

BHARAT COLLEGE OF COMMERCE
The Annual Quality Assurance Report (AQAR) of the IQAC
From June 2013 to May 2014

Part – A

1. Details of the Institution

1.1 Name of the Institution	Bharat College of Commerce
1.2 Address Line 1	Hendrepada,
Address Line 2	Kulgaon,
City/Town	Badlapur (W), Dist. Thane
State	Maharashtra
Pin Code	421503
Institution e-mail address	bharatcollege@gmail.com
Contact Nos.	0251 – 2670762 /9730541892 / 9323963953
Name of the Head of the Institution:	DR. SUNIL SHARMA
Tel. No. with STD Code:	0251 - 2670756
Mobile:	9819997123
Name of the IQAC Co-ordinator:	Asst. Prof. Ms. Neetu Kapoor
Mobile:	9604100815
IQAC e-mail address:	bharatcollegeiqac@gmail.com
1.3 NAAC Track ID	N.A.
1.4 NAAC Executive Committee	
No. & Date:	EC/33/226 Dated 16 September 2004
1.5 Website address:	www.bharatcollege.in

Web-link of the AQAR: www.bharatcollege.in/iqac

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72.25%	2004	5 YEARS

1.7 Date of Establishment of IQAC : **01 JULY 2008**

1.8 AQAR for the year (for example 2010-11): **2013 - 2014**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

(i) AQAR 2011 – 2012 (27/09/2012)

(ii) AQAR 2012 – 2013 (30/09/2013)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management ✓

Others (Specify)

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE -

DST Star Scheme UGC-CE -

UGC-Special Assistance Programme DST-FIST -

UGC-Innovative PG programmes Any other (*Specify*) -

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="04"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>

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: No. 05 Faculty 03
Non-Teaching Staff & Students 01 Alumni 2 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 3

(ii) Themes

- Best practices in Research and Consultancy
- Best Practices in Teaching Learning and Evaluation

2.14 Significant Activities and contributions made by IQAC

- Creation of Quality Circles within the college
- Internalisation of Quality Consciousness
- Enhancement of Quality through following initiatives
- Formation of functioning of clubs to promote creativity (Photography Club, Nature Club, Poetry Club, History Club)
- To stimulate intellectual development by starting Research Cell, Wall Magazine & Readers Club.
- To stimulate emotional development Hobby Club and Poet's Corner was started.
- To stimulate aesthetic development Cultural Association was formed.
- Started CCNA a value added certificate course.
- Started Extension Programme – Department of Life Long Learning & Extension
- Wellness Unit was started for regular health check – up of staff and students.
- Community initiative was taken in the form of linkage with Pragati Andh Vidyalaya
- Infrastructure development (constructed 2nd Floor to provide additional classrooms).

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 * **ANNEXURE 1**

2.15 Whether the AQAR was placed in statutory body **Yes**

Management Syndicate Any other body -

Provide the details of the action taken

- Funding was approved by Local Managing Committee for infrastructure and academic development and second floor was constructed.
- Infrastructure for various Departments was developed.
- CCTV cameras were fixed in the college premises.
- Centralised sound system was affixed.

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	01			
PG				
UG	04			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		01		01
Others	02			
Total	07	01		01

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: Core in B. Com/Elective options in B.M.S., B.Sc. (C.S.) & B.Sc. (I.T.)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	

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

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

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

As and when modified by the university

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

Yes, Department of Life Long Learning and Extension Program

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
05	05	---	---	---

2.2 No. of permanent faculty with Ph.D.

01

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
5	---	---	---	---	---	---	---	05	---

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

06

13

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	04	01
Presented papers	01	03	01
Resource Persons	01	01	--

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

Video Sessions, Field visits, Student Seminars & Exhibitions

2.7 Total No. of actual teaching days during this academic year	180	
2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	As per University guidelines	
2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	Our one staff member was the part of syllabus discussion during refresher course.	
2.10 Average percentage of attendance of students	80%	

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	NO. OF STUDENTS					
		Distinction	I	II	III	Pass	TOTAL
F.Y.B.Com.	201	4	29	81	0	44	158
S.Y.B.Com.	134	1	7	64	1	41	114
T.Y.B.Com.	106	0	7	43	6	0	56
F.Y.B.M.S.	28	0	12	11	0	2	25
S.Y.B.M.S.	30	4	15	8	0	3	30
T.Y.B.M.S.	RESULTS AWAITED						
F.Y.B.Sc. (C.S.)	12	3	1	2	0	1	7
S.Y.B.Sc. (C.S.)	9	1	1	0	0	1	3
T.Y.B.Sc. (C.S.)	RESULTS AWAITED						
F.Y.B.Sc. (I.T.)	23	4	5	3	0	5	17
S.Y.B.Sc. (I.T.)	21	5	8	7	0	0	20
T.Y.B.Sc. (I.T.)	RESULTS AWAITED						

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

Through Internal Audit, Feedback from students, Principal Counselling by Senior Staff, Remedial Coaching, Peer Review and API

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	01
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	02	01	00	01
Technical Staff				01

Criterion – III

3. Research, Consultancy and Extension

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

1. Formation of Research Corner
2. Faculty was deputed for Short Term Course on Research Methodology organised by UGC, Academic Staff College
3. Teachers attended Inter – Institutional Faculty Development Programme on Research Methodology
4. Research Cell was started to promote research environment in college
5. Teachers contributed research papers for peer reviewed journal.
6. Management students did a survey of Deaf Schools from Karjat to Lonavala

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	14	01	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	01	--	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.21 No. of students Participated in NSS events:

University level	40	State level	02
National level	02	International level	

3.22 No. of students participated in NCC events: **N.A.**

University level	State level
National level	International level

3.23 No. of Awards won in NSS:

University level	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	<input type="text" value="01"/>	College forum	<input type="text" value="--"/>
NCC	<input type="text" value="--"/>	NSS	<input type="text" value="--"/>
		Any other	--

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

- Community Initiative with Pragati Andh Vidyalaya
- Tree Plantation
- Blood Donation
- Books distribution to needy students.
- Save Electricity Project
- Free Eye Check Up Camp
- Organised Sports for students of Adivasi School, Shiv Bhakt Ashram

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			Management	
Class rooms	10	05		15
Laboratories				
Seminar Halls		01		01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				List attached
Value of the equipment purchased during the year (Rs. in Lakhs)				List attached
Others (cabins)	01	02		03

4.2 Computerization of administration and library

Library and major portion of Administrative is computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4000	3800034	989	92575	4989	472609
Reference Books	1889	670776	448	159083	2337	829859
e-Books	93809	--	NList Database	--	93809	
Journals	49	200000	49	70301	49	270301
e-Journals	4137	5000	NList Database	5000	4137	5000
Digital Database						
CD & Video	419	12671	132	3992	551	16663
Others (specify)	--		--		--	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	55	02	Available	01	02	01	01	01
Added							02	
Total	55	02		01	02	01	03	01

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

- | |
|--|
| <ul style="list-style-type: none"> • CCNA • Workshop on Cyber - Crimes |
|--|

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.5
ii) Campus Infrastructure and facilities	27
iii) Equipments	5
iv) Others	0.10
Total :	33.60

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Meetings and workshop on student support services

5.2 Efforts made by the institution for tracking the progression

Class Test, Aptitude Test, Remedial Coaching, Continuous Evaluation System.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
629			55

(b) No. of students outside the state 9

(c) No. of international students **N.A.**

Men	No	%	Women	No	%

Last Year (2012 – 2013)						This Year (2013 – 2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
398	59	04	75	01	537	445	86	09	88	01	629

Demand ratio -- Dropout **25%**

5.4 Details of student support mechanism for coaching for competitive examinations (If any) : **NO**

No. of students beneficiaries **N.A.**

5.5 No. of students qualified in these examinations : **NIL**

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

5.6 Details of student counselling and career guidance

Seminar conducted on Career Guidance.

No. of students benefitted

5.7 Details of campus placement : **By Infosys Ltd.**

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	124	23	65

5.8 Details of gender sensitization programmes

Drama Competition, Poster Competition, Beti Bachao Abhiyan, Movie on Gender Sensitization

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: **NIL**

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	04	
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives : **NIL**

5.12 No. of social initiatives undertaken by the students **02**

5.13 Major grievances of students (if any) redressed: **NIL**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : “To provide cushion for Excellency in higher educational system.”

Mission : “To develop all round personality of the students through studies, sports, health education, cultural activities, vocational guidance, job placements and character formation.”

6.2 Does the Institution has a management Information System

Yes , through emails and website.

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

6.3.1 Curriculum Development

To improve the delivery of curriculum value added certificate courses are started such as CCNA, Tally, Excel and Advance Excel, DTP.

6.3.2 Teaching and Learning

Seminars, Presentations, Video lectures, Field visits.

6.3.3 Examination and Evaluation

Computerisation of whole process of examination, form filling and results.

6.3.4 Research and Development

Subscription of Research Journals, Subscription to International Library, Research Corner, Workshops on Minor Research and Case study method of Research, Deputation of Staff for short term course on Research Methodology.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Automation of Library**
- **Purchase of new software.**
- **Regular monitoring and maintenance.**

6.3.6 Human Resource Management

Cabins, well - developed IT Infrastructure, Staff Academy, seminars & workshops.

6.3.7 Faculty and Staff recruitment

Interviews, Demonstration, Promotion.

6.3.8 Industry Interaction / Collaboration

With Mr. Sachin Patil , Software Developer, arranged visit to Seed Infotech and National Stock Exchange

6.3.9 Admission of Students

Help Desk & Counselling / Guidance for online application / Availability of Computer Lab for filling Online Application Form.

6.4 Welfare schemes for

Teaching	01
Non teaching	01
Students	01

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			Yes	Principal
Administrative	Yes	University of Mumbai		

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

For UG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms? **N.A.**

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

N.A.

6.11 Activities and support from the Alumni Association

Motivational Lectures, Lecture on Tips on sharp memory power, Lectures on Companies Act 2013, Session on improving english communication for school students by our Alumni.

6.12 Activities and support from the Parent – Teacher Association

Workshop on Sketching and painting and Best out of waste.

6.13 Development programmes for support staff

Organised workshop on computer training programme.

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

Bird Nest
Plantation of Trees
Use of Information and Communication Technology to reduce use of papers
Use of Jute bags.

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.

Poetry Club, Readers Club, Health Checkups for staff and students, Wellness unit, Birthday Celebrations and appreciations, Teachers Sports, Felicitation of Teachers, Philanthropic Approach, Induction and orientation of freshers, students and staff picnics.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the Beginning of the year **Attached the list of activities. ANNEXURE II**

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

1. Inter – Disciplinary Learning Environment for staff
2. Institutional Social Responsibility Initiatives.

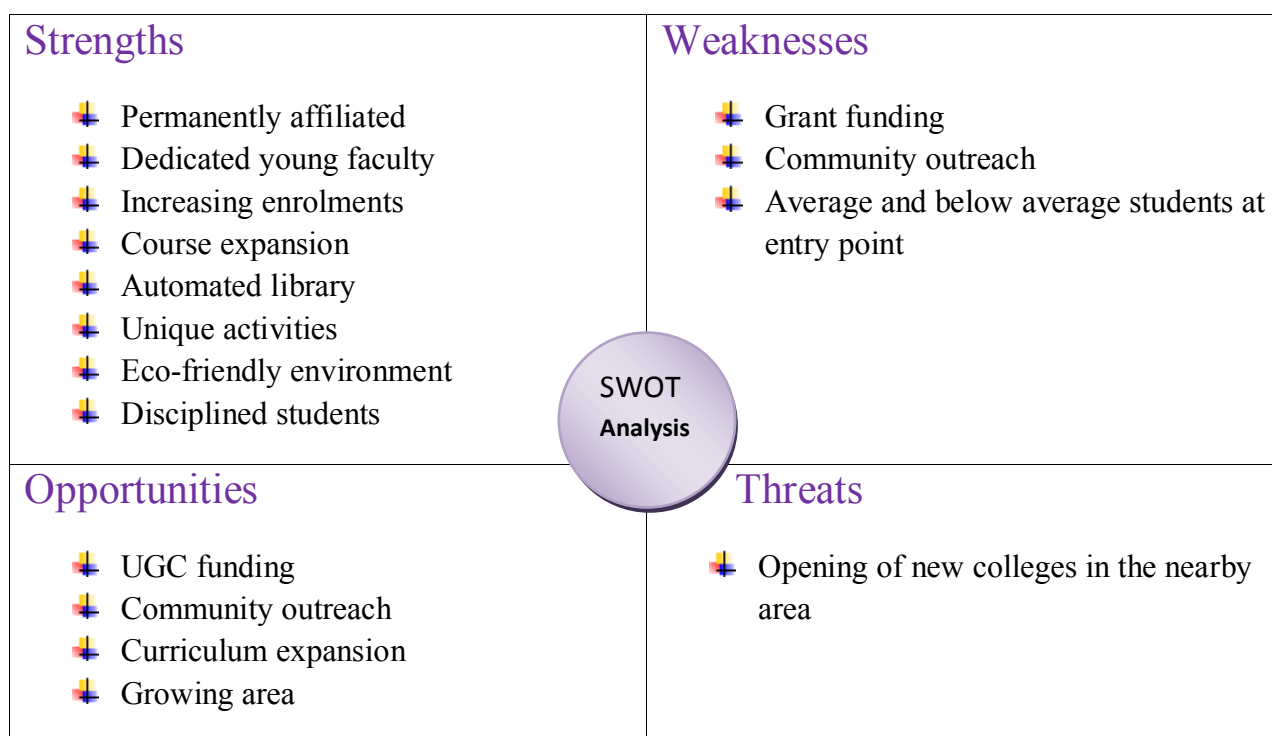
7.4 Contribution to environmental awareness / protection

- ❖ Use of ICT to reduce use of paper
- ❖ Anti – Plastic Rally and distribution of cloth bag to be used instead of plastic to save environment.
- ❖ Tree Plantation
- ❖ Competition and Exhibition of eco – friendly makhar
- ❖ Best out of waste Competition
- ❖ Bird Nest

7.5 Whether environmental audit was conducted? Yes No ✓

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

SWOT Analysis:

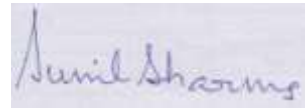


8. Plans of institution for next year

- ❖ Formation of Students Research Cell
- ❖ Appointment of Counsellor
- ❖ Introduction of Quality Processes in Examination and Administration.
- ❖ Preparation for second cycle of NAAC
- ❖ Arrangement of coaching for competitive examinations.
- ❖ Arranging for sports coach for winning at national and international level.
- ❖ Enhancement of aesthetic skills by appointing trainer



Ms Neetu Kapoor
Coordinator, IQAC



Dr. Sunil Sharma
Chairperson, IQAC

Annexure I

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
