



Parle Tilak Vidyalaya Association's

**M.L. DAHANUKAR COLLEGE OF
COMMERCE**

Estd:1960

(Affiliated to University of Mumbai)

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

AQAR REPORT

(FOR NAAC SUBMISSION)

2016-2017



The Annual Quality Assurance Report (AQAR) of the IQAC

2016-17

Part – A

1.Details of the Institution

1.1 Name of the Institution

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

1.2 Address Line 1

Dixit Road ,Vile Parle (East)

Address Line 2

Mumbai

City/Town

Mumbai

State

Maharashtra

Pin Code

400057

Institution e-mail address

mldc@rediiffmail.com

Contact Nos.

022-26179580 and 022-26183614

Name of the Head of the Institution:

Prin. Dr. Madhavi S. Pethe



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

Mumbai -400057

Tel. No. with STD Code:

022 26183614

Mobile:

+919869164100

Name of the IQAC Co-ordinator:

Prof. Doke D.M.

Mobile:

+919892464523

IQAC e-mail address:

lqac.mldc@gmail.com

1.3 NAAC Track ID MHCOGN10744

1.4 Website address:

mldcc.com

Web-link of the AQAR:

Naac/lqac

1.5 Accreditation Details

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

1.6 Date of Establishment of IQAC:

01/07/2004



1.7 AQAR for the year

2016-17

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 2015-16 submitted to NAAC on line on 21/6/2017.

Track Id : MHCOGN10744

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

UGC recognised college. Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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



1.10 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)

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 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

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2.8 No. of other External Experts

2.9 No. of Student Representatives

2.10 Total No. of members

2.11 No. of IQAC meetings held

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

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

If yes, mention the amount

2.14 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

2.15 Significant Contributions and Activities made by IQAC:

1. Academic Audit was conducted on 1st December, 2017.
2. A list of journals frequently referred to by the teachers was prepared.
3. Special badges were given to every stream wise and class wise first rankers as well as to students getting Gold, Silver and Consolation prizes at inter-collegiate competitions organised by University of Mumbai and by DSO and also students contributing in the Development process of the college.
4. As part of Education Social Responsibility an App for book sharing, donation and selling at discounted rates amongst under privileged children has been developed and widely publicised in the college.



5. A Common Public Address System has been set up in the college with the announcement system located in the Principals Cabin and the college office.
6. Installation of Sanitary Napkin Vending Machine in Ladies Common Room.
7. English Language Lab has been started in the college using Software “Digital Linguistic Mentor (DLM) with 26 licensed users.
8. Formation of Incubation and Innovation Cell at MLDCC to encourage Entrepreneurship Spirit amongst the young students to start businesses on their own.
9. Skill Development Program on Vocational Training in Banking, with a total enrollment of 126 students across all faculties has been commenced from the month of August.

IQAC chalked out the Course of Actions and the Developmental Activities to be undertaken.

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

2.16 Plan of action by IQAC/Outcome:

Plan of Action	Achievements
1. Academic Audit to be conducted.	Academic Audit was conducted on 1 st December, 2017.
2. Enhancement of Infrastructure	<ul style="list-style-type: none"> • A Common Public Address System has been set up in the college with the announcement system located in the Principals Cabin and the college office. • Installation of Sanitary Napkin Vending Machine in Ladies Common Room. • English Language Lab has been started in the college using Software “Digital Linguistic Mentor (DLM) with 26 licensed users.
3. External experts in the fields of	Guest lectures were conducted by eminent

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<p>Commerce and Banking should be invited for the benefit of the students.</p>	<p>personalities like C,A. Vivek Karve, Global CFO, Marico, Prof. Dr. Neeraj Hatekar, Director, Dept. of Economics University of Mumbai, Mr Ashish Dixit Head – Alliances of Parth Knowledge Network Pvt Ltd</p>
<p>4. Conducting academic workshops and seminar in the college.</p>	<ul style="list-style-type: none"> • A one day workshop on revised question paper pattern in the subject of Mathematical and statistical techniques at the F.Y.B.Com was jointly organised by University of Mumbai and M.L.Dahanukar college of Commerce. • Workshop on Career Guidance on MBA. • Workshop on Mock trading • National level seminar on ‘ The mesmerising world of Advertising,’
<p>5. Augmenting the skills of the staff members and the students of the college in the smooth administration of the college.</p>	<ul style="list-style-type: none"> • The entire result processing of the Self Financing Section of the college has been processed in-house by a software developed by the college BSc (IT) coordinator. • The entire admission forms for all classes of the Degree section was processed online within the college itself. • A Library software has been developed by the B.Sc (IT) students and implemented in the college library.

2.17 Whether the AQAR was placed in statutory body No

Management Syndicate Any other body

Provide the details of the action taken

NA



Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	3	0	01	NIL
UG	8	0	7	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	2	NIL	1	1
Others	NIL	NIL	NIL	NIL
Total	13	0	9	1
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	1	NIL	NIL	NIL

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

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

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

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



	one)		
B.Sc. (IT)	T.Y.B.Sc.(IT) Semester VI (Electives)	1. Geographic Information System. 2. Project Laws 3. IPR and Cyber Law	1. Geographic Information System. 2. Project Laws
M.Com.	M.Com.	1. Financial Accounting and Auditing 2. Buisness Management 3. Economics 4. Banking and Insurance 5. Commerce 6. Quantitative Techniques	1. Financial Accounting and Auditing 2. Buisness Management

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders*

(On all aspects)

Alumni - Parents v Employers -- Students v

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

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

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

The syllabus for the following subjects have been revised by the University of Mumbai with effect from the academic year 2016-17:

- 1) F.Y.B.Com
- 2) S.Y.B.F.M



- 3) F.Y.B.B.I
- 4) S.Y.B.M.M
- 5) F.Y,B.Sc (IT)

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

No



Criterion – II

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2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

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

* Sufficient number of core faculties as per requirements.

2.2 No. of permanent faculty with Ph.D.

2

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
11	1	NIL	NIL	NIL	NIL	NIL	NIL	NIL	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

45

21 (Core Faculty)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	2	14	-
Presented papers	3	23	-
Resource Persons	1	2	-

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

The A

- 1) To make the teaching and learning process more effective all the classrooms have been ICT enabled. Teachers make use of audio visual aids to make the concepts more clear to the students.
- 2) To make the teaching learning activity more effective public address systems have been provided in 14 classrooms.



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

170

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

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

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

Board of Studies: 5

Faculty Development workshop: NIL

Curriculum Development Workshop: NIL

2.10 Average percentage of attendance of students

75%



2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	O Grade %	A Grade %	B Grade %	Pass %
B.Com	591	8.63	44.67	22.00	88.32
B.M.S	128	2.34	57.03	21.88	91.41
B.COM (Acct &Fin)	197	14.72	51.27	17.26	93.31
BBI	70	4.29	50	24.29	91.43
B.Sc. I.T	99	7.07	32.32	19.19	72.73
BFM	52	0	30.77	23.08	76.92
BMM	60	0	0.2	48.33	93.33
B.Com Env, Mgt & Eco	39	5.13	23.08	26.67	97.44

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

The IQAC encourages the staff members to

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

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

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	32	06	00	30
Technical Staff	NIL	NIL	NIL	2



Criterion – III

3. Research, Consultancy and Extension

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

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

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

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3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	1	Nil	Nil	Nil
Sponsoring agencies	Nil	Governing Body	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:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 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

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 SR Fellows other

3.21 No. of students Participated in NSS events:

University level State level National level International level

3.22 No. Of students participated in NCC events:

University level State level National level International level

3.23 No. Of Awards won in NSS:

University level State level National level International level

3.24 No. of Awards won in NCC:

University level State level National level International level

3.25 No. of Extension activities organized

University forum College

NCC NSS Any other



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

- The Incubation Cell has successfully incubated Book Share India, a social startup which uses modern technology and innovation to facilitate book donation and sharing. Book Share India was started in the month of March and till date it has received 6300+ donated books. These books were distributed across India to 37 NGO's. Further they have established 5 mini libraries, renovated 1 existing library and conducted many reading sessions to inculcate reading habits.
- Road safety programme in Vile Parle suburb of Mumbai where college is located Students created awareness among people about traffic rules and Road safety.
- Under Enactus local product made in rural area is marketed by our student's. Through it we made market available to the local product.
- The Rotaract unit help to sell products of Deaf and Mute children of Karnabadhira Foundation, which give them a practical experience of marketing skills which help them learn entrepreneurial skills.
- Our college NSS is very active and conducting blood donation camp twice year through which we have been collecting almost 200 bottles every year.
- Another major social activity done by the NSS students planted 1100 plants near at Ambejogai.
- Awareness was spread on social issues like AIDS and Harmful Effects of Drug awareness program.



Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4276 sq.mt	Nil	NA	4276 sq.mt
Class rooms	42	Nil	NA	42
Laboratories	3	Nil	NA	3
Seminar Halls	1	Nil	NA	1
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	Software “Digital Linguistic Mentor (DLM) is installed with 26 licensed users	26	UGC	26
Value of the equipment purchased during the year (Rs. in Lakhs)	-	3 Lakhs	-	12 Lakhs
Others	-	-	-	-

4.2 Computerization of administration and library

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



4.3 a) Library services: (AIDED SECTION)

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value	No.	Value
Text Books	18821	Data not Available	1899	255876	20720	-
Reference Books			34	16890	34	
Gen. Books			81	27597	15	
e-Books	Nil	-	-	-	-	-
Journals	26	8744	26	15,394	26	24,138
e-Journals	Nil	-	Subscribed N list user code awaited	5700	-	-
Digital Database	Nil	-	-	-	-	-Nil
CD & Video	42	Complimentary	3	Complimentary	45	Complimentary
Newspapers	6	11400	-	-	6	11400

b) Library services: (UNAIDED SECTION)

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value	No.	Value
Text Books	10795	1398468	1669	233220	12464	1631688
Reference Books	4517	1806401.17	77	45299	4594	1851700.17
Gen. Books	511	138776.8	43	2512	554	141288.8
e-Books	Nil	-	-	-	-	-
Journals	34	14714	1	-	31	82990
e-Journals	Nil	-	-	-	-	-
Digital Database	Nil	-	-	-	-	-
CD & Video	75	17394	0	0	75	17394
Newspapers	12	-	-	-	12	9716



4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	181	3	Broad Band 3	3	3	2	8	-
Added	06	NIL	NIL	Nil	Nil	Nil	Nil	-
Total	187	3	3	3	3	2	8	-

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

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

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.4
ii) Campus Infrastructure and facilities	81.42
iii) Equipment	0
iv) Others	9.7
Total :	179,75,250



Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

5.2 Efforts made by the institution for tracking the progression

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

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3,770	292	Nil	Nil

(b) No. of students outside the state

35

(c) No. of international students

Men

Nil men

No	%
1500	36.92

No	%
2562	63.07

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2645	445	62	944	03	4099	2496	476	36	1049	05	4062



Demand ratio Dropout %

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

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

No. of students beneficiaries

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

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

5.6 Details of student counselling and career guidance

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

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of	Number of	Number of	Number of Students



Organizations Visited	Students Participated	Students Placed	Placed
10	276	98	02

5.8 Details of gender sensitization programmes

- The college Woman Development Cell organised lecture on self-defence for girls.
- The Internal Complaints Committee (ICC) of M.L.Dahanukar college and the Maharashtra State Commission for Women jointly conducted a one day workshop for students, teachers from the college as well as teachers from the sister concerns and the governing body on Awareness about Prevention of Sexual Harassment at Workplace Act 2013.
- The NSS unit organised street plays within the college premises regarding gender equality.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	22	78601
Financial support from government	724	7218925

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Financial support from other sources	8	73562
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

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



Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

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

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

Mission:

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

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

6.2 Does the Institution has a management Information System

No



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

6.3.1 Curriculum Development

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

6.3.2 Teaching and Learning

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



6.3.3 Examination and Evaluation

- We follow the University of Mumbai's Choice Based Credit and grading system with a Semester pattern. In this system students are evaluated through Internal and External examinations.
- The internal examination is having weightage of 25%. Internal consist of one class test of 20 marks and 5 marks for active participation of the student.
- External examination is of 2 hours duration and of 60 marks in each subject and 75 marks examinations are for 2 hours and 30 minutes is conducted per semester. Continuous evaluation of students is conducted throughout the semester.
- The schedule of all the examinations is prepared well in advance and published in the prospectus before commencement of the academic year. All the examination related notices are also put up on the college website as well as the college App for the benefit of the students.
- This year the University of Mumbai introduced the system wherein the university would give a common question paper and exam time tables across all the First year Courses accordingly the system was introduced in the college.
- This year the University of Mumbai also introduced a system of \online assessment for all the Semester VI answer papers which was done by the college.

6.3.4 Research and Development

- Researchers can avail of F.I.P leave to pursue their Ph.D.
- Funds are provided to compensate the expenses towards travel and participation fees. Normally these funds are made available from UGC Grant to attend seminars, workshops and enrichment of knowledge of the staff members.
- The college Library has a total of 38292 books and 60 journals published at state and national levels is the major source that encourages research activities on the college campus. There are 3236 books on research methodology and various related areas. This collection is useful for encouragement for research activates on the campus. Besides, the library has provided separate space for teachers for their reading and research-related work.
- The institution has three computer labs with 100 computers with internet facility for the use of Research scholars.
- Staff members are granted duty leave / travel allowances to participate in outstation conference seminars.



6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college always endeavours to provide quality education to the student community. Keeping this in mind the college has updated the various infrastructure facilities within the college premises.
- The English lab has installed Software “Digital Linguistic Mentor (DLM) with 26 licensed users; It enhances spoken, phonetics and listening skills. It is available at three levels basic, intermediate and advance level
- All the classrooms have been ICT enabled to make teaching learning more effective.
- CCTV have been installed throughout the college premises to make it safer for the students and staff.
- To update the ICT facilities in the college 20 new computers have been installed in the computer lab.
- To facilitate class room teaching and learning process 15 sound systems have been installed in 15 class rooms to start with initially.



6.3.6 Human Resource Management

- The college authorities encourage teachers to regularly update their subject knowledge by attending seminars and workshops from time to time.
- Subject experts from different areas of expertise are constantly invited to deliver lectures for knowledge enhancement of teachers and students alike.
- To make the students more effective in their communication skills, language development programs are conducted in the college. Software “Digital Linguistic Mentor (DLM) is installed with 26 licensed users; It enhances spoken, phonetics and listening skills. It is available at three levels basic, intermediate and advance level
- To develop entrepreneurial skills amongst the students, Enactus an international non-profit organization that brings together student, academic and business leaders who are committed to using the power of entrepreneurial action to improve the quality of life and standard of living for people in need is run in the college. Guided by academic advisors and business experts, the student leaders of Enactus create and implement community empowerment projects around the globe. The experience not only transforms lives, it helps students develop the kind of talent and perspective that are essential to leadership in an ever-more complicated and challenging world.
- Indian Entrepreneurship Spirit and ideas combined with passion and enthusiasm of young Indian Entrepreneur's to start businesses on their own has led to formation of Incubation and Innovation Cell at MLDCC. Following are the objectives of Incubation and Innovation Cell:
 - ✓ To identify and nurture the business ideas of college students by providing them necessary mentoring, infrastructure and investment support.
 - ✓ To encourage entrepreneurship among students through conducting seminars, workshops and competitions.
 - ✓ The Cell has successfully incubated Book Share India, a social startup which uses modern technology and innovation to facilitate book donation and sharing. The cell has established 5 mini libraries, renovated 1 existing library and conducted many reading sessions to inculcate reading habits.



6.3.7 Faculty and Staff recruitment

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

6.3.8 Industry Interaction / Collaboration

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

6.3.9 Admission of Students

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



6.4 Welfare schemes for

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

6.5 Total corpus

Nil

fund generated

6.6 Whether annual financial audit has been done

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

Yes

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

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

For UG Programmes Yes

For PG Programmes Yes



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

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

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

NA

6.11 Activities and support from the Alumni Association

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

6.12 Activities and support from the Parent – Teacher Association

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

Parents are provided with their wards attendance records.

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



6.13 Development programmes for support staff

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

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

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

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



Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ✓ An innovative program which the college is conducting is a Job Skill Training program for the students. This is our innovative effort to develop employ-ability and entrepreneurial skills amongst students with the emphasis on practical knowledge, soft skills and overall personality development.
- ✓ Indian Entrepreneurship Spirit and ideas combined with passion and enthusiasm of young Indian Entrepreneur's to start businesses on their own has led to formation of Incubation and Innovation Cell at MLDC. Following are the objectives of Incubation and Innovation Cell:
 - To identify and nurture the business ideas of college students by providing them necessary mentoring, infrastructure and investment support.
 - To encourage entrepreneurship among students through conducting seminars, workshops and competitions.
 - The Cell has successfully incubated Book Share India, a social startup which uses modern technology and innovation to facilitate book donation and sharing. Book Share India was started in the month of March and till date it has received 6300+ donated books. These books were distributed across India to 37 NGO's. Further they have established 5 mini libraries, renovated 1 existing library and conducted many reading sessions to inculcate reading habits.
- ✓ The college also conducts foreign language courses to increase the employability of the students and keep the students abreast with the demands of the industry.
- ✓ The college has to conduct every semester a class test for the Internal Assessment of the students and also encourages the students to make presentations on relevant topics..



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

- Academic Audit should be conducted. Accordingly Academic Audit was conducted on 1st December, 2016.
- The products being sold in college co-operative stores should be advertised on the MLDC App of the college.
Accordingly all the products sold by the college co-operative stores are being advertised in the college App.
- It was recommended to have Information System Audit (ISA) backup with parent institution at least once a year.
Accordingly action has been initiated.
- It was suggested that Education Social Responsibilities (ESR) activities to be initiated.
Accordingly activities like Awareness about the menace of Road rage was started.
- It was recommended to prepare a calendar of speakers and to organize one guests lecture per month.
Guest lecture of several eminent personalities from the field of Finance, Information Technology, Management were organised.
- Annual calendar should be in soft copy and displayed well in advance.
Annual calendar has been displayed on the notice section in the college website and has also been printed in the college prospectus.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC*

Self-study Manuals)

Best Practice 1: MLDCC Incubation and Innovation Cell

Best Practice 2: Skill Development Program

Best Practice 3: Institutional Social Responsibility- Road Safety Initiatives

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



7.4 Contribution to environmental awareness / protection

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

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

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

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

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

7.5 Whether environmental audit was conducted? No



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

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

8.Plans of institution for next year

- | |
|---|
| <ul style="list-style-type: none"> • Encourage Research and consultancy activities • Industry and Commerce organization must be linked with college and MOU must be established. • Major/Minor Research projects to be undertaken. |
|---|

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Name: Shri Dyneshwar M Doke

Name: Dr. Madhavi S. Pethe



ANEXURE –I

Analysis of Students' Feedback

The feedback form measured two criteria:

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

A detailed analysis of the feedbacks given and the suggestions of the students are mainly in the following direction:

Enhancement in canteen facilities.

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

Analysis of Parents' Feedback

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

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

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

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



ANEXURE –II

Best Practice: 1

1. Title of the Practice: MLDCC Incubation and Innovation Cell

2. Goal:

Considering Indian Entrepreneurship Spirit and ideas, passion and enthusiasm of Young Indian Entrepreneur's to start businesses on their own, we at MLDCC Incubation and Innovation Cell have following goals,

- To identify, nurture and groom the business ideas of college students by providing them necessary mentoring, infrastructural and investment support.
- To encourage entrepreneurship among students by conducting seminars, workshops and competitions.

3. The Context

To help students launch their business ideas, MLDCC Incubation and Innovation Cell provides them office space equipped with computer and internet connection and required consultancy in legal matters.

Further, the cell works with Participant to create a well-defined business plan and marketing strategy based on extensive market research and competitive analysis. Also, the Incubator will help Participant in/with:

- Comprehensive Business Training
- Go-to Market / Launch Strategy
- Strategic Partnerships Identification & Introduction
- Lead Generation & Sales Support
- Management Team Setup
- Advisory Board and Mentors

4. The Practice

Cell has successfully incubated Book Share India, a social startup which uses modern technology and innovation to facilitate book donation and sharing. Book Share India



was started in the month of March and till date it has received 6300+ donated books. These books were distributed across India to 37 NGO's. Further they have established 5 mini libraries, renovated 1 existing library and conducted many reading sessions to inculcate reading habits.

You can share or donate books by visiting their website www.bookshareindia.com or by downloading their android app from play store. Further they also have strong social media presence with 1500+ likes on Facebook.

MLDCC Incubation and Innovation Cell is optimistic for Book Share India and other college entrepreneurial initiatives and will continue to provide best possible services to the incubated startups.

5. Evidence of Success

- Book Share India story is covered by 3 leading marathi newspapers, 1 English newspaper and even by radio channel 100.7 FM Gold.
- Many actors including Vicky Kaushal has supported BSI on social media.
- Book Share India also won the first prize in CRISIL Re's change the scene competition.
- On World Book Day, Famous Marathi Author, Madhavi kunthe, wrote in one Marathi Newspaper regarding the support college has extended to Book Share India.

6. Problems Encountered and Resources required

Mentor with good business experience is required because the action plan designed by students is not unrealistic and practical.



Best Practice : 2

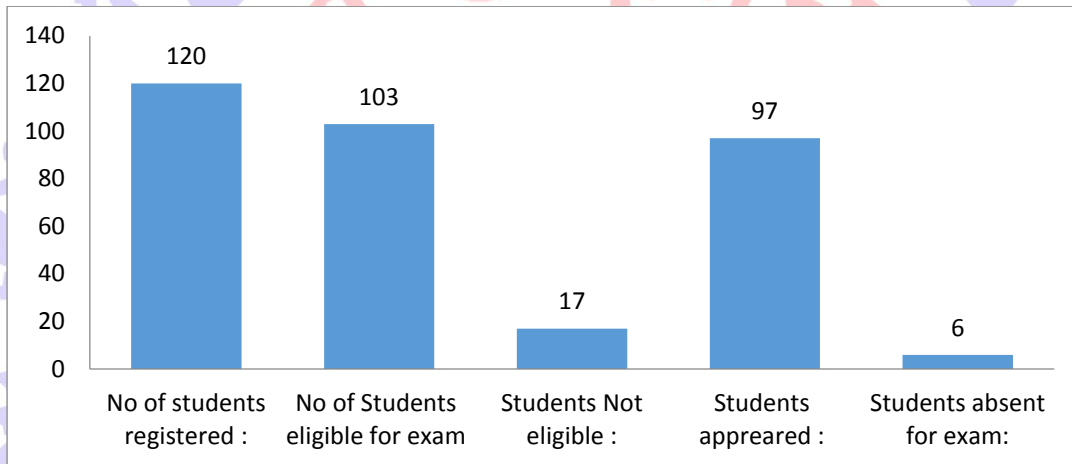
- 1. Title of the Practice:** Skill Development Program with Maharashtra State Skill Development Society (MSSDS) and Arihant Academy
- 2. Goal:** To achieve the Skill Development Mission of the Government of India by training the students in the field of Banking and Finance and guiding them and thus, increasing employability of the students in the Banking Sector.
- 3. The Context:** PTVA's ML Dahanukar College of Commerce entered into a tripartite agreement with MSSDS and Arihant Academy wherein 300 hours of classroom training was provided to the students of Third Year (TYBCom, TYBBI, TYBMS, TYBAF) over a span of 7 months by various experts of the Banking Industry. They had a set curriculum prescribed by MSSDS which was covered by faculty appointed by Arihant Academy.
- 4. The Practice:** 300 hours of classroom training was conducted after completion of normal college lectures daily. A total of 120 students registered for the same who were divided into 4 batches of 30 students each. The classroom coaching included lectures, games and practical examples and case studies related to the banking field. Mr. Prashant Shiroor, Regional Manager, HR, HDFC Bank also guided the students on "How to Face Bank Interviews Successfully". This seminar was well received by students of 7 colleges across Mumbai who had gathered at the college premises. The classroom coaching was followed by examinations by the Government of Maharashtra, results of which are awaited as on 3rd July, 2017. Interviews were conducted for placements in various banks for the said students. This course is being conducted free of cost for students by MSSDS and Arihant Academy. However, the college charges a nominal fee of Rs 2000 (part of which is refundable at the end of the course) for recovering administration expenses.



5. Evidence of Success:

Details of Students --- Pertaining to examination 2016-17

No of Students registered :	120
No of Students eligible for exam :	103
Students Not eligible :	17
Students appeared for exam :	97
Students absent for exam:	6



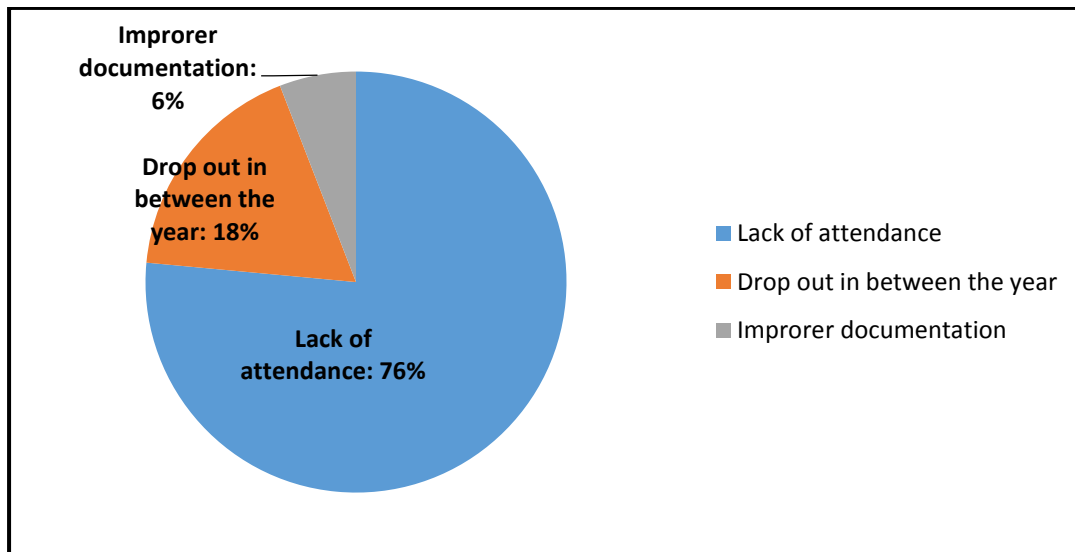
Note: Results of the examinations are awaited as on 3rd July, 2017

Details showing reasons for non-eligibility during exams

Number of Students not Eligible:	17
Lack of attendance :	13
Drop out in between the year :	3
Improper documentation:	1



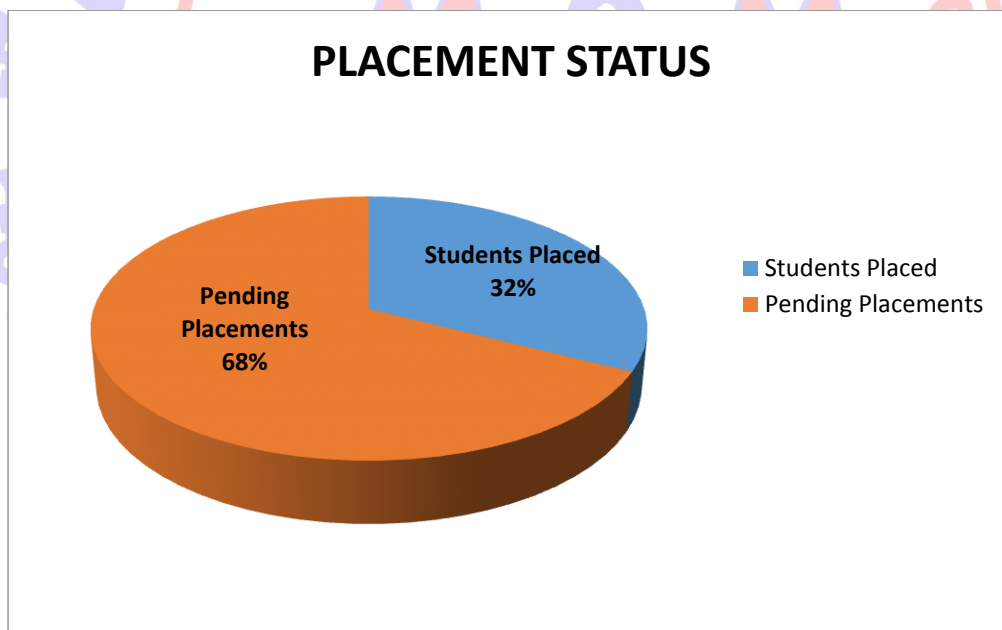
PARLE TILAK VIDYALAYA ASSOCIATION'S
M.L.DAHANUKAR COLLEGE OF COMMERCE
Mumbai -400057



Details regarding Placement

Total registered students: 120

Selected and placed: 39



Students have been offered placement in ADFC (Back office operations of HDFC bank) in domain area “of Relationship Management” etc.

Average salary scale offered as below:

Gross CTC:Rs 17000 p.m.

Take home pay: Rs 15000 p.m. (approx.)



Interviews for the students not yet placed would be conducted after the declaration of semester VI results.

6. Problems Encountered and Resources required:

- a) MSSDS informs the students about the examinations just 2 days prior to the exam dates. This leads to a lot of difficulty in disseminating the information to the students in such a short span of time.
- b) Lot of administrative work involved in implementing the course in the college. This increases the burden of the faculty members. We may require a clerk to look after the administrative work like drafting of the defaulters list etc.

Best Practice : 3

Title of the Practice: Institutional Social Responsibility- Road Safety Initiatives

- i) **Goal:** To engage the students in Positive Contribution to Nation-Building at the micro-level and at the macro-level, through planned initiatives.
- ii) **The Context:** Instilling Awareness about Road Safety; Fostering practical Road Safety Practices and enabling the achievement of 'Safer Roads Safer India-Classrooms With a Cause'.
The Classrooms with a Cause recognizes the latent strength and ability in the student community. The teachers and students brain-storm to formulate action-plans that can be carried out on campus and in the Community; which can serve to generate positive outcomes and can sustain the Best Practices.
With this in mind, our vibrant student community undertook several activities to instill the need for Road Safety amongst the students and the Community at large.
- iii) **The practices included:**
 - a) Joining hands with worldwide organizations and NGOs to achieve our goals.
 - b) Creation of a Road Safety Float and displaying with Parade from Gateway to Vileparle.
 - c) Enacting, creating song sequences and presenting to audiences at several Natyagrihas/Halls.
 - d) Conducting Street Plays



- e) Distribution of Pamphlets
- f) Creating the mobile App-Raftaar
- g) Supporting and advocating Air Quality Monitoring Instruments created by Students of IIT-Powai.
- h) Networking and communicating through various Citizen Groups.
- i) Arranging talks and interactive sessions-talk and interactive session by our Road Safety Brand Ambassador-Noted Artiste, Smt.Sudha Chandran.
- j) Talk on Constitutional Rights and Duties and Spreading of Road Safety Message.
- k) Leadership sessions attended by students, conducted by the NGO Lions Clubs International-Students were trained and awarded certificates.
- l) Recognising contribution to Road Safety with the Road Safety Awards-given to Institutions, individuals, etc for meritorious work on Road Safety.
- m) Road Safety-Saying it with Roses plan.
- n) Road Safety-Awareness with Plaques and parade.
- o) Road Safety-Campaigns on Facebook and Social Media
- p) Road Safety-Screening of films.
- q) Road Safety- Supporting with Free Ambulance Services.
- r) Road Safety- Training Session and Films by Police Force.
- s) Conducting Road Safety Audits and uploading to Global Research Data Base of Youth Service America and Underwriters Laboratories.
- iv) **Evidence of Success:** Acknowledged by Youth Service America and Underwriters Laboratories with a Certificate.
- v) **Problems Encountered & Resources Required:** The need to create time for responding to the call of duty beyond academics and its demands.
The need to facilitate with finances and energy resources.