from Stree Mukti sanghata after the great response to e-waste management drive. Butterfly garden and Information centre were successfully set up in the barren area.