



Parle Tilak Vidyalaya Association's

M.L. DAHANUKAR COLLEGE OF COMMERCE

Estd:1960

(Affiliated to University of Mumbai)

Dixit Road, Vile Parle (East), Mumbai – 400 057.

AQAR REPORT

(FOR NAAC SUBMISSION)

2015-2016



The Annual Quality Assurance Report (AQAR) of the IQAC

2015-16

Part – A

1.Details of the Institution

1.1 Name of the Institution

Parle Tilak Vidyalaya Association's
M.L.Dahanukar of College of Commerce

1.2 Address Line 1

Dixit Road ,Vile Parle (East)

Address Line 2

Mumbai

City/Town

Mumbai

State

Maharashtra

Pin Code

400057

Institution e-mail address

mldc@rediiffmail.com

Contact Nos.

022-26179580 and 022-26183614

Name of the Head of the Institution:

Prin. Dr. Madhavi S. Pethe

Tel. No. with STD Code:

022 26183614

PARLE TILAK VIDYALAYA ASSOCIATION'S
M.L.DAHANUKAR COLLEGE OF COMMERCE
Mumbai -400057



Mobile:

+919869164100

Name of the IQAC Co-ordinator:

Prof. Doke D.M.

Mobile:

+919892464523

IQAC e-mail address:

lqac.mldc@gmail.com

1.3 NAAC Track ID MHCOGN10744

1.4 Website address:

mldcc.com

Web-link of the AQAR:

Naac/lqac

1.5 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	NA	January 2004	January 2009
2	2 nd Cycle	A	3.01	January 2014	February 20 ,2019

1.6 Date of Establishment of IQAC:

01/07/2004

1.7 AQAR for the year

2015-16



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 2014-15 submitted to NAAC on line on 30/08/2016.

Track Id : MHCOGN10744

1.9 Institutional Status

University	<input type="checkbox"/>	State	<input type="checkbox"/>	Central Deemed	<input type="checkbox"/>	Private	<input checked="" type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>			
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>			
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>			
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>			
UGC recognised college.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>			
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>	
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>	
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>	
	Grant-in-aid +Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>			

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI(Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Innovative programme BMS/B Com. Env. Mgt </div>								



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

Mumbai University

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

No

UGC-Innovative PG programmes

No

Specify)

UGC-COP Programmes

No

2.IQAC Composition and Activities

2.1No. of Teachers

6

2.2No. of Administrative/Technical staff

4

2.3No. of students

2

2.4No. of Management representatives

1

2.5No. of Alumni

1

2. 6 No. of any other stakeholder and

1

Community representatives



2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☒
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.	<input type="text" value="0"/>	International	<input type="text" value="0"/>	National	<input type="text" value="0"/>	State	<input type="text" value="0"/>	Institution Level	<input type="text" value="0"/>
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(ii) Themes

2.14 Significant Contributions and Activities made by IQAC:

- 1) Formation of a Research Committee to promote research culture amongst the faculty.
The Research Committee is formed to guide teachers regarding publications and different avenues available for quality research journals.
- 2) To make a list of journals of repute for different subjects and Library should try to procure more journals in the college collection.
- 3) Special badges should be given to all prize winners as soon as the events are won. This will motivate other students and build up the moral of the prize winners. Accordingly badges were approved and presented to the eligible students.
- 4) Education Social Responsibilities (ESR) activities should be initiated.
Awareness about Road safety amongst the citizens is of urgent need in today's fast moving world. Keeping this in mind the college has started with an innovative program named as Raftar in order to not only bring awareness about road safety amongst our college students but to reach out to a wider no. of road users.
- 5) Annual calendar should be in soft copy and displayed well in advance.



Annual calendar has been displayed on the notice section in the college website and has also been printed in the college prospectus.

- 6) Regarding safety in the college fire extinguishers should be strategically placed in major gathering areas.
Already installed & AMC is being done every year.
- 7) Foreign language Department has been started in the languages of French (14 students), German (56 students), Japanese (14 Students) and Spanish (30 Students). A total of 114 students has enrolled for different foreign language courses being conducted in the college.
- 8) For enhancement of infrastructure, public address systems have been introduced in 15 classrooms. This is a venture to augment the teaching learning process.

IQAC conducted regular meeting every Quarterly and chalked out the Course of Actions and the Developmental Activities to be undertaken.

- 1) MOU with industries to be developed
- 2) External subject experts in the fields of Commerce/ Banking/ Industry to be invited for interaction with the students regarding current topics of interest.
- 3) Academic Audit to be conducted.

2.15 Plan of action by IQAC/Outcome:

Plan of Action	Achievements
1. Enhancement of Infrastructure	<ul style="list-style-type: none"> A State of art gymkhana with all modern gym equipment was inaugurated on June 2015. Public address systems have been introduced in 15 classrooms. This is a venture to augment the teaching learning process.
2. Education Social Responsibilities (ESR) activities	<p>Activities like Awareness about the menace of Road rage was started under a program named as Raftar.</p> <ul style="list-style-type: none"> The students are made aware of the website www.ysa.org which contains all the instructions for road safety audit. Accordingly our students were trained to conduct the audit and they promptly



	<p>uploaded their findings.</p> <ul style="list-style-type: none"> • Our college students took up the initiative to conduct major programmes, such as putting up banner and distribute pamphlets about road safety and gave certificates of recognition to select students, Institutions, vehicle owners and the public, who made a positive contribution towards safety on the roads and safety during travel. • The Mobile App for Road Safety named 'Raftar' which is being developed by our students was successfully inaugurated.
2. External experts in the fields of Commerce and Banking should be invited for the benefit of the students.	<ul style="list-style-type: none"> • Guest lecture of several eminent personalities from the field of Finance, Information Technology, Management were organised.

2.15 Whether the AQAR was placed in statutory body No

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

NA



Part – B

Criterion – I

1. 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	NIL	NIL	NIL	NIL
PG	3	0	01	NIL
UG	8	0	7	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	2	NIL	1	1
Others	NIL	NIL	NIL	NIL
Total	13	0	9	1
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	1	NIL	NIL	NIL

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

As affiliated college to Mumbai University we have to follow the curriculum prescribed by the affiliating University .College offers options to students as per University syllabus. Presently the system is choice based semester wise credit system. There is flexibility in selecting core as well as elective subjects at different levels. Following are details of elective options offered by college at different levels.

Course	Class and Title	Options as per University of Mumbai	Choice given by The College
B.Com.	S.Y.B.Com.(Applied Component any one from options)	1. Advertising 2. Company Secretarial Practice 3. Field and sales management 4. Mass Communication 5. Travel and Tourism	1. Advertising 2. Company Secretarial Practice

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		6.Journalism 7.Rural Development 8. Co-Operation 9. Public Relations 10. Mercantile Shipping 11. Indian Economic Problem 12. Computer Programming	
B.Com	T.Y.B.Com. (Principal Component)	1. Financial Accounting and Auditing 2.Buisness Management 3.Economics 4.Banking and Insurance 5.Commerce 6. Quantitative Techniques	1. Financial Accounting and Auditing 2.Buisness Management
B.Com.	T.Y.B.Com.(Applied Components ,students have to opt for any two of them)	1.Computer System and Applications 2. Export Marketing 3. Direct and Indirect Taxes 4. Elements of Operations Research 5.Psychology of Human Behaviour at Work 6. Marketing Research 7. Rural Marketing 8. International Marketing 9. Transport Management 10. Insurance	1.Computer System and Applications 2. Export Marketing 3. Direct and Indirect Taxes 4. Elements of Operations Research 5.Psychology of Human Behaviour at Work
B.M.S.	T.Y.B.M.S. Semester V Elective. (Students have to opt for any one)	1.Special Studies in Marketing 2.Special studies in Finance 3. E- Commerce	1.Special Studies in Marketing 2.Special studies in Finance
B.M.S.	T.Y.B.M.S. Semester VI Elective. (Students have to opt for any one)	1. Retail Management 2. Investment Analysis 3. Econometrics	1. Retail Management 2. Investment Analysis
B.Sc. (IT)	T.Y.B.Sc.(IT) Semester VI	1. Geographic Information System.	1. Geographic Information System.



	(Electives)	2. Project Laws 3. IPR and Cyber Law	2. Project Laws
M.Com.	M.Com.	1. Financial Accounting and Auditing 2. Business Management 3. Economics 4. Banking and Insurance 5. Commerce 6. Quantitative Techniques	1. Financial Accounting and Auditing 2. Business Management

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders*
(On all aspects)

Alumni

Parents

☒

Employers

Students

☒

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.

The syllabus for the following subjects have been revised by the University of Mumbai with effect from the academic year 2015-16:

- 1) S.Y.B.M.S
- 2) T.Y.B.B.I
- 3) S.Y.B.M.M

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

No



Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

	Total	Asst. Professors	Associate Professors	Professors	Others
Aided Section	21	11 (on probation) + 3 (court cases)	06	1 (Principal)	NIL
Un-Aided Section*	NIL	NIL	NIL	NIL	

* Sufficient number of core faculties as per requirements.

2.2 No. of permanent faculty with Ph.D.

2

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
11	1	NIL	NIL	NIL	NIL	NIL	NIL	NIL	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

45

21 (Core Faculty)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	2	12	-
Presented papers	3	12	-
Resource Persons	1	2	-



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

- 1) To make the teaching and learning process more effective all the classrooms have been ICT enabled. Teachers make use of audio visual aids to make the concepts more clear to the students.
- 2) To make the teaching learning activity more effective public address systems have been provided in 15 classrooms.
- 3) To inculcate value education and create better citizens for the present globalising world, the college took the initiative of Safe Roads Safe India called as Raftar. This program worked towards bringing greater awareness amongst the students as well as the society towards maintaining discipline on the roads.

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

178

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

- As per Mumbai University provisions facility of photocopy and double valuation is provided to students on demand.

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

Board of Studies: 5

Faculty Development workshop: NIL

Curriculum Development Workshop: NIL

2.10 Average percentage of attendance of students

75%



2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	O Grade %	A Grade %	B Grade %	Pass %
B.Com	582	02	27.07	36.36	94.0
B.M.S	112	0	42	38	83.04
B.COM (Acct &Fin)	180	1	95	51	96.11
BBI	63	0	14	31	93.65
B.Sc. I.T	104	3	37	20	70.19
BFM	53	0	4	15	77.36
BMM	58	0	12	29	93.10

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

The IQAC encourages the staff members to

- Participate in research based activities.
- To present and publish papers in journals of repute.
- To conduct talks by eminent scholars in subjects related to the curricula.
- To attend seminars and workshops on a regular basis.

There is no scope for the IQAC to monitor and evaluate the teaching learning process adopted by the faculty.

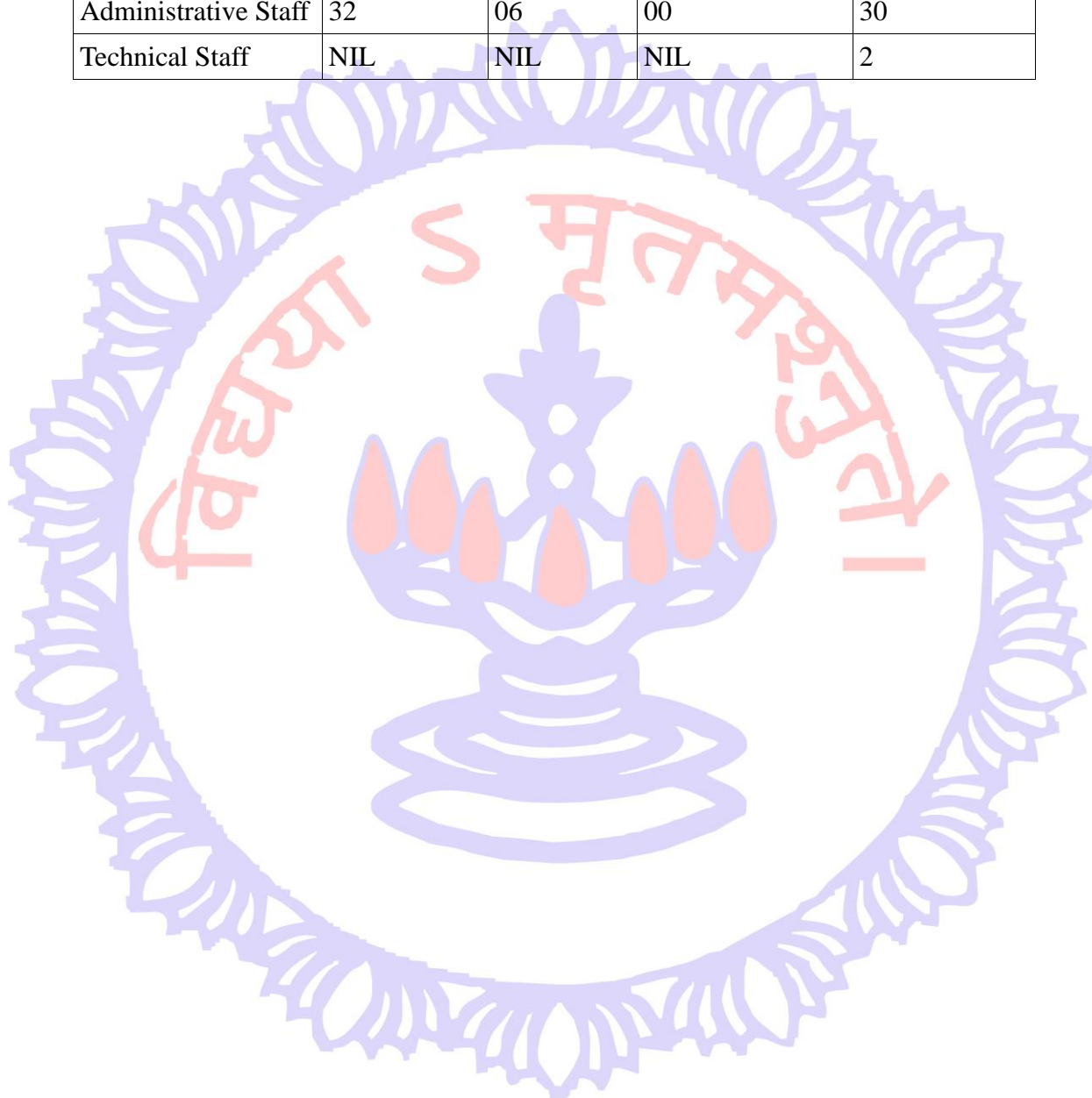
2.13 Initiatives undertaken towards faculty development

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



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	32	06	00	30
Technical Staff	NIL	NIL	NIL	2





Criterion – III

3. Research, Consultancy and Extension

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

- 1) Teachers are encouraged to publish and present papers in various journals and attend seminars for their professional as well as personal growth.
- 2) A list of journal of repute has been made available for the teachers to pursue.
- 3) Teachers who are on probation and temporarily employed in the institution are also encouraged to present papers at seminars and duty leave and reimbursement to that effect is provided by the college.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	0	0
Non-Peer Review Journals	5	0	0
e-Journals	2	0	0
Conference proceedings	18	7	0

3.5 Details on Impact factor of publications:

Range 0.5-2 Average 1.2 h-index Nil Nos. in SCOPUS Nil



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	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	NIL	NIL	NIL	NIL

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	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil



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

3.13No. of collaborations International National Any other

3.14No. 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

3.16No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18No. 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

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

JRF SR 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

NCC NSS Any other

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

- Road safety programme in Vile Parle suburb of Mumbai where college is located. Students created awareness among people about traffic rules and Road safety.
- Under Enactus local product made in rural area is marketed by our student's. Through it we made market available to the local product.
- The Rotaract unit help to sell products of Deaf and Mute children of Karnabadhira Foundation, which give them a practical experience of marketing skills which help them learn entrepreneurial skills.
- Our college NSS is very active and conducting blood donation camp twice a year through which we have been collecting almost 200 bottles every year.
- Another major social activity done by the NSS is constructing toilets in adopted village through which taking forward mission of "Swachh Bharat Abhiyan".
- Awareness was spread on social issues like AIDS and Harmful Effects of Drug awareness program.



Criterion – IV

4.Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4276 sq.mt	Nil	NA	4276 sq.mt
Class rooms	42	Nil	NA	42
Laboratories	3	Nil	NA	3
Seminar Halls	1	Nil	NA	1
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	<ul style="list-style-type: none"> Computers:180 Sound Systems: NIL 	NIL 15	NIL UGC	180 15
Value of the equipment purchased during the year (Rs. in Lakhs)	-	3 Lakhs	-	12 Lakhs
Others	-	-	-	-

4.2 Computerization of administration and library

We have extended computerization on the premises. Both the offices i.e. B.Com. & Self-financing section as well as library are well-equipped with computers and peripherals. We have around 80 computers for the benefit of students and staff. At present in all there are more than 180 computers and peripherals on the premises. All the offices and the library are LAN connected and have internet connection for unlimited usage.



4.3 a) Library services: (AIDED SECTION)

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value	No.	Value
Text Books	19757	Data not Available	594	93,535	20,300	-
Reference Books			38	92,499	74	
Gen. Books			63	17,141	78	
e-Books	Nil	-	-	-	-	-
Journals	47	8744	26	15,394	73	24,138
e-Journals	Nil	-	-	-	-	-
Digital Database	Nil	-	-	-	-	-Nil
CD & Video	45	Complimenta ry	42	Complime ntary	87	Compliment ary
Newspapers	6	8640	6	11,400	12	20,040

b) Library services: (UNAIDED SECTION)

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value	No.	Value
Text Books	9682	1242103	1113	156365	10795	1398468
Reference Books	4373	1743131.52	144	63269.6 5	4517	1806401.17
Gen. Books	438	123573.8	73	15203	511	138776.8
e-Books	Nil	-	-	-	-	-
Journals	28	14714	06	-	34	121329
e-Journals	Nil	-	-	-	-	-
Digital Database	Nil	-	-	-	-	-
CD & Video	75	17394	0	0	75	17394
Newspapers	12	-	-	-	12	5900



4.4 Technology up gradation (overall)

	Total Computer s	Compute r Labs	Internet	Browsin g Centres	Compute r Centres	Offic e	Depart - ments	Other s
Existing	180	3	Broad Band 3	3	3	2	8	-
Added	NIL	NIL	NIL	Nil	Nil	Nil	Nil	-
Total	180	3	3	3	3	2	7	-

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

- Students are given free access to internet
- All teaching and non-teaching staff members are provided with internet access at their respective work places itself.

4.6 Amount spent on maintenance in lakhs:

i) ICT

0.58

ii) Campus Infrastructure and facilities

114.9

iii) Equipment

0.79

iv) Others

95.08

Total:

211.35



Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

A separate link is provided in the official web site of the college.

5.2 Efforts made by the institution for tracking the progression

- The college alumni is very active in the college and provides feedback regarding student progression by felicitating the ex-students of MLDC who have performed exceedingly well in their respective careers by organizing a get-together every year.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3,796	303	Nil	Nil

(b) No. of students outside the state

27

(c) No. of international students

Nil

Men

Women

No	%
1715	41.83

No	%
2384	58.16

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2481	409	42	948	02	3882	2645	445	62	944	03	4099

Demand ratio

1.94

Dropout %

Data not available



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

- College organizes career guidance lectures on a regular basis. Experts from different fields are invited for career counselling.
- College also conducts orientation programs for Inst. of Chartered Accountancy of India. The college space is made available for coaching of Inst. of Cost and Works Accounting of India.

No. of students beneficiaries

363

5.5 No. of students qualified in these examinations: Data Not Available

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

5.6 Details of student counselling and career guidance

- Counsellor is available on college premises on a predetermined day once in a week. Separate cabin is provided to the counsellor for counselling the students and teachers in a confidential environment. The counsellor gives expert guidance on the various psycho social problems faced by the students. The teachers also on an individual level try to resolve the problems if approached by a student.
- Career guidance and Placement cell located on fourth floor, counsels the students regarding the various employment opportunities available. Many corporates, banks and Chartered Accountants offices approach the college regularly for permanent placement as well as summer placement and this information is passed on to the students. A senior teacher is in charge of the functioning of the cell and also works as the liaison agent with the companies approaching the college for placements.

No. of students benefitted

97



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
17	105	21	Data not Available

5.8 Details of gender sensitization programmes

- The college Woman Development Cell organised lecture on self-defence for girls.
- The NSS unit organised street plays within the college premises regarding gender equality.

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

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	08	32,000
Financial support from government	605	52,09,671
Financial support from other sources	104	16,41,950
Number of students who received International/ National recognitions	Nil	Nil



5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

No major grievance has been received by the college Grievance cell.





Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Parle Tilak Vidyalaya Association's M.L.Dahanukar College of Commerce was instituted with the vision of becoming the leading educational institution in the field of commerce education. The institution endeavours to cultivate creative and productive talents of students, faculty and staff to develop responsible global citizens. Imparting quality education is the main motto of our college. We aim at nurturing a value system, enhancing knowledge, developing skills to enable the whole some personality development of the students and the staff. With this background the vision of the institution is enlisted as:

- Engendering and Nurturing values for enhancing Knowledge, Wisdom, Skills and Humane Values.
- To enable the youth to scale peaks of excellence and pinnacles of glory by imparting quality through education.
- To cultivate creative and productive talents of students, faculty and staff.
- To seek ways to contribute to the nation, the well-being of communities.
- Strive to enhance the quality of life and development of its students and faculty.
- To create Global Citizens.

Mission:

The M.L.Dahanukar College of Commerce will continually strive to impart education to enable its stakeholders to face the emerging challenges of the future. The institution has started number of new courses like Bachelor of Management Studies (BMS), B.Com (Accounting and Finance), B.Com (Banking & Insurance), B.Com (Financial Markets), Bachelor in Science in Information Technology, to equip our students to face the challenges of the future. With this in mind the Missions of the Institution are:

- Provide platform for excellence in academic growth.
- Provide opportunities in extracurricular and co-curricular activities to attain new heights.
- Implement innovative methods/techniques of teaching.
- Impart value based education in the context of global scenario, enabling students to become global citizens.

6.2 Does the Institution has a management Information System

No



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

6.3.1 Curriculum Development

There is very less scope for curriculum enrichment as the syllabus is framed by the University, however the teachers constantly endeavour to provide additional knowledge and information to the students. To sensitize the students and develop their personality the college organizes numerous activities throughout the year. Many of these activities are totally curricular (seminars, guest lectures etc.), co-curricular (elocutions, debates, exhibitions etc.) while some are extra-curricular (sports, dance, drama, singing etc.). Various organizations working in the college like the NSS and the Rotract club also aims on developing empathy and moral values in the young minds of the future citizens and help in Nation building.

6.3.2 Teaching and Learning

- The departments submits their teaching learning plan along with the infrastructural requirement if any to the IQAC through the principal. IQAC advises the principal to take necessary steps so that teaching learning becomes more effective and enjoyable.
- The college collects feedbacks from the students and these feedbacks are analysed and report is forwarded to the IQAC. Based on the student's feedback if required the principal has a dialog with the teacher and guides the teacher to improve or overcome the drawbacks if any.

6.3.3 Examination and Evaluation

- We follow the University of Mumbai's Choice Based Credit and grading system with a Semester pattern. In this system students are evaluated through Internal and External examinations.
- The internal examination is having weightage of 25%. Internal consist of one class test of 20 marks and 5 marks for active participation of the student.
- External examination is of 2 hours duration and of 60 marks in each subject and 75 marks examinations are for 2 hours and 30 minutes is conducted per semester. Continuous evaluation of students is conducted throughout the semester.
- The schedule of all the examinations is prepared well in advance and published in the prospectus before commencement of the academic year. All the examination related notices are also put up on the college website as well as the college App for the benefit of the students.



6.3.4 Research and Development

- Researchers can avail of F.I.P leave to pursue their Ph.D.
- Funds are provided to compensate the expenses towards travel and participation fees. Normally these funds are made available from UGC Grant to attend seminars, workshops and enrichment of knowledge of the staff members.
- The college Library has a total of 36,275 books and 4 Indian journals and 15 periodicals published at state and national levels is the major source that encourages research activities on the college campus. There are 3236 books on research methodology and various related areas. This collection is useful for encouragement for research activities on the campus. Besides, the library has provided separate space for teachers for their reading and research-related work.
- The institution has three computer labs with 100 computers with internet facility for the use of Research scholars.
- Staff members are granted duty leave / travel allowances to participate in outstation conference seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college always endeavours to provide quality education to the student community. Keeping this in mind the college has updated the various infrastructure facilities within the college premises.
- All the classrooms have been ICT enabled to make teaching learning more effective.
- CCTV have been installed throughout the college premises to make it safer for the students and staff.
- To update the ICT facilities in the college 20 new computers have been installed in the computer lab.
- To facilitate class room teaching and learning process 15 sound systems have been installed in 15 class rooms to start with initially.



6.3.6 Human Resource Management

- The college authorities encourage teachers to regularly update their subject knowledge by attending seminars and workshops from time to time.
- Subject experts from different areas of expertise are constantly invited to deliver lectures for knowledge enhancement of teachers and students alike.
- To make the students more effective in their communication skills, language development programs are conducted in the college.
- To develop entrepreneurial skills amongst the students, Enactus an international non-profit organization that brings together student, academic and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need is run in the college. Guided by academic advisors and business experts, the student leaders of Enactus create and implement community empowerment projects around the globe. The experience not only transforms lives, it helps students develop the kind of talent and perspective that are essential to leadership in an ever-more complicated and challenging world.

6.3.7 Faculty and Staff recruitment

- The aided section recruitment rules are as per the University of Mumbai, Government of Maharashtra and UGC guidelines.
- For the un- aided section the post are advertised in national and local newspapers and accordingly interviews are conducted and selection of staff is done.

6.3.8 Industry Interaction / Collaboration

- Eminent speakers from industry are invited to deliver talks on various topics related to commerce faculty.
- Industrial visits are regularly organised by the college to bridge the gap between academia theory and industrial practice.
- Industries visit the college campus for placement of students.



6.3.9 Admission of Students

As college is affiliated to the University of Mumbai and governed by the rules of Government of Maharashtra, admission procedures at entry level is as their guidelines and schedule given by them.

6.4 Welfare schemes for

Teaching & Non -teaching	As and when need arises the management sanctions advance payment against salary for the welfare of the staff and their family members. There is a provision for medical reimbursement and advance against the medical expenses for certain diseases for the staff members by the Government of Maharashtra.
Students	Various welfare schemes like Freeships and Scholarships from the Government of Maharashtra for the socially and economically backward students is provided. There is a book bank scheme wherein socially and economically backward students are provided with books for all the subjects on a return back basis. Needy students are provided with financial help through the Student Aid Fund.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

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

No

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



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

For UG Programmes Yes

Most of the time

For PG Programmes Yes

Most of the time

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

The college is affiliated to University of Mumbai and is governed by the rules of the University.

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

- The Alumni conducts various Essay and Elocution competitions for the college
- It conducts “Natya Abhivachan Spardha”, an inter-collegiate level competition.
- It regularly sponsors the inter-collegiate festival of the college “Kurukshetra” for the overall development of the students of the college. Also it sponsors the college magazine “Sunshine” now renamed as “Commercio”.
- Every year it felicitates 8 students for their extra-ordinary performance in Academics as well as extra-curricular activities.
- It is a practice of the Alumni to felicitate the ex-students of MLDC who have performed exceedingly well in their respective careers by organizing a get-together every year.

6.12 Activities and support from the Parent – Teacher Association

Parent teacher meet is organised regularly and the parents are updated about the exam norms, changes if any in the exam pattern.

Parents are provided with their wards attendance records.

Parents are provided with a feedback form wherein they are asked to give their feedbacks for improvement in effective teaching and learning.



6.13 Development programmes for support staff

The college encourages the support staff to participate in cultural, fine arts and sports competitions held at inter collegiate levels and duty leave is provided to that effect.

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

Environmental consciousness & awareness is the essence of higher education. Keeping this in mind the college has taken initiative in

- **Rain Water Harvesting:** Within the college campus, we already have an underground well which is supplying water for more than 20 years to the college toilets, washrooms & gardening so the college is self-sufficient and already practicing water conservation.
Realising the importance of water an underground water tank has been installed within the college campus bordered by permeable stones which allows the percolation of the rainwater during the monsoons and helps in raising the underground water table of the region which is beneficial to the surrounding residential areas.
- **Organic Farming:** The main purpose of this innovative program is to inculcate environmental consciousness amongst the students. Accordingly the college has started with an innovative program of organic farming in the college premises (terrace) itself from the academic year 2014-15. There is a teacher in charge of the entire activity, however the actual day to day care needed for the activity is the responsibility of the students itself and the produce of the farms is sold by the students themselves.
This is the innovative idea of the college to bring about greater environmental accountability amongst the younger generation for a better and greener earth.



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.

An innovative program which the college is conducting is a Job Skill Training program for the students. This is our innovative effort to develop employ-ability and entrepreneurial skills amongst students with the emphasis on practical knowledge, soft skills and overall personality development.

The college also conducts foreign language courses to increase the employability of the students and keep the students abreast with the demands of the industry.

The college has to conduct every semester a class test for the Internal Assessment of the students and also encourages the students to make presentations on relevant topics..

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

- It was decided to make a list of journals of repute for different subjects and Library should try to procure more journals in the college collection.
Although no new journals have been subscribed by the college, PTVA's Institute of Mgt. have subscribed on line journals data bases like EBFSCO and J-Gate through which researchers can access multiple journals of their choice
- It was suggested that special badges be given to all those prize winners as soon as the events are won. This will motivate other students and build up the moral of the prize winners. Accordingly badges were approved and presented to the eligible students.
- It was recommended to have Information System Audit (ISI) backup with parent institution at least once a year.
Accordingly action has been initiated.
- It was suggested that Education Social Responsibilities (ESR) activities to be initiated. Accordingly activities like Awareness about the menace of Road rage was started.
- It was recommended to prepare a calendar of speakers and to organize one guests lecture per month.
Guest lecture of several eminent personalities from the field of Finance, Information Technology, Management were organised.
- Annual calendar should be in soft copy and displayed well in advance.
Annual calendar has been displayed on the notice section in the college website and has also been printed in the college prospectus.
- Regarding safety in the college fire extinguishers should be strategically placed in major gathering areas.
Already installed & AMC is being done every year.



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

Best Practice 1: ENACTUS

Best Practice 2: Rain Water Harvesting

Best Practice 3: Organic farming

Best Practice 4: Raftar

**Details in annexure (Annexure no II i, ii, iii)*

7.4 Contribution to environmental awareness / protection

Environmental consciousness & awareness is the essence of higher education. Keeping this in mind the college has taken initiative in

- **Rain Water Harvesting:** Within the college campus, we already have an underground well which is supplying water for more than 20 years to the college toilets, washrooms & gardening so the college is self-sufficient and already practicing water conservation.

Realising the importance of water an underground water tank has been installed within the college campus bordered by permeable stones which allows the percolation of the rainwater during the monsoons and helps in raising the underground water table of the region which is beneficial to the surrounding residential areas.

- **Organic Farming:** The main purpose of this innovative program is to inculcate environmental consciousness amongst the students. Accordingly the college has started with an innovative program of organic farming in the college premises (terrace) itself from the academic year 2014-15. There is a teacher in charge of the entire activity, however the actual day to day care needed for the activity is the responsibility of the students itself and the produce of the farms is sold by the students.

This is the innovative idea of the college to bring about greater environmental accountability amongst the younger generation for a better and greener earth.

7.5 Whether environmental audit was conducted? No



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

STRENGTH : <ul style="list-style-type: none"> • Salubrious environment for students to acquire knowledge and practical experience. • Quality assurance of courses and award of degrees from a reputed University. • Up-to-date facilities and ICT infrastructure. 	WEAKNESS: <ul style="list-style-type: none"> • Non availability of aid from Government towards non- salary expenditure • Lack of land for Vertical or Horizontal growth for future expansion of the campus. • Lateral development in course work is difficult.
OPPORTUNITIES: <ul style="list-style-type: none"> • Job opportunities in public and private sectors • Diversification of education by starting new self-financing courses. • Strategic alliances and partnerships with institutions for offering more professional courses. 	CHALLENGES: <ul style="list-style-type: none"> • To motivate continued sustained interest of the students and make them interested in self –study. • The constraints of a prescribed syllabus to be completed within a prescribed time frame. • The limitations of simultaneously running dual programs in association with Professional courses like Chartered Accountancy, Cost Accountancy.

8.Plans of institution for next year

- Encourage Research and consultancy activities
- Commerce or Business laboratory to be started in a methodical way.
- To improve English speaking capacity amongst the students a new modern and well equipped English Lab to be started.
- Industry and Commerce organization must be linked with college and MOU must be established.
- Major/Minor Research projects to be undertaken.
- Gymkhana to be made available to the students and staff members.

Name: Shri Dyneshwar M Doke

Name: Dr. Madhavi S. Pethe

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



ANEXURE –I

Analysis of Students' Feedback

The feedback form measured two criteria:

1. Teaching Learning & Evaluation Process of individual teachers.
2. General Infrastructure facilities in the Institution.

A detailed analysis of the feedbacks gave suggestions of the students in the following direction:

Enhancement in canteen facilities.

In response to this observation the canteen committee was instructed to take regular rounds in the canteen to ensure a clean and hygienic environment. However there is constraints of space and so not much scope for expansion of canteen area.

Demand for bigger and better equipped Gymkhana.

The suggestion was carried forward to the managing body of the parent committee and the decision is pending.

Analysis of Parents' Feedback

Concession in minimum attendance criteria for students doing professional courses like articleship for CA.

In response to this demand of the parents, the college made the parents aware that 75% minimum attendance as per University rules is mandatory but to facilitate these students the college has started with one division each at the S.Y.B.Com and T.Y.B.Com with lectures starting at 6:40 A.M. so that they can become free by 10:20 A.M.

Parents have demanded that the college should have class rooms with Air Conditioners to make the entire teaching learning process more effective.

To implement this suggestion there are huge finances involved and so the proposal has been put forward to the managing committee of parent body.



ANEXURE –II

Best Practice *i*

Title of the practice- *ENACTUS*

Enactus is an international non-profit organization that brings together student, academic and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need. Guided by academic advisors and business experts, the student leaders of Enactus create and implement community empowerment projects around the globe. The experience not only transforms lives, it helps students develop the kind of talent and perspective that are essential to leadership in an ever-more complicated and challenging world.

2. Goal-

En•act•us

A community of student, academic and business leaders committed to using the power of entrepreneurial action to transform lives and shape a better more sustainable world.

Entrepreneurial—having the perspective to see an opportunity and the talent to create value from that opportunity;

Action—the willingness to do something and the commitment to see it through even when the outcome is not guaranteed;

Us—a group of people who see themselves connected in some important way; individuals that are part of a greater whole.

3. The Context-

Enactus MLDC began its journey as (SIFE MLDC) Students in Free Enterprise M.L. Dahanukar College began its work in June 2008. From the time of its inauguration till date SIFE MLDC has undergone enormous changes. The first year was obviously difficult and not as expected, there were many challenges like gathering funds for our project, to convince students to join the cause and to position it amongst many other aspiring organisations in our college.

4. The Practice –

Enactus MLDC is a group of motivated students who are working on a number of projects that are helping the community in a great way. Since 2008 Enactus – MLDC has undertaken 6 projects namely – Project E-Shiksha, Project Aloe Nutria, Project Jeevika, Project Astitva, Project Vikrant and Project Horizon, and is currently working on its new projects.

The team has received a special recognition in ‘Enactus India National Competition 2013’ and was ranked among top 12 teams overall India. The team has also received ‘Walmart Women Economic Empowerment Grant 2014’ for its Project Vikrant which aimed at spreading the self defense techniques in the society.



Enactus is an international non-profit organization that brings together students, academic and business leaders who are committed to use the power of entrepreneurial action to improve the quality of life and standard of living for people in need. Guided by academic advisors and business experts, the student leaders of Enactus create and implement community empowerment projects around the globe. The experience not only transform lives of people in need; but it also helps students to develop the kind of talent and perspective that are essential for leadership in an ever more complicated and challenging world. M. L. Dahanukar College is an active member under Enactus India since 2008.

5. Evidence of Success –

The most important terms in which we measure our success is the sustainability of our community and their satisfaction.

We started off as a group of 30 students but today we have 86 students registered with us. We are about to launch our new project Jal and the support and trust shown by our team and teachers itself prove the rate of success we have achieved being an undergraduate college competing all B-schools at Enactus completion every year.

6. Problems Encountered and Resources required-

The basic problem faced by our team every year is the change of management and students every year.

Apart from this starting a new project every 2 years is the most tedious task as it involves lot of research, time as well as funds which does not click easily every time.

Sponsorship is the most essential source of funds in our organisation hence convincing the corporate to make us a part of their CSR activity requires lot of commitment and promises which along with our academics' is really difficult to handle.

Best Practices ii

1. **Title of the Practice:** *Rain Water Harvesting*

2. **Goal :** To capture & store the rain water.

3. **The Context**

Water being a precious resource has to be used economically. Fresh potable water is available on this earth in very limited quantity. Rainwater harvesting is the technique of capturing & storing the rain water so that it can be used even during the dry months.

Rainwater harvesting involves accumulation and storage of rainwater for reuse before it reaches the aquifer. Uses include water for garden, washroom & toilet. In our institution the water collected is just redirected to a deep pit with percolation. The harvested water can be used for drinking water as well if the storage is a tank that can be accessed and cleaned when needed.



4. The Practice

Within the college campus, we already have an underground well which is supplying water for more than 20 years to the college toilets, washrooms & gardening so the college is self-sufficient and already practicing water conservation.

Realising the importance of water an underground water tank has been installed within the college campus bordered by permeable stones which allows the percolation of the rainwater during the monsoons.

5. Evidence of Success

Environmental consciousness & awareness is the essence of higher education. World over there is a greater awareness of the need to use fresh water sparingly. Recycling of water also needs to be encouraged. The project has helped in creating a soak pit which is recharging the underground water table, however there is no mechanism for measuring the recharge value.

6. Problems Encountered and Resources required

One of the biggest constraints in a mega metropolis like Mumbai is space. Open land is scarce and in short supply. To build up rain water harvesting techniques, we need not only land but also a proper linkage with the surrounding residential societies needs to be developed in order to divert this rain water for their gardening, toilet and washroom facility.

Best Practice : iii

1. Title of the Practice : Organic Farming

2. **Goal :** The main purpose of this innovative program is to inculcate environmental consciousness amongst the students.

3. **The Practice:** Accordingly the college has started with an innovative program of organic farming in the college premises (terrace) itself. There is a teacher in charge of the entire activity, however the actual day to day care needed for the activity is the responsibility of the students themselves. The students have to take decisions like what type of plants they should be planting depending on climate and seasons. They also have to take a call on what manures they should be using and accordingly find the source of the manures. Moreover they have to decide on the best time of sowing and harvesting their produce. Their responsibilities do not end here as they have to also market their produce and make the program self-funding.

4. **Evidence of Success:** As of now the program is in its initial stage and the enthusiasm of the students in working actively for the program itself is the greatest evidence of success.



- 5. Problems Encountered and Resources required:** The biggest problem faced before starting with this program was the constraint of space within the college premises. A part of the college terrace was allocated for this activity which was a great encouragement for the concerned students and the staff. Another major hurdle is the generation of funds for this program. The produce of the organic farm is marketed by the students but very often is not enough to meet the initial expenditures involved. Moreover there is a need of a trained person to deal with the technicalities of organic farming.

Best Practice : iii

Title of the Practice: Raftar

- (i) **Goal :** The main purpose of this innovative program is to create awareness about the menace of Road rage.
- (ii) **The Context:** Awareness about Road safety amongst the citizens is of urgent need in today's fast moving world. Keeping this in mind the college has started with an innovative program named as Raftar in order to not only bring awareness about road safety amongst our college students but to reach out to a wider no.of road users. Accordingly the following activities were conducted by the college.
- The students are made aware of the website www.ysa.org which contains all the instructions for road safety audit. Accordingly our students were trained to conduct the audit and they promptly uploaded their findings.
 - Our college students took up the initiative to conduct major programmes, such as putting up banner and distribute pamphlets about road safety and gave certificates of recognition to select students, Institutions, vehicle owners and the public, who made a positive contribution towards safety on the roads and safety during travel.
 - The Mobile App for Road Safety named 'Raftar' which is being developed by our students was successfully inaugurated.
- (iii) **Evidence of Success:** The program was well appreciated by the students and people from the neighbouring societies.
- (iv) **Problems Encountered and Resources required:** Fund generation is the most difficult part of the program. Moreover generating sustained interest of the students in the program within the limited time span is also a challenge.