



Anjuman-I-Islam's

AKBAR PEERBHOY COLLEGE OF COMMERCE & ECONOMICS

Website: www.apcollege.in

AQAR-2015-16



The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2015-16

I. Details of the Institution

1.1 Name of the Institution

Anjuman – I – Islam's
Akbar Peerbhoy College of Commerce & Economic

1.2 Address Line 1

Maulana Shaukatali, Road

Address Line 2

Do-Taki, Grant Road

City/Town

Mumbai

State

Maharashtra

Pin Code

400008

Institution e-mail address

apccecollege@gmail.com
apcc_college@yahoo.co.in

Contact Nos.

022-23074122 / 022-2308405

Name of the Head of the Institution:

Dr. Shaikh Mehmood Hasan

Tel. No. with STD Code:

022-23063587

Mobile:

9820873063

Name of the IQAC Co-ordinator:

Prof. J. Hemanth Kumar

Mobile:

9324553100

IQAC e-mail address:

apciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN10811

OR

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)

NAAC/A&A/Outcome-93/2004/5687 dt.16-2-2004

1.5 Website address:

www:apcollege.in

Web-link of the AQAR:

<http://www.apcollege.in/IQAC/AQAR/apcaqar1516.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	-	Jan 2004	Jan 2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

25/02/2004

1.8 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 11-12 (03/03/2016)
 ii. AQAR 12-13 (03/03/2016)
 iii. AQAR 13-14 (03/03/2016)
 iv. AQAR 14-15 (03/03/2016)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

1.10 Type of Faculty/Programme

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

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

Others (Specify)

BSC (IT) , BSC (CS), BMM, BMS, M.com, Msc(IT)

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

University of Mumbai

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

Autonomy by State/Central Govt. / University

N.A.

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

NA

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

14

2.2 No. of Administrative/Technical staff

2 – Office & 01 Library

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

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

22

2.10 No. of IQAC meetings held

06

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Quality Enhancement for overall improvement

2.14 Significant Activities and contributions made by IQAC

IQAC focus was on completion & submission of Quality Reports & collection of data for compilation of SSR for NAAC Re-accreditation.

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
Conduct meetings at Regular Intervals for speedy submission of Annual Quality reports.	AQAR's submitted for the last five years
Improve upon the Quality of the infrastructural facilities	Massive Infrastructural improvement plans finalized and implemented.

* 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

Academic year focus was on completing the AQAR completion and collecting all the relevant data for compilation of SSR.

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	02		02	
UG	05		04	
PG Diploma	-			-
Advanced Diploma	-			-
Diploma	-			-
Certificate	14		14	
Others	-			
Total	21			
Interdisciplinary	UPSC/MPSC-1			01
Innovative	NCPUL-1			01

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	CBGS0-07
Trimester	
Annual	

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

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

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

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

Syllabus Revision was carried out at different levels by the University.

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

No New Department or center has been started in the last academic year by the College

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19 07	Aided- 19 Unaided-07	02		

2.2 No. of permanent faculty with Ph.D.

07

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
Aided- 19 Unaided-07	02 04							19 07	02 04

2.4 No. of Guest and Visiting faculty and Temporary faculty: 32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	7	12
Presented papers		12	4
Resource Persons			

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

Coaching and counseling is given to the students, Faculty uses Power presentation, overhead projectors in teaching, study visits and tours are arranged to enhance learning in addition to traditional teaching with chalk and talk method.

2.7 Total No. of actual teaching days

during this academic year

180 days

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

Where possible Viva , interview & oral on the subject

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

	01	
--	----	--

2.10 Average percentage of attendance of students

58-75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the programme	Total no. of students appeared	Pass %
T.Y.B.COM	322	45.65
T.Y.B.MS	50	62.00
T.Y.B.M.M	21	71.42
T.Y.B.Sc.(IT)	38	55.26
T.Y.B.S.c.(COMP.SCI)	36	38.09

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

- Feedback of the teachers is taken from students and communicated to them accordingly
- Evaluation of teachers is done by self-appraisal forms filled for API
- Guest lecturers/seminars are initiated for teachers and students
- Principal's meeting with DR and students council students regularly

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	09	08	
Technical Staff	03			

Criterion – III

3. Research, Consultancy and Extension

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

IQAC recommended applying for Minor & Major Research Projects

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings	40	36	

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					
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 From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
		01				

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

The institution has a vibrant National Service scheme NSS Unit which is affianced in large number of activities of social service both at College and community .NSS Unit has been associated with creating rain water harvesting project in Maharashtra Nature Park ,Dharavi,Mumbai.It was appreciated by Mr.Avinash Kubal. Director, Maharashtra Nature Park and Mumbai University.As the college is situated in the area closed to Industry NSS unit has been consistently working for creating awareness about HIV/AIDs in Kamathipura Lane No-13,and Nagpada area.Our volunteers are trained by officials of Mumbai District Aids Control Society for organizing several programmes every year.NSS unit conducts activities like street plays, stigma and discrimination session by UNICEF Trainers like Ms.Ankita Bhoir.Posters,Slogans, visit to ICTC Centre at J.J.Hospital as well as distributing pamphlets giving information about the STDs and HIV/AIDS in nearby vicinity, Display of Posters prepared by Students , Rallies interaction with the people. Participation of students in programs organized by various societies ensures their involvement in programmes. Volunteers work in the area for giving right information to community about the diseases so they could live healthy life..Our students participate in intercollegiate competitions.

NSS Every year organizes Seven days Special camp in the month of January in Khairatwadi , a tribal pada near Yusuf Meherally Centre ,Panvel.NSS Volunteers conducted several activities like Cleanliness Campaign ,Street plays on Save the girl Child,Shikhsha Abhiyaan,and blind faith. Cleaning and repairing road from the Pada to main road is done by volunteers.We have alos helped the Primary Health Centre of Karnala to organize health Check up camp at Karnala village.Along with this ,The NSS coordinator Mr.Kirtikumar has organized various guest lectures on Snake;Myths and reality,Malinutrition,Stress Management,Role of Youth in Nation Building etc

Criterion-IV**4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities**

Facilities	Existing	Newly created	Source of Fund	Total	Remark
Campus area	24,666 sq.mts	--	College & H.O. Funds	24,666 sq.mts	
Class rooms	16	--	College & H.O. Funds	16	--
Laboratories (Computer Lab & Electronic Lab)	04	--	College Funds	04	
Seminar Halls	01	--	College Funds	01	--
No. of important equipments purchased \geq (1-0 lakh) during the current year.	27 – Air Condition 01- Refrigerator 02- Vacuum Cleaner 01 – DVR 16 Channel	--	College Funds	27 01 02 01	
Value of the equipment purchased during the year (Rs. In Lakhs)	--	--	College Funds	--	
Others (Computers, Printers, Scanner and other parts)	--	21 – Computers: 660320 01 – Barcode Scanner: 9660	College Fund and UGC Funds	669980	

4.2 Computerization of administration and Library

The Administrative office including Principal's Cabin, Library and Professional Section office and Co-ordinator's Cabin (4th Floor) are fully computerized. In each department i.e (Office, Staff Room & Professional Section are fully connected with WiFi enabled. However in each department every staff has been provided a computer with full internet facility. In library there is a research cell for the teaching and non-teaching staffs with 03 computers with fully internet and Printing facility. The library has OPAC (Online Public Access Catalogue) system. It is well equipped with latest books and renowned Indian and foreign Professional Journals. All the records of students and other correspondences are very easy accessibility and transferability.

4.3 Library services:

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8931	4981645	314	66309	9158	5026914
Reference Books	15424	9154434	219	44162	15643	9198596
E-Books	--	--			--	--
Journals	63	71476	01	4000	64	75476
E-journals	--	--			--	--
Digital Database	--	--			--	--
CD & Video	--	--			--	--
Others (specify)						
1) Book Bank	6455	2578725	708	115405	7163	2694130

4.4 Technology up gradation (overall)

	Total Computers	Computers Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	157	109	157	05	03	12	121	8
Added	21	20	-	-	-		-	01*
Total	178	129	157	05	03	12	121	9

Note: * -- During the Year 2015-16, We had purchased New Software for College Fee Receipt, Student Attendance & Examination and also 01 New Server system Core-i7 purchase

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

- ✓ The entire college office, Staff Room, Library and each department are fully connected with WiFi enabled (03 MTNL Lines).
- ✓ All the computers in Computers Lab1, Lab2, Lab3 and Electronic Lab are fully internet connections of 160 students with LAN
- ✓ Beside MTNL Lines 03 TATA Phone Dongle is provided to the teaching staff members for teaching research materials downloading.
- ✓ The College has 08 interactive projectors Classrooms for teaching to the students with latest configuration (I-5).
- ✓ UGC Sponsored SOUL Software available in the Library.
- ✓ Library has a OPAC (Online Public Access Catalogue) Service for students.
- ✓ Library has Online Institutional Membership of British Library and American Center Library.
- ✓ N-LIST : National Library and Information Service Infrastructure for Scholarly Content by UGC – INFONET. Extending access to e-resources to colleges under UGC-INFONET Digital Library consortiums. (Under this scheme teaching and non-teaching staff members can access to scholarly information for all educational institutions). All teachers have been provided users IDs and passwords list.

4.6 Amount spent on maintenance in lakhs:

i. ICT (Computer Spare Parts & Website)	3,46,433
ii. Campus Infrastructure and facilities (Purchase of New 150 Desk with Tables & 70 Staff Chairs) (College building renovation – 7,00,000)	23,27,102
iii. Equipments	---
iv. Others (NEW 21-Computers & scanner)	6,69,980
Total `	33,43,515

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The committees to provide support services and to create awareness among students.

- Student council.
- Magazine committee.
- Women's Development Cell.
- National Services Scheme (NSS).
- Nature club.
- Remedial Coaching Committee.
- Career Guidance and Placement Cell.
- Gymkhana Committee.
- Orientation Committee.
- Book Bank Committee.
- Anti Ragging Committee.
- E-Learning Committee.
- Grievances Redressal Cell.
- Students Aid fund and scholarship committee.
- Counseling and vocational guidance cell.
- Language and personality development cell.
- Seerat committee.

Apart from above mentioned committees every department has a association through which various programs – academic, curricular and co-curricular are organized which provide further support.

5.2 Efforts made by the institution for tracking the progression

To track the progress activities are conducted at two stages; In-college and Post-college.

In-College:

1. Subject-wise attendance analysis is done to improve attendance by generate warning list, black list and counseling.
2. Subject wise, semester wise and year wise in-depth result analysis.
3. Analysis of students feedback form twice in a semester to identify key result areas.
4. Arrangement of remedial lectures for academically weak & vernacular students.
5. PTA meeting to update the college development and student's progress and development.
6. CR and DR meeting to strengthen the development action plan.
7. Departmental meeting to discuss activities to be conducted for improvement.
8. Exam orientation and guidance lecture for all final year students.
9. Book bank facility for financially weak students.

Post College

1. Alumni Association; annual meeting to discuss their role in quality improvement.
2. MIS reports from various institutes to track student's further education.
3. Personal contact and use of social media to track the professional career of individual students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1967	131	NIL	89

(b) No. of students outside the state

27

(c) No. of international students

1

Men	No	%	Women	No	%
	1563	74		535	26

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1960	NIL	NIL	02	NIL	1962	2085	Nil	Nil	12	1	2098

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

Maulana Azad free coaching classes for civil and allied services for minority students.
 Test (Know your Economy) Conducted by Dept. of Business Economics in collaboration with SRAFEF Chennai.
 Library provides all required assistance and resources for competitive examination.
 Prof. Rajesh Bohite guides the students for NET – SET Examination preparation.

No. of students beneficiaries

200

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

Dept. of Commerce in association with Evolve business school organized a workshop on "Interview Techniques"
 Dept of Commerce organized "Investor awareness & career guidance" program in the field of accountancy by Mr. M. S. Chandani from WIRCCI.
 Career opportunities in the field of Accountancy by the Dept of Accountancy.
 A visit to BSE by dept. of Business Economics.
 Crash course on Share Market organized by Dept. of Business Economics in association with BSE.
 Career guidance by alumni association in various fields
 Department of Information Technology organized a seminar on Career opportunities in Microsoft Technologies.
 Department of IT & CS organized a seminar on opportunities in Information Technology.
 Department of IT & CS organized a seminar on career options after graduation by Dr. R. K. Singh.

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
8	398	13	1

5.8 Details of gender sensitization programmes

A Talk on “violence in general” by CWDC in association with NGO Awaz-e-Niswaan.
Program on “Rising violence against women and safety measures” in association with Nagpada Police Station.
Celebration on International Women’s Day and Slide show to exhibit the status of women around the world.
A talk show by renowned psychiatrist Dr. Harish Shetty on “Addiction of Digital world among youth”
A talk show on “Existence of legal aid cell” by Dept of Law.
A visit to Byculla Jail by degree students.
A talk show on cyber crime and cyber law.
Food festival was organized by CWDC to develop entrepreneur skill among female students.

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	51	186420
Financial support from government	NIL	NIL
Financial support from other sources		
Number of students who received International/ National recognitions	NIL	NIL

* 319 applications were send to MOMA for post matric scholarship.

5.11 Student organised / initiatives

Fairs	: State/ University level	6	National level	NIL	International level	NIL
Exhibition:	State/ University level	NIL	National level	NIL	International level	NIL

5.12 No. of social initiatives undertaken by the students

10

5.13 Major grievances of students (if any) redressed: NO- Major grievances were brought to the notice of the Institution.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION Statement of the Institute

To bring out the Muslim Community from the quagmire of poverty and educational backwardness and encourage, enlighten and prepare all its members to be useful citizens who will contribute to make a prosperous, healthy and strong nation and to promote National Integration by giving equal opportunity to all communities for their promotion and progress.

MISSION Statement of the Institute

To impart quality higher education in Commerce, Management, IT And Mass Media to students of all communities and those of the Muslim community in particular, to be competent, dedicated and responsible citizens who shall also be the harbingers of Secularism and National Integration to the complete satisfaction of all stakeholders

6.2 Does the Institution has a Management Information System

1. Yes. Activity Reports are prepared by the teaching faculty and discussed with the Principal on a monthly basis.
2. Half yearly Higher Board & LMC meetings are held for appraising the progress made by the Institution.

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

6.3.1 Curriculum Development

1. Dr Shaukat Ali, HOD, Commerce and an Associate Professor is contributing to academics in several ways:
 - a) Has devised curriculum for the subject of Strategic Management for the M.Com- I. Students.
 - b) He is a member of the Local Inquiry Committee for affiliation to courses like MCom., BMS and PhD Centre & is also Phd guide.
2. Dr M Hanif Lakdawala, Assistant Director, Professional Section is in the syllabus revision committee for Bachelor in Mass Media.
3. Teachers are encouraged to participate in Syllabi designing/ restructuring workshops conducted by the University. Faculty members of the department are actively involved in planning and execution of the syllabi.
4. We have internal Board of Studies for BMS, BMM, IT, and CS for designing value added inputs for the curriculum along with the industry exposure from time to time.
5. Heads of Departments review academic activities of their Departments and guide the staff accordingly.

6.3.2 Teaching and Learning

- a. The toppers from each class conduct peer tutorials for the average and below average students of the same class, specially in self financing courses.
- b. Academic Monitoring and Improvement Cell (AMIC) through out the year evaluate, monitor and implement measures to improve the academic standard, specially in Self financing courses.
- c. Learning through field exposure—Field exposure provided through social survey, opinion polls, case study, industrial visit and fieldwork.
- d. Insightful Learning is facilitated through project work, on-the-job study, and socio-economic forums.
- e. Academic plan is prepared by the end of the April for forthcoming academic year. By deliberating on the events planned during the academic year, the departmental academic calendar prepared by each department serves as the base for the IQAC to prepare the composite academic calendar of the institution.
- f. Guest Lectures by eminent personalities are organised periodically by different departments for motivating the students, for guidance and for giving them a taste of cutting edge technology.
- g. Internal faculty development programs are organized once every Semester.
- h. All teachers attend orientation programme and Refreshers courses regularly to upgrade their knowledge and teaching skills.
- i. Book bank facilities are provided to the students
- j. Students are guided, motivated and coached to participate in a slew of intercollegiate initiatives and festivals to get the exposure.
- k. Basic training in imparted to students on the MS Office and other MIS software.
- l. Bridge course is conducted by all departments at the beginning of academic year.
- .

6.3.3 Examination and Evaluation

- a. Credit Based Grading System (Semester wise) is followed and grades are allotted as per marks scored.
- b. Internal tests are conducted regularly for evaluating the performances in theory and practical.
- c. After result declaration in each Semester both internal as well as external, the Principal and the Heads of Department monitor the performance of the students by making an analysis for gaining continuous feedback for quality enhancement and productive learning.
- d. College regularly conducts various examinations for final year students for various courses offered by University of Mumbai.
- e. Question papers for internal evaluation are prepared by staff members of respective subjects, under the guidance of Head of Departments.
- f. Faculty members are actively involved in the examination work at the affiliating University. This includes paper setting, assessment, revaluation and moderation during the central assessment programmes (CAP) conducted by the affiliating University at various centers.
- g. To ensure transparency in the assessment, masking of every answer sheet is done.
- h. Photocopies of answer books are provided to student candidates of various examinations on request at the first year level.

6.3.4 Research and Development

- a. College has an approved research centers in Commerce
- b. Our faculty members regularly attend conferences, symposia and workshops to keep abreast of the latest research and technology in their subjects. These conferences also help to create collaborations with faculty from other Institutes as well as to set up ties with other Institutions which in turn help with their work
- c. Guidance for improving Academic Performance Indicators (API) by various means are provided to the faculty.
- d. Library and laboratory facilities are upgraded by addition of learning resources and instruments.
- e. Faculty is motivated and encouraged to offer their expert services as resource persons, experts and chairpersons whenever invited. Leave is granted to them on priority.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- a. Library system in the whole campus is linked (LAN). Computers and internet facility is provided.
- b. INFLIBNET with SOUL software is available for online references.
- c. Majority of the class rooms are ICT enabled in the unaided section.
- d. Book bank facility is provided to the students
- e. Library timing are extended during examination and it function from 7:00 am to 11:30 pm as a reading room for those students who do not have studying environment at home.
- f. Display of new arrivals.
- g. Direct access to books and magazines.
- h. Purchase of books and magazines on regular basis.
- i. The Library Committee plans for the development and proper functioning of the College library and takes effort for maximum utilization of library facility to students. We also have local libraries maintained by various departments typically known as “departmental library”.
- j. Bar-coding system is used for all the books in the library.

6.3.6 Human Resource Management

- a. Financial Assistance to Students : This year we have arranged Rs 186420 towards financial assistance for poor students.
- b. Total Number of Students benefitted : 51
- c. Employees credit society disbursed loan at zero interest to non teaching staff.
- d. Registrations Fees for attending workshop, seminar and Conference are reimbursed by the College.
- e. The IQAC constitutes various committees during the academic year taking into account the interest and caliber of the faculty members known to them and/or on their special request. This is to ensure active and effective participation of faculty in different activities close to their heart.
- f. The teaching and administrative and supporting staff is encouraged to attain higher qualifications along with their duties on.
- g. Regular health check up for both students and staff

6.3.7 Faculty and Staff recruitment

- a) Recruitment of faculty and staff members is conducted by following the official and due procedure which confirms to the directives of the University Of Mumbai and/or the State department of higher education / and or Joint Director, and in line with the overall policy of the Management.
- b) The selection committee is constituted involving all the standard constituents to ensure the selection strictly on the basis of pure merit.
- c) The same procedure is adopted for the recruitment of staff (part time / full time / teaching / support) for the self-financing courses too.

6.3.8 Industry Interaction / Collaboration

- a. Internal Board of Studies (BOS) for each stream has adequate representatives from the cross section of Industry. Many of the industry professionals are members of our BOS as well as many are invited to attend meeting of BOS as invitees. These professionals give us valuable insight into the functioning, working and requirement of the industry.
- b. Industry professionals visit our college as guest faculty and deliver application oriented lecture/ talks and give demonstration.
- c. Visits to various industries giving students the first hand exposure and its functioning.
- d. The placement cell of the college maintains a cordial and professional relationship with the industry by inviting them for campus recruitments. The standard operating procedure for the placement activity is strictly followed. The requirements are communicated to the students by way of notices of the same with sufficient time and the industries are communicated the specializations of the candidates.
- e. Summer internship is arranged for interested students in various industries.
- f. The college alumni contributes in effecting collaborations with the industry and facilitates conduction of study tours to the Banking sectors, IT sector industries and National Laboratories / institutions such as NCL, RBI and BSE etc.

6.3.9 Admission of Students

- a. As per University guidelines and Govt. rules
- b. The IQAC prepares the plans and strategies related to admission in consultation with the Principal. Admission committee with several sub-committees is constituted to facilitate the admission process at all level and all courses.
- c. The college prospectus is prepared and printed to serve as a ready reckoner for instant references of programs available, optional and specialization courses available, subject combination, eligibility requirements and fees etc.
- d. Committee consisting of faculties are involved in the admission process to ensure its smooth conduct.
- e. Single Window System is arranged for undertaking all the admission steps such counseling / guidance for selection of programmes /subject/courses, eligibility verification, submission of documents, payment of fees and issue of fee receipt and identity cards.
- f. Easy Installment facility is made available to all deserving students as majority of the students belong to the economically weaker sections.

6.4 Welfare schemes for

Teaching	<ol style="list-style-type: none">a. Assistance to avail loan from banks.b. A Staff Welfare committee organizes programmes for the staff welfare such as health related issues, stress management etc.
Non teaching	<ol style="list-style-type: none">a. Advance payment against the salary.b. Assistance to avail loan from banks.c. Free uniforms for supporting staff.d. A Staff Welfare committee organizes programmes for the staff welfare such as health related issues, stress management etc.e. Employees' credit society disbursed loan at zero interest to non teaching staff.f. Maternity Leaveg. Fee concessions to staff wards

Students	<ul style="list-style-type: none"> a. Workshops are organized to guide students for the NET/SET and General competitive examinations leading to their success. b. Coaching for UPSC/MPSC and Maharashtra state police prerecruitment are conducted by the NCPUL Guidance Centre for Competitive Examination operational at our college. c. Installment facility is provided for fee payment. d. Facilities like 'Earn while you Learn' and 'Book Bank' scheme are provided to deserving students. e. Women's Development Cell organizes workshops on Health and Hygiene especially for the girls and the lady staff. f. Blood donation camps are conducted in which hemoglobin levels are checked g. There is a doctor on call in case of emergencies. h. College gymkhana is there for indoor and outdoor games.
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6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

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

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

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☒

No

☐

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

- a. University of Mumbai uploads most of the question papers of examination & are downloaded by College Registrar by using secret code which is created by University of Mumbai.

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

1. Alumni is the member of our internal Advisory Board
2. Active involvement in placement initiatives
3. Some alumni are also invited to deliver the lectures in their chosen field of expertise
4. Some alumni help the college in our intercollegiate activities such as Jashn-e – Anjuman, Fusion, JAM, BLITZ, AP T-10, TechCzar
5. Many of our Alumni are actively participating in our MENTOR Program: Mentor Program provides mentees access to experienced mentors who can contribute to their professional and personal development. The program provides a platform for mentees to realize their potential by enabling personal and professional relationships with mentors, who act as role models and provide guidance to them. It offers opportunities to develop business contacts, access industry information, and gain valuable insights from experienced and successful Professionals.

6.12 Activities and support from the Parent – Teacher Association

- a. Suggestions to improve the academic climate of the college are collected through Parent – Teacher Meetings.
- b. Parents are actively involved during result distribution and analysis of students' performance.
- c. Regular feedback is given by parents in the form of phone calls and one to one interaction in the unaided section.

6.13 Development programmes for support staff

- a. Counseling Session on Stress Management for Class 3 & 4 Staff Members are periodically organized.
- b. Skill developments programs are periodically conducted motivating them to take skilled oriented work such as painting etc.
- c. College organised a disaster management programme and fire drill demonstration for the support staff.

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

- a. Principal takes personal interest in maintaining the CAMPUS & CLEANLINESS
- b. Dust bins are provided at prominent locations in the premises which are cleared regularly. The garbage is segregated in to dry, wet and then disposed-off in eco-friendly manner.
- c. Vehicle pooling is practiced by several staff clusters who reside in the same locality. This is done by prior planning among those interested. Requests for slight change and approval for mutual exchange of workload in the timetable are also entertained to ensure this ecofriendly practice. Besides being economical, it reduces air pollution thereby cutting down the carbon print and relieves the burden of driving/riding vehicles in the crowded urban roads
- d. Planting fruit-trees in the campus by the staff of the college.

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.

Some of the innovative practices launched during the academic year are as follows:

- a) **Use of Electronic Display Monitors:** In order to promote use of ICT, the Institution has launched use of LED Monitors just outside the college office / Staff Room, which would display important notices & Images pertaining to College infrastructure, Examination i.e. Time Table, last date for filling exam forms, and other important information which is useful for the students. Some of these notices were also put on the College Web site, to make information easily available to the students. This practise has relieved one person who was attending only to answer student queries on routine matters. It has also helped student to access important information without approaching any particular person.
- b) **Use of ERP for Examination / Results, Attendance & Fee Collection:** In order to promote ICT, and Digitalization, ERP software was procured for utilisation in fee collection, admission, attendance , examination and result processing. This has lead to lot of time being saved in totalling and other works. It has also made monitoring fees collection / attendance of students and other works easy as reports are made available at any time as desired by the management.

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	Outcome
a. Academic plan is prepared at the beginning of the year in the form of academic calendar to perform the different curricular and co curricular activities	It resulted in the smooth conduction of all the academic activities
b. Career Guidance Lectures	Our faculty and students visited Junior colleges in and around the city and conducted career guidance lectures and distributed a comprehensive career information brochure to these students.
c. Sporting events (local and Intercollegiate) with special impetus to participation of our students	Students of our college exhibited brilliant performances by winning various medals from Basketball to marathon etc
d. Participation in Extension activities and participation in 'Swach Bharat Abhiyan'	Department of Commerce and economics organized an exclusive exhibition on various issues on ENVIRONMENT enabling students to showcase their talents. NSS volunteers Participated in 'Swach Bharat Abhiyan'
e. Industrial & Other visits were organized for our students	Visit Media, IT, Production, Manufacturing etc industries were identified and visits to these industry were organized for the exposure of BMM, BMS, IT, CS students and excursion cum study tours for general students were organized. Students are also taken to BSE to have an idea about the security markets and the career opportunities available to them. Besides BSE visits are also arranged to places like Police stations/Jail Visits, local adopted areas for sensitization, besides giving them an idea about making a career in IPS & Legal Services.

f. Intercollegiate Festivals for Commerce, BSc IT, BSc CS, BMM, BMS	<p>College organises Intercollegiate festivals.</p> <ol style="list-style-type: none"> 1. Jashn e Anjuman for the entire College 2. JAM: By BMM students for BMM colleges across Mumbai 3. FUSION: By BMS students for BMS colleges across Mumbai 4. Blitz: By BSc IT students for BSc IT colleges across Mumbai 5. TechCzar : By BSc CS students for BSc CS colleges across Mumbai. <p>These intercollegiate events are organized to provide platform to our own students as well as students across Mumbai to showcase their talent and creativity. On an average 1000 to 1500 students from across 35-40 colleges participate every year. The events is combination of various competition based on skills and presentation</p>
g. AP T10	An intercollegiate 10 over cricket competition was organised. 15 teams participated.
h. Marketing Club	This year we planned and started Marketing club to help our BCOM, BMM, BMS, BSC IT and BSc CS students to identify any product and start reselling it after Branding.
i. YES I CAN HELP	<p>Every year we identify one social issue and motivate each student to purchase and post Five postcards to their relatives or contacts. Students.</p> <p>Total Post card posted: 5800</p> <p>The THEME FOR THE CURRENT YEAR WAS :</p> <p>Please follow traffic rules and protect life</p>

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

- I. Book Bank Scheme for large number of student**
 - II. Value-Oriented Education – Sensitizing Students**
- Details given in Annexure .III**

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

7.4 Contribution to environmental awareness / protection

- a. For 10th Year running our students launched eco-friendly Bakra-eid: Our students launched multi media campaign and padyatra in Nine Muslim Majority Neighborhood.
- b. Green Audit of the campus conducted (Both water and electricity)
- c. Energy conservation measures for reducing consumption of energy undertaken and all air-conditions are set at 25* C
- d. Water economizing faucets have been installed to conserve water.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

1. A detailed SWOT analysis is done periodically. Details given in Annexure - IV
2. 'Seerat Competition to promote universal brotherhood' & Communal Harmony: Being a Muslim Minority Institute, 'Seerat-un-Nabi' – a State Level Elocution Competition – is organized in Honor of Prophet Mohammed (pbuh) to promote universal brotherhood and to inculcates moral values.

8. Plans of institution for next year

- a. To make campus more Gender sensitive
- b. To enhance social outreach programs
- c. To strengthen Alumni interface
- d. To increase interface with industry

Name Prof. J. Hemant Kumar

Name Dr. Shaikh Mehmood Hasan

Principal

Anjuman-I-Islam's

Akbar Peerbhoy College of Com. & Eco

M. S. Ali Road, Do Taki, Mumbai-400 008

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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

Annexure-I – Academic Calender – 2015-2016

<u>Month / Date</u>	<u>Name of the event</u>	<u>Event in AVc /Audi</u>	<u>HOD / Chairperson</u>
8 th June 15	College Re-opens		
20 th June 15	Tim Table Committee Meeting	Staff Room	Dr. Shaukat Ali
30 th June 15	Vivas – Projects	Class Rooms	
4 th July 15	Class Teacher-Principal Meeting	Principals chamber	
11 th July 15	IQAC Meeting	Conference Room	Prof. S. Naik - IQAC
14 th July 15	Examination comm. Meeting	Conference Room	Prof. S. Naik – Exam
23 rd July 15	CWDC Neeting	Prof. S. Naik - IQAC	Prof. K. Mengani
25 th July 15	Tree Plantation Drive	College Campus	EVS Dept & NSS Unit
29 th July 15	Awareness program on “Domestic Voilance” By NGO Awaje-e-Niswan & CWDC	College Audi	CWDC
4 th Aug 2015	“Procedures of Courts” Guest lecture by Prof. Nitin Khartad	Room No 13	Law Dept – Prof. Vaishali Bankar
5 th Aug 15	Essay writing “ Impact on Technological Advancements on English language”	Room No – 13	BC Dept
15 th Aug 15	Independence Day Celebration	College Campus/Ground	NSS – Prof. Kirti
1 st & 2 nd Aug 15	“Jail Visit” Interaction with police authorities on crimes	Byculla Jail	Law –Prof. Vaishali
3 rd Sept 15	Exhibition on “ Environment Awareness ”	College Auditorium	EVS Dept- Dr.Smita
7 to 9 th Sep 15	Visit to Stock Exchange – Interaction with Stock Exchange	BSE	Economics – Dr. Rajesh Bhoite
8 th Sep 15	IQAC & NAAC Meeting	Conference Room	Prof. Hemanth Kumar
8 th Sep 15	Singing Competition	College Audi	Cultural Comm Prof. Rajesh Bhoite
10 th Sep 15	Blood Donation Camp & Thalessima Screening Drive	Room No 1	NSS Unit – Prof. Kirti Kumar

10 th Sept 15	Guest Lecture on – Investment in Share Market by Hemant Kale (Awareness)	Room No : 17	Accountancy Association
12 th Sept 15	Competitive Exam by SRAEF	Class Rooms	Prof. Rajesh Bhoite
12 th Sept 15	Letter writing Competition	Room No 13	BC Dept
16 th Sep 15	Library Committee Meeting	Library	Prof. Feroz Shaikh
19 th Sep 15	Elocution Competition – “Inflation & Common Man”	Room No 13	Prof. Rajesh Bhoite
19 th Sep 15	Internal Exams		
23 rd Sept 15	Boxing Selection Trials	College Gym	Mr. Rizwan
23 rd Sept 15	Campus Development Cell Meeting	Staff Room	
28 th Sep 15	Sem End Exams		
10 th Oct 15	Alumni Meeting	College Audi	Prof. Samir Naik
19 th Oct 15	IQAC & NAAC Meeting	Conference Room	Prof. Hemanth Kumar
21 st Oct 15	Diwali Vacation begins		
16 th Nov 2015	College Reopens – IInd Term		
23 rd Nov 15	IQAC & NAAC Meeting	Conference Room	Prof. Hemanth Kumar
20 th Nov 15	Career opportunities in ICA by Institute of computer Accountants	Room No 13	Accountancy Association – Prof. Hemanth Kumar
26 th Nov 15	Constitutional Day – Indian Constitution & Equality before law	College Audi	Law Dept
5 th Dec 15	Elocution – HIV AIDS / BETI BHACHAW / Swatch Bharat	Room No 13	NSS Dept
5 th Dec 15	Slogan Writing – Gender inequalities	Room No 13	CWDC & NSS
5 th Dec 15	Investment Awareness by M.S. Chandani of ICWAI	Room No 13	Comm Dept
5 th Dec to 7 th Dec 15	Minar –e- Noor lectures by Alumni on career Development & Personality Development	Room No 13	Alumni assoc- Prof. Samir Naik

12 th Dec 15	Women Enterprenuers – “Food Stalls & Food Festival	College Campus	CWDC-Prof. Kirti M
15 th Dec 15	IQAC & NAAC Meeting	Conference Room	Prof. Hemanth Kumar
22 nd Dec 15	Techniques of Interview lecture by Evolve Business Scschool	Room No 13	Comm. Dept
26 th Dec 15	Winter Break - begins		
2 nd Jan 2016	College Re-opens		
6 th Jan 16	“Raising Voilence against Women” by Nagpada Police	Room No 13	CWDC
9 th Jan 16	Magazine Committee Meeting	Staff Room	Prof. Salim Khan
11 th Jan 16	Quiz Competition -	Room No 1	BC – Dr. Abbas Rizvi
12 th Jan 16	Quiz Competition on maths & computer	Class Room	Prof. Arif
13 th Jan 16	Computer Competency Skill Test	Computer lab	Prof. Shakeel
13 th Jan 16	“Digital Addiction Among Youth” by Dr. Harish Shetty	College Audi	Law Dept & NSS
14 th Jan 16	Elimination Rounds- Jashn – e-Anjuman celebrations begins	Room No 1	Cultural Comm
15 to 23 Jan 16	ATKT Exams Begins		
18to23rd Jan 16	Internal Exams	Class Rooms	
20 th jan 16	Convocation Distribution Day	Head Office – CST campus	
26 th Jan 16	Republic Day Celebrations	College Campus	NSS
28 to 30 Jan 16	Jashn – E- Anjuman Seerat Inter Collegiate Elucution competition Bait Baazi – Inter Collegiate Competition	College Campus	Cultural Comm Seerat Committee
8 th Feb 16	Exam Committee Meeting	Staff room	Samir naik
10 th Feb 16	“Session on Goal Setting” by Ms. Disha Thakkar	Room No 13	Comm Dept

11th Feb 16	IQAC & NAAC Meeting	Conference Room	Prof. Hemanth Kumar
13th Feb 16	Letter writing competition	Room No 13	BC dept
15th Feb 16	FDP on “Over view of Indian Financial markets” by Aditya Srivastav Chief BSE	Staff Room	Economics Dept – Prof. Rajesh Bhoite
25th Feb 16	FDP on “Leadership by Human Values to create effective human Assets” Management	Staff room	Prof. Salim Khan Mr. Izar Khazi – Chairman – Board for Higher education – Anjuman I islam
26th Feb 16	Marathi Diwas	Room No 1	NSS & Law Dept
11th March 16	Regular Sem II & IV exams begins		
17th March 16	Inter Collegiate Carrom Tournament	College Gym	Gymkhana Comm
22nd March 16	Placement Drive		
16 to 23rd April 16	Remedial Coaching	Room no 13	Dr. Rajesh Bhoite – Economics Dept

Annexure-II

Analysis - Sample Feedback Form

<u>Feedback of FY B.Com Students -2015-16</u>				
Sr.No	Overall Infrastructure	Teaching Faculty	Co-op from supporting staff	Others
1	4	5	4	4
2	3	5	3	3
3	2	5	3	2
4	3	5	4	3
5	2	5	3	4
6	4	5	3	3
7	3	4	3	3
8	2	5	4	4
9	4	4	3	3
10	3	4	3	3
11	3	5	3	3
12	3	5	4	3
13	3	5	3	3
14	3	4	3	2
15	2	4	3	3
AVG	2.93	4.60	3.27	3.07

Feed back from Parents of FY B.Com students was obtained about the college & the faculty. The overall impression was that college has excellent teaching staff but needs to improve upon other aspects like Campus, and other infrastructure facilities offered to the students.

Annexure - III

Best Practice – I

1) Title of the Practice: Book Bank Scheme for large number of students:

2) Goal (Objectives): One of the main mission of the Institution is to help the poor students and ensure they are educated. Keeping this objective in mind the institution ensures that books are made available to as many needy students as possible.

3) The Context: A large number of students are coming from economically poor background, and hence are unable to even pay their fees. Some of these students are even forced to work in order to support their families for survival, and are also first generation learners. Since it is the mission of the Institution to bring these students from the quagmire of poverty, all efforts are made to ensure students are provided with all the possible support to make them graduates and help the cause of nation building. Book Bank scheme is unique in our Institution which is extended to a large number of students.

4) The Practice: The book bank scheme is executed through a book bank committee which ensures that maximum students are benefited through this scheme. Immediately after the admission at the beginning of the term, notices are issued asking the students to apply for the scheme. On receipt of the applications these application are scrutinized and books are distributed to the deserving & needy students after conducting personal interview of the students.

5) Evidence of Success: Over a period of time the Institutions has successfully increased the number of

Books which are distributed under the book bank scheme. More and more students have shown interest in availing the Facility and as such it has also contributed to the steady increase in the results of the college. The table below shows the Number of books distributed under book bank scheme during the year 2015-16

Class	No' of Students	Number of books per student	Total Books
F Y B Com	128	09	1152
S Y B Com	80	09	720
T Y B Com	159	15	2385
Others	38	07	266

A total of 4523 books were distributed to students under the book bank scheme.

6). Problems Encountered & Resources Required:

Identifying those who are really in need of this facility due the family back ground becomes a huge challenge. Some of the students may be really very very poor , so channelizing the resources to those who are desperately in need becomes a major problem as some times it may so happen that a slightly better off student may get the facility ahead of those who need it, but could not get the same.

Arrangement of funds for procuring more number for distribution to large number of economically backward students is a major requirement in the endeavor of the college to help the needy students and make higher education available to all those who are interested.

Best Practice – II

1) Title: Value-Oriented Education – Sensitizing Students to imbibe Moral Values :

2) Goal (Objective) : To imbibe the qualities of good conduct, self-confidence and high moral values; to elevate the prominence of education with spiritual bent and to make the students respectable citizens.

3) Context: In the prevailing environment where there is lot of destruction, frustration & misguidance among the young generation with specific reference to the students being exposed to unedited internet and violence, the institution aims at not only training them to have commercial & industrial knowledge but also make them sensitive to human values and ethic. The institution, with specific reference to the Muslim community, has been organising the Seerat-un-Nabi completion which is based on teachings of Quran, Hadees and Islamic perspective and to create a special environment to impart value-oriented education that will help the students to earn a significant & respectable place in the society.

4)The Practice: the College organizes Seerat-un-Nabi inter collegiate competition, every year. Letters are drafted and sent to all the major colleges asking them to send their students for participation along with the pre-selected topics on which the students are required to speak. Students are also trained to educate community for environment friendly Bakri Eid etc , the cornerstone of the college for disseminating moral and spiritual education.

5) Evidence of Success: Students from Minority community and Majority community participate in the Seerat completion on large numbers. Imparting of moral values through such programs has resulted in the students participating in large numbers in social awareness programmes like cleanliness during Bakri Id, Malaria prevention drives, reduce Eve teasing in and around college premises, and maintain a peaceful atmosphere in the vicinity of the college thereby creating a conducive environment for promoting higher education.

6). Problems Encountered & Resources Required:

Being a Commerce college to conduct such competitions involving moral & ethical values is a huge task. To get students oriented to participate in such competitions is a problem, as students come with a commerce back ground.

It requires lot of efforts from the faculty who are basically from Commerce & Accountancy back ground to promote & teach the students and make them understand and participate in such programs involving moral values . Arranging & Allocating of funds for such programs is also a constraint..

Social Awareness programs requires involvement of manpower, and social contacts. Efforts are made by the institution to involve all those social workers and NGO's who are resourceful to participate in such awareness programs.

We made a beginning & We are sure one day we can boost that We are 100% successful in our efforts

.....

Annexure - IV

SWOC Analysis of

Anjuman- I – Islams AKBAR PEERBHOY COLLEGE OF COMMERCE & ECO

Strengths	Weaknesses	Opportunities	Challenges
<ol style="list-style-type: none"> 1. Providing Education to the first generation learners and those from deprived class 2. Reasonable good Capacity for IT Education. 3. Brand Legacy (Management Trust has over 100 years experience). 4. Qualified & Dedicated Staff. 5. Reasonable good Infrastructure. 6. Fairly Good Academic Results 7. Vision & Goal oriented activities. 8. Focus on all round development of students. 9. Administration support from Anjuman I Islam. 10. Achievers Staff & Students. 11. Well placed Alumni. 12. Good Interaction with other institutions. 13. Continuous self up gradation by staff members. 14. Emphasis on use of Technology on day-to-day Teaching. 15. Financial support to poor & deserving students. 16. Participation in inter collegiate activities. 17. Good Facilities for sporting activities. 	<ol style="list-style-type: none"> 1. High Pupil-Teacher ratio. 2. Narrow & long entrance passage. 3. Cannot maintain required area per child. 4. Students are 1st Generation learners. 5. Most students from vernacular medium 6. College in a very congested area. 7. Access road to the college encroached by the unauthorized hawkers 8. Limited availability of Space, within in College premises. 9. Since Affiliated College, limited academic, & administrative freedom to take decisions. 	<ol style="list-style-type: none"> 1. Has huge scope to promote Higher education, among the Minority community & back ward communities due to proximity to their settlements 2. Rapid favourable changes in the Educational Scenario / Govt. Policies. 3. Growing demand for Quality Schools / Education. 4. Scope for charging fees in case of un-aided programmes/projects. 5. Higher Demand for professional courses. 6. Representations on BOS 7. Scope for International Linkages. 8. Scope to add more Courses to meet the demands of the learners. 	<ol style="list-style-type: none"> 1. Coping with the change in the overall academic & Socio Economic environment. 2. No Govt. Non Salary Grant since 2004. 3. Stiff competition from local colleges 4. Ecological / Environmental problems like Water logging, Traffic, Pollution, Congestion, Redevelopment etc. 5. Changing demographic profile of parents. 6. To improve upon the infrastructural & other facilities to the learners. 7. To reduce the dropout ratio specially among the minority communities.