

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC 2014-15

Part – A

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	S. P. Mandali's Ramnarain Ruia College
1.2 Address Line 1	L.N.Road
Address Line 2	Matunga -E
City/Town	Mumbai
State	Maharashtra
Pin Code	400019
Institution e-mail address	principal@ruiacollege.edu
Contact Nos.	022-24143098, 022-24143119
Name of the Head of the Institution:	Prof. Suhas Pednekar

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 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	A	4 star	1999	2007
2	2 nd Cycle	A		2007	2012
3	3 rd Cycle	A	3.65	2012	2017
4	4 th Cycle	-	-	-	-

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

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 2009-10 date: 1-10-2011 (DD/MM/YYYY)
 ii. AQAR 2010-11 date: 28-9-2011 (DD/MM/YYYY)
 iii. AQAR 2011-12 date: 6-9-2013 (DD/MM/YYYY)
 iv. AQAR 2012-13 date: 30-9-2013 (DD/MM/YYYY)
 v. AQAR 2013-14 date: 13-12-2014 (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)

1.12 Name of the Affiliating University (for the Colleges)

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="12"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held :	8
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="7"/> Faculty <input type="text" value="3"/>
Non-Teaching Staff	<input type="text" value="1"/>
Students	<input type="text" value="1"/>
Alumni	<input type="text" value="Nil"/>
Others	<input type="text" value="6"/>

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

If yes, mention the amount

3 Lac.

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- National Seminar :- Quality Sustenance: Aspects and Initiatives”
- Workshop :- On Research Methodology, Capacity Building , Searching and Managing Information’, Moodle and computer training and Training in TALLY to Non-teaching staff.

2.14 Significant Activities and contributions made by IQAC

Preparation of the Prospectus for the Academic year 2014-15

- On line student feedback was conducted in March 2015 and parent feed back in April 2015.
- Online Submission of AQAR for 2013-14 to NAAC in November, 2014
- Prepared and submitted the Profile of the College as per the required formats to
 - University of Mumbai, S P Mandali, Pune (College Management), All India Survey on Higher Education, Ministry of HRD, New Delhi(2014-15), Government of Maharashtra, Directorate of Higher Education, Management Information System of Higher Educational Institution, May 2015, Proposal for DDU KAUSHAL centre to UGC.
- Systematic and continuous student mentoring carried out.
- Carried out environment awareness activities like-
 - Energy Audit
 - E waste audit
 - Biomedical waste disposal: (from biological Science laboratories)
 - Laboratory Safety workshops & lectures (for all science students, FY to MSc and non-teaching staff of Science departments).
 - Suggestions and support given to various committees for conducting Awareness programmes.

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
To get Autonomy Status	Road map for next 5yrs under autonomy was submitted by all departments and orientation lectures were organized for various stake holders
Strengthening the collaboration (National/ International)	Signed MoU with Commonwealth of Pennsylvania.
Strengthening the use of ICT	Implemented innovative methods like Flip your class room, Prelab-post lab, Photojournal, Video journal and POGIL .
To strengthen the placement cell	Placement cell organised Career oriented workshops subject wise. There was an enhancement in number of placement and summer training.
Implementation of innovative teaching methods	Innovative teaching methods like Flip your class room, Prelab-post lab, Photojournal, Video journal, POGIL were implemented.
Faculty training programmes	Organised Capacity building programme, Workshop on Research Methodology, Searching and Managing Information and in Moodle.
To conduct Workshops for research students	Conducted workshops on Research Methodology, Effective search using Google & Free reference manager 'Zotero'.
To conduct seminars /workshops/ conference	4 National seminars were organised by the following departments-IQAC, Dept. of English+ Philosophy, Marathi, Chemistry
Environmental awareness	IQAC with Environmental Awareness committee arranged Environmental awareness lectures and conducted E-waste audit and Energy Audit.
Seminar on Quality sustenance to be organized by IQAC	IQAC organised a National Seminar on “Quality Sustenance: Aspects and Initiatives” on 10 th January 2015.
Construction of a Language Lab	College has established a Language laboratory in the academic year 2014-15 for enhanced language communication under the College of Excellence Programme. The laboratory focuses on providing special emphasis on the teaching of and practicing phonetics, correct pronunciation, diction especially in French, English and Sanskrit. The Language laboratory

	has a server with 20 computers and is equipped with a Software for French and English (ORELL+ iLotus software)
Lab safety awareness to all students	Conducted Laboratory Safety workshops & lectures (for all science students, FY to MSc).

Academic Calendar of the year as Annexure I

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was discussed in IQAC meeting with all the staff members. Quality improvement initiatives were discussed by the Principal with the staff members.

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	12			
PG	05- Aided- M Sc (By Papers) 10- Unaided M Sc (By Papers) 08 - M Sc (By Research)		08	
UG	Arts Aided-12 Unaided-03 Science Aided - 08 Unaided - 04		03- Arts 04- Science	
PG Diploma	1			
Advanced Diploma				
Diploma	1			
Certificate				
Others				2 <i>Skill based courses</i> B Voc (Sanctioned by the UGC, New Delhi) (2014): 1) Tourism & Travel Management 2) Green House Management
Total	64		15	2
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓ (UG & PG)
Trimester	
Annual	

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

Mode of feedback : Online Manual

Co-operating schools (for PEI)

Analysis of the feedback in the Annexure II

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

The University of Mumbai revises the syllabus both in practical and theory every 3 years as per the recommendation of Board of Studies in various subjects. The same syllabus is followed by all the affiliated colleges.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	66	30	35	1	-

2.2 No. of permanent faculty with Ph.D. 42

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
	31	-	35	-	1	-	-	-	66	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 5 47 58

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	43	1
Presented papers	20	51	1
Resource Persons	6	4	1

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

- Use of ICT in Teaching ,learning and evaluation
- Introduced Student centered teaching strategies (Moodle, POGIL, Photo Journal, Flip your Class room)
- Arranging popular lectures / awareness lectures
- Conducting field trips and industrial visits

2.7 Total No. of actual teaching days during this academic year 152

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

The institution implements rules laid down by University of Mumbai.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 16 01 15

2.10 Average percentage of attendance of students 82

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
TYBA	326	NA	51.84	37.42	-	88.34
TYBSc	333	NA	66.96	21.92	-	88.89
TYBMM (Marathi & Eng. medium)	112	NA	33.03	58.82	-	93.75
PG	231	NA	51.51	33.33	-	84.85
PhD	70	NA	-	-	-	-

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

With the help of various committees in the College, IQAC monitor and evaluate the teaching and learning process

Contribution :

- IQAC gives suggestion to the departments to submit their plans related to workshops/ seminars /conferences before the commencement of the year.
- Conducts training programme on ICT, Research Methodology and Team building programme
- Suggestions given to Departments and all College committees to organise awareness lectures/ popular lectures to sensitize students towards environmental / social / Gender issues.
- Suggestions given to faculty to use alternate or innovative methods of teaching and evaluation
- Guest / popular lectures are arranged by many departments or various college committees to facilitate enhanced learning .
- Some of the departments also arrange students interaction with Industry experts regularly

Monitor:

- Head of Departments' monthly meetings with the Principal and IQAC, gives an insight into the activities being organised /conducted and exchange of suggestions/ assistance required etc.
- With regular lectures scheduled, the learning is made student centric in all subjects.
- Teachers are given an academic diary in which they have to keep a record of their teaching, leave record, curricular and extracurricular activities .
- Mentoring is strengthened and mentors have to submit a report at the end of academic year to IQAC

Evaluation:

- Students' feedback is used to understand the strong and weak areas of teachers and accordingly necessary steps to be taken are discussed as well as suggested by the Principal. In addition to the formal online feedback taken by IQAC, individually departments also take feedback from the students
- Informal feedback is also taken from students, teaching and non teaching staff through suggestion boxes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	02
HRD programmes	39
Orientation programmes	02
Faculty exchange programme	01
Staff training conducted by the university	--
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	4
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	8	--	
Technical Staff	69	6	2	Total : 48

Criterion – III

3. Research, Consultancy and Extension

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

IQAC gives suggestions to the Innovation and Research Committee and departments to encourage research based training and research related activities in the Institution. It develops strategies to ensure sustained excellence in quality research, research training and knowledge transfer.

SCIENCE

- DBT awarded Star status to six science departments of Ramnarain Ruia College. Under this scheme UG students were encouraged to do project based learning
- UG & PG students were active in undertaking & presenting research projects under the guidance of faculty
- Research students are encouraged to present their research papers in various seminars/ conferences.
- Encouraging Interdisciplinary Projects at UG level: Chemistry students carried out projects related to Environmental Science. Microbiology students with a project on Identification of commensals & their role in development of earthworms. This project is carried out in collaboration with IGIB, New Delhi.
- UG Microbiology students did the Microbiological analysis of compost made by recycling the wet waste.
- UG and PG students to enhance their research and Industry-institute linkage students underwent summer training in various industries and Institutes. One student from SYBSc (Microbiology) was awarded a fellowship by Indian Academy of Sciences & she underwent summer training at Bose Institute Kolkata.
- Students participated at the Avishkar, Interuniversity Research Convention, University of Mumbai.

ARTS

- History department conducted programmes to create awareness about neglected Heritage of Mumbai and sensitized students on the importance and need to conserve the heritage structures in Mumbai by conducting walks to such places.
- Students of S Y BA History presented research papers in an intercollegiate competition on World War I and won prizes.
- Two students worked as research assistants on a National Research project awarded by Raksha Shakti University. Students of Slum study Centre also did research projects.
- Students from department of Sanskrit participated in the state level research paper competition held by S. P. College, Pune.

3.2 Details regarding major projects—give the list of projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	05	--	02
Outlay in Rs. Lakhs	58.55	242.20	--	61.03

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	09	--	-
Outlay in Rs. Lakhs	7.30	16.27	--	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	46	8	--

Non-Peer Review Journals	--	--	--
e-Journals	3	--	--
Conference proceedings	9	13	--

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 (on going)	2	National Medicinal Plant Boar(NMPB)	1282500/-	1282500
	3	NEHU	5377000/-	5377000/-
	3	UGC	12858000/-	12858000/-
	1	Raksha Shakti University, Ahmedabad	1480700/-	1480700/-
	1	Reliance company	3222000/-	3222000/-
Major projects (completed)	3	UGC	950800/-	950800/-
	4	Board of Research in Nuclear Sciences (DAE)	18,65,500/-	18,65,500/-
	2	DBT	30,39,000/-	30,39,000/-
Minor Projects (on going)	1	Chemicali (a LLP based in Mumbai , mharashtra)	18,000/-	18,000/-
	2	UGC	4,90,000/-	4,90,000/-
	2	UGC	90,000/-	90,000/-
	2	UGC	1,90,000/-	1,90,000/-
	2	UGC	500,000/-	500,000/-
	2	UGC	1,65,000/-	1,65,000/-
	2	Asiatic Society of Mumbai	125000/-	125000/-

Minor Projects (completed)	2	UGC	175000/-	175000/-
	1	UGC	500000/-	500000/-
Interdisciplinary Projects		-		
Industry sponsored		-		
Projects sponsored by the University/ College	1	University of Mumbai	24000/	24000/
	1	University of Mumbai	25,000/-	25,000/-
	1	University of Mumbai	30,000/-	30,000/-
	1	University of Mumbai	30,000/-	30,000/-
	1	University of Mumbai	25500/-	25500/-
Students research projects (other than compulsory by the University)		-		
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 -NA

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		4	1	Nil	17(workshop)
Sponsoring agencies		<ul style="list-style-type: none"> ➤ UGC ➤ NAAC 			

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	6
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	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
12	3	5	-	-	-	-

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	156	State level	Nil
National level	2	International level	Nil

3.23 No. of Awards won in NSS:

University level	17	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	5	State level	2
National level	1	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	9
NCC	2	NSS	40
		Any other	1

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

In order to sensitize the students to basic issues of social inequity, Institutional Social Responsibility, Centre for Slum Studies conducted courses and also arranged 8 field visits to the slums in Mumbai. Students prepared research based projects with a variety of topics such as Poverty and Slums, Environment & slums, micro-industries and slums. The centre is affiliated to University of Mumbai. NSS and NCC students are also actively involved in extension programmes. All TYBSc students of Life Sciences Department participated in a street play at a Adivasi School in Neral and SYBSc students taught school children from 5th to 8th classes at Eklavya Vidyalaya, Vasai East, Usgaon Bhatane. TYBA Marathi students organized Vishnushastri Chiplunkar lecture series for society. Students of Marathi department also organized a Cancer Awareness program for society. Twenty five FYBSc & SYBSc Microbiology students together organized & participated in a one day Science Workshop in which hands on training for understanding scientific concepts was given to forty eight economically backward school children from Vidyaniketan School, Thane.

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	2 acres	NA	-	2 acres
Class rooms	39	NA	-	39
Laboratories	19	-	-	21
Seminar Halls	2	NA	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	12	4	UGC	15
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	4,90,2301.36/-
Others	-	-	-	-

4.2 Computerization of administration and library

The Library collection is computerized using SLIM (Software for Library Management). All bibliographic details of books, journals are accessible through the Online Public Access Catalogue (OPAC). Library information is also provided on Library's webpage in Ruia College website - www.ruiacollege.edu

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38481	Approx. Rs. 1 crore 40 lakh	134	15,351.00	134	Approx. Rs. 1 crore 49 lakh
Reference Books	90918		1076	854,951.00	91994	
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Total Books	129399	~ 1,40,00,000.00	1210	870,302.00	130609	~ 1,49,00,000.00
Journals	86	Different every year	86	75,318.00	86	Different every year
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	217	50021.00	Nil	Nil	217	50021.00
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	91	1	60	1	1	1	26	1(library)
Added	77	Nil		Nil	Nil	11	46	20 (in Language Lab)
Total	168	1	60	1	1	12	72	21

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

- | |
|---|
| <ul style="list-style-type: none"> • Moodle traing to teachers • Tally training to Administrative staff |
|---|

4.6 Amount spent on maintenance in lakhs :

i) ICT	123.77
ii) Campus Infrastructure and facilities	97.54
iii) Equipments	31.53
iv) Others	9.25
Total :	262.11

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC conducts awareness programmes through various committees like Women development cell, Environment awareness committee, Vidhyarthi Pradinidhi Mandal and Nature club.

5.2 Efforts made by the institution for tracking the progression

- Head of departments provide monthly departmental report to the Principal in Departmental meeting.
- Students feedback on teacher's teaching learning is evaluated.
- Departmental Profile and Personal Profile forms are filled to assist evaluation and track the progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2866	411	50	3(MSc RES)

(b) No. of students outside the state

6

(c) No. of international students

NIL

	No	%		No	%
Men	950	28.19	Women	2419	71.80

2013-14 Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2070	382	39	423	56	2914	2248	424	54	631	75	3432

Demand ratio

~1:4 Dropout %

~1.5%

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

In collaboration with Career Launcher, Placement Cell conducted a mock preliminary test for UPSC aspirants on 8th February 2015.

The Cell also organized a series of lectures and workshops gearing them up to various career options and interactive sessions in order to tap entrepreneurial abilities in students.

Organised 3 work shop, 2 seminar and 3 motivational talk on various career options.

No. of students beneficiaries

598

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

246 students appeared for placement drive and 93 PG students from different departments had Career oriented counselling.

No. of students benefitted

339

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
L &T InfoTech	49	26	-
Times Group	55	36	
J.P. Morgan Chase	13	02	
Wipro India Ltd.	48	21	
Tommy Hilfiger	19	06	

Rubicon Pvt.	24	07
Reliance GIO	28	Final round result awaited
Kansai Nerolac	09	01

5.8 Details of gender sensitization programmes

- Gender sensitization committee of the college in August 2014 organised a talk on “lets grow healthy.” Which emphasized on hygiene and health awareness. About 200 students along with staff members attended the programme.
- In the month of December,2014 two movies- The colour Purple and Mrityudanda which highlighted the plight of women in our society were screened. 100 students attended the screening.
- NSS Unit works with MAVA NGO for awareness about Eve Teasing and Female Feoticide.
- College has also taken an initiative to promote the “Lek Vachva Abhiyan” as per the directives of University of Mumbai and State of Maharashtra
- from 6th to 10th August 2014 at Devlali, Nashik 4 NSS volunteers attended a camp mainly aimed at developing and training male volunteers in leadership and sensitize them about gender issues.
- An interactive session on Gender Awareness was conducted on 11th September 2014 by trained students from Nirmala Niketan College of Social Work where the girls shared their views and opinions regarding the equality given in the society.

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	-	-
Financial support from government	377	2203241
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives –

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

“To emerge as a Center of Excellence in Higher Learning and Innovative Research to meet the challenges of the Global Society”

Mission

“Mainstreaming the practices that facilitate intellectual, emotional, physical and cultural growth of students”

6.2 Does the Institution has a management Information System

The college runs ‘Centralized Computerization of Management System’ (CCMS), which is very effective in maintaining office and administration records, exam results, attendance, student data and faculty related information. The CCMS is also linked to the college website. The college has continually improved and maintained the quality and accuracy of management information system through the successful use of ICT. The MIS of the college is extremely useful in planning, maintaining and reviewing the data for taking decisions and preparing future strategies. For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are organised. Feedback received from stake-holders are considered for continuous review and revision which are relevant to the changing needs of higher education.

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

6.3.1 Curriculum Development

College follows the Curriculum set down by the University of Mumbai Board of Studies. Many of staff members are a part of BOS and become a part of reviewing and framing the syllabus.

6.3.2 Teaching and Learning

Faculty members are motivated to use innovative teaching methods so that the teaching learning becomes student centric. Training sessions were conducted for faculty in innovative teaching and use of ICT .College introduced project based learning to UG students under DBT star college scheme.

6.3.3 Examination and Evaluation

Credit based grading system has been introduced as per University of Mumbai rules. It includes continuous assessment and end semester Examinations with 75 :25weightage.

6.3.4 Research and Development

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

Renovation of library is ongoing. It aims at converting Ruia Library into Knowledge Resource Center that enables continual information dissemination through the use of ICT.

ICT : 36 SMART classrooms and additionally each department has been provided with one or more (as required)computer/s, a laptop and a LCD projector. A language has been established which is equipped with computers and a Software for French and English (ORELL+ iLotus software) . A total of 77 computers were added in the current year in various departments. In addition in the library there is an e learning centre with 27 computers.

Physical infrastructure / instrumentation:

Smart class rooms,Language Laboratory, seminar halls, conference rooms, audio visual rooms, Administrative offices, staff rooms, well equipped laboratories, library, students' common room, canteen, Health Center,Self Vision Centre, Department of Culture and Media and Sports facility.College also has an Advanced Instrumentation Centre equipped with a number of sophisticated instruments. Under B Voc programme(Green House Management) college has set up a polyhouse and a soilless cultivation unit

6.3.6 Human Resource Management

- The Performance Appraisal of faculty is conducted every year by the Principal on various criterions. Accordingly, suggestions are provided for further improvement and achievements are appreciated. The students feedback received is also useful in determining the performance of the faculty.
- A certificate of appreciation is given by the college every year to two teachers and two non-teaching staff, based on their performances in academic, extra-curricular, co-curricular research and extension and college administrative activities performed.
- During the Heads of department meetings and common room meetings, innovative ideas and plans to be implemented are discussed for acquiring suggestions of teachers.
- A total of 19 teachers attended UGC sponsored and 59– non UGC sponsored workshops, Seminars conferences and trainings.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited as per Maharashtra State Government regulations. The selection panel is decided as prescribed by the Government standard code.

6.3.8 Industry Interaction / Collaboration

College has established interaction and collaboration with 12 industries and 14 Institutes

6.3.9 Admission of Students

The admission process is as per the rules and regulations of the University of Mumbai.

The College website and Prospectus contain information about the institution and the programmes offered. The prospectus that highlights the details of various programmes of the College is prepared by IQAC prior to the commencement of admissions. The prospectus also gives details of norms for admission, cancellation, exam pattern and also the Academic calendar. It is given to the applicants along with the application form.

A Help Desk is set up during admissions

College has a web based centralized college management system (Master software) for managing Academic and administrative activities.

6.4 Welfare schemes for

Teaching	Financial assistance to teachers for participating and presenting papers in seminars and conference
Non teaching	Educational aid to wards of Non- teaching staff
Students	Yuva Raksha Earn and Learn Each One Adopt One Student counseling support

6.5 Total corpus fund generated

1267168/-

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	LIC for Autonomy Univ. of Mumbai	-	-
Administrative	Yes	-	Yes	-

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?

University of Mumbai has introduced credit based semester grading system

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

Efforts are made by University of Mumbai to promote Autonomy

6.11 Activities and support from the Alumni Association

College has a vibrant Alumni association and conducts a large number of activities. Several departments invite their alumni for delivering guest lecturers or workshops and also for conducting collaborative programs. Ruia College Alumni Association organizes annual health check up for Ruia students every year. In 2014-15, Two Day Medical camp' for the benefit of 'Ruiates' as well as non teaching staff was organized on 28th and 29th November 2014. Two hundred and eighty students and 32 non teaching staff members took advantage of the free dental as well as general health along with pathological investigations.

Alumni association organised lectures on 'Let's Grow up Healthy' and 'Health, Hygiene & Common Ailments'. Also felicitated outstanding students in the field of academics, sports, curricular and extracurricular activities on 15th August 2014 and two promising young alumni (below 40 years of age) with the title 'Rising Star'.

6.12 Activities and support from the Parent – Teacher Association

In the beginning of the academic year it is mandatory for the parents of First semester students to attend an Orientation which is addressed by the Principal. Departments also organise meetings with parents to make the parents familiar with the workflow/ annual calendar of the department or co curricular activities organized by the department. These meetings build up a better rapport between teacher and parents and thereby help achieving better all round development of the students.

6.13 Development programmes for support staff

Teaching Staff: Work shop on

- Capacity Building workshop (an out bound programme)
- Research Methodology
- Moodle
- Use of Zotero, N Note
- Email Writing Workshop
- Google Drive Tips and Tricks

Non Teaching Staff- Tally

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

- Guest lecturers were organized for students in the year 2014-15 on Organic Farming, Cell Phones/ Tower radiations: Hazards & solutions.
- Eco-friendly initiatives started in the year 2013-14 is continued till date
- Following eco-friendly initiatives were initiated in 2014-15
 - Conducted Energy Audit
 - E waste audit & disposal
- College is also planning to install a biogas plant and a solar water distillation unit.
- Safe disposal of laboratory wastes through approved agency authorized by Municipal Corporation of Greater Mumbai and Maharashtra Pollution Control Board for.

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.

- Laboratory Safety sessions organised for all science students (UG & PG) and also for non-teaching staff
- Waste paper recycled in the form of envelopes
- Mentoring for all students
- Innovative teaching methods- POGIL, MOODLE, Photo Journal, Flip your class room
- Subject wise Career Counselling
- Design of educational games.
- Design & provision of a diary for teaching faculty
- Voice Culture work shop for students
- Setting up Language Laboratory for the enhanced language communication

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

- National / state /college level seminars , Workshops, guest lectures, popular lectures, student training programmes were conducted at the department and college level as planned at the beginning of the academic year
 - Enhanced research output— Our yearly academic plan included encouraging research culture among students and faculty .Interdisciplinary Projects were undertaken at the UG level to impart broad based learning and research culture through Star College Scheme. A large number of faculties attended and presented their project/paper in seminars, symposium, workshops or training programs and published papers in reputed journals.
 - Three staff members were awarded Ph.D. degree in 2014-15
- Summer Internships for UG and PG students to enhance research and Industry-institute linkage
- Innovative teaching learning methods like Pre-lab and Post-lab online modules , “Flip your classroom” concept, POGIL, Photojournal, Videojournal were introduced.
- Training programmes / awareness lectures arranged by various associations for students.

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

Annexure III

Title of the practice:

- Use of suggestion boxes.
- Tree plantation drive

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

7.4 Contribution to environmental awareness / protection

<p>Title of the practice:</p> <ol style="list-style-type: none"> 1. Recycling of paper 2. Composting 3. e waste audit & its environment friendly disposal 4. Segregation & disposal of biological waste 5. Tree plantation 6. Energy audit & discussion of suggestions with experts in the field.

7.5 Whether environmental audit was conducted?

Yes

No

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

Ramnarain Ruia College has been promoting the cause of value-based Higher Education with total commitment, enthusiasm and devotion. The college was conferred the ‘College of Excellence’ Award by the UGC, Govt. of India in April 2014. Ours is the First College in the whole country to attain this distinction. The college has also been accorded the status of “Star college” status in Nov. 2014 by the Department of Biotechnology, Govt. of India. In addition to this the College has also got permission to impart vocational education B Voc. in two major areas –in Tourism and Travel Managemnt and in Green House Managemnt. College has also sent a proposal for DDU KAUSHAL Centre in three main areas commencing from B Voc, M Voc and finally leading to Doctoral programme.

<p>STRENGTHS Qualified and committed staff Strong research culture amongst faculty and students Mentoring system well structured Highly recognised institution at both national and international levels Excellent library facilities New ways of using ICT in teaching learning</p>	<p>WEAKNESS Managing the institution with less number of permanent teaching and non teaching staff. Space constrain</p>
<p>OPPORTUNITIES Exploring further possibilities for partnerships, networking and collaborations with foreign institutions Expanding opportunities for undertaking multidisciplinary and interdisciplinary research activities at both national and global levels. Expertise of faculty to tap the corporate sector for consultancy and funding for research projects Effective utilisation of grants received under various schemes</p>	<p>CHALLENGES Effectively bridging the gap between the course and employability To generate employability for differently abled students</p>

8. Plans of institution for next year

- To Strengthen mentoring, attendance and result
- To further Strengthen the Career guidance & Placement cell activities-Organise training for competitive tests
- To Conduct Academic audit
- To organise FDP/ exchange programmes to enhance the teaching learning process
- To organize Development programmes for non- teaching staff
- To organize Intradepartmental team building activities
- To encourage the departments to submit proposals for organising Seminar/ conference/ workshop
- To conduct activities for inculcating value system among the students
- To encourage all departments to have at least one ISR -community services /collaboration
- To enhance Environmental awareness activities

Dr. Jessy Pius



Signature of the Coordinator, IQAC

Prof. Suhas Pednekar



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

RAMNARAIN RUIA COLLEGE MATUNGA, MUMBAI- 19.

ACADEMIC CALENDAR 2014-2015 FOR F.Y.B.A. / B.Sc. & S.Y.B.A. / B.Sc. / B.M.M I & III- SEMESTER

- OLD COURSE ATKT EXAMINATION : OCTOBER-2014
- ARTS /SCIENCE/BMM (2014-15) I & III SEMESTER EXAMINATION:
3RD WEEK OF OCTOBER 2014.
- RESULT DECLARATION : IST & IIIRD SEMESTER RESULT
3RD WEEK OF NOVEMBER- 2014.
- ADDITIONAL EXAMINATION ALL SEM JANUARY- 2015

II & IV- SEMESTER

- OLD COURSE ATKT EXAMINATION : FEBRUARY-2014
- ARTS /SCIENCE/BMM IIND & IVTH SEM: 1ST WEEK OF MARCH 2015
- RESULT DECLARATION : IIND & IVTH SEMESTER RESULT
2ND WEEK OF APRIL 2015.
- ADDITIONAL EXAMINATION ALL SEM - MAY 2015.



Dr. Mohsina Mukadam
Examination In-charge

Ist Term			
Fresher's Party	After 3 .00pm	2 August	Saturday
Monsoon Sports	After 2.00pm	8,9,10 August	Friday, Saturday, Sunday
Independence Day	--	15 August	Friday
Teachers` Day	----	5 September	Friday
Rose Day	After 2.00pm	6 September	Saturday
IInd Term			
Utsav and Ruia Cup	Non instructional	24,25 December	Wednesday, Thursday
College Day	Non instructional	26 January	Monday
VPM day	-	31 January	Saturday

Annexure II

Analysis of the feedback

STAFF ASSESSMENT REPORT

The college conducts (formally and informally) the exercise of evaluation of faculty by students. Students are asked to grade teachers on a 10 point scale under different aspects, like punctuality, knowledge of their subject, innovative teaching aids used, interactive sessions conducted, additional information beyond syllabus, availability and accessibility etc. From 2013-14 onwards the feedback mechanism was upgraded and was conducted online. Each teacher is then given a report (in confidence), containing the average grade point (AGP) obtained by him/her under each of the aspects. This report is able to point out the strengths and weaknesses of a teacher with a fair degree of accuracy. In 2014-15, 34.65% of staff was graded with an AGP above 9.1, 45.54% between 8.1 to 9.0, 10.89% between 7.1 to 8.0 and 0.99% between 6% to 7%.

Each teacher is then asked to write an action taken report about the changes brought about by him/her in the light of this feedback. If the reports of some teachers point out some major lacunae, the Principal counsels these teachers.

REPORT OF THE PARENTS MEETING 2014-15

Parents' meeting was held on 11.04. 2014. Feedback was obtained through a questionnaire. College received feedback from 1598 parents. On analysis of the report, it was found that majority of the parents were satisfied with teaching, learning environment and infrastructure facilities of the college. Parents appreciated the Mentoring activity carried out in college. Some of the suggestions which came from the parents include: improvement in library facility, enhancement in mentoring activity, Institution connecting parents through web portal, more encouragement to students for exploration.

Based on the suggestions given by parents, renovation of the library is ongoing, Mentoring activity for all students (UG & PG) is strengthened. All students belonging to Science & Humanities Streams were distributed in small groups made up of 20-30 mentees/ Mentor & mentoring sessions were organized in both first & second term of the year 2014-15. Students

were informed about importance of regularity & were guided upon their individual problems affecting their performance. Regarding web portal, college is working on it. To encourage the students to explore more areas, they were encouraged to take up Interdisciplinary Projects at UG level and summer internships for UG and PG students to enhance research and Industry-institute linkage.

Annexure III

Title of the practice: Use of suggestion boxes.

The context:

A **suggestion box** is a device for obtaining additional comments, questions, and requests. The most basic and traditional form of a suggestion box is a container with an opening, like a donation box or voting box. This box is used for collecting slips of paper with input from customers/ patrons/ students of a particular organization. Suggestion boxes may also exist internally, within an organization, as a means of collecting feedback/ input from students.

Suggestion boxes have several advantages to offer over the usual feed back forms/ customer survey forms / survey conducted through a call centre. They provide anonymity from the person/ service that one is criticizing, and therefore may invite more frank and open feedback. So the data can prove to be helpful for improving service provision &/ or for building better relation with customers.

The practice:

In the year 2014-15, IQAC has started a new practice of taking an informal feedback from the students through keeping suggestion boxes at important locations in the college like the reading halls (Jr. and Sr.), canteen, office and ladies common room (in all, 6 suggestion boxes) and also within staff common room. This has helped IQAC to directly get the feedback from the students, teaching & non teaching faculty and find out the possible ways of implementing their suggestions & thereby improving the functioning of College & making it more student friendly.

The suggestion boxes are opened in a quarterly manner & the IQAC committee goes through the suggestion, categorises them and gives its input regarding the matter suggested & then it is forwarded to the person / section concerned.

Evidence of success:

Following are some of the suggestions IQAC received in the academic year 2014-15:

- To keep more number of text books and reference books that are usually in greater demand by the students in the reading hall.

IQAC forwarded the suggestion to Ruia College library & necessary action was taken by our librarian. The data is as follows

Number of Books available in Senior Reading Hall (SRH) , Open Shelf Library (OSL) & Junior Reading Hall (JRH)

Section	No of books by 31/3/2013	Added in 2013-14	Added in 2014-15	Total number by 31/3/2015
SRH	1244	52	44	1340
OSL	2314	47	14	2375
JRH	428	15	05	448

- To have more number of counters in the office for filling up university forms

Since the form filling and submission is computerised by the university, increasing the counters alone will not serve the purpose. For purpose of confidentiality & safety, total number of computers assigned for this purpose are limited.

- **Monitoring crowd control in the quadrangle during form filling occasions.**

Two of the non teaching faculty are given the duty of crowd control during such occasions since we received this suggestion.

- **To give more access to the students to the e-learning centre**

Our e learning centre was being renovated at the time we received this suggestion and hence student's entry was restricted till it was completed. Now the e learning centre is accessible to all students and we have not received this type of suggestion again.

- **Time & crowd management for railway concession forms:**

Crowd management duty is already assigned to two persons as mentioned earlier. For the time spent on obtaining & submission of railway concession forms, the issue is restriction on the total number of railway concession forms the college receives from Railway Office. Since Ruia College is located at a central position in Mumbai, we get a large number of students commuting from Central/ Western/ Harbour Railway line. The total number of forms we receive is negligible considering the total number of forms obtained from the Railway Office per month. Our Vice Principal has already spoken with the Railway Authorities about this matter & hopefully a solution will be offered soon.

- **Improvement for wash room facilities for female students.**

After obtaining this suggestion, the girl's wash room on the first floor was renovated and one more ladies wash room was constructed on the second floor. Now there is a ladies wash room on every floor in the Senior College building.

Thus majority of suggestions we received last year were read, considered & some of them were acted up on & put in to practice in the year 2014-15, thereby creating a student friendly environment in the College.

Title of the practice: Tree plantation drive

The context: Forests play an important role in climate change. The destruction and degradation of forests contributes to the global warming phenomenon through the rise in the level of CO₂. Tree plantation drive can help reduce the gravity of this problem by removing CO₂ from the atmosphere. When exposed to solar radiation, the captured carbon is converted into trunks, branches, roots and leaves via the process of photosynthesis. It is stored in this "biomass" until being returned back into the atmosphere, whether through natural processes or human interference, thus completing the carbon cycle. Trees are also planted to restore natural forests as well as in agroforestry, which involves increasing tree cover on agricultural land and pastures.

Advantages of tree plantation:

- Forest cools the planet by absorbing the greenhouse gas, carbon dioxide during the process of photosynthesis. One acre of trees can remove up to 2.6 tons of Carbon Dioxide each year.
- They can cool the planet by evaporating water to the atmosphere and by increasing cloudiness; clouds reflects incoming solar radiation straight back out into space.
- Trees can also have a warming effect because they are dark and absorb a lot of sunlight, holding heat near ground level.
- An average size tree liberates sufficient oxygen in an year to provide oxygen for a family of four.
- Trees are the natural habitat of the animals and birds, as well as many endangered species. The combination of CO₂ removal from the atmosphere, carbon storage in wood and the cooling effect makes trees extremely efficient tools (geo engineering technique) in combating the greenhouse effect.

The practice: Department of Life Sciences has undertaken tree plantation drive since 2010-11. Entire teaching faculty of Life Science department has taken keen initiative in this program along with their undergraduate students. More than 4000 tree saplings so far were planted at various nodes in Neral Matheran range, Raigad district, Maharashtra. Maximum trees were planted in survey number 310 in that region followed by Jhummapatti area. Species of trees planted include Tamarind, Neem, *Alstonia*, *Emblica*, *Pongamia* and Pipal.

Year wise details of tree plantation and survival of tree saplings planted are as follows.

Year	Time of plantation	Number of Sapling planted	Survival rate	No. of students participated
2010	June	200	10%	40 (TYBSc)
2011	June-July	1000	10-15%	100 (FY and SYBSc)
2012	June-July	1000	15%	100
2013	August	1200	5%	140 (FY, SY and TYBSc)
2014	June, August and December	250	10%	80
2015	June-July	280	All survived so far	100

Evidence of success:

Overall survival rate of planted trees was 15%. Low survival rate was due to summer fires, lack of daily maintenance & care etc. Among the planted trees survival rate of Neem, *Alstonia*, *Emblica* and Pipal is comparatively higher. Calculating carbon credits for planted trees is very complex because of the diversity of tree species and growing conditions.

In the absence of major disturbances, newly planted or regenerating forests can continue to absorb carbon for 20–50 years or more. In comparison to preventing the loss of natural forests, however, tree planting has the potential to make a limited contribution to reducing CO₂ levels in the atmosphere. In 2000, the IPCC gathered the available evidence for a special report which concluded that tree-planting could sequester (remove from the atmosphere) around 1.1–1.6 GT of CO₂ per year. That compares to total global greenhouse gas emissions equivalent to 50 GT of CO₂ in 2004. The contribution of planted trees in terms of reduction in level of CO₂ increases as the plants keep growing.

Another important use of the tree plantation program is, it brings students close to nature. It increases awareness of students to environment. Intermittent discussion on issues like tree plantation, extinction of plants/ animals & its effects etc. make the students appreciate true value of not only plants but also of wild life & nature. Thus it helps in development of responsible & mature citizens of tomorrow.
