

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	Brihan Maharashtra College of Commerce
1.2 Address Line 1	845,Shivajinagar,
Address Line 2	Deccan Gymkhana.
City/Town	Pune
State	Maharashtra
Pin Code	411004
Institution e-mail address	bmccpune04@gmail.com
Contact Nos.	020-30866202-07
Name of the Head of the Institution:	Dr.Chandrakant.N.Rawal

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) MHCOGN 10318

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A		2004	5 years
2	2 nd Cycle	A	3.15	2009	5 years
3	3 rd Cycle	A	3.16	2015	5 years
4	4 th Cycle	-	-	-	

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

1.7 AQAR for the year (*for example 2010-11*)

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)

AQAR__2014-15__submitted to NAAC on_10/05/2015

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Savitribai Phule Pune University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="12"/>

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Emphasised on curricular and co-curricular activities through workshops ,seminars and lectures by experts
- Exposure to the corporate world through visits and interaction with industry experts
- Organised self defence programmes for girl students and yoga training for teachers and students
- Promoted environmental awareness through various activities
- Created social awareness through extension activities

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>This academic year the plan of action focussed on the following:</p> <ul style="list-style-type: none"> - Engaging students through various skill development programmes. - enhancing the physical and mental capacities of students through various activities <p>Enhancing the use of ICT in teaching –learning process</p> <p>innovative teaching practices to generate student interest in the syllabus</p> <p>generating awareness about environment conservation</p> <p>Encouraging faculty to undertake and complete research projects</p> <p>All the activities were co-related to these objectives to help students in their all round personality development</p>	<p>In accordance with the Plan of action following achievements can be highlighted.</p> <ol style="list-style-type: none"> 1.Introduction of certificate programmes in administration 2. Exposure to and interaction with the Corporate world through collaborative activities 4..Awareness of social responsibilities through extension activities 5.. Awareness of key issues of ethics, morality and spirituality which can be extended to the working environment 6.Emphasis on Indian Ethos and Philosophy 7.A few of our faculty members completed their Ph.D 8. Major and minor research projects undertaken by faculty.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

1. The IQAC team prepared the first draft of AQAR by collecting inputs from faculty, academic departments and administrative office.
2. The draft was then discussed with the Principal who gave his valuable suggestions.
3. AQAR was then placed in a meeting with the LMC (Local Managing Committee) and after incorporating the suggestions made by management, it was kept accessible for all the teaching and non-teaching staff.

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01			
PG	01			
UG	05		03	
PG Diploma	02		02	
Advanced Diploma				
Diploma				
Certificate			01	
Others				

Total	10		06	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05
Trimester	
Annual	02

1.3 Feedback from stakeholders *Alumni Parents Employers

Students

(On all aspects)

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

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

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

Syllabus prescribed by University of Pune is followed. After every five years, syllabus is revised by the Board Of Studies of the University. Some of our faculty members are part of Board of Studies

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	10	10	01	8

2.2 No. of permanent faculty with Ph.D.

14

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
0	6	0	0	0	1	0	0	0	7

2.4 No. of Guest and Visiting faculty and Temporary faculty

16

06

Non-Grant:

Total	Asst. Professors	Associate Professors	Professors	Others
	11	-	-	-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	07	01
Presented papers	15	11	03
Resource Persons	01	02	02

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

The college faculty has been introducing a number of innovative teaching practices to make the presentation of the syllabus interesting to the students. Besides case studies, surveys, group discussions, this year's innovative practices in teaching learning were-

1) I Believe: The objective of the practice was:

- a) To make students believe in themselves, have faith in their capabilities rather than worrying about limitations
- b) application of soft skills that they learn in classroom in personality development

2) Retail visits and surveys: The objective of the practice was:

To make students more observant and develop an aptitude for research

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

247

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

University norms regarding conduct of examinations are followed.

Online entrance test for BBA/BBM is conducted

At first year under graduate level photocopy of assessed answer papers can be made available on receiving the application

Continuous evaluation system is implemented at M.Com level

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

04	04	01
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2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage : For academic year 2014-15

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.COM	540	15.18	43.51	15.55	7.40	81.64
M.COM	91	45.05	40.65	4.39	3.29	93.38
BBA	531	14.31	22.22	22.21	8.09	66.83
BBM(IB)	250	17.20	29.20	20.40	6.80	73.60
BCA	222	9.00	14.41	23.87	9.90	57.18
PGDBF	79	15.18	40.50	13.91	10.12	79.71
PGDIB	66	7.57	31.81	28.78	-	68.16

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

Contribution: The IQAC, prepares an academic calendar at the beginning of the year through interaction/meetings with faculty members and other members. Teaching – learning, co-curricular and extension activities are discussed and finalized in these meetings. New methodologies and innovative practices are encouraged. Further, faculty is encouraged to avail the facility of journals, e-journals and reference books in the library to update their knowledge and pass it on to the students in a timely manner. Various visits to industries and interaction with corporate world are also organised. These activities help in grooming our students as all-round personalities and as citizens of global society. The outcome can be seen in the form of various industries approaching us for campus recruitment.

Monitoring: Through meetings with the HODS, the IQAC discusses the impact of their teaching on students. Informal discussion with the students also helps in monitoring the teaching learning process.

Evaluation: There is a formal system of collection of feedback from students on the college and the teachers. Analysis of such feedback helps in evaluation of performance

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	1
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 and technical Staff	32	03	-	-

Non-Grant section

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	01	-	-
Technical Staff	02		-	-

Criterion – III

3. Research, Consultancy and Extension

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

For students: Research aptitude is created right from the UG level in the form of practicals and surveys which are published in our in-house journals. At M.Com level, students undertake projects based on their specialisation in subjects like Business Administration, Accountancy and Cost and Works Accounting. Teachers regularly guide them through meetings and one to one interaction

For Teachers: IQAC and Research cell promotes registration of faculty for Ph.d and provides guidance by experts.

IQAC also ensures the following:

Timely availability and release of resources

Adequate infrastructure and human resources

Support in terms of technology and information needs

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1		-	
Outlay in Rs. Lakhs	7,98,000			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04	04	-
Outlay in Rs. Lakhs			3,05,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	01	-
Non-Peer Review Journals	01	01	01
e-Journals	02	-	-
Conference proceedings	04	03	02

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 (4)	2 years	BCUD	3,05,000	1,60,000
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			3,05,000	1,60,000

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		01			02
Sponsoring agencies		BMCC			BMCC

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-						

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text" value="20 medals during various camps"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="1"/>	College forum	<input type="text" value="05"/>	
NCC	<input type="text" value="15"/>	NSS	<input type="text" value="08"/>	Any other <input type="text"/>

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

1. **Vision club** (Writer's club for visually challenged) get-together: A get together of Vision Club was organised by the college on 10th February 2015. 70 students participated in the event and shared their experiences with their peers. A short film depicting the work done by the vision club was presented by a student. Chocolates made by our students were gifted to all the guests. The Principal felicitate and encouraged the students to keep up their good work.

2. **International Mother Language Day**: The Heritage Collective of our college organised the International Mother language Day to give students an exposure to a variety of languages and help them understand the importance of every language. We may have different religions, cultures, languages ,etc but we all belong to one human race and that is our real identity- this was the message that was put across to all the students.

3. **Environment Awareness**: Nature club of our college organised the film screening based on environmental awareness by Kirloskar Vasundhara Film Festival on 7th January 2016 and students prepared PPTs on different environmental issues .Students also participated in the Plastic Free Pune City Campaign conducted in the college in February 2016.

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	12.5 acres			12.5acres
Class rooms	43		Management	43
Laboratories				
Seminar Halls	2			2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		71,276	UGC and BMCC	71,276
Value of the equipment purchased during the year (Rs. in Lakhs)		4,26,250	UGC and BMCC	4,26,250
Others (Furniture)		45,00,000		45,00,000

4.2 Computerization of administration and library

Administration: 1.All admissions are done online.2 All Examination forms are filled online.3 Administrative office is fully computerised.

Library: Accession and issuing of library books is computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7547	2592436	588	140652	8135	27,33,088
Reference Books	80649	9628431	300	149824	80949	97,78,255
e-Books						
Journals	105	135207	69	61865	174	1,97,072
e-Journals	6000	5000			6000	5,000
Digital Database						
CD & Video	281	23500			281	23,500
Others (specify) Brail	69	4500	104(bound volumes)		69	4,500

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	244	150	30			56	08	
Added	20	15				05		
Total	264	165	30			61	08	

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

Computers with internet access are given to all departments.

Training facility provided to faculty on ERP software

4.6 Amount spent on maintenance in lakhs:

i) ICT	6,44,000
ii) Campus Infrastructure and facilities	14,92,194
iii) Equipments	1,62,000
iv) others	3,20,769
Total:	20,09,776

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Principal of our college conducts meetings with the IQAC team , faculty .non teaching staff and student council regularly to generate awareness amongst all about the support services that are to be provided to the students. Many support services are initiated by the college like soft skills development programme, Self defence workshop, etc. and communicated to the students through notices and through teachers in their respective classrooms. Each activity is handled by one or two staff members effectively

System of address by Principal is invariably followed on the first day of college .Students are informed about the importance of rules of discipline and other norms of behavior included in the prospectus.

Thereafter, the IQAC members and faculty meet along with the students to monitor and evaluate the progress of the activity. Students feedback is also taken.

5.2 Efforts made by the institution for tracking the progression

In order to see that the students progress, various institutional programmes are conducted by the “students welfare and Rural students development programme.”

Programmes by student welfare: 1. Special guidance scheme 2. Self Defence workshop for girls 3. Earn and learn scheme 4. Soft skills development programme 5. Disaster management workshop 6. Inter –University Youth festival 7. Adventure camp

Programmes by Rural students development cell: 1.Spoken English course of 15 days .2 Study tour 3.Participation in Rice plantation with farmers. 4. Lecture on Rural Entrepreneurship 5. Teaching activity by students on Teachers Day

As a result of these programmes an overall development on the part of the students is noticeable: 1. Academic progress 2.High Confidence level 3. Better Organisational , managerial, leadership and coordination qualities 4. Effective communication

In this way, progression of students can be tracked through the measures mentioned above

5.3 (a) Total Number of students

UG	PG	PH.D	Others
1727	206	11	

(b) No. of students outside the state

10

(c) No. of international students

82

Men

Women

No	%
888	

No	%
1045	

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1285	182	40	321	12	1840	1191	171	40	340	12	1742

Demand ratio 100:23

Dropout % 2.03

Non-grant

a) Total Number of students

UG	PG	PH.D	Others

b) No. of students outside the state

--

c) No. of international students

70

d) Men

Women

No	%

No	%

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

The college organises awareness programme for new students at First Year of under graduate and post graduate level in all types of competitive examinations like CPT,UPSC,NET/SET etc., through lectures conducted by Competitive cell and Rural students association

No. of students beneficiaries

50

5.5 No. of students qualified in these examinations

NET	02	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

Academic counselling As regards academic counseling, the faculty participates actively by introducing the areas of specialization in the light of the current scenario, where a student can excel in his career. The scheme of Class mentors, which in turn acts as mentoring for students at the personal level, helps them discover the talent and channelize in the appropriate career. Counseling by teachers and experts is done at the time of admission for selecting the optional subject (electives) at the degree and post-graduate level.

Psychological counseling is also done with the help of outside expert faculties for the students and parents.

Personal Counseling The college has about 50% population of girl students. There is a separate guidance and counseling centre for women students called the ‘Vidyarthini Manch’. The object of the Manch is to have an overall development of the girls through their participation in different activities and to help them solve their personal problems,if any.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
14	200	60	50

5.8 Details of gender sensitization programmes

Gender sensitization is done through Cells like Vidyarthini Forum, NSS and Students Welfare Association and through activities like, publications, films and documentary screening Nirbhaya Kanya Abhiyan, rally's, street plays etc . Vidyarthini Manch undertakes a number of programmes on women-related issues like anti dowry education, self-defense and empowerment of women. Vidyarthini Manch organized entrepreneurship training programme for Women Self Help Groups. The College in association with District industrial employment centre and Students Welfare Board of University of Pune conducted Mahila Rozgar Melava. In this Melava more than 32 employers participated and a large number of women were recruited in various companies

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	73	39394
Financial support from government	315	445533
Financial support from other sources		
Number of students who received International/ National recognitions		

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision Statement of the Management: To facilitate education by starting, affiliating or incorporating at different places, as circumstances permit, schools and colleges under private management or by any other ways best adapted to the wants of the people and provide the same at affordable cost to all classes of the society.

Mission Statement of the college: “To make a citizen of India as fully endowed materially, intellectually and morally as the citizen of the most advanced country of the world is our collective aim”

6.2 Does the Institution has a management Information System

Yes, the college has a management information system

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

6.3.1 Curriculum Development

University of Pune plays a vital role in framing and revising the syllabus frequently.. For revised syllabus , orientation programme is organised either by the University or institution itself. Institution encourages faculty members be a part of BOS.

For effective implementation of curriculum following teaching practices are adopted:

1. Interactive method: Students are encouraged to ask questions, do peer work, make presentations and participate in group discussions. Students learn by observation and experiment and also learn from their mistakes
2. Project based learning: Students are assigned topics and they are motivated to collect information from various sources and prepare their projects. This helps the students to enrich their skill of organization, effective presentation and doing research
3. Computer assisted learning: It helps significantly in simplifying the topic and clarifying the concepts. Teachers often make power – point presentations in the class. Display charts and audio-visual techniques are used and CD's prepared by experts are made available to the students for self – learning.
4. Experiential learning :It is believed that students learn best by “doing things” as they are able to grasp the subjects effectively. Thus activities like visits to industrial units and professional firms, and interacting with the people in the field, case studies, business games, contests and quiz competitions, surveys, group discussions, role play and simulations, presentations / seminars are used for experiential learning

6.3.2 Teaching and Learning

The following strategies are implemented to enhance the quality of teaching –learning process:

1. **Upgradation of knowledge** of the faculty through participation and presentation in national and international seminars, lectures of renowned personalities in different fields, Refresher courses, workshops, etc.
2. **Mentoring /Counseling of students** by the Principal, Vice Principal and faculty
3. **Add-on Activities** like Library Users Group, Revision batches, remedial batches
4. **Enrichment Programs** like soft skills program, leadership training, film appreciation
5. **Innovative practices** like moot courts, role plays, legal case studies etc.
6. **Library resources;** Our library has added new sections for books on professional courses. Many books of reputed national and international authors are available for teachers and students to enhance the quality of teaching learning process.

6.3.3 Examination and Evaluation

Regular meetings of the Chief Examination Officer with the examination committee for effective implementation of evaluation procedures are:

- Enhancement of staff involvement/ participation in examination work.
- Creation of well equipped exam section.
- Use of computer, internet and copying machine in exam section
- Orientation of staff for better invigilation of work.

6.3.4 Research and Development

The basic philosophy of the department is to generate interest in research among students and help develop analytical skills in researchers pursuing their research work. Following efforts are made to inculcate and encourage research aptitude :

1. **Scientific spirit of enquiry in research:** Students are required to apply scientific spirit of enquiry while writing their study projects or M. Phil. or Ph D dissertations. They are encouraged to look at social issues with a scientific frame of mind.
2. **Institutional Budget:** The institutional budget has a provision for library development, research publications, In-house publications, payment of registration fees, TA and DA for the teachers to attend seminars and conferences.
3. **Institutional membership** - College has taken institutional membership of renowned libraries like British Library, Jaykar Granthalaya (University of Pune) for the benefit of research students of the College.
4. **Study Leave, Duty Leave, Adjustment in Teaching Schedule** – Study leave is granted to teachers under the UGC-Teacher Fellowship Programme, from time to time. Duty leave to teachers is granted for surveys related to research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library has a separate Website with the Linkage to College website. A user can check any book sitting at home from any corner of the world. www.bmcclib.in is the name of the website. The E-Mail address of the library is bmcclibrary12@gmail.com Users can interact with the library staff through the e-mail for their short term and long term information query and library services.

2. The library has ` Internet and E-Resource centre ` with 20 computers . It is being used effectively by the students, teachers and researchers

3. The library has widened the OPAC facility by providing additional computers and by introducing e-journal and online database browsing facility.

4. The Library organises lectures in the memory of our national leaders with

6.3.6 Human Resource Management

The Human Resource Management by the College is undertaken at two levels. Firstly, it deals with the management of faculty which is significant for the academic improvement and secondly with the administrative staff which provides the support services to the college. In BMCC, the faculty is divided into three categories as full time, part time and visiting. The appointments and service conditions are governed by the rules and regulations of the Government and the University. The administrative staff is appointed as per the staffing pattern laid down by the State Government.

6.3.7 Faculty and Staff recruitment

Being an affiliated college, BMCC adheres to the rules and regulations laid down by the University and State Government regarding recruitment of faculty and staff. However, care is taken to retain the faculty and staff with the institution through measures like opportunities for career advancement, confirmation of service after completion of requisite period, incentives for research, conducive atmosphere for classroom teaching, outstanding library and an overall conducive environment.

6.3.8 Industry Interaction / Collaboration

Industry interaction is achieved through:

1. Interaction with the HR heads and CSR heads of the Corporate world.
2. Visits to various industrial units.
3. Lectures by industrialists/corporates on new developments taking place in the industry
4. Interviews of entrepreneurs and surveys by students.

6.3.9 Admission of Students

Admission of students to BMCC is done on the basis of government rules and regulations. There is complete transparency in the procedure. The rules regarding merit as well as reservation policy are strictly adhered to.

6.4 Welfare schemes

Teaching	Deputation by institution to attend seminars, conferences and workshop Appreciation and recognition by authorities from time to time for achievements, Institutional membership of British Council Library, MCCIA and tea club, indoor games, gymnasium
Non teaching	Advance against Salary, Admissions to Wards of Employees, Social gatherings of the staff, Indoor games, medical aid, participation in seminars and workshops
Students	Welfare Schemes like Poor Students' Aid Fund and Students' Welfare Fund, Earn and Learn Scheme, <u>Book Bank Scheme, Book Exhibition, Mess and Canteen Facilities, Counseling Support to students are also implemented</u> Library users group -members of this group get open access to all books, discount on purchase of books during book exhibition and an add-on card for use of reference books, book bank scheme for the needy students and scholarships for the financially needy students.

6.5 Total corpus fund generated

RS.

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			✓	✓
Administrative			✓	✓

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

For UG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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?

The University of Pune motivates A grade colleges to apply for autonomy. The University has its own committee constituted for verifying and speedily clearing the proposals received for grant of autonomy.

6.11 Activities and support from the Alumni Association

A strong alumni association is our strength. The Principal of our college is invited for their meetings regularly for organizing various events. Thus there is continuous interaction. The following activities are conducted by this association:

Past students as guest lecturers

Present students are given opportunity by past students to work as trainees in their offices/ companies.

Memorial Lecture -Ex vice principal, Dr K M Gawaskar Memorial Lecture and Shri Jayraj Salgaonkar lecture in Economics is initiated

Special Awards for Past Students

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

On behalf of the Deccan Education Society and BMCC, following initiatives are undertaken:

1. Advance against Salary
2. Admissions to Wards of Employees
3. Appointment on compassionate grounds
4. Social gatherings of the staff
5. Medical check-up camp

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

Many initiatives have been taken by the college towards environment protection:

1. **Water harvesting:** College regularly conducts various guest lectures on water saving. College campus is environment preserving and located at the foots of a hill 'Hanuman Tekadi' , hence, there is heavy water flow in rainy season, to preserve this water flow rain water harvesting project has been undertaken by college behind the boys hostel. This project is in initial stage
2. **Efforts for Carbon neutrality:** This year we planted nearly 110 plants of species like *Neem*, *Banyan*, *Pimpal*, and *Jambhul* tree etc. which will produce more oxygen to facilitate carbon neutrality.
3. **E-waste management:** Guest lecture series was arranged to create awareness among students regarding recyclable management of e-waste. E-waste collection drive has been conducted.

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.

This year we initiated many collaborative programmes like seminars, internships, workshops and fests with other institutions. This has helped the Institution in general and the faculty and students in particular to establish a rapport with the outside world and has enriched our attitude and vision towards academics.

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

Activities	Action Taken
Establishment of Video Conferencing facility in Commerce Laboratory	Approved by the DES Management
Introducing the students to online share trading through Stock exchange modules levelII/levelIII in Commerce laboratory	Tie-up with NSE in process
Introducing certificate course on Financial Economics and Public Administration	Conducted the course successfully for TY B.Com students
Introducing SAP (educational version) course for students	Infrastructure made available. Course to be introduced in 2016-17
Vocational skills development programmes and certificate courses in collaboration with Industry	5 workshops conducted
Faculty Development programs	To be conducted in the A.Y 2016-17

<p>Workshop on Qualitative standards in Research</p> <p>Inception and conceptualization of Incubation centre</p>	<p>To be conducted in first term of 2016-17</p> <p>In -process</p>
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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Annexures enclosed

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

7.4 Contribution to environmental awareness / protection

Energy Conservation: College sensitizes students, faculties, office staff for energy conservation by way of guest lectures and regular instructions of Principal, Vice Principal and IQAC. In classrooms message ‘Please switch off all lights, fans, LCD switches after its use’ is displayed.

Nisarga Sanmitra-Nature Club, actively participates and encourages participation of students in activities like:

- Campaign for No use of Plastic
- Planting of medicinal trees on campus
- Keeping the campus clean and pollution free

7.5 Whether environmental audit was conducted? Yes No

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

Good students and faculty is our strength. We also have a good teacher-student rapport. However high teacher – student ratio and limited academic flexibility are our weaknesses. The challenge is to keep ourselves updated as regards the curriculum and teaching methodologies required in the information explosion era.

8. Plans of institution for next year

The plans of the institution for the next year:

Application for autonomous status

Wi- fi facility on campus

MBA program to be introduced

Share trading online Commerce Lab to be established

Placement activities to be strengthened.

Collaborations with Foreign Universites and National Institutes have to be established.

Upgradation of Language Laboratory

Name Ms.Varsha Deshpande_____

Name: Dr.C.N.Rawal, Principal, BMCC

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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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
