

**Dr. T. K. TOPE ARTS AND COMMERCE NIGHT
COLLEGE
PAREL, MUMBAI – 400012**

**Annual Quality Assurance Report 2006
Third Year Report (After first accreditation)**

PART – A

The **objectives** set out in the plan of action for 2006 were

1. In the light of the permanent affiliation granted to the college by Mumbai University, it is proposed to apply to UGC UNDER 2(f) / 12 (b)
2. Completing the yearly process of ISO certification
3. In spite of the concerted efforts the results of the college are not as per our expectations - strengthening the efforts further to at least improve it to 50-60%.
4. Arranging a university level workshop
5. To increase the number of books especially in the book bank scheme.
6. Strengthening of the placement effort
7. Health check up
8. Opening savings bank accounts of all students.

The **Achievements** with reference to the Plan of Action of 2005-06

1.The college has been granted permanent affiliation by the Mumbai University.(Mumbai University letter No aAff/Recog.II/5206 dated 15 Oct 2005) with effect from academic year 2004-5.

2.The ISO certification has been satisfactorily completed. Implementation audit was conducted on --- Nov 2006.

3. Kept up the effort of strengthening the library and book bank.

4. The placement efforts are going on

However the results of the college are not upto our expectation especially in the commerce stream. We are analyzing the causes and taking corrective actions like remedial classes and intensive teaching during vacation for subjects like Economics and Accountancy where failure rate is higher. However there is qualitative improvement in the TYBCom result and Third year BA result is relatively better.

Action plan for 2007

1. Computerisation of office work
2. Addition of computers to the library for open access to students.
3. Starting short term courses for students in computers and personality development.
4. Arranging programmes for students like disaster management training, counseling relating to AIDS, health issues etc.
5. Improvement in results
6. Improvement in placement, career counseling efforts.
7. Training / Workshops for teachers especially the newly recruited teachers.
8. More participation in seminars and workshops.
9. Arranging regular visit of Doctor and / Physical check-up
10. Extra classes for SC / ST / OBC students.

PART – B**Activities reflecting the goals and objectives of the institution:-****Academic Calendar**

Academic Calendar was prepared at the beginning of the year and programmes were conducted accordingly except a few changes.

Teaching plan

Teaching plan was submitted by each Teacher at the beginning of the year. The details of the course to be covered in each month are outlined and at the end of the month a teaching report is submitted covering the academic and co-curricular and extra curricular activities.

Monthly Teaching reports are submitted by all the Teachers on the 5th of every month.

Student Enrolment

Year : 2006-2007

Students Strength

Category	Male/Female	FYBA	FYBCom.	SYBA	SYBCom.	TYBA	TYBCom.	Total
SC	Male	16	23	17	21	13	7	97
	Female	3	8	3	5	3	7	29
	Total	19	31	20	26	16	14	126
ST	Male	0	0	2	3	2	1	8
	Female	0	0	0	0	0	0	0
	Total	0	0	2	3	2	1	8
VJ	Male	2	0	1	0	0	0	3
	Female	0	0	1	0	0	0	1
	Total	2	0	2	0	0	0	4
NT	Male	11	17	6	15	5	7	61
	Female	0	3	2	3	1	1	10
	Total	11	20	8	18	6	8	71
SBC	Male	1	1	0	2	0	0	4
	Female	1	0	1	0	0	0	2

	Total	2	1	1	2	0	0	6
OBC	Male	21	54	22	45	25	32	199
	Female	4	8	5	10	4	12	43
	Total	25	62	27	55	29	44	242
OPEN	Male	52	104	52	99	39	38	384
	Female	9	22	6	19	19	26	101
	Total	61	126	58	118	58	64	485
TOTAL	Male	103	199	100	185	84	85	756
	Female	17	41	18	37	27	46	186
	Total	120	240	118	222	111	131	942

Formation of different committees

For effectively executing the various plans twenty different committees were formed including Library committee, Examination committee, Student's council.

VARIOUS COMMITTEES: 2006-2007

Sr.No.	Name of the Committee	S.N	Name of the staff member	Designation
1	Examination Committee	1	Prof. B.A.Menezes	Chairperson
		2	Prof. Dr. Mrs. .A.R.Bhave	Member
		3	Prof. S.P.Buwa	Member
		4	Prof.P.D.Sawant	Member
2	Unfair means & inquiry Committee	1	Prof.S.S.Kanase	Chairperson
		2	Prof.Miss A.A.Torane	Member
		3	Prof. Krishnan G. Nandela	Member
3	Time Table Committee	1	Prof B.A.Menezes	Chairperson
		2	Prof.Dr. Mrs .A.R.Bhave	Member
		3	Prof.Miss A.A.Torane	Member
4	Cultural programmes Committee	1	Prof.P.D.Sawant	Chairperson
		2	Prof.Miss Jyoti T. Tupe	Member
		3	Prof.Miss A.A.Torane	Member
5	Gymkhana Committee	1	Prof. S.S.Kanase	Chairperson
		2	Prof. Anand Yadav	Member

		3	Prof. Aggie Menezes	Member
		4	Mr. M. T. Sonawane	Member
6	Library Committee	1	Mr. N. S. More	Chairperson
		2	Prof. Dr. Mrs. A. R. Bhavé	Member
		3	Prof. Miss A. A. Torane	Member
		4	Prof. S. S. Kanase	Member
7	Attendance Committee: TYBCom SYBCom. FYBCom. TYBA FYBA/SYBA	1	Prof. Dr. Mrs. A. R. Bhavé	Chairperson
		2	Prof. K. G. Nandela	Member
		3	Prof. S. S. Kanase	Member
		4	Prof. S. P. Buwa	Member
		5	Prof. Miss A. A. Torane	Member
8	Administrative Committee	1	Prof. K. G. Nandela	Chairperson
		2	Prof. B. A. Menezes	Member
		3	Prof. S. P. Buwa	Member
		4	Mr. S. V. Thakurdesai	Member
9	N.S.S. Advisory Committee	1	Prof. S. P. Buwa	Chairperson
		2	Prof. Miss A. A. Torane	Member
		3	Prof. Jyoti T. Tupe	Member
		4	Mrs. Neeta Madaye	Member

10	Staff Academy	1	Prof. K. G. Nandela	Chairperson
		2	Prof. B. A. Menezes	Member
		3	Prof. Anand Yadav	Member
		4	Prof. S. P. Buwa	Member
11	Literary Association	1	Prof. Miss A. A. Torane	Chairperson
		2	Prof. Sachin Phulari	Member
		3	Prof. M. N. Suryavanshi	Member
12	Internal Assessment Steering Cell	1	Prof. Dr. Mrs. A. R. Bhavé	Chairperson
		2	Prof. S. S. Kanase	Member
		3	Prof. Miss A. A. Torane	Member
13	Purchase Committee	1	Prof. S. S. Kanase	Chairperson
		2	Prof. Dr. Mrs. A. R. Bhavé	Member
		3	Prof. B. A. Menezes	Member
		4	Prof. Anand Yadav	Member
		5	Mr. S. V. Thakurdesai	Member
		6	Mrs. N. N. Madaye	Member
14	Admission Committee	1	Prof. B. A. Menezes	Chairperson
		2	Prof. Dr. Mrs. A. R. Bhavé	Member

		3	Prof. Miss. A. A. Torane	Member
		4	Prof. P. D. Sawant	Member
		5	Mr. S. V. Thakurdesai	Member
		6	Mr. M. T. Sonawane	Member
		7	Mr. M. M. Pawar	Member
15	Women Cell	1	Prof. Dr. A. R. Bhawe	Chairperson
		2	Prof. S.S.Kanase	Member
		3	Mrs.S.A.Adivarekar	Member
		4	Prof.K.G.Nandela	Member
16	Special (BC) Cell	1	Prof. P. D. Sawant	Chairperson
		2	Prof. Miss. A. A. Torane	Member
		3	Mrs. S. S. Ambadaskar	Member
		4	Mr. A. R. Vanjiwale	Member
		5	Mr. L. S. Bhandalkar	Member
17	Commerce Association	1	Dr. Mrs. A. R. Bhawe	Chairperson
		2	Prof. P. D. Sawant	Co-ordinator
		3	Prof. Anand Yadav	Member
18	Career Guidance & Placement Cell	1	Dr. Mrs. A. R. Bhawe	Chairperson
		2	Prof. Sachin Phulari	Member
		3	Prof. M. N. Suryavanshi	Member
19	Discipline Committee	1	Prof. B. A. Menezes	Chairperson
		2	Prof. S. P. Buwa	Member
		3	Prof. P. D. Sawant	Member
		4	Prof. Miss. Jyoti T. Tupe	Member

Performance in Annual Examination 2005

T.Y.B.Com – Subject wise result

Subject. →	MPP	ECONOMICS	ACCOUNTANCY			COMPUTER SYSTEMS & APPLICATIONS	EXPORT MARKETING	LABOUR WELFARE
DISTINCTION	5	0	5	6	32	10	8	1
I CLASS	12	4	8	16	31	12	27	18
II CLASS	50	25	16	46	38	19	54	65
PASS	68	66	48	74	36	2	35	39
ABSENT	3	2	7	9	10	2		
FAIL	35	76	89	22	26	2	17	7
TOTAL	173	173	173	173	173	47	141	130

T.Y.B.Com - Overall Result

	<u>NO.OF STUDENTS</u>
<u>DISTINCTION</u>	<u>04</u>
<u>I CLASS</u>	<u>07</u>
<u>II CLASS</u>	<u>48</u>
<u>PASS</u>	<u>04</u>
<u>FAIL</u>	<u>110</u>
<u>TOTAL</u>	<u>173</u>

T.Y.B.A – Subject wise result

	Economics	Politics	Marathi
Failed	16	9	10
Passed	42	74	27
Total Appeared	58	83	37

T.Y.B.A OVERALL RESULT ANALYSIS

	<u>NO.OF STUDENTS</u>
<u>DISTINCTION</u>	
<u>I CLASS</u>	
<u>II CLASS</u>	<u>39</u>
<u>PASS</u>	<u>22</u>
<u>FAIL</u>	<u>28</u>
<u>TOTAL</u>	<u>89</u>

Cultural Activities

Prof. P. D. Sawant was in charge of the Cultural activities for the year 2006-07

Under the able guidance of Principal V. B. Rokade various activities were conducted successfully throughout the year.

Various competitions were organized at the College level by the Cultural department.

Students participated in 39 inter collegiate competitions like debate, skit, mono acting, one act play, light vocal, Indian group dance, folk dance elocution poetry recitation etc The students have bagged a number of awards in these competitions.

The college organised a number of competitions like essay competition, debating, elocution, poetry recitation, rangoli, singing, dancing etc.

The students of the college participated in various intercollegiate competitions during the year and won prizes, the details of which are as follows

1. Yuva Mahotsav of University of Mumbai

The students participated in
Group dance, Marathi skit, solo dance, group singing, solo singing, Poetry reading, mimicry, mono acting. The Marathi skit 'Dyeing spirit of Mumbai' was awarded a gold medal.

2. Bhavan's college festival

One Act play 'Roj mare tyala ' Nitesh Parulekar got a prize for best acting.

3. INT COMPETITION

One act play 'Anna vastra ani....'

4. Mahatma Education Society Panvel

Lezim dance got 2nd prize

5 Sakal Karandak

One act play 'Love ' got the following prizes

Amar Gaikwad consolation

Kanchan Kunte best actress consolation

Nitesh Parulekar - best actor second prize

6. Sydneham college festival

Skit 'Dyeing spirit of Mumbai' – first prize

Fashion show Rudraksh first prize

Participation in Antakshari

7. G.S Medical college

One act play Love

8. Poddar college festival

Participation in folk dance

Marathi skit first prize

Fashion show third prize

9. Ruparel college festival

Participation in One act play, folk dance, mehendi, rangoli competitions

10 Elephinston college festival

Participation in

Rangoli competition 2nd prize

Street paly first prize

Singinf

11. Mrigjal

One act play Love

12. Mumbai Marathi Sahitya Sangh

One act play Love

13. Chetana College festival

Fashion show – third prize

Participation in folk dance rangoli, singing

14.NSS COLEEGE FESTIVAL

Participation in Marathi skit, Antakshari – SECOND PRIZE.

Singing, love letter writing

Sports Report

Prof. S. S. Kanase was appointed as Sports in charge for the year 2006-07.

Inter class Carom (singles and doubles), Chess, Table tennis (singles and doubles, Kabaddi (at Kamgar Maidan), Kho-Kho (at Kamgar Maidan), tournaments were organized in the College premises. Athletics including Running, Jumping and throwing events were organized at the St. Xaviers ground, Parel. Cricket matches were organized at Purandare stadium, Dadar. Indoor games were organized in the first term whereas all outdoor events were organized in the second term.

Students also participated in following inter collegiate tournaments organized by the University of Mumbai:-

Kabbadi, Kho Kho, Athletic tournaments, Volleyball, Cycling, Taekwondo.

GUEST LECTURES

1. Satish Bhide performed a programme on the life of Swantrya veer Savarkar titled Geet Vinayak.
2. Laxman Gaikwad announced the publication of the annual college magazine.
3. Shipla Ghogre spoke on Computer Applications for F.Y.B.Com students.

WOMEN DEVELOPMENT CELL

A women development cell is functional in the college

Lata Madhukar delivered a lecture on women development

Prof Sadashivan delivered a lecture on Sexual harassment.

CAREER COUNSELLING AND PLACEMENT

Mrs Caur a placement consultant delivered a lecture on resume preparation and interview techniques.

The following companies came for interviewing students

Unitech Auto

ICICI

Motilal Oswal

GROUP INSURANCE SCHEME FOR STUDENTS

From the academic year the First, second and third year students (Total no. of students – 942) of the college are covered under a group insurance policy issued by National Insurance Company Limited. The sum assured is Rs 100,000/-, the premium being Rs 36/-. All the students are covered under the scheme.

OPENING OF SAVING BANK A/C

Under the YUVA scheme savings accounts of ___ students were opened with the Bank of Maharashtra Parel Branch. The initial deposit was paid by the college

COMMUNITY SERVICES

Community services were conducted mainly through the NSS cell of the College.

NSS REPORT

This years Programme was inaugurated on 31st July 2006 by Kapil Patil, Member of Maharashtra Legislative council elected from the Teacher's constituency 70 Volunteers were enrolled for the year out of which ___ were boys and ___ girls.

Two projects were finalized for the year:-

- 1) Awareness about Child Labour - 60 hours
- 2) Gender issues - 20 hours

Child labour project was conducted with the help of Pratham an NGO working for the welfare of Child labour. This project included following modules:-

- 1) Introduction to Pratham's activities
- 2) Educational games and lectures
- 3) Street plays depicting the life style of working children
- 4) Participation in raids to free working children
- 5) Visit to the hostel run by Pratham for the working children
- 6) Visit to Dharavi and other areas where Pratham has its working centres

The second project was conducted with the help of Stree Mukti Sanghatana, Mumbai.

At the College level volunteers participated in the flag hoisting ceremony on 15th August during this academic year. They also successfully completed the difficult task of maintaining discipline during various programmes of the college.

At the University level volunteers participated in the AIDS rally on 1st December. Volunteers also participated in the MS walk programme on _____ organized by the Multiple Sclerosis Society of India.

Annual residential camp was organized at Sane Guruji Smarak Trust's Camp site at Vadghar, Taluka Mangaon District Raigad from 11th to 20th October 2006. 35 Volunteers participated. Shramdan, Lectures, Survey of Villages in the vicinity, Visit to Raigad and Harihareshwar were the highlights of the camp.

Number of Teachers and Officers newly recruited:

Four new lecturers were appointed

Teaching-Non teaching staff ratio: - 17:11

Teaching staff

Full time- 12 Librarian – 1 Clock hour basis –03

Non-teaching staff - 11

Teaching faculty with NET/SET Qualifications

Prof .S.P.Buwa

Prof. A .A.Torane (M. Phil.)

Prof P. D.Sawant

Prof N.S.More

Prof S.V.Jadhav

Prof N.M. Suryavanshi

CONTRIBUTION AND ACHIEVEMENTS OF TEACHERS

1. Prin V.B.Rokade

Working as a Senate member of the Mumbai University.

Attended a one day workshop on Buddhism and 21st century on 17 December 2006.

Worked on the Selection committees of Mumbai University for selection of lecturers at various colleges.

Contributed to career fair 2006 – Viva College Virar.

Delivered lecture on Right to Information in NSS camp.

2. Dr. Mrs. .A.R.Bhave

Attended a one day seminar on 'Women and Police – Defining Boundaries' organized by Women Development Cell, University of Mumbai on 13 March 2006.

Attended a one day National Conference on 'Quality assessment in higher education: a post accreditation scenario' at KK.P.B.Hinduja College Mumbai 11 Nov 2006.

Attended a two day seminar on 'Gender Equality and the Indian Republic' organized by Women Development Cell, University of Mumbai on 17 and 18 November 2006.

3. Prof S. S. Kanse

Attended a workshop on 'Revision of syllabus for F.Y.B.com' organized by KPB Hinduja college of commerce on 13 Dec 2006.

Attended the teacher orientation programme organized by Dr.MSG FOUNDATION ON 29 Jan 2006.

Worked as ISO Internal Auditor for institutions run by Gokhale Education Society.

4. Prof B.A. Menezes

Attended a workshop on Refurbishing of the T.Y.B.Com Economics syllabus at Mithibai College

Conducted Intensive teaching classes in vacation.

Presently working on the PhD synopsis to be submitted to Mumbai University in January 2007.

5. Prof. Krishnan Nandela

Attended a four day workshop on Research Methodology in social sciences conducted by Indian Council of Social Science Research, Mumbai April 2006

Attended a workshop on syllabus framing for Macro Economics, S.Y.B.com of Mumbai University at Somaiya College of Arts and Commerce on 19 June 2006.

Attended a one day workshop for syllabus framing for Foundation Course, F.Y.B.A / F.Y.B.Com and S.Y.B.A/ SY.B.Com of the Mumbai University at Nagindas Khandwala College of Arts and Commerce. Malad on 21 July 2006.

Attended a two day seminar on 'Contemporary Issues: An Interdisciplinary approach' at Ramnarain Ruia College Matunga on 30 and 31 January 2006 and presented a paper on 'Corruption to Correction'.

Books Written

1. Macro Economics for F.Y.B.Com (Banking and Insurance)
2. Revised the edition of Macro Economics for S.Y.BMS
3. Revised the edition of Micro Economics for F.Y.BMS
4. Revised the edition of International Marketing for S.Y.BMS

Prepared study material for the following subjects

1. Macro Economics for S.Y.B.Com
2. Industrial Relations for T.Y.B.A
3. Growth and Development for T.Y.B.A
4. Labour Welfare for T.Y.B.Com

Post Graduate Teaching

Visiting Faculty to teach Economics of Global Finance and Trade for M.Com at DTSS College, Malad, Mumbai.

Delivered Guest Lecture at Raichand College Airoli on Development Economics on 3 Jan 2006

Delivered Guest Lecture at Raichand College Airoli on Labour Welfare on 6 Jan 2006

Working as a representative of teachers on the Board of Representatives of Bombay University and College Teachers Union.

6. Prof. S. P. Buwa

Attended a seminar on International Relations theory.

Working as Area Coordinator, NSS, Mumbai University.

7. Prof. Ashwini Torane

Attended workshop organized by Marathi Department, Mumbai University on literature of Vinda Karandikar and Irawati Karve. (16 – 18 November 2006)

Attended National Seminar organized by Marathi and Gujrathi Department, Mumbai University. (30 Nov. and 1st December 2006) on Sahitya Academy award winner books.

8. Prof P.D.Sawant

9. Prof Aghav

Article written on 'Landscape pattern of Palghar tehsil of Thane district.'

Presented a paper at national level at DGS conference in Jalgaon.

Doing M.Phil in Geography at Tilak Maharashtra University.

LIBRARY

Number of new books and journals subscribed and their value

a) Books – The total number of books purchased from 1st April 2006 to 7th December 2006 are 521, value Rs 96729.75/-

b) Journals Magazines and Newspapers

- | | |
|--|----|
| 1. Total number of Journals subscribed | 07 |
| 2. Total number of Magazines subscribed | 17 |
| 3. Total number of Newspapers subscribed | 11 |

The amount spent for subscription of journals Rs. _____

Improvements in Library services

A) Book Bank Scheme

Year	Number of books distributed
2004-05	74
2005-06	110
2006-07	129

The total number of sets added in 2006-07 ----**19.**

B) Exhibition of books was organized on 22nd July 2006

C) Prof. V. K. Bajpai has donated in all 15 text books related to Development issues of the Indian Economy on 12th July 2006.

D) 10287 entries were made in the SOUL programme (Software For University Libraries). The software was purchased in September 2005.

Unit Cost of education (2005-2006) (Total expenditure divided by number of students)

Cost of education per student

Considering the recurring cost as per the audited Income and Expenditure A/C of the college for the year 2005-06 and an average enrolment of 940 students the per student cost works out to Rs 8070. However the cost does not include the cost of depreciation of property or the notional rent which the college might be required to pay if the property has to be rented. This cost also does not include the cost of accreditation or ISO certification.

Health Services:

A blood group testing camp was organised for all students of the College free of charge.

Coordinator
NAAC Committee

Chairman
NAAC Committee