



Anjuman-i-islam's

AKBAR PEERBHOY COLLEGE OF COMMERCE & ECONOMICS

Website: www.apcollege.in

AQAR-2016-17



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)

2016-17

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 12-13 (03/03/2016)
 ii. AQAR 13-14 (03/03/2016)
 iii. AQAR 14-15 (03/03/2016)
 iv. AQAR 15-16 (04/12/2017)

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 of College Repairs & Re-enforcement work & submission of Quality Reports 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
Continuous follow up for completion of Building Repair works	Major Building repair work was carried out including complete re-plastering & coloring work.
Increase the number of curricular & Other activities for students	Activities including expert guest lectures, and other programs were conducted and large number of students participated in the activities.

* 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

This Academic year focus was on completion of the major Building Repair Work.

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* (On all aspects)	Alumni	<input type="checkbox"/>	Parents	<input type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Mode of feedback :	Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>		

**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- 18 Unaided-07	02	01	

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- 15 Unaided-07	03 04	02		01				18 07	03 04

2.4 No. of Guest and Visiting faculty and Temporary faculty: 40

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	14	26
Presented papers	19	33	4
Resource Persons		3	2

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

56-75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the programme	Total no. of students appeared	Pass %
T.Y.B.COM	345	54.00
T.Y.B.MS	44	50.00
T.Y.B.M.M	44	40.91
T.Y.B.Sc.(IT)	50	54.00
T.Y.B.S.c.(COMP.SCI)	17	70.59

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	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	00
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	04
Others	24

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	12	16	00	14
Technical Staff	02			

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	25	14	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			03

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 (other than compulsory by the University)	-	-	-	-
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
		0				

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

1

7

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

50

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

01

State level

01

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

49

Any other

08

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 involved in large number of activities of social service both at College and community level. As the college is situated in the area closed to lower middle class area, 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 & Mrs. Suvarna Kurhade, 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 areas. 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 full information to community about the diseases so that they are educated about the diseases.

NSS unit organizes every year seven days Special camp in the month of February to Khumbatwadi, a tribal area near Khotwalwadi, Neral. Volunteers made Soak pits, cleaned drainage areas near schools, prepared several competitions for tribal students living in hostels and distributed books and stationary materials.

NSS unit also conducted anti-dengue and malaria campaign and SWATCH BHARAT ABHIYAN in the nearby Khamatipura areas, in coordination municipal authorities. Activities like women empowerment, screening of movies, share the load, participation workshop on gender equality, with AKSHARA a well reputed NGO working for the upliftment of women.

NSS unit received the best college award for outstanding performance and the co-ordinator Prof. Kirtikumar Pimpliskar has been appointed as area co-ordinator, because of his extra ordinary contribution in the field of NSS activities.

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)	--	Barcode P.Parts: 4515 Electric fitting : 17184+10029 New fan: 5920 Bio Metix: 11813 Total : 49461	College Funds	--	
Others (Computers, Printers, Scanner and other parts)	--	01 –Tally ; 5400 01 - HDD ; 9540 Website Renewal; 9699 Smpls & RAM: 2644 Epabx : 3500 Computer Exp. : 98084 + 68599 + 75513 Total : 272979	College Fund and UGC Funds	—	

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.

4.3 Library services:

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8704	4941309	711	106132	9415	5047441
Reference Books	15643	9198596	111	38071	15754	9236667
E-Books	--	--			--	--
Journals	64	75476	01	3750	65	79226
E-journals	--	--			--	--
Digital Database	--	--			--	--
CD & Video	--	--			--	--
Others (specify) 1) Book Bank	4964	2311186	1500	203050	6464	2514236

4.4 Technology up gradation (overall)

	Total Computers	Computers Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	178	129	157	05	03	12	121	9
Added	-	-	-	-	-		-	-
Total	178	129	157	05	03	12	121	9

Note: * -- During the Year 2016-17, We had purchased Computer Peripherals for up-gradation of existing computers

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.
- ✓ 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)	2,72,979
ii. Campus Infrastructure and facilities (College building renovation)	53,74,803
iii. Equipments	49,461
iv. Others (NEW 21-Computers & scanner)	
Total `	56,97,243

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 an 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
1883	127	07	184

(b) No. of students outside the state

08

(c) No. of international students

0

Men	No	%	Women	No	%
	1684	77		517	23

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1963	NIL	Nil	02	NIL	1965	1841	Nil	Nil	166	0	2010

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

100

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 counseling and career guidance

Dept. of Commerce & Accountancy in association with Evolve business school organized a workshop on "FDA" . Another Workshop on "Time Management" was also organized.
 Dept of Commerce organized "Investor awareness & career guidance" program in association with WIRC , ICWAI.
 Career opportunities in the field of Accountancy by the Dept of Accountancy.
 A visit to BSE by dept. of Business Economics.
 Seminar on Career opportunities in Android APP Development
 Workshop on Resume writing & Corporate Grooming & Talk on Corporate Etiquettes
 Expert Career Guidance lectures for preparation of UPSC /MPSC examinations .
 Department of IT & CS organized a seminar on opportunities in IT & Digital Marketing.
 Elocution / Essay Writing / Poster Making competitions by English Department
 Aptitude Test for students in Association with SEED Infotech Ltd

No. of students benefitted 150

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
8	398	10
		1

5.8 Details of gender sensitization programmes

Competition for students on “EXPRESSION” by CWDC in association with NGO - MAZLIS.
 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. MACHESWALA on “RISING CASES OF VOILENCE & DEPRESSION”
 A talk show on “Existence of legal aid cell” by Dept of Law.
 Documentary movies “SHARE THE LOAD” in association with AKSHARA
 A talk show on addiction to Social Media and its ILL effects
 A talk show followed by documentary film “BOYS WILL BE BOYS””

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level 16 National level 0 International level NIL

No. of students participated in cultural events

State/ University level 20 National level NIL International level NIL

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level 3 National level 0 International level NIL

Cultural: State/ University level 0 National level NIL International level NIL

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	42	319613
Financial support from government	NIL	NIL
Financial support from other sources		
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level	4	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. Fully Functional ERP software through which activity reports such Attendance etc are generated 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 is 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 429613 towards financial assistance for poor students.
- b. Total Number of Students benefitted : 64
- 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. Thalasemia Screening & 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 secrete 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 APCOLLEGE Mobile APP:** In order to promote use of ICT, the Institution has launched android app of apcollege and linked it to the website. Students were asked to download the app in their mobile phones. Important notices & Images pertaining to College infrastructure, Examination i.e. Time Table, and other important information which is useful for the students are uploaded on a regular basis. 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 which was procured last year was customised and staff were trained to implement the software for utilisation in fee collection, admission, attendance, examination and result processing. This has led to a 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 in Carrom & Football & other championships
d. Participation in Extension activities and participation in 'Swach Bharat Abhiyan'	Blood Donation Camps & Thalasemia Screening camps were organized by NSS units in the nearby adopted areas 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 1200 to 1400 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>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. Student Aid Fund – For As many needy students as possible**
- 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

Students of our college launched eco-friendly Bakra-eid. Our students launched multi media campaign & Padyatra in Nine Muslim Majority Areas, in the neighborhood.

Students also participate and help the municipal authorities in cleaning and maintaining cleanliness during yearly Ganapati festival special during Ganesh Immersion.

AC's are set at 25°C for energy conservation.

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) Detailed Swot Analysis is done Periodically (Annexure – IV)
- 2) "Seerat-un-Nabi" Inter Collegiate Competition is organized by the College every year to promote universal brotherhood & communal harmony, and to inculcate moral values among the young generation.

8. Plans of institution for next year

- A) To sensitize students for the needs of the Society
- B) To Strengthen Alumni interface
- C) To increase interface with industry in order to meet the requirements of the job markets
- D) To promote use of ICT

Name Prof. J. Hewanth Kumar


Signature of the Coordinator, IQAC

Name Dr. Shaikh Mehmood Hasan
Principal
Anjuman-I-Islam's
Akbar Peerbhoy College of Comm. & Eco.
M. S. Ali Road, Do Tal, Mumbai-400 009


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

Academic Calender – 2016-2017

<u>Month / Date</u>	<u>Name of the event</u>	<u>Event in AVc /Audi/</u>	<u>HOD / Chairperson</u>
06th June 2016	College Re-opens		
17 th June 2016	Fist Meeting of PTA for SYBCOM	Room. No 17	Class Teachers
18 th June 2016	Fist Meeting of PTA for TYBCOM	Room. No 17	Class Teachers
24 th June 2016	Cleanliness Drive Program	College Campus	NSS
15 th June 2016	Staff Meeting – Degree College	Staff Room	Principal
28 th June 2016	CDWDC Meeting	Conference Room	Prof. Kirti Menghani
30 th June 2016	Tree Plantation	College Campus	NSS- Prof. Kirtikumar
8 th to 16 th 2016	FYBCOM (Sem I)Regualr Exam	College Campus	Prof. Sameer Naik
18 th to 25 th 2016	FYBCOM (Sem II)ATKT Exam	College Campus	Prof. Sameer Naik
1 st to 6 th 2016	SYBCOM (Sem III) ATKT Exam	College Campus	Prof. Sameer Naik
9 th July 2016	Meeting of Exam Committee	Conference Room	Prof. Samer Naik
30 th July 2016	Guest Lecture – Time Management	Room No. 13	Prof. Salim Khan , Prof. Kirti M
11 th Aug. 2016	Guest Lecture -Introduction of Forensic Science and Law	Room No.12	Prof. Vaishali Bankar
11 th Aug. 2016	Meeting of Discipline Committee	Conference Room	Dr. Mhd. Anzar
15 th Aug. 2016	Independence Day Celebration	College Campus	Principal
18 th Aug. 2016	Guidance on UPSC and MPSC	Room no.13	Principal
23 rd Aug. 2016	Quiz Competition	Room No. 15	Dr. Abbas Rizvi
26 th to 30 th Aug. 2016	SYBCOM/ TYBCOM regular internal exam	College Campus	Prof. Sameer Naik
27 th Aug. 2016	Elocution Competition	Room no.13	Dr. Rajesh B , Prof. Karbahri B.K
27 th Aug. 2016	Essay Competition	Room no.13	Dr. Rajesh B , Prof. Karbahri B.K
29 th Aug. to 3 rd	SYBCOM (Sem IV)ATKT Exam	College Campus	Prof. Sameer Naik

Spet. 2016			
26 th to 27 th Aug. 2016	TYBCOM (Sem V) Internal Exam	College Campus	Prof. Sameer Naik
29 th to 30 th 2016	SYBCOM (Sem III) Internal Exam	College Campus	Prof. Sameer Naik
2 nd Sept.2016	Meeting of Exam Committee	Conference Room	Prof. Samer Naik
17 th to 24 th Sept. 2016	TBCOM (Sem. VI) Computer Practices	College Campus	Prof. Mhd. Arif
21 st Sept. 2016	SYBCOM/TYBCOM Internal additional Test	College Campus	Prof. Sameer Naik
23 rd Sept.2016	Meeting of Examination Core Committee	Principals chamber	Prof. Samer Naik
24 th Sept. 2016	Programe on Tribute to Martyrs of Uri Attack	Room. No.1	NSS – Prof. Kirti K
27 th Sept. 2016	Elocution Competition / Essay Competition in association with Mani Bhavan Gandhi Sangrahaly	Room No .13	Dr. Rajesh B, Karbhari B.K
3 rd to 4 th Oct.2016	Computer Practical exams	College Campus	Pof. Mhd. Arif
8 th Oct. 2016	PPT presentation competition	Room No.13	Dr. Rajesh B and Prof. Karbhari B.K
3 rd to 6 th Oct. 2016	Free Course On Share Market	Room No. 1	Prof. Karbhari B.K
1 st Oct.2016	Talent hunt show	Room No. 1	Prof. Kirti M
29 th Sept. 2016	Blood Donation Camp and Thalassemia Screening	Room No. 1	NSS – Prof. Kirti K
15 th Oct. 2016	PTA of FYBCOM	Room No. 1	Principal
10 th Oct. 2016	FDA in collaboration with Evolve Business Mgnt. School	Staff Room	Dept. of Commerce - Prof. Kirti M
13 th Oct.2016	Meeting of Seerat-Un-Nabi Committee	Conference Room	Dr. Mhd. Anzar
17 th to 22 nd Oct. 2016	SYBCOM (sem III) Regular exam	College Campus	Prof. Sameer Naik
24 th Oct 2016	Unfair Means Enquiry Committee	Conference Room	Dr. Shukat Ali
25 th Oct.2016	Staff Meeting	Staff room	Principal

25 th Oct. 2016	End of First Term		
15 th Nov.2016	Reopening of college- Second term		
15 th Nov.2016	Meeting of Examination Core Committee	Principals chamber	Prof. Samer Naik
17 th to 25 th Nov. 2016	FYBCOM Regular (sem I)exam	College Campus	Prof. Sameer Naik
17 th to 22 nd Nov. 2016	SYBCOM Regular (sem III)exam	College Campus	Prof. Sameer Naik
28 th Nov.2016	Unfair Means Enquiry meeting	Computer Lab	Dr. Shukat Ali
30 th Nov. 2016	Meeting of Examination Committee	Principals chamber	Prof. Samer Naik
8 th Dec. 2016	Awareness Session on Stigma and Discrimination in society about HIC aids	Room No.15	Prof. Prof. KirtiKumar
8 th Dec.2016	Aptitude Test in association with SEED InfoTech Ltd. 1	Room no.12 , 13	Prof. Samer Naik
9 th Dec.2016	Poster Making Competition	Room. No.16	Prof. KirtiKumar
9 th Dec. 2016	Guest Lecture on Life of Prisoners	Room No.01	Prof Vaishlai Bankar
10 th Dec.2016	Quiz Competition	Room No. 15	Porf. Prof. KirtiKumar
13 th Dec. 2016	Essay Writing Competition	Room No. 15	Porf. Prof. KirtiKumar
15 th Dec.2016	Intellectual Property rights	Room No. 13	Prof Vaishlai Bankar
17 th Dec. 2016	Health Checkup Camp	Room No. 1	NSS- Prof. KirtiKumar
22 nd Dec. 2016	Meeting of Teaching Staff – degree college	Staff Room	Principal
23 rd Dec. 2016	Jail Visit of Students	Byculla Jail	Prof Vaishlai Bankar
23 rd Dec. 2016	Essay Writing Competition	Room No.15	Dr. Abbas Rizvi
26 th Dec. 2016 to 1 st Jan 2017	Christmas Vacation - winter Break		
2 nd Jan 2017	Reopening of College		
12 th Jan 2017	Quiz Competition	Room No. 13	Prof. Mhd. Arif

7 th Jan.2017	Expert Talk on Computer Competency	Room No. 13	Prof. Mhd. Arif
5 th Jan. 2017	Meeting of Attendance Committee	Computer Lab	Prof. Mhd. Arif
6 th Jan.2017	Meeting of Dpt. Of Maths. and Computer	Computer Lab	Prof. Mhd. Arif
2 nd to 9 th Jan. 2017	FYBCOM (sem I)ATKT exam	College Campus	Prof. Sameer Naik
7 th to 31 st Jan. 2017	FYBCOM (sem II)ATKT exam	College Campus	Prof. Sameer Naik
10 th to 16 th Jan. 2017	SYBCOM (sem IV)ATKT exam	College Campus	Prof. Sameer Naik
11 th Jan. 2017	Seerat-Un-Nabi Elocution Competition	Room No. 13	Dr. Mhd. Anzar
13 th and 18 th Jan. 2017	Seminar On Courses in Computerized Accounting	Room No. 13,17	Prof. HemantKumar J
9 th Jan. 2017	Group Discussion on demonetization	Room No. 13	Prof. HemantKumar J
12 th Jan. 2017	Lecture on social media addiction	Room No. 13	Principal
16 th to 21 st Jan. 2017	SYBCOM (Sem III)- Exam on Medical ground	College Campus	Prof. Samir Naik
18 th Jan. 2017	Meeting of magazine committee	Computer Lab	Prof. Salim Khan
18 th Jan 2017	Meeting on Jashn-E-Anjuman	Staff Room	Dr. Mhd Anzar
23 rd to 25 th Jan. 2017	Annual Function : Jashn-E-Anjuman	College Campus	Dr. Mhd Anzar
26 th Jan.2017	Republic Day Celebration	College Campus	Principal
21 st Jan. 2017	Meeting of Briefing and reporting committee of Jashn-E-Anjuman	Conference Room	Dr. Abbas Rizvi
21 st Jan. 2017	Meeting of Discipline Committee	Conference Room	Prof. HemantKumar J.
14 th Feb. 2017	Poster Making Competition	Room No. 01	Dr. Smita Salunkhe
1 st to 2 nd Feb. 2017	SYBCOM (Sem IV)-Internal Test	College Campus	Prof. Samir Naik

1 st to 4 th Feb. 2017	TYBCOM (Sem VI)-Internal Test	College Campus	Prof. Samir Naik
13 th to 18 th Feb. 2017	SYBCOM (Sem III)-ATKT Exam	College Campus	Prof. Samir Naik
2 nd Feb. 2017	Staff Meeting – Degree College	Staff Room	Prof. Samir Naik
6 th Feb. 2017	46 th Annual Athletic Meet	University Sports Pavilion, Marine Lines	Rizhvan Shaikh
8 th Feb. 2017	Lecture on Union Budget- 2017	Room No. 15	Prof. Salim Khan
18 th to 6 th March 2017	TYBCOM (Sem VI) Computer Practical Exam	College Campus	Prof. Mhd Arif
5 th March 2017	Marathi Day Celebration	Room No.13	Prof. Vaishali Bankar
5 th March 2017	Women's Day Celebration	Room No.13	Prof. Kirti M
7 th to 8 th March 2017	SYBCOM (Sem IV)- Computer Practical Exam	College Campus	Prof. Mhd Arif
15 th to 21 st March 2017	NSS residential camp	Khmbatwadi -Neral	NSS- Prof. KirtiKumar
31 st March 2017	Unfair Means Committee Meeting	Conference Room	Dr. Shukat Ali
1 st April 2017	Convocation Day – Degree Day	College auditorium	Principal
9 th to 20 th March 2017	FYBCOM (Sem. I)ATKT Exam	College Campus	Prof. Sameer Naik
22 nd to 29 th March 2017	SYBCOM (Sem. IV)Regualr Exam	College Campus	Prof. Sameer Naik
31 st March 2017	Staff Meeting Of Degree College	Staff Room	Principal
25 th April 2017	Examination Committee Meeting for FYBCOM teaches	Staff Room	Prof. Samir Naik

Annexure-II

Analysis - Sample Feedback Form

<u>Feedback of FY B.Com Students -2016-17</u>				
Sr.No	Overall Infrastructure	Teaching Faculty	Co-op from supporting staff	Others
1	3	4	3	4
2	2	5	4	3
3	4	4	4	3
4	2	3	3	2
5	3	5	3	3
6	3	3	2	3
7	4	5	4	4
8	2	3	3	3
9	3	4	4	3
10	2	3	2	3
11	4	5	3	3
12	2	3	2	3
13	3	5	3	3
14	2	4	2	2
15	3	5	3	2
AVG	2.80	4.07	3.00	2.93

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 2016-17

Class	No' of Students / Sets	Number of books per student	Total Books
F Y B Com	160	11	1760
S Y B Com	42	10	424
T Y B Com	129	15	1935
Others	26	07	188

A total of 4307 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 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 of the Practice: Student Aid for As many needy students as possible

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 funds be arranged for as many deserving and needy students as possible.

3) The Context: A large number of students are coming from poor economic back ground, 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 make them worthy citizens , help the cause of nation building. Students are provided with maximum possible financial aid from within and outside sources and efforts are made to pass this benefit to large number of students.

4) The Practice: Students are given notice in advance about the avenues and various schemes which are available to them for getting financial aid. Application forms along with income proof certificates & copies of other relevant documents are received and processed along with a personal interview of the students, before distributing the aid to the needy students. In some cases where the aid is not sufficient efforts are made to arrange financial aid from outside sources also.

5) Evidence of Success: Institution has always aimed at providing maximum possible support to the students. Many students have benefited from the efforts taken by the institution for providing financial aid and support, Which helped the students in their progression in higher studies and prevented them from discontinuing their studies due to want of funds. The table below shows the funds arranged from various sources by the Institution as financial aid for the needy students:

Class	No' of Students	Amount
Financial support from institution	42	Rs. 3,19,613
Financial support from government	22	Rs. 110,000
Financial support from other sources		
Total	64	Rs. 429,613

Success of the practice is evident from the fact that a sum of Rs. 4.29 Lacs was arranged and distributed as financial aid for needy students.

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 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 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.

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 those from deprived class. 2. Reasonable good Capacity for IT Education. 3. Brand Legacy (Management Trust has over 100 years experience). 4. Highly 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. Encouragement students in sports & other extra curricular 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 changes 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.