

NCRD's Sterling College of Arts, Commerce & science,

Annual Quality Assurance Report

(AQAR) 2017-18

D. G.Walase Patil Road, Plot No 43, Sector – 19 Nerul (E),

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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	NCRD's Sterling College of Arts, Commerce & Science
1.2 Address Line 1	Plot No.43, D. G. Walse Patil Road
Address Line 2	Sector 19, Nerul (E)
City/Town	Nerul, Navi Mumbai
State	Maharashtra
Pin Code	400706
Institution e-mail address	senior_commerce@yahoo.co.in
Contact Nos.	022/27705535
Name of the Head of the Institution:	Dr. M. G. Gonda
Tel. No. with STD Code:	022/27705535

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	c	1.89	2015	September 13, 2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

AQAR 2017-18, 29th Nov. 2018

1.8 AQAR for the year (for example 2010-11)

1.9 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 2015-16, 29th August, 2016
- ii. AQAR_2016-17, 29th August, 2017
- iii. AQAR 2017-18, (4th Dec. 2018)
- iv. AQAR _____ (DD/MM/YYYY)

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

(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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

NA

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

University of Mumbai,
Maharashtra

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

Not Applicable

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

06

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders: Students

02

Faculty

04

Non-Teaching Staff

04

Alumni

01

Others

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

If yes, mention the amount

NA

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

08

International

National

01

State

Institution Level

07

(ii) Themes

QUEST

2.14 Significant Activities and contributions made by IQAC

Provided opportunity to students for organising various events, improve their Personality, Creativity & Entrepreneurial ability. Conducted Advance Excel Program & PD

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
Academic Development – 03	Academic Development – 03
Skill development activities – 05	Skill development activities – 07
Faculty development program – 01	Faculty development program – 01
Value added program -02	Value added program -02
Placement & career guidance - 04	Placement & career guidance - 04

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* 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

NA

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01			
UG	03		03	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		01	01	01
Others				
Total	04	01	04	01
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	

Annual

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 of T. Y. BCOM, T.Y.BCOM (A&F), T.Y.BMS was changed by the university

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
08	07	00	01	00

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06	00	00	00	00	00	06	00	06	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

00

09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	NIL	12	NIL
Presented papers	NIL	06	NIL
Resource Persons		00	NIL

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

Interactive sessions, PPT, Industrial visit, case study, Film showing, moot court, Educational Visit (SEBI)

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

184

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

Double evaluation, Photo, copy, multiple choice Questions, Multiple Internal

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

03

2.10 Average percentage of attendance of students

60%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T. Y. B. com	79		10	30	10	63.29
TY. BMS	58		5	24	7	72
T. Y B. Com (A&F)	66		18	20	6	68.75
M.COM I	44					
M.COM II	19					

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

Monthly/term end staff meetings, Analysis of university results, feedback from students, feedback from students' council, Teachers dairy & Informal meeting with the students

2.13 Initiatives undertaken towards faculty development

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

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	04			
Technical Staff	01			

Criterion – III

3. Research, Consultancy and Extension

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

Motivated & guided students to participate in intercollegiate competition, Orientation of teachers to take up research articles and to register for Ph. D. Organising educational visit to SEBI

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	NIL	02	Nil
Non-Peer Review Journals	NIL	NIL	Nil
e-Journals	NIL	01	Nil
Conference proceedings		03	Nil

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

3.9 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	01	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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: Rs. 0.50

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

01

00

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

NIL

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

JRF NIL SRF NIL Project Fellows NIL Any other NIL

3.21 No. of students Participated in NSS events:

University level 20 State level NIL

National level NIL International level NIL

3.22 No. of students participated in NCC events:

University level NIL State level NIL

National level NIL International level NIL

3.23 No. of Awards won in NSS:

University level NIL State level NIL

National level NIL International level NIL

3.24 No. of Awards won in NCC:

University level NIL State level NIL

National level NIL International level NIL

3.25 No. of Extension activities organized

University forum	NII	College forum	NIL		
NCC	NIL	NSS	08	Any other	02

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

1. Health awareness and health check up camp
2. Blood donation and thalassemia camp
3. Part of Swatch Bharat Abhiyan
4. Waste Management

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	3783.5 sq. Mt	Nil	NA	3783.5sq. Mt
Class rooms	804.86 sq. Mt	Nil	Nil	804.86
Laboratories	185.55 Sq, Mt.	Nil	Nil	185.55
Seminar Halls	42.00 Sq. Mt.	Nil	Nil	42,00Sq. Mt
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

Administration including admission process is computerised, computerisation of library is under process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	No.	Value	No.	Value	No.	Value
Reference Books	6565	5,55,194	644	85,460	7209	6,40,654
e-Books	870	1,52,287	-	-	870	15,22,87
Journals	---		10	12,199	10	12,199
e-Journals	10	15,894	Nil	----	10	15,894
Digital Database	---	---	---	---	---	--
CD & Video	---	---	---	---	---	---
Others (specify) Magazines			05	5076	05	5076

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	63	01	50	01	02	05	Nil	02
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	63	01	50	01	02	05	Nil	02

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

Advanced Excel training in collaboration with Microsoft & ATS for students & faculties
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4.6 Amount spent on maintenance in lakhs :

i) ICT	0.950
ii) Campus Infrastructure and facilities	0.330
iii) Equipments	0.860
iv) Others	NIL
Total :	2.140

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Assistance in getting govt. scholarship, private scholarship, instalment facility for fee, skills development activities, students' group insurance, placement to needy students

5.2 Efforts made by the institution for tracking the progression

Remedial coaching for academically weak students, mentoring for final year students, appointment of class teacher, training & placement facility, regular feedback from the students on academic problems & also motivating students to improve their communication skill & Personality Development & creative skills

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
804	63	NIL	NIL

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

MEN

No	%
419	48.32%

Women

No	%
448	51.68 %

General	Last Year					Total	This Year					Total
	SC	ST	OBC	Physically Challenged	General		SC	ST	OBC	Physically Challenged		
652	86	02	74	00	814	662	83	03	119	00	867	

Demand ratio 1:1.5

Dropout % 30

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

Sessions are conducted on how to prepare for CET, entrance exam for MBA program, Bank Competitive Exam, UPSC, MPSC & How to apply to foreign University for higher education.

No. of Students beneficiaries

10

5.5 No. of students qualified in these examinations

NET

NIL

SET/SLET

NIL

GATE

NIL

CAT

NIL

IAS/IPS etc

NIL

State PSC

NIL

UPSC

NIL

Others

NIL

5.6 Details of student counselling and career guidance

Sessions on career options after graduation was conducted, individual counselling by the teachers, Experts from individuals & collaboration with outside agencies on regular basis.

No. of students benefitted

50

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
03	20	3	NA

5.8 Details of gender sensitization programmes

A session was conducted on Women Empowerment & Work Life Balance by WDC

5.9 Students Activities

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

State/ University level

25

National level

NIL

International level

NIL

No. of students participated in cultural events

State/ University level

NIL

National level

NIL

International level

NIL

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

Sports : State/ University level 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	02	48,000
Financial support from government	20	2,14,400
Financial support from other sources	85	6,00,00
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 grievances however the following facilities available: Photo copy of answer sheets, revaluation of answer sheets, & meeting with the faculties & discussing problems relating to academic & personal.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: to reach out the masses to improve social and economic conditions through quality education

Mission: Bring transformation in learners, bring effectiveness through

6.2 Does the Institution has a management Information System

Yes , Introduced digital attendance system, digital admission to reduce paper work & inhouse preparation of mark sheets

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

6.3.1 Curriculum Development

Developed by Board of Studies of affiliating university

6.3.2 Teaching and Learning

Remedial coaching, assignments, writing university question papers, case study through movie, moot court

6.3.3 Examination and Evaluation

Introduced Credit Based Grading System, Internal & continuous assessment of through Tests, re-internal test

6.3.4 Research and Development

Special concessions like duty leave, re-imburement of expenses to staff for participation in research conferences/workshops.

6.3.5 Library, ICT and physical infrastructure / instrumentation

bar code system, use of library software

6.3.6 Human Resource Management

Students' participation in decision making regarding issues of students, Freedom to students for students' initiated programs, monthly meeting of faculty, planning & implementation of activities through staff,

6.3.7 Faculty and Staff recruitment

Recruitment through advertisement, job security and salary incentive to quality staff

6.3.8 Industry Interaction / Collaboration

Yes. Collaboration with ATS for Advanced EXCEL & through which the students got exposure to practical training & interaction with the experts from the industry. Similarly collaboration with Uricorp trained the students for Personality Development Programme & during which the students could approach the industry trainers.

As per the guidelines of affiliating university since the university has Centralized admission process, admissions are given first come first term basis

6.4 Welfare schemes for

Teaching	EPF, Leave facility, medical leave, Group insurance
Non teaching	EPF, Leave facility, medical leave, earned leave, employee group insurance
Students	Students' group insurance

6.5 Total corpus fund generated

NA

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	Committee of senior teachers
Administrative			yes	By Head of the institute

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Credit Based Grading System (CBGS) , internal continuous assessment by the subject teachers

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

Operational level autonomy is given to affiliated college, in house assessment of answer sheets of First & second year degree program, autonomy in starting of certificate & diploma courses

6.11 Activities and support from the Alumni Association

Meeting/s of alumni members are conducted, involvement in organizing out door activities like educational tour, adventure activities

6.12 Activities and support from the Parent – Teacher Association

Orientation of parents at the beginning of the year, parents meeting of defaulters to improve academic performance, support from parent for taking disciplinary actions

6.13 Development programmes for support staff

Yes

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

Students are involved in tree plantation in & around the college premises.

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.

Screening test to identify academically weak students, remedial coaching for such students, Identified defaulters students, counselling, warning, parents meeting, detaining worst cases from exams, resulted in improvement of attendance for regular lectures. Students are encouraged to put stalls of eatables during college festivals, annual social gathering .

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

Monthly defaulters, display of defaulters list on notice board, calling parents, warning letters to students, opportunity for improvement, restraining from appearing exams if no improvement

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

See Annexure VIII

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

7.4 Contribution to environmental awareness / protection

Tree plantation, e-waste management,

7.5 Whether environmental audit was conducted? Yes

No

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

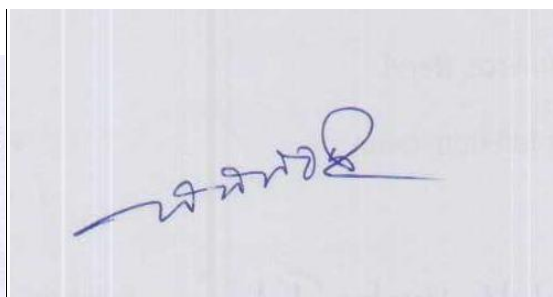
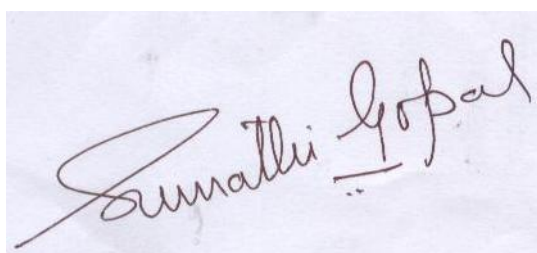
Decided to take new certified short courses/ programs/activities

8. Plans of institution for next year

Improving academic results, reduce dropout rate, Enhancing activities on skills development & short term vocational certified course.

Name *Dr. Sumathi Gopal*

Name: *Dr. M. G. Gonda*



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Sterling College of Arts, Commerce & Science, Nerul

Calendar Activities 2017-18

Month	Nature of Activity
June 5	<ul style="list-style-type: none">• Commencement of First Term• Faculty Development Program• Commencement of lectures of SY, TY and XIIth std• Admissions of XIth Std and F. Y Classes• celebration of National Yoga Day, 21st June• Mapping of students & Sessions on skills development (only for selected students of T. Y. classes)
July	<ul style="list-style-type: none">• Orientation for the parents & students of XIth & F. Y. Classes (induction program) class wise• Inspirational speech by eminent speaker• Mapping of students & Sessions on self development (selected students of F. Y. Classes)• Manson Trek• Enrolment for NSS and NSS activity• Celebration of Guru-pournima• NSS activity• Preparation for National Conference• Sessions on skills development (only for selected students of T. Y. classes)

August	<ul style="list-style-type: none"> • NSS activity • Interactive session • Placement & skill development activity (only for selected students of T. Y. classes) • Manson Trek • Celebration of Eco-friendly Ganesh Festival • Sessions on skills development • Sessions on self development (selected students of F. Y. Classes)
Sept	<ul style="list-style-type: none"> • Conduction of internal Test • Conduction of first test for Jr. college • Celebration of teacher's day • Intercollegiate completion • Celebration of days • Feedback on activities on skill development (only for selected students of T. Y. classes) • Sessions on self development (selected students of F. Y. Classes)
October	<ul style="list-style-type: none"> • Teacher's Evaluation by the students • Conduction of semester end (first term end) examination • Parent's meeting of junior college • End of First Term
November	<ul style="list-style-type: none"> • Commencement of Second Term • Declaration of result of first term end exams. • Faculty Development program • National Conference
December	<ul style="list-style-type: none"> • NSS residential Camp • Educational tour • Winter vacation
January 2018	<ul style="list-style-type: none"> • College annual sports • Inter collegiate cultural event • Annual social gathering • Mock interview sessions

	<ul style="list-style-type: none"> • Group discussion sessions • Parents' meeting for junior college
February 2018	<ul style="list-style-type: none"> • Prize distribution • Internal examination • Minithon 2018 • Teacher's Evaluation by the students • Year end staff meeting (evaluation)
March 2018	<ul style="list-style-type: none"> • Term end examination • Declaration of result of term end examination • Additional coaching for failures in earlier examinations • Additional examination
April 2018	<ul style="list-style-type: none"> • Declaration of result • Term ends

Annexure II

Participation in Conferences/workshops (2017-18)

Name of the faculty	Date	Level	Place	Theme
Dr. M. G. Gonda	1 st March 2018	National	Department of Education, University of Mumbai	Higher Education & Social Change
Dr. M. G. Gonda	19 th & 20 th Jan. 2018	National	S. B. Patil Institute of Management, Nigdi, Pune	Neglect of Agriculture & Environment
Prasuna.K	12/10/2017	National	NCRD's sterling college of Commerce – National Conference – “Emerging Trends & Innovations in commerce & Management education	Capacity building Initiatives as an intervention for Human resource challenges in health care sector – Publication Awaited – SB Patil Journal of Management.
Prasuna K	19 th & 20 th January 2018	National	International Conference – Bharatiya Vidya peeth institute of Management studies & Research	An assessment of utility of Health Information Systems to health workers- Published in E-

			–“ Empowering to create smart future through e-governance & Digitization	book, Bharathi Publications – ISBN-978-973-86608-32-1 page no- 190-193
Dr. Sumathi Gopal	12-10-17	National	NCRD’s sterling college of Commerce – National Conference – “ Emerging Trends & Innovations in commerce & Management education	Challenges & Issues Faced by Women Entrepreneur in Business Start-up
Prof. Ranjeet Thakur		University Level	CKT. College, New Panvel	Workshop on revised syllabus of BMS, Semester III & IV
Prof. Kishor Bhadra		University Level	CKT. College, New Panvel	Workshop on revised syllabus of B. Com Accounting & Finance Semester V

Annexure III

Details of Research Publication (2017-18)

Name of the faculty	Title of Research paper	Level	Type of publication	ISBN
Dr. M. G. Gonda	“Enhancing Employment Opportunities through Higher Education	National	Quarterly College News	Vol. 6
Dr. M. G. Gonda	Higher Education and Social Change	National	Sanshodhan Chetana UGC approval No. 63299 issue no IV, volume no 6 th	, ISSN -2319-5525,

Dr. M. G. Gonda	Neglect of Agriculture & Environment	National	Conference proceedings	ISBN 978-81-922746-8-3
Mrs. K. Prasuna	March 2018	National	Sent for Publication and accepted to Journal of Management research analysis	
Dr. Sumathi Gopal	Issues & Challenges Faced in Digitalisation of Court	National	Management Research Journal Sansmaran	ISSN-2278-7801 Impact Factor IJIF (2017) 4.107 & Impact Factor PIN (2017) 4.125
Mrs. Priyam Vashishta	Application of Mathematics in Business & Economics & overview	National	Conference Proceeding	-----

Annexure IV

Faculty Invited as Resource Person/Guest

Name of Faculty	Purpose of Invitation	Date	Place
Dr. Sumathi Gopal	As a resource person in a workshop on Law Protecting Women	September 2017	Pillai's College of Arts, Commerce & Science
	As a resource person for change in the syllabus for S.Y.BAF in Law.	July 2017	S.M.Shetty college of Arts Commerce & Science in Association with University of Mumbai
Dr. M. G. Gonda	As a judge for intercollegiate Research convention	De. 2017	SIES college of Science & Commerce, Sion (E), Mumbai

Annexure VI

Books Published (2017-18)

Name of the Faculty	Title of the book	Name of the publisher	ISBN
Dr. Sumathi Gopal	Co-Authored book on Business Law -I for SY.BCOM Semester III	M/S Sheth Publication	978-93-5149-496-6
	Co-Authored book on Business Law -I for SY.BFM Semester III	M/S Sheth Publication	978-93-5149-694-6
Dr. Sumathi Gopal	Co-Authored book on Business Law -II for SY.BCOM Semester IV	M/S Sheth Publication	978-93-86723-22-2
	Co-Authored book on Business Law -II for SY.BFM Semester IV	M/S Sheth Publication	978-93-86723-23-9
	Co-Authored book on Corporate Law- SY.BBI Semester IV	M/S Sheth Publication	978-93-86723-22-2
	Co-Authored book on Legal Environment & Advertising Ethics Semester VI	M/S Sheth Publication	978-93-5149-898-8
	Co-Authored book on Industrial Law semester II for FY.BMS	M/S Sheth Publication	978-93-86723-64-2

Annexure VII

NSS REPORT 2017-18

This is brief report of NSS activities conducted during the year 2017-18. The first orientation meeting of students was taken in the college on 15/07/2017 in which new students (students of First year classes) were oriented and NSS enrollment forms have been filled.

In next meeting on 25/07/2017 of all students was taken where committee had decided different activities under NSS university of Mumbai to be conducted during the year 2017-18.

The following are the activities conducted during the year 2017-18.

REGULAR ACTIVITIES

(A) University Level Activities: (20 hours)

Sr.no.	Date	Activity	No. of targeted students	No. of students participated	Objective of the activity
1.	15/08/2017	Independence Day Celebration	40	35	To help college to celebrate this auspicious event where everyone took pride to be an Indian.
2.	14/09/2017	Hindi Divas	35	25	To encourage citizen to use and respect mother language
3.	21/09/2017	International Peace Day	30	25	To create the positive environment and thoughts
4.	24/09/2017	NSS foundation Programme	30	20	To make students realize the importance of NSS activities
5.	01/10/2017	Anti- Addiction Rally	30	25	To spread the message of giving up drugs and Alcohol and smoking at Azad Maidan.
6.	02/10/2017	Non- Violence Day	40	35	To spread the message of Non violence
7.	26/01/2018	Republic day	40	35	To help college to celebrate this auspicious event where everyone took pride to be an Indian.
8.	10/12/2017	Human Rights Day	35	30	To spread the message related to human rights.
9.	08/09/2017	International Literacy Day	35	30	To spread the awareness of literacy during this activity students poor kids who reside on roads

Leadership Training Programme: it was 5 days camp organized by university of Mumbai. In this camp the participants were given leadership quality related training. Ms. Aishwarya Mhatre was sent to attend the LTP camp.

(B) College Level Activity (20 Hours)

Sr.no.	Date	Activity	No. of targeted students	No. of students participated	Objective of the activity
1.	08/07/2017	Guru Purnima Celebration	40	35	To realise the importance of GURU in our life
2.	29/07/2017	Volunteers role in Youth Short Film Festival	45	38	To manage and control the crowd and maintain the discipline.
3.	12/10/2017	Volunteers role in one day	15	10	To do the registration and

		National Conference			hospitality of outsiders.
4.	23/08/2017	Ganesha Idol Making workshop	30	20	To learn how to make Ganesha Idol with Clay
5.	11/01/2018	Volunteers role in Annual Day Function	30	25	To help Cultural Committee for smooth functioning of Annual Function
6.	08/08/2017	Rakhi Making Competition & celebration	40	35	To make the hand made rakhi and celebrate with Old age people in Aashraya old age home.
7.	13/10/2017	Diwali Decoration within the college premises	30	25	To use eco -friendly materials for decoration
8.	04/02/2018	Volunteers role in College Minithon	35	30	The volunteers were involved as bikers to show the route to runners.

Area Based Activities (40 hours)

<u>Sr. No</u>	Date	Activity	No. of targeted students	No. of students participated	Objective of the activity
1.	23/01/2018	Tree Plantation	30	25	30 trees were planted in college premises
2.	10/08/2017	Swacch Bharat Pakhwada	30	22	To create the awareness of cleanliness and students cleaned college premises
3.	12/01/2018	Video session on sexual harassment	35	25	to create awareness about good touch and bad touch
4.	15/09/2017	Waste management	30	25	To manage waste
5.	12/08/2017	Rally for River Presentation	30	25	To Promote this issue brought by ISHA foundation.

(C)Area Based Activities: Health related (40 hours)

<u>Sr. No</u>	Date	Activity	No. of targeted students	No. of students participated	Objective of the activity
1.	15/12/2017	Health Check up	10	08	Health check up by Apollo Hospital for nearby citizens and students
2.	15/12/2017	Dental Check up	10	7	Dental check up by Apollo Hospital for nearby citizens and students
3.	15/01/201	Eye Check up	10	6	Eye check up by Apollo Hospital for nearby citizens and students
4.	15/12/2017	Blood Donation	15	10	50 bottles of blood collected by NMMC blood bank
5.	21/01/2018	Eye Donation Rally by AEHI	30	25	To promote eye donation rally campaign.

Special Residential Camp Activities

25 NSS volunteers attended residential camp this year in Waklan Village from 01/12/2017 to 07/12/2017 near Dahisar Mori (Kalyan- Panvel Highway) where students did different activities but the main activity was **DRIP IRRIGATION** nearby Primary school area of village which was appreciated by Sarpanch Mr. Anil Bhoir and while NSS presentation it was also appreciated by Ashok Pujari sir (District Coordinator NSS) and Dr. B.S Bidve Sir (NSS Coordinator University of Mumbai). Every day 2 teachers (1 male and 1 female) used to be there with students.

In the month of March College submitted all the accounts of expenses and activities report to the University of Mumbai

The Audited Form A and Form B both were submitted by the committee to the University of Mumbai.

On 10/04/2018 the university disbursed only Rs. 17,132 which was only 77% of total amount.

Annexure VIII

Best Practice – I

Title of the Project:	“Screening Test & Remedial Coaching”	
Objectives:	1	To improve the academic results
	2	To improve fundamentals of the subjects
	3	To reduce failure rate (increase retention rate)
The context:	1	Screening test for all the students of F. Y. B. Com admitted, for the students of First year of Bachelor in Management Studies & the students of First year of commerce in Accounting & Finance who scored less than 60% marks in HSC exam
	2	Test was for 50 marks based on the syllabus of XIIth std. in the subjects of Maths, English, accounts & Organization of comm. for a duration of 1.5 hours
	3	Test was conducted on Saturday 6th August, from 10am to 11.30am after half day working, regular lectures of all F. Y. Classes commenced from 25th July
	4	Qualifying standard in screening test was 50% marks (25 out of 50) the students scoring less than 25 marks have to attend a remedial coaching for two months Sept & Oct. 2018
	5	Intimation of test was given to students through notice to parents in parents meet
Practice:	1. Inhouse faculty took responsibility of each subject, and got distributed the days for remedial coaching	

2. 16 days, Sundays and holidays in the month of Sept & Oct, identified and time table with subject, teacher and timing of coaching was conveyed to the students

3. Coaching was done on non-working days mainly because students & teachers were busy on all working days and students not interested to work beyond 12 noon of working days

Evidence of success: out of 194 students only 16 students could attend maximum number of lectures and their semester end result is waiting in the month of Dec

Problems encountered: 1 Time for remedial coaching was limited due to semester system

2 Response from the students was very minimal

NCRD's Sterling College of Arts, Comm & Science, Nerul, Navi Mumbai, Maharashtra 400706

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Best Practice: 11

Title of the project: Students Initiated Activities

Objectives: 1 Develop leadership qualities among the students
2 Opportunity to plan & implement the activities
3 Create institutional imaged (branding)

The context: 1 Students brought the proposal of FORZA, intercollegiate cultural competition totally self funded event
2 Approval given after discussing with a committee of teachers
3 A committee of teachers formed to guide & monitor the project
4 Partial financial assistance from the college for the project
5 date of event was planned at least 3 months in advance

Practice: 1 organizing committee of students get divided the activities
2 They visit nearby colleges for entry, contact people for sponsorship
3 They invite judges and guests under the guidance of teachers committee
4 Actual organization of the event under the supervision of all teachers

Problems: 1 Finance since it is self funded
2 Participation from other colleges

3 Loss of academic sessions

Evidence of success: 1 Around 12 students out of 40 learned certain leadership qualities

2 Helping in building institutional image

Name of college: NCRD's Sterling College of Arts, Commerce & Science, Nerul, Navi Mumbai. 400706

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