Annual Quality Assurance Report

A.Y. 2014-2015

GOVERNMENT OF MAHARASHTRA'S

Ismail Yusuf COLLEGE OF ARTS, SCIENCE & COMMERCE

Jogeshwari (E), Mumbai 400060

Part – A

1. Details of the Institution	
1.1 Name of the Institution	Ismail Yusuf College of Arts, Science and Commerce
1.2 Address	Jogeshwari (E)
City/Town	Mumbai
State	Maharashtra
Pin Code	400060
Institutional e-mail address	info@ismailyusufcollege.com
Contact Nos.	022 - 2835 21 88.
Name of the Head of the Institution:	Dr. Pratima S. Jadhav
	Dr. S. R. Jadhav (In-charge)
Tel. No. with STD Code	022 - 2835 21 88.
Mobile No.	9975 84 90 04
Name of the IQAC Co-ordinator	Dr. Khushpat S. Jain
Mobile No.	9867 79 97 97
IQAC e-mail address	info@ismailyusufcollege.com
1.3 NAAC Track ID	N.A.
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)*	N.A.
1.5 Website Address	www.ismailyusufcollege.com
Web-link for AQAR	www.ismailyusufcollege.com/naac
1.6 Accreditation Details	

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1.	1st Cycle	B+	78.30	2003	2002-03 to 2007-08

1.7 Date of establishment of IQAC	1st January 2004
1.8 AQAR for the Year	2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation	1. AQAR 2010-11 submitted on 2/10/2015 2. AQAR 2011-12 submitted on 12/11/2015 3. AQAR 2012-13 submitted on 3/12/1015 4. AQAR 2013-14 submitted on 20/02/2015

1.10 Institutional Status
 	
    Type of College
 	
    Financial Status
	
	Affiliated College
	
	Co-education
	
	Urban
	
	Grant-in-aid, UGC 2(f), UGC 12 (B)
	
	Grant-in-aid + Self-financing

1.11 Type of Faculty/Programme	**Faculty of Art:** Bachelor of Arts (B.A.) Ph.D. Research Centre (Urdu) Ph.D. Research Centre (Hindi) **Faculty of Science:** Bachelor of Science (B.Sc.) Bachelor of Science (B.Sc. – Computer Science) Bachelor of Science (B.Sc. – Bio-technology) Master of Science (M.Sc. – Physics) Master of Science (M.Sc. – Chemistry) Master of Science (M.Sc. – Botany) Ph.D. Research Centre (Chemistry) Ph.D. Research Centre (Physics) **Faculty of Commerce:** Bachelor of Commerce (B.Com.)
1.12 Name of the affiliating university	University of Mumbai
1.13 Special status conferred by the Central/ State Government	Nil

2. **IQAC Composition and Activities (Appendix – 1)**	
2.1 **No. of Teachers**	5
2.2 **No. of Administrative/Technical Staff**	1
2.3 **No. of Students**	3
2.4 **No. of Management Representatives**	0
2.5 **No. of Alumni**	2
2.6 **No. of any other Stakeholders/Community Representative**	1
2.7 **No. of Employers/Industrialists**	1
2.8 **No. of External Experts**	2
2.9 **No. of Total Members**	15
2.10 **No. of IQAC meetings held (Appendix – 2)**	4
2.11 **No. of meetings with stakeholders (Appendix – 3)**	
Faulty	8
Non-teaching staff	1
Alumni	2
Others	0
2.12 **Has IQAC received any funding from the UGC during the year?**	Yes
If yes, mention the amount.	Rs. 3,00,000
2.13 **No. of Seminars/Conferences/Workshops/Symposia organised by the IQAC:**	
(Only quality related)	
International	0
National	0
State	0
Institutional Level	2
Theme:	

(1) Role of Governance and Leadership in NAAC Accreditation
       Speaker: Dr. Suhasini Arya
    (2) Teaching-learning and Evaluation in NAAC Accreditation
       Speaker: Dr. Gopal Kalkoti	

2.14 **Significant Activities and Contributions made by IQAC:**
    (1) Working on the recommendations made by Peer Team Committee.
    (2) Initiating submission of AQAR of previous years.	

(3) Constituting committees for reaccreditation. (4) Initiating reforms in examination system. (5) Encouraging use of technology in admissions and evaluation. (6) Promoting research culture among teachers.	

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
(1) Working on the recommendations made by Peer Team Committee.	(1) Most of the recommendations of the Peer Team Committee were fulfilled.
(2) Initiating submission of AQAR of previous years.	(2) Finalisation of the AQAR for the previous years and reading them out to the staff.
(3) Review of work of committees formed for the preparation of SSR.	(3) Rough draft of SSR was submitted to the committee and process of finalisation taken up.
(4) Initiating reforms in examination and evaluation system.	(4) In-house processing of results, masking and coding of answer books, etc.
(5) Encouraging use of technology in admissions and evaluation.	(5) Online admission process for all classes was developed and experimented.
(6) Promoting research culture among teachers.	(6) Teachers were encouraged to complete Ph.D. and apply for MRP.

Attach the Academic Calendar of the year as Annexure.	
2.16 **Whether the AQAR was placed in the Statutory Body*:** *Copy of AQAR forwarded to the Director, Higher Education. Pune, MS.	Yes

Criterion I – Curricular Aspects:

1.1 **Details of the Academic Programme:** (Appendix – 4)				
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**
Ph.D.	3	1	0	0
PG	2	1	0	0
UG	5	0	2	0
Total	**10**	**2**	**2**	**0**

1.2 **(i) Flexibility of the Curriculum: CBCS/Core/Elective option /Open options:** (Appendix – 5) Yes	
(ii) Pattern of programmes: (Appendix – 6)	
Pattern	**Number of Programmes**
Semester	8
Trisemester	0
Annual	0

1.3 **Feedback from Stakeholders (on all aspects):** (Appendix – 7)	
Alumni	Yes
Parents	Yes
Employers	No
Students	Yes
Mode of Feedback (Online/Manual)	Manual

*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 salient aspects:**
Revision and Updating of Syllabus:
Yes, syllabus of all subjects in all three faculties, viz. Arts, Science and Commerce, has been revised in the A.Y. 2011-12 in a phased manner due to the introduction of Semester pattern.

The University of Mumbai revises the syllabus both in practical and theory every 3 years as per the recommendation of Board of Studies (BoS) in various subjects. The same syllabus is followed by all the affiliated colleges.

Salient Features of the Syllabus Updating Process:

The syllabus is revised keeping in mind the latest developments in the respective subjects and the career prospects of the students.

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

- M.Sc. in Botany by Research
- Ph.D. Research Centre – Hindi

Criterion II – Teaching, Learning and Evaluation:

2.1 **Total Number of Permanent Faculty:** (Appendix - 8)				
Total	Assistant Professors	Associate Professors	Professors	Others
42	19	18	1	4

2.2 **Number of Permanent Faculties with Ph.D.:** (Appendix - 8)	25

2.3 **Number of Faculty Positions Recruited (R) and Vacant (V) during the year:** (Appendix - 8)	
Newly Recruited:	5
Vacant:	36

2.4 **Number of Guest and Visiting faculty and Temporary faculty:**		
Guest	**Visiting**	**Temporary** (Appendix - 8)
Nil	51	2

2.5 **Faculty participation in Seminar, Conferences and Symposia::**			
No. of Faculty	**International level**	**National level**	**State level**
Attended Seminars/Workshops (Appendix - 9)	2	8	Nil
Presented papers (Appendix - 10)	19	24	Nil
Resource Persons (Appendix - 11)	1	9	1

2.6 **Innovative processes adopted by the institution in Teaching and Learning: (Appendix 12)**

2.7 **Total No. of actual teaching days during this academic year:**	186

2.8 **Examination/ Evaluation Reforms initiated by the Institution:**
In the affiliated system, the entire modus operandi of the Examination and Evaluation is decided by the various Academic and Regulatory Bodies of the University. Various reforms introduced by the University

in the Examination and Evaluation system are:

Continuous Evaluation System:

The University of Mumbai introduced the Credit Based Semester and Grading System (CBS&GS) since the Academic Year 2011-2012. Under this new system, students are continuously evaluated during each semester through 25 marks internal examination which comprises of the following:

Internal Assessment for Courses without Practicals:

Sr. No.	Particulars	Marks
1.	One periodical class test	20
2.	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	5
	Total Marks	**25**

Internal Assessment for Courses with Practicals:

Sr. No.	Particulars	Marks
1.	**Semester End Practical Examination:** Journal 05 marks Viva 05 Marks Laboratory Work 10 Marks	20
2.	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	5
	Total Marks	**25**

Semester-end Examinations:

The University of Mumbai introduced the Credit Based Semester and Grading System (CBS&GS) from the Academic Year 2011-2012. Accordingly, the performance of the learners is evaluated in two components during each Semester as under:

- Internal Assessment with 25% marks by way of continuous evaluation, and
- Semester End Examination with 75% marks.

Online Transmission of Question Papers:

Questions papers for all examinations of the University of Mumbai are transmitted online half an hour before the scheduled timing of the Examination since the A.Y. 2010-11.

Bar Coding of Answer Books:

The Answer books of all University Examinations are Bar Coded since the A.Y. 2010-11.

Decentralised CAP Centres:

As per the University of Mumbai circular, the assessments of First Year and Second Year examination answer papers are carried out centrally in the College Premises under the Central Assessment Programme (CAP). The assessment of the Third Year Programmes and Masters Programmes are carried out at decentralised cluster centres in the Colleges affiliated to the University of Mumbai.

Double Valuation:

The Moderation System is applicable to all the faculties for Under Gradate and Post Graduate Semester End Examination/External Theory Examination as under:

- 100% moderation of the answer book shall be carried out in the case of candidates failing by 10% of marks of the aggregate marks of that course/paper.
- In case of professional faculties/courses, 100% moderation shall be carried out in case of candidates obtaining 70% and above marks or Grade 'O'.
- For non-professional faculties/courses 100% moderation shall be carried out in case of candidates obtaining First Class Grade 'A' and above marks.
- The moderation of answer books of at least 5% of total number of candidates obtaining marks between Grade 'E'/minimum passing marks and marks required for Grade 'A' and above First Class/distinction shall be carried out on random sample basis.

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

There are three ways in which the teaching faculties of the affiliated Colleges can contribute to syllabus framing, revision and updating process of the University:

(1) Membership of Board of Studies (BoS) and other Academic Bodies of the University   6
(Appendix – 13.a & b)

(2) Chairperson or Member of Syllabus Framing, Revising or Updating Committee   3
(Appendix – 13.c)

(3) Participation in the Workshops organised before and after the revision of Syllabus   2
(Appendix – 13.d)

2.10 Average percentage of attendance of students: 78%

2.11 Course/Programme wise distribution of pass percentage at the University Examination:

A.Y. 2014-15 (Oct./Nov. 2014)

Title of the Programme	Students Appeared	O (> 70%)	A (60-69.99%)	B (55-59.99%)	C (50-54.99%)	D (45-49.99%)	E (40-44.99%)	F (<39.99%)
B.A. (Sem. V)	**147**	7	40	65	18	2	-	15
B.Sc. (Sem. V)	**143**	2	40	24	11	-	-	66
B.Sc. (Comp. Sci.) (Sem. V)	**23**	0	4	5	6	1	-	7
B.Sc. (Bio-tech) (Sem. V)	**17**	2	4	2	5	-	-	4
M.Sc. – Physics (Sem. I)	**9**	-	1	2	-	-	-	6
M.Sc. – Physics (Sem. III)	**9**	-	1	5	-	-	-	3
M.Sc. – Chemistry (Sem. I)	**16**	-	-	5	3	-	-	8
M.Sc. – Chemistry (Sem. III)	**16**	-	2	5	2	-	-	7
Bachelor of Comm. (B.Com.)	**404**	11	52	64	70	34	3	170

A.Y. 2014-15 (Mar./Apr.2015)

Title of the Programme	Students Appeared	O (> 70%)	A (60-69.99%)	B (55-59.99%)	C (50-54.99%)	D (45-49.99%)	E (40-44.99%)	F (<39.99%)
B.A. (Sem. VI)	**147**	9	36	32	23	10	-	37
B.Sc. (Sem. VI)	**134**	9	44	24	4	-	3	57
B.Sc. (Comp. Sci.) (Sem. VI)	**20**	-	6	5	4	1	-	4
B.Sc. (Bio-tech) (Sem. VI)	**17**	3	5	1	6	-	-	2

M.Sc. – Physics (Sem. II)	**9**	0	2	0	2	1	-	4
M.Sc. – Physics (Sem. IV)	**9**	0	1	4	-	-	-	4
M.Sc. – Chemistry (Sem. II)	**16**	0	1	3	5	-	-	7
M.Sc. – Chemistry (Sem. IV)	**16**	0	2	6	-	-	-	8
B.Com. (Sem. VI)	**363**	6	34	72	65	35	2	149

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

IQAC monitors and evaluates the teaching and learning process with the help of various committees in the College in the following ways:

Contribution of IQAC to Teaching and Learning Process:

IQAC holds meetings with the departmental heads and prepares Academic calendar for the Year according to which lectures, examinations, co-curricular and extra-curricular activities of the institution are conducted.

Monitoring of Teaching and Learning Process:

IQAC closely monitors the teaching, learning and evaluation processes of various departments and co-curricular and extra-curricular activities and ensures that and each activity progresses as per the Academic Calendar and rules and regulations laid down by the University and the Government of Maharashtra from time to time. Deviations, if any, are identified and corrective measures are suggested to ensure effective implementation of the teaching learning process in the Institution.

The lecture plans and daily diaries of the teachers are authenticated by the Departmental Heads and checked by the IQAC Committee on regular basis to ensure effective implementation of the teaching learning processes.

The Heads of the Departments also monitor the lectures of teachers in their departments and give them feedback about improvement in teaching learning processes.

Evaluation of Teaching and Learning Process:

Before the end of the each Academic Year, the IQAC Committee takes feedback from students on the following aspects:

(1) Teaching Quality of Teachers

(2) Course Contents of Newly Revised Subjects

The feedback received from students on teachers' teaching quality are kept in strict confidence and are forwarded to the Departmental Heads who identify the areas of improvement in teaching-learning process of each teacher and give him feedback and suggestions on individual basis.

Regular feedbacks are also sought from students through suggestion boxes installed in the library and outside the college office.

Informal feedback is also taken from various stakeholders such as parents, alumni and members of society in the surrounding.

2.13 Initiatives undertaken towards faculty development: (Appendix.14)

Faculty/Staff Development Programmes	Number of faculty benefitted
Refresher courses	4
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	2
Faculty exchange programme	2
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	5

2.14 Details of Administrative and Technical staff: (Appendix – 15)

Category	Number			
	Sanctioned Posts	Positions Filled Permanently	Positions Filled Temporarily	Vacant Positions
Administrative Staff	22	8	Nil	14
Technical Staff	58	34	Nil	24

Criterion – III Research, Consultancy and Extension

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

(1) IQAC informs the members of teaching staff about the dates of applying for Minor and Major Research Projects of UGC, ICSSR and other funding bodies.

(2) IQAC conducts workshops and talks of Joint Director nominees and Vice-chancellor nominees for various placement committees to sensitise teaching faculty about API and its significance.

(3) IQAC in association with the Research Committee scrutinises the research proposals submitted for external funding and gives suggestions for improvements.

(4) IQAC and the Research Committee forwards minor and major research projects of teaching faculties with their recommendations for external funding.

(5) IQAC also ensures that the teaching faculties who have not completed their Ph.D. should register for the same and complete it within the stipulated time limit.

(6) IQAC also assists teachers in availing the benefit of Faculty Improvement Programme (FIP) of the UGC for completing Ph.D. research work.

3.2 Details regarding Major Research Projects: (Appendix.16.a)

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	Nil	Nil
Outlay in Rs. Lakhs	4,62,500	3,36,500	Nil	Nil

3.3 Details regarding Minor Research Projects: (Appendix.16.b)

	Completed	Ongoing	Sanctioned	Submitted
Number	2	Nil	Nil	2
Outlay in Rs. Lakhs	1,25,000	Nil	Nil	N.A.

3.4 Details on Research Publications: (Appendix.17)

	International	National	Others
Peer Review Journals	20	4	-
Non-Peer Review Journals	2	17	-
e-Journals	15	Nil	-
Conference proceedings	8	2	-

3.5 Details on Impact factor of publications:

Range	0.847-4.856	Average	2.8515	h-index	-	Nos. in SCOPUS	-

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

(Appendix.16)

	Completed	Ongoing	Sanctioned	Submitted
Major Projects	4,62,500	3,36,500	Nil	N.A.
Minor Projects	1,00,000	Nil	Nil	N.A.
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/College	25,000	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	5,87,500	3,36,500	Nil	Nil

3.7 No. of Books Published: **(Appendix.18)**

With ISBN No.	16
Without ISBN No.	6
Chapters in Edited Books	12

3.8 No. of University Departments Receiving Funds from:

UGC-SAP	N.A.
CAS	N.A.
DST-FIST	N.A.
DPE	N.A.
DBT Scheme/funds	N.A.

N.A. = Not applicable.

3.9 For Colleges:

Autonomy	Nil

CPE	Nil
DBT Star Scheme	Nil
INSPIRE	Nil
CE	Nil
Any Other (specify)	Nil

3.10 Revenue Generated through Consultancy: Being a government college, teachers are not permitted to undertake any revenue generating work apart from their official duties. However, the college teachers provide honorary services as under:

Name of the Faculty	Nature of Consultancy	Revenue
Dr. Manisha Kulkarni Department of Zoology	Head of Dissection Committee, Mithibai College Member, Consortium Excursions at the University Level Member, MOU between BARC and University of Mumbai	Honorary
Dr. Khushpat S. Jain Department of Commerce	Research Consultancy and Data Analysis	Honorary
Dr. A.S. Luhar Department of Commerce	API Calculation and Scrutiny Organising National Level Talks at DTSS College Honorary Consultancy to Nissan Copper Ltd on labour issues	Honorary
Dr. M. A. Siddiqui Department of Persian	Translator for Persian, Urdu and Mazkurat nominated by the Government of Maharashtra since 2005 as per GR. No. LNG-1003/1733/A.No.8/2004/20B dated 23rd March 2005)	Honorary
Dr. M. M. Sagdeo Department of Statistics	Data Analysis and Data Interpretation using R Software	Honorary

3.11 No. of Conferences organised by the Institution: (Appendix.19)

Level	International	National	State	University	College
Number	1	Nil	1	5	1
Sponsoring Agencies	College Fund	College Fund	College Fund	College Fund	College Fund

3.12 No. of Faculty served as Experts, Chairpersons or Resource Persons: (Appendix.20)   11

3.13 No. of Collaborations: (Appendix.21)

International	1
National	4
Any other	Nil

3.14 No. of linkages created during this year: (Appendix.21)   1

3.15 Total budget for research for current year in lakhs: (Appendix.16)

From Funding agency	8,99,000
From Management of University/College	25,000
Total	9,24,000

3.16 No. of Patents: (Appendix.22)

Type of Patent		Number
National	Applied	2
	Granted	4
International	Applied	Nil
	Granted	Nil
Commercialilsed	Applied	Nil
	Granted	Nil

3.17 **No. of Research Awards/Recognitions Received by Faculty and Research Fellows of the Institute during the Year: (Appendix.23)**

Total	International	National	State	University	District	College
4	Nil	1	3	Nil	Nil	Nil

3.18 No. of Faculty from the Institution: (Appendix.24)

Ph. D. Guides:	13
Students Registered for Ph.D.:	36

3.19 No. of Ph.D. awarded by Faculty: (Appendix.24)   6

3.20 No. of Research Scholars receiving the Fellowships (Newly Enrolled + Existing) (Appendix.24.b)

JRF	1	SRF	Nil	Project Fellows	Nil	Any other	Nil

3.21 No. of students Participated in NSS events: (Appendix.25.a)

University level	128	State level	Nil
National level	Nil	International level	Nil

3.22 No. of Awards won in NSS: (Appendix.25.a)

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.23 No. of students participated in NCC events: (Appendix.25.b)

University level	64	State level	7
National level	16	International level	Nil

3.24 No. of Awards won in NCC: (Appendix.25.b)

University level	6	State level	3
National level	8	International level	Nil

3.25 No. of Extension activities organized (Appendix.25.c):

University Forum	8	College Forum	3
NCC	6	NSS	4
DLLE	5		

3.26 Major Activities during the Year in the Sphere of Extension Activities and Institutional Social Responsibility:

Major Extensions Activities by Students:

Sr. No.	Event	Organising Authority	No. Students Participated	Date
1.	Senior Citizen Programme (At Churchgate, Mumbai)	NSS Unit, Mumbai University and Police Dept. Mumbai	25	1 Dec. 2014
2.	Monthly Energy Audit of 25 houses in Jogeshwari(E)Area	NSS Unit, University of Mumbai, Mumbai	26	Jun. 2014 -Jan.2015

Sr. No.	Event	Organising Authority	No. Students Participated	Date
3.	Campaign against Drug Abuse at Mumbai University	DCP of Mumbai Police, Mumbai	25	06 Jan. 2015
4.	Poster Making at UDAAN Festival	DLLE Unit, University of Mumbai	20	2014-15
5.	Yuva Divas at Kaliana University	NCC Unit, University of Mumbai	14	12 Jan. 2014
6.	Maha Surya Kumbh (Solar Energy Project)	Keshav Shrushti Foundation, Mumbai	20	15 Jan 2015
7.	Independence Day Celebration	NSS Unit, Ismail Yusuf College of Arts, Science & Commerce	45	15 Aug.2014
8.	Swaccha Bharat Abhiyan (College Campus Cleaning)	NSS Unit, Ismail Yusuf College of Arts, Science & Commerce	42	12-14 Aug 2014
9.	Republic Day Celebration (At College Campus)	NSS Unit, Ismail Yusuf College of Arts, Science & Commerce	50	26 Jan. 2015
10.	Tree Plantation Drive	NCC Unit, Ismail Yusuf College of Arts, Science & Commerce	45	5th Sept. 2014
11.	NCC Day Celebration	NCC Unit, Ismail Yusuf College of Arts, Science & Commerce	48	26 Nov. 2014
12.	Naval Day Celebration	NCC Unit, Ismail Yusuf College of Arts, Science & Commerce	3	25 Nov. 2014
13.	Participation in Skit and Poster making at "UDAAN"	DLLE Unit, University of Mumbai	14	2014-15
`14.	Seminar on Career Planning by Mr. V.C. Sharma	DLLE Unit, Ismail Yusuf College of Arts, Science & Commerce	45	2014-15

Major Institutional Social Responsibility Activities by Students:

Sr. No.	Event	Organising Authority	No. Students Participated	Date
1.	Survey of Status of Women in Jogeshwari Area, Mumbai	DLLE Unit, Ismail Yusuf College of Arts, Science & Commerce	16	2014-15
2.	Swaccha Bharat Abhiyan (At Mumbai University)	NSS Unit, Mumbai University, Mumbai	22	22 Oct. 2014

3.	Campaign for Women Empowerment	Akshara Foundation, NGO, Mumbai	50	2 Feb. 2015
4.	Cleanliness Drive at Juhu Beach	Akshara Foundation, NGO, Mumbai	35	10 Sept. 2014
5.	AIDS Awareness Rally	Mumbai District Aids Control Society, Mumbai	20	15 Nov. 2014
6.	Cleanliness Drive (Shamimulla Chawl & Ramwadi)	NSS Unit, Ismail Yusuf College of Arts, Science & Commerce	35	3-5 Feb. 2015
7.	Blood Donation Drive	NCC Unit, Ismail Yusuf College of Arts, Science & Commerce	20	10th Dec. 2014

Criterion – IV Infrastructure and Learning Resources

4.1 Details of Increase in Infrastructure Facilities:

Facilities	Existing	Newly Created	Total	Source of Fund
Campus area	54 Acres	-	54 Acres	-
Class rooms	37	-	37	-
Laboratories	15	-	15	-
Seminar Halls	1	-	1	-
No. of Equipments Purchased (≥ 1 lakh) during the current year: (Appendix.26)	11	-	11	DPDC
Value of Equipment Purchased during the year (Rs. in Lakhs) (Appendix.26)	73,94,372	2,79,486	76,73,858	DPDC
Others	-	-	-	

4.2 Computerization of Administration and Library:

(1) The administration of the College is fully computerised with all notices, pay bills, and records are being maintained on computers.

(2) The College has Digital Notice Boards installed in the main building, library hall, science building and Gymkhana for displaying notices for the students.

(3) The grievances of the students pertaining to Admissions are received online through webmail – info@ismailyusufcollege.com.

(4) Admissions to all classes in the College are fully computerised and are handled by customised software package titled e-Pravesh.

(5) The Examination Results of First Year and Second Year Examinations are processed in-house through "IT'S THE MASTER'S SOFTWARE".

(6) All the members of teaching staff and non-teaching staff have qualified Maharashtra State Certificate Courses in Information Technology (MSCIT).

(7) The library is fully computerised and makes use of SOUL software. There is a Computer Resource Centre in the library for the free access of internet services by the students.

4.3 Library Services:

	Existing		Newly added		Total	
	No.	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	N.A.	N.A.	606	83365	N.A.	N.A.
Reference Books	N.A.	N.A.	795	473898	N.A.	N.A.
TOTAL BOOKS	**72033**	**N.A.**	**1401**	**557263**	**73434**	**N.A.**
e-Books	90000+	5000	--	--	90000+	5000
Journals	15	16439	45	198388	60	214827
e-Journals	6000+	5000	--	--	6000+	5000
Digital Database	01	5000	--	--	01	5000
CD & Video	25	N.A.	71	N.A.	96	N.A.
Others (Microfilm Reels)	05	N.A.	--	--	05	N.A.

4.4 Technology Upgradation (overall):

	Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	191	3	191	1	3	3	20	-
Added	2	-	2	-	-	-	-	-
Total	193	3	193	1	3	3	20	-

4.5 **Computer, Internet Access, Training to Teachers and Students and Any other Programme for Technology Upgradation (Networking, e-Governance etc.)**

(1) All the members of the teaching staff are well-versed with computer and have qualified the MS-CIT Examination (Maharashtra State Certificate Course in Information Technology) conducted by the Maharashtra Knowledge Commission Ltd. (MKCL).

(2) All Head of the Departments have been provided with personal laptops so that they can make use of computer technology for their research work and imparting instructions to the students during lecture hour.

(3) All the members of the non-teaching staff are well-versed with computers and most of the office records such as notices, circulars, pay bills, admission data, examination records, budgets, etc. are generated through computers. All office transactions are fully automated.

(4) The college offers Computer Systems and Applications as an optional subject to the students of T.Y.B.Com. to give them training in computer systems and applications and computer programming. A large number of students at T.Y.B.Com. examinations opt for this subject.

(5) Considering the increasing demand for computer education, the College proposed a B.Sc. programme in Computer Science which was sanctioned by the University of Mumbai and the Government of Maharashtra from the A.Y. 2007-2008 on self-finance basis.

(6) Two fully air-conditioned labs have been constructed in the New Science Building for the Computer Science Students. These laboratories have 53 computers all connected to the Internet facility. The computers have also been connected to printer through networking.

(7) Both these computer labs have ceiling mounted Over-head projectors. All lecturers make use of power-point presentations for imparting instructions the students of Computer Science.

(8) A separate fully air-conditioned computer lab was constructed in the Main Building for T.Y.B.Com. Computer Systems and Applications students. The computer lab has 35 computers with internet facility. All the computers are connected to the printers.

(9) The Computer lab has ceiling mounted Over-head Projector which is used for imparting instructions to the students of T.Y.B.Com Computer Systems and Applications subject.

(10) The students of Computer Science can access these computers and internet during college hours. The labs are also open to other students after the completion of the lectures of the students of computer science.

(11) An independent State-of-art Fully Air-conditioned Computer Resource Centre was constructed in library with a facility 12 computers and internet facility for students. The students of all classes can access these facilities during library hour.

4.6 Amount spent on Maintenance (in lakhs): (Appendix – 27)

Sr. No.		Amount (Rs.)	Amount (Rs.)
1.	**ICT**		Rs. 1.35
2.	**Campus Infrastructure and facilities**		-
3.	**Equipments**		Rs. 4.89
4.	**Others**		-
	Total		Rs. 6.24

Criterion – V Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

IQAC takes active part in planning and implementation of activities of various College Level Societies and Association involved in Students Support and Progression Services such as:

(1) National Social Service Scheme (NSS).

(2) National Cadet Corps (NCC).

(3) Department of Life Long Learning and Education (DLLE).

(4) Women Development Cell.

(5) Hindi Sahitya Mandal.

(6) Marathi Vagamaya Mandal.

(7) Gujarati Sahitya Mandal.

(8) Botanica Club.

(9) Ornithology Club.

(10) Nature Club.

(11) History Association.

(12) Commerce Association

5.2 Efforts made by the institution for tracking the progression:

IQAC acts as a coordinating agency for various curricular, co-curricular and extra-curricular activities in the College. It tracks the progression in the following ways:

(1) Ensuring that the Academic Calendar formulated at the beginning of the year is followed by all teachers, departments and office staff.

(2) Deviations, if any are reported to the Principal, and adjustment is brought about through mutual consultations of teachers, departments and committees involved.

(3) IQAC collects the reports of all major activities of departments and various Societies and Associations and files them for record.

(4) IQAC seeks feedback from students on teachers' quality and syllabus contents, as and when syllabus is revised, and forwards them to the Heads of the Departments.

(5) Finally, IQAC ensures that the goal of quality in every aspect and activity of the College is achieved through joint endevours.

5.3

(a) Total Number of Students: (Appendix – 28)

UG			PG			Ph.D.			Others		
M	**F**	**T**	**M**	**F**	**T**	**M**	**F**	**T**	**M**	**F**	**T**
1299	**1094**	**2393**	**31**	**18**	**49**	**13**	**7**	**20**	-	-	-

(b) No. of Students outside the State: **App. 12%**

(c) No. of International Students:

Men		Women	
Number	**%**	**Number**	**%**
Nil	Nil	Nil	Nil

A.Y. 2013-14						A.Y. 2014-15 (Appendix – 27)					
Open	**SC**	**ST**	**OBC**	**PwD**	**Total**	**Open**	**SC**	**ST**	**OBC**	**PwD**	**Total**
2316	**200**	**22**	**172**	**0**	**2540**	**2082**	**207**	**9**	**163**	**1**	**2462**

Demand Ratio:

Arts Faculty   Approximately 1.00

Science Faculty   Approximately 1.25

Commerce Faculty: Approximately 2.40

Dropout Rate: App. Less than 10%

5.4 Details of Student Support Mechanism for Coaching for Competitive Examinations, if any:

The College has a functional IAS Coaching Centre for students belonging to SC, ST, OBC and Minority category. The Centre has been developed from the UGC grant of Rs. 2,00,000 received during XIth Plan (2007-2012).

Prof.-in charge: Dr. R. R. Kalesh

Year	No. of students benefitted
2014-15	52

5.5 No. of students qualified in these examinations:

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

5.6 Details of student counselling and career guidance:

Date	Events	No. of Students Participated	No. of Students Benefitted
20 Feb. 2015	Dr. Somnath Vibhute, Faulty, Department of Economics, G.G. College, Vasai	111	111
21 Feb. 2015	Dr. Hiresh Luhar, Chief Financial Office, NISSAN Copper Ltd., Mumbai	82	82

5.7 Details of Campus Placement: (Appendix – 29)

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
14	186	39	Nil

5.8 Details of Gender Sensitization Programmes:

Prof.-in-charge: Dr. M.M. Sagdeo

Date	Programme	No. of Students Participated
Dec. 2014	The Women Development Cell of the college organised Essay Competition on Gender Issues such as Domestic Violence, Female Infanticide, Widow Remarriage, Women's Right to Property, etc. in Marathi, Hindi and Gujarati. The three best Essays were awarded prizes.	48
Jan. 2015	A Clinical Research Company named "Claims" organised a One Day Workshop on "Skin and Hair Care" for female students. The training staff of the company organised workshop and performed free clinical research of skin and hair for female students. They also gave various tips to students for taking care of their hair and skin.	150

5.9 Students Activities:

5.9.1 No. of Students Participated in Sports, Games and other Events:

	University Level	State Level	National Level	International Level
Sports	120	2	Nil	Nil
Cultural Events	15	15	Nil	10

5.9.2 No. of Medals/Awards won by students in Sports, Games and other events:

	University Level	State Level	National Level	International Level
Sports	2 – 4th Positions 1 – 7th Position 1 – 8th Position	1 Silver	Nil	Nil
Cultural Events	Nil	4	2	1

5.10 Scholarships and Financial Support: (Appendix – 30)

	Number of Students	Amount
Financial support from institution:	Nil	Nil
Financial support from government:	In-process	In-process
Financial support from other sources:	35	22891
Number of students who received International/ National recognitions:	3	-

5.11 Student Organised/Initiatives: (Appendix – 31)

	State/ University Level	National Level	International Level
Fairs	2	Nil	Nil
Exhibition:	1	Nil	Nil

5.12 No. of social initiatives undertaken by the students: (Refer to 3.26)   7

5.13 Major grievances of students (if any) redressed: Nil

The College has functional Grievance Cell for resolving the grievances of students, non-teaching staff and teaching staff. There were no major grievances during the year.

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution.

Vision:

"We at Ismail Yusuf endevour to nurture young minds with new vision, clarity of thoughts and goals of life by imparting quality and value-based education for the purpose of rendering unique products to serve and then lead the society and bring perfection in entirety which projects our vision."

Mission:

(1) *To adhere and further the educational goals enshrined in the Maharashtra Universities Act, 1994.*

(2) *To cater to the educational needs of all classes of society, especially the economically and socially underprivileged classes and students with special needs.*

(3) *To preserve and promote the rich heritage of variety of Indian and foreign languages and the vast Indian literature.*

(4) *To develop the Centres of Research and Extension activities in all disciplines and to contribute towards the nation's development.*

(5) *To elevate the educational, ethical and moral standards of students and teachers to create a centre of excellence in higher education in the nation.*

6.2 Does the Institution have a management Information System (MIS)?

The College has a Central Management Information System which is housed in the Server Room on the Ground Floor of the Main Building and is administered by the Committee head by the Principal.

Administrative Procedures including Finance:
- All administrative functions are computerized and stored in the MIS Centre.

Students Admission:
- Admissions of students have been partially computerized and data pertaining to admissions are stored in MIS Centre.

Students Record:
- Students records are stored in MIS centre.

Evaluation and Examination Procedure:
- The College has its own software for processing and storage of examination data.

Others:
- The College makes extensive use of computers and Central Data storage facility in its administrative and financial activities.

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

6.3.1 Curriculum Development:

The College strictly follows the curriculum developed by the Board of Studies of respective subjects at the University of Mumbai. The College faculties take active part in curriculum development in the following ways:

(1) A number of members of the teaching staff of the College are the members of the Board of Studies (BoS) and Faculties not only in the University of Mumbai but also many other universities across the State.

(2) The members of teaching staff have also work as Chairpersons and Members of Syllabus Framing and Revisions Committee of a number of Subjects at the University of Mumbai and other universities in the State.

(3) The members of teaching faculty also take active part in the workshops organised by the Board of Studies in respective subjects prior to the introduction of the New Syllabus or Examination Reforms and also after their implementations.

6.3.2 Teaching and Learning

The Teaching Learning process is well planned, implemented and monitored throughout the year by the Principal, Departmental Heads, IQAC Heads and the Management in the following manner:

(1) **Opening Meeting:** The Principle convenes a Staff Meeting on the first working day to outline the Curricular and Extra Curricular Activities of the College. She/he also instructs the Academic Heads to prepare an Academic Calendar.

(2) **Departmental Meetings:** The Head of the Department hold a meeting of the faculty members to discuss the contents of the Syllabus and formulate the Action plan for its effective implementation.

(3) **Lecture Plans:** The individual teachers from each Department frame a Lecture Plan for each topic in consultation with each other and submit it to the Head of the Department for approval.

(4) **Planning for Innovative Teachings Techniques:** The teachers plan various innovative techniques at their individual levels to supplement class room teaching in the following ways:

- Use of LCD Projector
- Use of ICT in Teaching
- Lecture Plan and Daily Diary

- Use of Library

- Educational Tours and Industrial Visits

- Expert Lecture Series

- Exhibition

- Writing and Communication Skills in Languages

(5) **Continuous Monitoring the Progress of Students:** The progress of the students is continuously monitored through attendance in class, class participation, class tests and home assignments.

(6) **Monitoring of Lectures by Head:** The lectures of the individual teachers are closely monitored by the Head of the Department and accordingly a feedback is given to teacher for improvement.

(7) **Completion Report and Question Bank:** On completion of the Syllabus, teachers submit a completion report to the Head of the Department along with a question bank. A departmental meeting is convened to discuss question paper pattern.

(8) **Discussion of Question Bank and Guidelines for Question Paper:** The teachers discuss the question bank in the class rooms and give necessary guidelines to students regarding how to answer questions.

6.3.3 Examination and Evaluation

The University of Mumbai introduced the Credit-based Semester and Grading System (CBSGS) from the Academic Year 2011-2012 which was revised in the A.Y. 2012-2013. Under CBSGS, the performance of the learners is evaluated in two components:

- Internal Assessment with 25% marks by way of continuous evaluation, and

- Semester End Examination with 75% marks.

The University has adopted the following quality improvement initiatives in examinations and evaluation:

(1) Continuous evaluation under CBSGS.

(2) Online Transmission of Question Papers.

(3) Bar Coding of Answer Books.

(4) Decentralised CAP Centres.

(5) Double Valuation.

6.3.4 Research and Development

The College has constituted a Research Committee which undertakes the following activities:

(1) To hold workshops and seminars for the promotion of research activities.

(2) To encourage teachers to register for Ph.D.

(3) To assist teachers in securing Faculty Improvement Programme (FIP).

(4) To provide information on major research and minor research projects of the UGC.

(5) To provide information on minor research projects of the University of Mumbai.

(6) To provide all types of assistance to teachers in submitting the proposals for MRPs.

(7) To help teachers in submitting the accounts of MRP.

(8) To encourage teachers to write research papers and help them to publish in journals.

The institution has taken the following measures for the smooth progress and implementation of research schemes/projects:

(1) Autonomy to the Principal Investigator.

(2) Timely availability or release of financial resources.

(3) Provision of physical infrastructure and human resource for research.

(4) Provision of computers, statistical tools and internet facility.

(5) Provision of library, books and journals.

(6) Time-off, reduced teaching workload and special study leave.

(7) Facilitating timely audit and submission of utilisation certificate.

6.3.5 Library, ICT and physical infrastructure/instrumentation:

The College library has a good store of books, journals, audio-visuals and reference books. The library area is spread over 7500 sq. feet, which includes reading room for boys and girls, library stack room and computer resource centre for students.

The whole college campus is connected to internet through optic fibre network. All computers in the college have been provided with internet facility.

The Chemistry lab, Botany lab and Physics lab provide instruments required for conducting research and therefore have approved research centres for Ph.D.

6.3.6 Human Resource Management:

All appointments to the teaching posts are made by the Government of Maharashtra only on the

recommendation of the Maharashtra Public Services Commission (MPSC). The MPSC is an autonomous government body that recommends names of candidates for teaching post who qualify a written examination and interview.

The Government of Maharashtra has formulated State Training Programmes which makes mandatory for each Teacher to undergo rigorous training as under:

- Orientation Training (42 days) for new appointees.
- Refresher Training (5 days at an interval of 7 years of services, maximum 4 times)
- Induction training (As per need)

All teachers are subject to Self-appraisal System laid down by the Government of Maharashtra. The Head of the Institution gives his remarks on appraisals and forwards them to the Director for Higher Education, MS, Pune. The remarks of the Head of the Institution are confidential in nature. The Director of the Higher Education, MS, Pune, further puts his remarks on the Self-appraisal of the teacher and forwards them to the Government of Maharashtra for record. These reports are taken into consideration for all purposes such as transfers, placement, career advancement, promotion, giving additional charge, etc. In order to bring about transparency in the process of self-appraisal, the teachers are given a copy of the Self-appraisal report along with the remarks of the Head of the Institution and the Director, Higher Education, Pune, after the whole process of the appraisal is completed and reports are filed with the Government of Maharashtra.

The teachers are given all other benefits such as promotion and placement and other financial benefits as per the UGC norms. In addition to that, the teachers are also eligible for loans at concessional rates for purchasing computers, vehicles and house.

6.3.7 Faculty and Staff recruitment:

All appointments to the teaching posts are made by the Government of Maharashtra only on the recommendation of the Maharashtra Public Services Commission (MPSC). The teaching staff of the Degree College enjoys the status of Class – I Gazetted Officers. The recruitments of the non-teaching staff is done by the Joint Director, Higher Education, through entrance test followed by interview.

6.3.8 Industry Interaction/Collaboration:

The Departments of Zoology and Botany organize nature trails and industrial visits to the places of interest to enhance learning experience of the students.

The Counseling and Placement Cell of the College organizes lectures on career guidance whereby experts from industry are invited to guide students about various employments opportunities in their respective industry and the requisite skills and qualifications for it.

6.3.9 Admission of Students:

Admissions for all courses in the College are purely done as per the guidelines issued by the University of Mumbai and the Government of Maharashtra from time to time.

The college receives at least three to four times more applications than its intake capacity for the Commerce and Science stream.

The College practices a fair means of admissions and does not deprive any student from getting admission to the course based on religion, caste, community, gender etc. No seats are reserved for management quota. All admissions are done on the merit basis. The college does not offer seats to any programme on the basis of donations/ recommendations.

The college has an inclusive admission policy catering to diverse students' groups with the following reservation as stipulated by the Act:
   (1) 13% for SC,
   (2) 10% for ST,
   (3) 26% for OBC (non-creamy layer), and
   (4) 3% for special category that includes Persons with Disabilities (PwDs), children of parents who have been transferred from other places, students from cultural background or sports background, etc.

Since the Academic Year 2014-15, the College has introduced the system of Online Admission whereby the students can fill up admission forms 24X7 from anywhere and the data base so created helps in speedy and smooth implementation of the admission process.

6.4 Welfare schemes for:

Teaching Staff:	(1) Interest free loan for buying computers/laptops and printers.
	(2) Housing loan and vehicle loans at a concessional rate of interest.
	(3) Government residential quarters at Bandra, Worli and Churchgate.
	(4) Leave travel allowance, group insurance benefits, maternity leave, reimbursement of medical bills for family, etc.

	(5) Grants for visiting foreign universities for paper presentation in conferences and seminars.
	(6) All other benefits of casual leaves, provided funds, pension, gratuity, etc. as per the government norms.
Non-teaching Staff:	(1) Interest free loan for buying computers/laptops and printers.
	(2) Housing loan and vehicle loans at a concessional rate of interest.
	(3) Government residential quarters at Bandra.
	(4) Leave travel allowance, group insurance benefits, maternity leave, reimbursement of medical bills for family, etc.
	(5) All other benefits of casual leave, provided funds, pension, gratuity, group insurance scheme, etc. as per the government norms.
Students:	(1) All students are eligible for the Group Insurance Scheme.
	(2) There are special cells for the welfare of underprivileged students and students with special needs.
	(3) All eligible students are given freeships and scholarships as per the Government norms.
	(4) The institutions has well-equipped gymnasium and indoor and outdoor sports facilities for their physical developments.
	(5) Economically weaker students are given a facility of paying fess in instalments.
	(6) Slow learners are given special attention through Remedial coaching and Mentoring system.
	(7) Students suggestions are tapped through suggestions box scheme and their grievances are redressed through grievances redressal mechanism.

6.5 Total Corpus Fund Generated:

Being a government institution, there is no provision of corpus funds. The Principal of the College has Principal's Ledger Account (PLA) at his/her disposal which is the main source of funding for the College. Apart from it, the College receives grants from the District Planning and Development Councils (DPDC), University Grants Commission (UGC) and the State Government under the State Plans. The grants received by College during the A.Y. 2013-14 are:

Grants received from DPDC	155 Lakh
Grants received under State Plan	9.10 Lakh
Grants received from UGC (XIIth Plan)	Rs. 15,29,500

6.6 Whether annual financial audit has been done: Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inquiry Committee of the University of Mumbai	Yes	Academic Head
Administrative	Yes	Local Inquiry Committee of the University of Mumbai	Yes	Registrar

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

   (1) **For UG Programmes**   No

   (2) **For PG Programmes**   No

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

The University of Mumbai introduced the Credit-based Semester and Grading System (CBSGS) from the Academic Year 2011-2012 which was revised in the A.Y. 2012-2013. Under CBSGS, the performance of the learners is evaluated in two components:

   (1) Internal Assessment with 25% marks by way of continuous evaluation, and

   (2) Semester End Examination with 75% marks.

The University has adopted the following quality improvement initiatives in examinations and evaluation:

   (1) Continuous evaluation under CBSGS.

   (2) Online Transmission of Question Papers.

   (3) Bar Coding of Answer Books.

   (4) Decentralised CAP Centres.

   (5) Double Valuation.

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

The University encourages college to apply for autonomy. As a step in this direction, the College has applied for Cluster College status under the Rashtriya Ucchattar Shikshan Abhiyan (RUSA).

6.11 Activities and support from the Alumni Association:

The College has an active Past Students' Forum (PSF) which is registered under the Society's Registration Act as well as the Trust Registration Act.

- The Society Registration No. of the PSF is 1086/94.
- The Trust Registration Number of the PSF is F18910/97.

The PSF organizes get together of its members on the occasion of 15th August and 26th January every year in the College premises. The members take active part in the Flag hoisting ceremony and Republic Day Parade. The members of the PSF actively participate in the meetings of IQAC and college day celebration. Being a government institute, the College does not avail any financial assistance from the PSF.

Date	Events	No. of Alumni Participated
15th August 2014	PSF Meet	122
26th January 2015	PSF Meet	98

The PSF Meet is organised in the College Auditorium after the conclusion of Flag Hoisting Ceremony. The members of the PSF share their experiences and provide suggestions for the improvement of functioning of the College. Some of them also conduct special lectures for Students as per their convenience.

The College developed its "e-Alumni" portal for preparing a database of alumni of the College which is linked to the College website. The portal was launched in the A.Y. 2014-15. The "e-Alumni" portal helps college to maintain and manage database of its alumni and tap them for the development of the College.

6.12 Activities and support from the Parent – Teacher Association (PTA):

The College has active Parents-Teacher Association (PTA) which meets regularly on the occasions like:

(1) PTA Meetings (twice in a year)

(2) Annual Prize Distribution Function.

The Parents-teachers Meets are organised once during each Semester to improve attendance in the class and understand the problems faced by students. On the occasion of PTA Meets, the parents are given an opportunity to share their views and opinions and make suggestions for bringing about improvements in the teaching-learning process and infrastructure in the College.

Parents of students who secure highest marks in different subjects or who secure place in the Merit List of the University are invited on the occasion of the Annual Prize Distribution function. The occasion provides an opportunity to parents to interact with teachers and the Principal on various issues pertaining to the progress of the students.

Date	Events	No. of Parents Participated		
		Arts	Science	Commerce
2014-15	Parents-teachers Meet	138	212	250

6.13 Development programmes for support staff:

(1) All the members of the Support Staff have qualified Maharashtra State Certificate Course in Information Technology (MSCIT).

(2) The Support Staff has to undergo periodical training programmes organised by the Maharashtra State Council for Educational Research and Training (MSCERT)

Details of Support Staff Training:

Name of Non-teaching Staff Member	Training Organised by	Duration of Training	Period
Shri Sanjay Shinde	Maharashtra State Council for Educational Research and Training (MSCERT)	1 Month	4th Aug. 2014 to 3 Sept. 2014
Smt. Supriya Namaye	Maharashtra State Council for Educational Research and Training (MSCERT)	1 Month	4th Au. 2014 to 3 Sept. 2014

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

(1) The College campus is situated over an area of 54 acres of land with the College main building situated on a hillock.

(2) The College campus houses varieties of flora and fauna as the green patch of I. Y. College is situated in the heart of the city.

(3) The NSS, NCC and Women Development Cell of the College jointly undertake Tree Plantation Drive every year in the College campus.

(4) The NSS and NCC units jointly conduct Cleanliness Drive in the College campus to keep campus clean and green.

(5) Solar lamps have been installed in the campus to save consumption of electricity. The College hostel is provided with solar water heater.

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. Give details.

The progress and forward march of grear civilizations down the ages has largely been as a result of Innovations, put into practice to satisfy needs that arose from time to time. Ismail Yusuf College, having realized this early on, has been encouraging innovative practices at all levels of the institution so as to have an all round and balanced growth on all fronts. The College has introduced the following innovations which have positive impact on the functioning of the institution:

(1) **Teaching-Learning:** The institution practices Mentoring System, Remedial Coaching and ICT based Teaching in selected course to promote quality in teaching-learning process.

(2) **Evaluation Process:** The institution practices Masking and Coding of Answer Books to promote transparency in evaluation process. The College has its own Software for internal processing of results.

(3) **Admission Process:** The admission process of the College is fully computerised and is processed through its self-developed module "e-Pravesh".

(4) **Vermi-composting:** The Department of Botany has initatied vermin-composting project at the college level to promote use of organic manure for environmental conservation.

(5) **Solar Lamp Posts:** The college has installed solar lamp posts to reduce energy consumption and promote environmental conciousness.

(6) **Research Committee:** The College has set up a Research Committee to promote research culutre among teachers and students.

(7) **Digital Notice Boards:** The College has installed Digital Notice Boards in the Main Building, Science Building and Gymkhana to reduce use of papers and effective transmission of notices to the students.

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

Plan of Action	Action Taken Report
(1) Working on the recommendations made by Peer Team Committee.	(1) Most of the recommendations of the Peer Team Committee were fulfilled.
(2) Initiating submission of AQAR of previous years.	(2) The process of data collection for preparing AQAR began.
(3) Constituting committees for reaccreditation.	(3) Seven committees were formed to work on different criteria of SSR.
(4) Initiating reforms in examination and evaluation system.	(4) In-house processing of results, masking and coding of answer books, etc.

(5) Encouraging use of technology in admissions and evaluation.	(5) Online admission module was developed and launched.
(6) Promoting research culture among teachers.	(6) Teachers were encouraged to complete Ph.D. and apply for MRP.
(7) Encouraging teachers to organise seminars, workshops and conference.	(7) Proposals have been prepared for organisnig seminars and workshops.

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

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

    (1) Vermi Composting

    (2) Online Admission Module.

7.4 Contribution to environmental awareness/protection.

    (1) The NSS, NCC and Women Development Cell of the College jointly undertake Tree Plantation Drive every year in the College campus.

    (2) The NSS and NCC units jointly conduct cleanliness drive in the College campus to keep campus clean and green.

    (3) Solar lamps have been installed in the campus to save consumption of electricity. The College hostel is provided with solar water heater.

    (4) The Department of Botany undertakes Vermi Composting projects at the College level to promote usage of organic manure.

7.5 Whether environmental audit was conducted?

Yes, the Environmental Audit of the College has been conducted jointly by the Heads of the Department of Botany and Department of Zoology.

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

STRENGHTS (S):

    1.   The biggest strength of the College is a huge 54 acres of land area which is a rare asset for any institution in a city like Mumbai. The lush-green and serene environment, its bio-diversity and rare flora and fauna provide a large natural environment for scientific research.

    2.   Courses in all streams Arts, Science and Commerce at all three levels, undergraduate, post-graduate and research level provide tremendous potential for academic development.

3. Well-equipped laboratories for experimentation and research in all disciplines *viz.*, Chemistry, Physics, Zoology, Botany, Bio-technology, Mathematics and Statistics offer an ideal opportunity for further extension.

4. One of the very few institutes in Mumbai that provide facility of learning a number of Indian and international languages like Hindi, Marathi, Gujarati, English, Urdu, Persian and Arabic under one roof.

5. Two well-equipped computer laboratories for Science and Commerce students and an independent Computer Resource Centre in library providing free access to all students to Computer and the Internet facility.

6. A library with approximately 80000 books, 50 journals and a facility of audio-visual training, spread of over a large built up area of 7500 sq. feet, providing a reading space to 500 students at a time.

7. The College library is fully automated with online access to details of various books, newspapers and journals available with the library. The library also houses a collection of rare books.

8. A well-equipped Gymkhana building having built up area, approximately 2258.80 sq.m. , providing facility of a well-equipped gymnasium with cardio facility and various indoor games such as table-tennis, chess, carom, etc.

9. A large open ground, approximately 45480 sq.m., providing facilities such as badminton court, volley ball court, basketball court and cricket pitch for students and teachers.

10. The gymkhana department also provides facilities for Stress management workshops, Power yoga workshops, Karate training programmes, Meditation workshops, etc., all by professionals in the field.

11. On campus hostel for boys with a capacity of 140 students is an added advantage for the outstation students. The institute provides boarding facility and mess facility for students at highly subsidized rate.

12. Highly qualified research oriented staff with majority of them possessing research degree and pursuing further research through research papers, research guidance and research projects.

13. A number of research papers and articles of the College faculty have been published in national and international peered reviewed/refereed journals, some of which have high impact factors.

14. The research abilities of teaching staff has been harnessed by a number of research centers in other Universities/Colleges/Institutes for guiding research students in Zoology, Botany, Hindi, Urdu, Persian, Commerce, Accountancy and Political Science.

15. The teaching staff of the College is represented on various academic bodies such as Board of Studies and Faculties of not only Mumbai University but also other universities in the state.

16. The College boasts of two patents granted to Dr. U.B. Kakde, faculty in the Department of Botany and Dr. M.N. Kulkarni, faculty in the Department of Zoology.

17. The College receives grants from the Government of Maharashtra, DPDC and State plans and also from the Central Government's UGC schemes under various heads.

18. The College has a Unit of National Cadet Corps (NCC) for both boys and girls, which imparts training and discipline among enrolled students.

WEAKNESSES:

1. Being government institution, many teaching posts are awaited to be filled by the Maharashtra Public Services Commission (MPSC) and Government of Maharashtra.

2. A number of posts of non-teaching staff are also vacant which puts a heavy burden on the existing staff and results in dependence on the contractual employees or daily wage earners for office work.

3. There is no provision of appointing permanent staff in self-financed courses such as Computer Science and Bio-technology, which affects the quality of teaching and other office work.

4. The natural growth of some courses like Commerce with limited staff sanctioned as per the old staffing pattern and heavy reliance on clock hour teachers poses a challenge to providing quality teaching facilities.

5. Non-availability of qualified CHB teachers due to meager pay hampers the quality of teaching. Also, these teachers do not take active interest in other activities, which put heavy burden on permanent staff.

6. Lack of adequate staff also poses a serious threat to the security of such huge premises, allowing access to many unauthorized entrants and encroachment along the boundary walls.

7. A few government offices housed in the premises make it difficult to stop unauthorized entrants in the premises.

8. Transfer of teaching and non-teaching staff from one government institution to the other in the State/Region destabilizes the smooth functioning of the College.

OPPORTUNITIES (O):

1. The large campus area provides a scope for further expansion of undergraduate and post graduate courses in all disciplines and also research activities.

2. The institution has a potential to flourish into a University as per the provisions of the Rashtriya Uchchatar Shiksha Abhiyan (RUSA) due to its large expanse, qualified faculty and well developed infrastructure.

3.	The institution has the needed facility as well as well qualified and highly research oriented staff whose capabilities can be harnessed to establish research centers in all disciplines.
4.	The institution has the potential to house a number of self-financed courses in collaboration with industries, if the Government grants it academic autonomy.
5.	Hostel facility in campus provides an opportunity for the College to admit outstation and foreign students, thereby providing them ease to pursue their higher studies and research activity.

THREATS (O):

1. The College faces major threats from autonomous institutions to be established in future under the Rashtriya Uchattar Shikshan Abhiyan (RUSA) due to government control and slow policy decisions.

2. A number of private institutions and colleges in the surrounding area with their ability to take quick decisions and respond to the changing higher education system post a threat to the further expansion of the institution in competitive environment.

8. Plans of institution for next year

(1) To strengthen mentoring, attendance and results.

(2) To strengthen career guidance and counselling.

(3) To conduct academic audit.

(4) To enter into MOU with industries and foreign institutions.

(5) To contribute to society through social activities.

(6) To introduce online admission system.

(7) To organise seminars and conferences.

(8) To organise workshops, seminars and conferences.

(9) To complete NAAC reaccreditation process.

Name: Dr. Khushpat S. Jain   *Name: Dr. Pratima S. Jadhav*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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