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Khairul Islam Higher Education Society's

# Maharashtra College

of Arts Science and Commerce

Annual Quality Assurance Report

(AQAR)

(2014-2015)

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246-A, Jehangir Boman Behram Road, Mumbai – 400 008.

Tel: 2308 1664/ 2308 1665 / Fax: 2309 2248

Website: <http://www.maharashtracollege.org>

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## Part – A

## I. Details of the Institution

1.1 Name of the Institution

Khairul Islam Higher Education Society's  
Maharashtra college of Arts Science and Commerce

1.2 Address Line 1

246-A, Jehangir Boman Behram Marg, Mumbai-40008

Address Line 2

-----

City/Town

Mumbai

State

Maharashtra

Pin Code

400008

Institution e-mail address

prin.maharashtracasc08@yahoo.com

Contact Nos.

022-23081664, 23081665

Name of the Head of the Institution:

Dr. Mohmmmed Abdul Waheed

Tel. No. with STD Code:

022-23081664

Mobile:

09869382271

Name of the IQAC Co-ordinator:

Dr. Pathan Dawood Moiz Khan

Mobile:

09324401952

IQAC e-mail address:

maharashtraiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN10810

**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)*

Khairul Islam Higher Education Society's  
Maharashtra College of Arts Science and  
Commerce, Mumbai – 400008.

**1.5 Website address:**

www.maharashtracollege.org

**Web-link of the AQAR:**

http:// www.maharashtracollege.org/AQAR

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 <sup>st</sup> Cycle	<b>B+</b>	<b>81.30</b>	<b>2003.04</b>	<b>5 yrs.</b>
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

09-07-2009

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

2014--2015

**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 2009-2010 (22/08/2014)
- ii. AQAR 2010-2011 (19/09/2014)
- iii. AQAR 2011-2012 (10/10/2014)
- iv. AQAR 2012-2013 (14/11/2014)
- v. AQAR 2013-2014 (01/12/2014)

**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	<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"/>		

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 (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text" value="--"/>								

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

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

Autonomy by State/Central Govt. / University	<input 3"="" text"="" type="text" value="---&lt;/input&gt;&lt;/td&gt; &lt;/tr&gt; &lt;tr&gt; &lt;td&gt;UGC-COP Programmes&lt;/td&gt; &lt;td colspan="/> <input 116="" 534="" 923="" 941"="" data-label="Page-Footer" type="text" value="---&lt;/input&gt;&lt;/td&gt; &lt;/tr&gt; &lt;/table&gt; &lt;/div&gt; &lt;div data-bbox="/> <p>Revised Guidelines of IQAC and submission of AQAR</p>		
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**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

c2.10 No. of IQAC meetings held :02

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="02"/>	Faculty	<input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="02"/>	Alumni	<input type="text" value="--"/>
Students		Others	<input type="text" value="---"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC pursued the faculty to follow the academic calendar of the college

It compiled with the implementation of following proposals:

- Renovation of computer laboratory.
- Relocating the canteen in the space available between the main building and annex building
- CCTV installation.

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
As per the academic calendar Please see the Annexure-I	Plan was implemented accordingly  The proposals of IQAC were executed

\* 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

The renovation of computer laboratories was successfully completed.  
 Building of canteen between the main building and annex building was finalized.  
 Renovation of the college was completed.  
 The process of CCTV installation process was accomplished  
 The CAS process was completed successfully and subsequently the fixation was done for twenty-two teachers.

## 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				
PG	01			
UG	03		02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				01
Others				
<b>Total</b>	<b>04</b>		<b>02</b>	<b>01</b>
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options NA

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	00
Annual	00

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)Mode of feedback : Online  Manual  Co-operating schools (for PEI)   
Oral *\*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.

Revision of the syllabus is done at the university level.

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
47	29	16	0	02

2.2 No. of permanent faculty with Ph.D.

23

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
29	08	16				02		47	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

—

08

—

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	<b>04</b>	<b>19</b>
Presented papers	<b>17</b>	<b>18</b>	nil
Resource Persons	nil	nil	01

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

The faculty utilizes Audio Visual aids, working models, Power Point Presentation, Overhead Projectors, charts in addition to the traditional chalk and talk teaching method. Study tours, field trips and visits are arranged to assist learning the subjects.

2.7 Total No. of actual teaching days during this academic year

180

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

As per University Guidelines

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

0

0

1

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme		Total no. of students appeared	GRADE								Pass %
			O	A	B	C	D	E	FAIL	ABS	
<b>B. A.</b>	ECONOMICS	15	—	01	02	01			11		27
	SOCIOLOGY	19	—	—	04	03			11	01	37
	ENGLISH	12	—	03	03	01	02		03		75
	URDU	18	01	09	06	01			01		94
	ARABIC	03	—	02	—	01					100
	MARATHI	—	—	—	—	—	—	—	—	—	—
	HINDI	03	—	—	03						100
	ISLAMIC STUDIES	05	—	01	—	03	—	01			100
	POLITICAL SCIENCE	18	—	01	08	07	02				100
	HISTORY	15	—	01	01	10	01		02		87
<b>B. Sc</b>	ZOOLOGY	14		05	05	02			02		85.7
	BOTANY	40	02	24	06			05	03		92.5
	PHYSICS	13	02	04	01				06		53.4
	MATHS	13	8	4					1		92.3
	CHEMISTRY	38	03	20	06	01			08		79
	COMPUTER SCIENCE	19		04	03	01			11		42.5
	INFORMATION TECHNOLOGY	40		08	05	02			24	01	39
<b>B. Com</b>	184	—	11	23	38	12	01	99		46.40	

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

The IQAC of the college is very active and it takes proper care of the teaching and learning process by having frequent meetings with students, teachers and management.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	<b>06</b>
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	<b>04</b>
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	–
Others (short term course)	<b>06</b>

## 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	<b>24</b>	<b>13</b>		
Technical Staff	<b>27</b>	<b>03</b>		<b>19</b>

**Criterion – III****3. Research, Consultancy and Extension**

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

The IQAC encourages the faculty members to participate in various conferences, seminars & workshops and present their research work. They are also encouraged to undertake research projects, publish their research papers in reputed national and international journals and enrol for M.Phil and Ph. D degrees.

## 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

## 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		2.65	3.50	

## 3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	01	
Non-Peer Review Journals	01	01	
e-Journals			
Conference proceedings	04	05	

## 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2014-2016	UGC/WRO	3.5	2.62.5
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
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 <input style="width: 40px;" type="text"/>	CAS <input style="width: 40px;" type="text"/>	DST-FIST <input style="width: 40px;" type="text"/>
DPE <input style="width: 40px;" type="text"/>		DBT Scheme/funds <input style="width: 40px;" type="text"/>

3.9 For colleges

Autonomy <input style="width: 40px;" type="text"/>	CPE <input style="width: 40px;" type="text"/>	DBT Star Scheme <input style="width: 40px;" type="text"/>
INSPIRE <input style="width: 40px;" type="text"/>	CE <input style="width: 40px;" type="text"/>	Any Other (specify) <input style="width: 40px;" type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution Nil

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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 <input style="width: 100px;" type="text"/>	From Management of University/College <input style="width: 100px;" type="text"/>
Total <input style="width: 100px; text-align: center;" type="text" value="Nil"/>	

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
		06				

3.18 No. of faculty from the Institution who are Ph. D. Guides 05  
and students registered under them 06

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

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

JRF Nil      SRF Nil      Project Fellows Nil      Any other Nil

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 54  
National level        International level  

3.23 No. of Awards won in NSS: NIL

University level        State level    
National level        International level  

3.24 No. of Awards won in NCC: NIL

University level        State level    
National level        International level  

3.25 No. of Extension activities organized

University forum        College forum    
NCC        NSS NIL      Any other 01

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

- NCC Unit
- 50-60 saplings planted by NCC cadets at Kalwa Hill with a slogan “One Cadet One Tree”.
- NCC Cadets donated blood at Blood Donation Camp organised by our college.
- 15 cadets participated in bhajan sandhya
  
- NSS Unit
- The NSS Unit carried out Voters Enrollment drive in the campus to enroll new voter in association with State Election Commission.
- The Unit conducted Free Health and Dental check up Camp for the teaching, non-teaching staff, students and the people from the adopted area.
- The NSS volunteers are helping Mumbai Police by visiting Nagpada Police station daily to help Senior Citizen and ladies to lodge their complain against crime.
- NSS organize Anti Drug Rally in the adopted area along with Anti Drug Unit of Mumbai Police.
- The NSS Unit also organize Blood Donation Camp in the College in association with Masina Hospital Byculla and more than 50 bottles of blood collected and the donors are given donor card.

**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 ( Including Build-up Area )	6160sq.mt.	----	----	6160sq.mt.
Class rooms	30	NIL	Self	30
Laboratories	12	01	UGC/Self	13
Seminar Halls	01	---	KIHES	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	32	03	KIHES / M.L.A.Fund / M.P.Donation	35
Value of the equipment purchased during the year (Rs. in Lakhs)	9.60	1.10	General Fund	10.70
Others	---	---	---	---

## 4.2 Computerization of administration and library

The administration office including Principal's and Vice Principal's offices, college office, IQAC and examination section have installed Computers for routine office work. The Library also has computers to keep record of books. These computers have necessary routers, printers and other accessories.

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22760	1131062	694	111344	23454	1242406
Reference Books	50661	3393184	319	118732	50980	3511919
e-Books	----	----	----	----	----	----
Journals	46	35255	37	36670	83	71925
e-Journals	01	5000	---	---	01	5000
Digital Database	----	----	----	----	----	----
CD & Video	----	----	----	----	----	----
Others (specify) Book Bank	18650	1417400	844	78795	19494	1436894



## 4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	151	05	151	04	01	16	07	07
Added	67	01	67	02	-	-	-	05
Total	218	06	218	06	01	16	07	12

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

The Computer Programming for S.Y. & T.Y.B.Com students.  
Degree course in Computer Science (B.Sc. CS) and Information Technology (B.Sc. IT)

## 4.6 Amount spent on maintenance in lakhs:

i) ICT	.96
ii) Campus Infrastructure and facilities	1.292
iii) Equipments	.907
iv) Others	2.264
<b>Total :</b>	<b>5.423</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC Committee was instrumental in enhancing awareness regarding:

- Gender sensitization
- Remedial Coaching
- Vocational and Career Guidance
- Students Welfare & Grievance Redressal
- Anti-Ragging Drive
- N.C.C and its scope
- NSS and its scope
- Gymkhana and its scope

5.2 Efforts made by the institution for tracking the progression

- Feedback from students and parents.
- Review meetings are taken by the Principal.
- Departmental meetings.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1614	04		

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

<table border="1" style="display: inline-table;"> <tr> <td>No</td> <td>%</td> </tr> <tr> <td>579</td> <td>35.78</td> </tr> </table>	No	%	579	35.78	Women	<table border="1" style="display: inline-table;"> <tr> <td>No</td> <td>%</td> </tr> <tr> <td>1039</td> <td>64.21</td> </tr> </table>	No	%	1039	64.21
No	%									
579	35.78									
No	%									
1039	64.21									

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1434				02	1436	1618					1618

Demand ratio 1:1.5      Dropout % : 1 to 2

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

NA

No. of students beneficiaries      NA

5.5 No. of students qualified in these examinations:

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

The Vocational and Career Guidance Cell is responsible for updating the students about employment avenues and assisting them in search and recruitment of job opportunities.

No. of students benefitted

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

5.8 Details of gender sensitization programmes

The Women Development Cell (WDC) is active in sensitizing the issues related to gender among both, the male and the female students. Its continuous efforts are showcased in the many activities organized by them such as Film Screenings on eve-teasing, Poster Competition, Slogan Writing Competition and Guest lectures on the health issues of female students and teachers.

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	58	125200
Financial support from government	NIL	NIL
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

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: \_\_\_\_\_NIL\_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

##### OUR VISION

- To bring higher education to the doorsteps of the economically underprivileged students, especially belonging to the Muslim Minority, emphasizing on their all round development.

##### OUR MISSION

- To provide opportunities for higher education especially to girls from Muslim Community within their locality.
- To disseminate quality education and equip the students with tools of gainful employment.
- To encourage and inspire teachers and students to attain excellence in education.
- To develop moral and intellectual outlook among students and inculcate principles of

#### 6.2 Does the Institution has a management Information System YES

The decisions taken by the Principal, Local Managing Committee, Management and IQAC are brought to the notice of members of teaching and non-teaching staff and students through respective notice boards created for them. The admission process and results are displayed on notice boards from time to time.

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

##### 6.3.1 Curriculum Development

As the college is affiliated to University of Mumbai, it does not develop its own curricula. The University develops curriculum through respective Boards of Studies.

##### 6.3.2 Teaching and Learning

- Academic calendar is prepared by the college at the beginning of the year which is followed accordingly.
- The quality of teaching is enhanced through participation in Orientation, Refresher and short term courses by the teachers.
- Teachers participate and present papers in workshops, seminars and conferences.
- Teachers make use of Information and Communication Technology to improve pedagogy.
- Students are provided access to reference books, computer with internet facility, journals, magazines, newspapers.
- Students are provided required books through book bank facility.
- Question bank and study materials are also provided to them.
- They are motivated to participate in intra-college and intercollegiate activities viz. elocution, quiz and essay writing competition.
- They are encouraged to make power point presentations and participate in seminars.

### 6.3.3 Examination and Evaluation

Examination Committee of the college conducts Examination for F.Y. and S.Y. classes as per the guidelines of University of Mumbai. Central Assessment Programme (CAP) is organised and results are declared within the stipulated time.

The college is designated as an Examination centre for University examinations.

### 6.3.4 Research and Development

- Teachers are motivated to take up minor and major research projects and attend seminars, workshops and conferences. They are also encouraged to publish books and papers in journals, magazines and periodicals. (Refer to annexure II)
- Students are trained to undertake research activities such as paper presentations in seminar, data collection during field visits and research based assignments.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

College has a rich central library and its INFLIBNET facility is also available for online references. The college has made LCD projectors and laptops available for effective teaching and learning.

### 6.3.6 Human Resource Management

The institute undertakes human resource planning by assessing the number of teachers required on the basis of workload.

Management makes temporary appointments to fill vacancies due to delay in 'No Objection Certificate' (NOC) by the State government for teaching and non-teaching posts. The remuneration is paid by the management.

The management of the institute emphasises on the recruitment of well-qualified & professional staff. The institute encourages them to complete the Orientation and Refresher Courses to update their knowledge and to enhance their teaching skills. They are motivated to participate in conferences, workshops, seminars and publish their research work in highly reputed journals. All these efforts enable them to widen their choices.

### 6.3.7 Faculty and Staff recruitment

The recruitment of faculty and non-teaching staff is being done in accordance with the guidelines of the government of Maharashtra and University of Mumbai. Highly qualified staff is recruited to maintain quality. Selection is exclusively done on the basis of merit.

6.3.8 Industry Interaction / Collaboration

The institution offers hands on experience to students through industrial visits to enrich their knowledge.

6.3.9 Admission of Students

The Admission Committee starts the process of admission soon after the declaration of results. The admission is given on merit basis. The merit list is displayed on notice boards. Details regarding rules and regulations; scholarships; fee structure, subject combinations and examination pattern is given in updated prospectus. The students are also informed regarding the commencement of classes.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>• Vice Chancellor’s Scheme of Book Bank (Build your own Library)</li> <li>• Books Borrowing facility from library.</li> <li>• The Maharashtra College Employees’ Co-operative Credit Society provides loans up to 3 lakhs and financial assistance of Rs.5, 000-20,000 to its members through Welfare Fund.</li> <li>• Maharashtra College Teachers’ Contributory Recreation (MCTCR) Fund honours retiring teachers by gifting gold jewellery.</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>• Books Borrowing facility from library;</li> <li>• Festival Advance</li> <li>• The Maharashtra College Employees’ Co-operative Credit Society provides financial assistance of Rs.5,000- 10,000 to its members through Welfare Fund.</li> </ul>
Students	Group Insurance, Students Aid Fund and Book Bank Facility.

6.5 Total corpus fund generated

**14, 07,920**

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	YES	Singhvi & Co.	YES	Mirza & Associates

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

The College is supported by the Alumni and the Parents as and when required in terms of finance and logistics.

6.13 Development programmes for support staff

Non-teaching staff members are encouraged to pursue further education. Their duty timings are adjusted in accordance with their timings of lectures and practicals.

The management renders financial support to staff in the event of delay in payment of salaries by the government.

The College Employees' Co-operative Credit Society provides loans up to 3 lakhs and financial assistance of Rs.5,000- 20,000 to the members of the society in the form of loan at minimum rate of interest.



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

**Energy Conservation:-** The teachers, students as well as the non-teaching staff take initiatives in energy conservation. Lights, fans, computers are switched off when not required. The water leakage problems are immediately addressed. The laboratories are very well ventilated with ample scope for daylight to save electricity. The lifts are judiciously used. The students avail the facility of lift only from 2<sup>nd</sup> floor to 5<sup>th</sup> floor in the main college building of seven floors. The doors and windows of classrooms, staff common rooms and departmental staffrooms are kept open for maximum ventilation and receiving ample natural light.

**Efforts for Carbon neutrality:-** Following are the activities being practised for attaining carbon neutrality:-

1. Reuse of one sided printed paper to prepare notes, rough printouts to minimise paper uses.
2. Use of air conditioners at 25°C.
3. Even with extreme space constraints, the Botany department maintains botanical garden which increases aesthetic value and reduces pollution.

**Hazardous Waste Management:-** The unwanted dilute acids and alkalis are diluted and thrown in the sink. The chemicals those can be recycled are reused to minimise waste and maximise usage. The microbial waste, used agarose and polyacrylamide gels, dissected organism waste are properly disposed. The animals used for dissecting one system, wherever possible are reused for dissecting another system. This practice helps in minimising dissected animal waste.

## 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.

- A MoU was signed between Principal, Dr. M A Waheed and Ms. Jyoti Mhapsekar, President of Stree Mukti Sanghatana (SMS) to implement 'Zero Waste Campus Project'. Installation of Compost pit in college campus as part of this project. 'Orientation Talk' on Zero Waste Campus Project' was organised in collaboration with SMS.
- Web-OPAC facility has been initiated and now the catalogue of Maharashtra College Library is accessible on college LAN.

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

Following were the proposals made:

- CAS process to be initiated
- Initiation of NAAC accreditation of the college
- Establishing a Research lab
- Computerization of library
- Management of Campus Waste
- Construction of Auditorium
- Renovation of gymkhana with upgradation of equipment
- Construction of new Canteen

Following were the implementation:

- The CAS process for this year has been initiated.
- The NAAC accreditation work has been initiated.
- Owing to certain technical constraints establishing a research lab is yet to be initiated.
- The college library books' catalogue is now available through college LAN for students and teachers.
- A compost pit has been installed in the campus so as to manage wet waste.
- Well-equipped Auditorium has been constructed.
- Renovation of the College building has been completed.
- The gymkhana has been allotted a new room bigger in space than the earlier one. The upgrade of equipments is yet to be implemented.
- The new canteen was constructed and became functional too.

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

1. Book Bank Facility (See annexure III)
2. Student Aid Fund (See annexure IV)

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

7.4 Contribution to environmental awareness / protection

Initiatives taken towards environmental awareness/ protection:

1. Energy Conservation
2. Tree Plantation
3. Workshop on 'Paper Bag making' in collaboration with WWF-India to promote the use of environment friendly paper bags instead of plastic bags.
4. Orientation talk on 'Zero Waste Campus project' for college staff and students for the management of waste generated in the college premises.
5. Hazardous waste management

7.5 Whether environmental audit was conducted?      Yes       No

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

**SWOC:**

**STRENGTHS:**

- Aims at upliftment of minority community through education in keeping with the policy of social inclusion.
- Spreading awareness regarding importance of acquiring knowledge especially among girls in an otherwise marginalized community.
- Centrally located in the commercial capital of Mumbai city; well connected even to distant suburbs.
- Successfully catering to the needs of first generation learners, instructed through vernacular medium and belonging to socially and economically weaker sections.
- Provides career oriented courses to enhance employability of students.
- Supported by an expanding junior college that supplies students to the degree sections.
- The institute is strengthened by a well qualified and experienced faculty to mentor students.
- The processes of admission of students and appointment of staff are transparent and free from unfair practices.
- The laboratories are well equipped and well recognized in the academic circle.
- The Gymkhana provides rigorous training to create representation of students at State, National and International levels.
- The library is a storehouse of knowledge with approximately 72,000 books on varied subjects.
- There is optimum space management in extending education to students belonging to all three faculties.
- 1 MAH.BN.NCC takes enrolment of cadets from nearby colleges.
- Career guidance cell provide the students guidance in various career opportunities.
- The college premises is made available for conducting various competitive examinations conducted by the Government and Semi- Govt. Bodies

**WEAKNESSES:**

- The college faces space constraint due to its location in a densely populated region.
- Difficulty in providing playground for students.
- Noise pollution.

**SWOC:**

**OPPORTUNITIES:**

- More self financing courses can be introduced.
- The institute may start a night college.
- Full computerization of laboratories and library.
- Tie ups with national and international institutes.
- Introducing post graduation courses.
- Establishing a well equipped research centre.

**CHALLENGES:**

- To reduce the drop-out rate of students.
- To retain students otherwise lost to non-traditional courses or distance learning.
- Withstand competition posed by online and open universities.

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

- To follow the academic Calendar of the next year. Refer Annexure V



*Dr. Pathan Moiz Dawood Khan*

*Signature of the Coordinator, IQAC*



*Dr. Mohammed Abdul Waheed*

*Signature of the Principal*

\*\*\*

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

## Annexure ( I ) : ACADEMIC CALENDER

### ACADEMIC CALENDER FIRST SEMESTER 2014 – 2015

- 9th June: Degree College reopens after summer vacation and TERM I starts  
9th June: Meeting of HODs with the Principal as per schedule displayed on NB  
10th June: Commencement of lectures for TY.B.A. / B.Sc. / B.Com, SY.B.A./ B.Sc. / B.Com.  
11th June: Junior College reopens after Summer vacation and TERM I starts  
11th June: Meeting of Junior College Teachers with the Principal as per schedule displayed on NB  
12th June: Commencement of lectures for SYJC (Arts, Science and Commerce)  
21st June: Submission of Individual and departmental Time Table alongwith Year Plan of 2014-15  
June Admission Programme for FYBA, FYBSc, FYBSc(IT), FYBSc(Comp.Sc.) FYBCom as per University schedule  
2<sup>nd</sup> July: Orientation programme of FYBA FYBA, FYBSc, FYBSc(IT), FYBSc(CS.) FYBCom  
9th July: Founders Day – Dr. Rafiq Zakaria Memorial Lecture  
July: Admissions for FYJC (Arts / Science/Commerce) as per Govt. schedule.  
21<sup>st</sup> July: Orientation programme of FYJC (Arts, Science & Commerce) students+ Parent’s Meeting.  
1st July: Opening of Counseling Centre and Help Center for the students.  
1st July: Opening of Women Cell and Help Center for girl-students.  
4<sup>th</sup> August: LMC meeting  
4<sup>th</sup> August: Vocational guidance & motivational Programme for students.  
4<sup>th</sup> to 9<sup>th</sup> August: Science Week  
5<sup>th</sup> August: “Development of Entrepreneurship” Project  
11<sup>th</sup> August: Submission of Attendance report to the committee for June and July  
11<sup>th</sup> August: Blood Donation Camp  
12<sup>th</sup> August: Purchase Committee Meeting  
20<sup>th</sup> August Formation of Student’s Council  
21<sup>st</sup> August: Annual Prize Distribution  
22<sup>nd</sup> August: Submission of Attendance and action taken report by the committee to the Principal  
19<sup>th</sup> to 23<sup>rd</sup> August: Class Test for Degree College.  
25<sup>th</sup> to 30<sup>th</sup> August: 1st Unit Test for XI classes. August/Sept: Additional and ATKT Examination of degree college for SEM-I and SEM-III  
5<sup>th</sup> Sept: Teachers’ Day celebration  
6<sup>th</sup> Sept: Shyam Kishan Nigam Urdu elocution competition  
Sept: Natures Trial & Nature Club Activities (Sarus Nature Club)  
22<sup>nd</sup> to 27<sup>th</sup> Sept: Practical Examination (Sem-I, III & V)  
27<sup>th</sup> Sept: Submission of Syllabus completion Report of SEM-I, SEM-III & SEM-V  
27<sup>th</sup> Sept: Submission of Syllabus completion Report of XI & XII classes of I TERM  
1<sup>st</sup> to 14<sup>th</sup> October: Degree College Semester End Examination for Sem-I,III & V  
1<sup>st</sup> to 14<sup>th</sup> October: Junior College Terminal Examination for XI & XII classes  
18<sup>th</sup> October To 9<sup>th</sup> November : **Diwali vacation**

**SECOND SEMESTER 2014 - 2015**

10<sup>th</sup> November: College reopens after Diwali Vacation : Lectures resume as per Time Table  
17<sup>th</sup> November : Declaration of Term-End-Test/ATKT Exam Results of all F.Y. and S. Y. Classes  
18<sup>th</sup> November: Planning Forum Programme  
6<sup>th</sup> December: All-round Best Student Selection  
13<sup>th</sup> December: Interview of Best Student Selection  
15<sup>th</sup> December: Release of College Magazine  
17<sup>th</sup> December: Annual Athletic Meet at University pavilion  
21<sup>st</sup> December To 24<sup>th</sup> December : **PARVAAZ Celebrations**  
26<sup>th</sup> December To 1<sup>st</sup> January : **Winter Vacation**  
2<sup>nd</sup> January: College reopens after Winter Break  
2<sup>nd</sup> January: Orientation & feedback programme of SYJC (Arts, Science & Commerce) Students+ Parent's Meeting  
5<sup>th</sup> Jan: Mohammed Ali Mitha Intercollegiate Bait Bazi Competition  
6<sup>th</sup> to 10<sup>th</sup> Jan: Class Test for Degree College.  
5<sup>th</sup> to 10<sup>th</sup> Jan: 2<sup>nd</sup> Unit Test for XI classes.  
5<sup>th</sup> to 10<sup>th</sup> Jan: Preliminary Examination Junior college XII classes  
10<sup>th</sup> Jan: Submission of Attendance report to the committee for November and December  
24<sup>th</sup> Jan: Submission of Attendance and action taken report by the committee to the Principal  
9<sup>th</sup> to 14<sup>th</sup> Feb: Practical Examination of XII Science  
14<sup>th</sup> March: Orientation & feedback programme of SY & TY (Science) students  
16<sup>th</sup> to 21<sup>st</sup> March: Practical Examination of XI Science  
20<sup>th</sup> March: Submission of Syllabus completion Report of SEM-II, SEM-IV & SEM-VI  
20<sup>th</sup> March: Submission of Syllabus completion Report of XI & XII classes of II TERM  
21<sup>st</sup> March: Orientation & feedback programme of SY & TY (Arts & Commerce) students  
23<sup>rd</sup> March onward: Final Theory Examination for XI classes  
25<sup>th</sup> March: Meeting of HOD's & Junior college Teachers with the Principal  
4<sup>th</sup> April: Submission of Mark sheet of XI classes  
6<sup>th</sup> April: LMC Meeting  
11<sup>th</sup> April: Submission of Report of curricular and co-curricular activities during 2014-15  
17<sup>th</sup> to 20<sup>th</sup> April: Declaration of Result of XI classes and FY and SY classes  
20<sup>th</sup> to 30<sup>th</sup> April: Admission Processes of Junior and Degree College to be completed  
30<sup>th</sup> April: Staff Common Room Meeting-Last Working Day  
College reopens after summer vacation.

**Annexure ( II ) : RESEARCH AND DEVELOPMENT**

Department	Details on research publications	Peer Review Journals			Non-Peer Review Journals			e-Journals			Conference proceeding		
		I	N	S	I	N	S	I	N	S	I	N	S
English	Shanti Polamuri											1	
	Mayurakshi Mitra		1								1		
	Rehana Vadgama										1		
Hindi	Rama Singh										1		
Urdu	Dr. Majid Kazi										1	2	
	Mohammad Azfar Khan										1	1	
Economics	Dr. Rakhshandah Hani	2									2		
	Avinash W. Ingole											1	
Botany	Dr. Syed Abrar Ahmed	1											
Zoology	Dr. Arshad Hyder Ali	1											
	Dr. Zeenat Ansari	1											
Chemistry	Asif Khan	1											
	Dr. Julekha A. Shaikh	1										1	
	Shagufta Ansari	1											
Accountancy	Bushra Shaikh										2		
Commerce	Dr. Abdul Majid Ansari	4	1										
	Dr. Sirajuddin Chougale	5											
	<b>Total</b>	<b>17</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>6</b>	<b>0</b>



Details regarding Minor projects	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Dr. Abdul Qaiyum Ansari	2014 - 16	U.G.C	3.5 Lakh	2.65 Lakh

Book Published	Department	Faculty	With ISBN No.	Without ISBN No.	Chapters in Edited Books
	Urdu	Dr. Kazi Majid Rafiuddin	1		
Hindi	Dr. Rama V Singh				1

Faculty participation in conferences and symposia	Seminar / Workshop Attended			Paper Presented			Resource Person			Published		
	I	N	S	I	N	S	I	N	S	I	N	S
Shanti Polamuri				1	2						1	
Mayurakshi Mitra				1	2						2	
Rehana Vadgama			1	1						1		
Rama Singh			1	3	2					1		
Dr. Majid Kazi				1	2					1	2	
Mohammad Azfar Khan				1	1					1	1	
Dr. Rakhshandah Hani				2						4		
Avinash W. Ingole					1						1	
Karen Miranda					1							
Dr. Syed Abrar Ahmed			1	1						1		
Dr. A A Dalvi			3						1			
Ugeshkumari R Singh			1	1								
Dr. Arshad Hyder Ali		1	3							1		
Dr. Zeenat Ansari			1	1	1					1		
Dr. Ahamad Shaikh		1										
Asif Khan										1		
Dr. Julekha A. Shaikh		1	3	1	1					1	1	
Shagufta Ansari		1	2	1						1		
Dr. Nilima Dixit					2							
Dr. Mayuri Joshi			3		1							
Mr. Wasim Hydery					2							
Bushra Shaikh				2						2		
Dr. Abdul Majid Ansari										4	1	
Dr. Sirajuddin Chougale										5		
<b>Total</b>	<b>0</b>	<b>4</b>	<b>19</b>	<b>17</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>25</b>	<b>9</b>	<b>0</b>

## Annexure (III): Library Book Bank Facility

### Best Practice I

1) **Title of the Practice:-** Library Book Bank

2) **Goal (Objectives):**

**Describe the aim of the practice followed by the institution. Brief the underlying principles or concepts in about 100 words.**

The poor and needy students are loaned a set of text books in order to support their academic studies. It is an immense challenge for the economically poor students to afford costly books and hence this practice was initiated to cater their need to have access to costly textbooks.

3) **The Context:**

**Describe any particular contextual feature or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.**

A substantial student's crowd comes from the economically backward class. Affording the fees for education is very challenging for them let alone the ability to buy books for themselves for studies. The library issues only one book at a time and also the book needed to study may not be available at the time when required. This limitation affected the performance level of the students. To cater to the need of such poor students and increase their academic performance this practice of Library Book Bank was started.

4) **The Practice:**

**Describe the Practice and its implementation. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any, in about 400 words.**

Library book bank facility is executed through a book bank committee which takes all policy decisions.

Procedure: - the notice regarding the invitation for availing book bank facility is displayed on the notice board at beginning of the academic year or at the beginning of the semester. The library distributes the book bank form to the students who wants to avail the said facility. Within a week they are asked to submit the form along with the xerox copy of their ration card so as to check the authenticity of their being actually being needy for availing the book bank facility. This is followed by personal interview of students by the book bank committee members. Worthy students are then loaned the text books accordingly at a very meagre amount for the academic year or the semester.

5) **Evidence of Success:**

**Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.**

A total of 363 students from Degree section and 80 students from Junior section were benefitted with this facility. Following is the data for the books distributed per year/semester to degree college students.

Library Book Bank Facility 2014-15 (Degree College)				
	ARTS	SCIENCE	COMMERCE	Total
F.Y	36	42	45	123
S.Y.	18	54	40	112
T.Y.	43	55	30	128
Total	97	151	115	<b>363</b>

## Annexure (IV): Students Aid Fund (SAF)

### Best Practice II

1) **Title of the Practice:-** Students Aid Fund (SAF)

2) **Goal (Objectives):**

**Describe the aim of the practice followed by the institution. Brief the underlying principles or concepts in about 100 words.**

To extend financial support to those students who are economically weak deserving and regular students.

3) **The Context:**

**Describe any particular contextual feature or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.**

The SAF was started somewhere in early 1980's with the vision to encourage more and more students to attend the College. The then Teaching faculty, especially those residing in the nearby locality of the College observed that many students though enrolled for the course would not attend the regular classes. On investigation it was found that these absent students had to work to meet their basic needs left alone the education. With this context in mind the College started the Practice to financially support economically weak students.

4) **The Practice:**

**Describe the Practice and its implementation. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any, in about 400 words.**

The teachers of various faculties identify students who are economically weak. Such students are then recommended for SAF. The Students approach SAF secretary for the application form wherein they are subjected to interview about their family constraints, residence, family dependents and other related details. The detail of the interview is written on the back of the application form. Once the application form is duly filled and submitted along with the Xerox of ration card and last year's mark sheet to the secretary. An investigation is carried out with reference to their suitability of availing the facility. This activity is carried throughout the year. The fund for the same is generated from each and every student enrolled in the college as a part of admission fee. There is a separate bank account for it at Bombay Mercantile Co-operative Bank with the name as 'SAF account, Maharashtra College'. The students receive the aid through cheque. There are three signatories for the issuance of cheque. They are: - The Principal of the College, The Chairman (Management representative) and the Secretary (Member of teaching faculty). On an average students receive Rs. 2000/- to Rs. 2500/- as financial support. For the much needy student the fund amount may be raised to Rs. 3000/-. The duration required for receiving of financial support is on an average of one week from the time of submission of application form. In urgent cases especially at the time of admission, the duration of receiving financial support is reduced to couple of hours.

5) **Evidence of Success:**

**Provide evidence of success such as performance against targets and benchmarks and review results.**

**What do these results indicate? Describe in about 200 words.**

Every year approximately an amount of Rs. 1 lakh is distributed among the needy students under SAF scheme. In the academic year 2014-15 a whopping amount of Rs. 125200/- was distributed among the needy students. On an average 50 students per year are benefitted with this scheme. In the academic year 2014-15, 58 students were able to avail this facility. Following is the detail of SAF facility provided to students.

SAF Facility 2014-15 (Degree College)				
	No. of beneficiaries			Total
	ARTS	SCIENCE	COMMERCE	
F.Y	6	1	8	15
S.Y.	7	0	9	16
T.Y.	9	7	11	27
Total	22	8	28	58

**Annexure ( V ) : ACADEMIC CALENDER****ACADEMIC CALENDER  
FIRST SEMESTER 2015 – 2016**June 2015

8th	First Day of the Academic Year 2015-16 Meeting of the Principal with all HODs
9th	Commencement of the Lectures for S.Y. & T.Y. Degree Classes
13th	Orientation Programme for S.Y. & T.Y. Degree Classes
<u>Date</u>	Admission Programme for F.Y. Degree Classes as per University schedule
15th	Re-opening of Junior College for Academic Year 2015-16 Meeting of the Principal with Jr.College Supervisor & the teaching faculty
15th to 25th	A.T.K.T. & Additional Exams for Semester II & IV
16th	Commencement of the Lectures for S.Y.J.C. Classes
<u>Date</u>	Admission Programme for F.Y. J.C. Classes as per H.S.C.Board , Mumbai
22nd	Submission of individual and departmental Time-Table along with Year-plan and the list of activities and programmes to be carried out by the department during the Academic Year 2015-16

July 2015

6th	Orientation Programme and Parents' Meet for F.Y. Degree Classes
6th	Orientation Programme and parents' meet for F.Y.J.C. Classes
9th	Founder's Day : Dr. Rafique Zakariya Memorial Lecture
15th	Formation of Women's Development Cell - Help & Counseling Desk
29th	Library Day
30th	Announcement for Magazine articles, write-ups and reports

August 2015

3rd	LMC Meeting
8th	Formation of Students' Council
3rd to 8th	Science Week
15th	Independence Day
17th	Blood Donation Camp
19th to 22nd	Class - Test ( Degree College )
19th to 25th	Class - Test ( F.Y.J.C. )
27th	Career Fest 2015
29th	Annual Prize Distribution

Sept. 2015

5th	Teachers' Day
10th to 19th	Practical Exams ( Degree College Sem I , III , V )
14th	Hindi Divas
16th	Shyam Kishan Nigam Trophy Inter-Collegiate Elocution Competition
18th to 30th.	A.T.K.T. & Additional Exams for Semester I & III

Oct. 2015

1 <sup>st</sup> to 19th	Semester End Exams ( Degree College Sem. I & III ) Terminal Exams ( Junior College XIth & XIIth )
5th	Submission of Attendance Report ( Degree College Sem I , III , V ) Submission of Attendance Report ( Junior College XIth & XIIth )
8th	Submission of Syllabus Completion Report ( Degree College Sem I , III , V ) Submission of Syllabus Completion Report ( Junior College XIth & XIIth )
20th	Teachers' Creative Genius & Academic Inter-action programme
21st	Term-end Meeting

**22nd Oct. to 15<sup>th</sup> Nov. Diwali Vacation**

**SECOND SEMESTER 2015: 2016**

Nov. 2015

16th	The college re-opens after Diwali Vacation and Lectures begin as per Time-Table
26th	Economic Forum Elocution Competition
28th	Nomination of Best student - Junior College ( One student from each faculty) Nomination of Best student - Degree College ( One student from each faculty) (Based on Academic Performance and other relevant criteria like co-curricular activities, leadership ,social behavior etc. )
30th	Interview of nominated students

Dec. 2015

7th	Declaration of Results (Degree College - Sem.Sem I & III ) Declaration of Results (Junior College - XI & XII)
15th	Release of College Magazine " Sadaf "
17th	Annual Athletic Meet
19th to 22nd	" PARVAZ "
23 <sup>rd</sup>	Annual Function

**26th to Jan Ist 2016 Winter Break**

Jan. 2016

4 <sup>th</sup>	Parent - Teacher Meet for S.Y.J.C.
5th	Founder's Day : Inter-collegiate Student Musha'era / Sha'eron se miliye Programme ( Three poets can be invited )
7th	Development of Entrepreneurship Project
18th to 23rd	Priliminary examination - S.Y.J.C. Unit Test - F.Y.J.C.
26th	Republic Day
30th	Distribution of Degree Certificates

Feb. 2016

3rd	Submission of Attendance Report ( S.Y.J.C ) Submission of Syllabus Completion Report ( S.Y.J.C. )
3rd to 6th	Class - Test ( Degree College )
8th to 13th	Practical Exams ( S.Y.J.C )
20to 29th	Practical Exams (Degree College - Sem.Sem II , IV , VI ) Practical Exams ( F.Y.J.C )

March 2016

5th	Submission of Attendance Report ( Degree College Sem II , IV , VI ) Submission of Attendance Report ( F.Y.J.C. )
7th	Submission of Syllabus Completion Report ( Degree College Sem II , IV , VI ) Submission of Syllabus Completion Report ( F.Y.J.C. )
7th to 24th	Semester End Exams ( Degree College Sem. II & IV )
25th to 31st A.T.K.T. &	Additional Exams for Semester I & III Terminal Exams ( F.Y.J.C. )

April 2016

4th	LMC Meeting
16th	Submission of DTR
18th	Declaration of Results (Degree College - Sem. I & III ) Declaration of Results (Junior College - XIth )
2ist to 27th	Admission Programme - Degree College ( S.Y. & T.Y. Classes ) Admission Programme for S.Y. J.C.
23rd	Submission of A.P.I. ( Degree College )
25th	Meeting of the Principal with all HODs
28th	Teachers' Creative Genius & Academic Inter-action programme
30th	Term-end Meeting

May 2016

Ist	May – Day
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