

University of Mumbai

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Academic Appointments &
Quality Assurance (AAQA)
Fort Campus, M.G. Road, Mumbai - 32

NAAC Accredited with A++


TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Vishnu Waman Thakur Charitable Trust's Bhaskar Waman Thakur College of Science, Yashvant Keshav Patil College of Commerce, Vidhya Dayanand Patil College of Arts, Viva College Road, Virar (West), Pin - 401 303** has submitted and updated information from 2021-2022 to 2022-2023 on Academic Audit Portal of the University.

No. AAQA/ICD/2023-24/1627

Mumbai: 400 032

30th January, 2024


(Prof. Baliram Gaikwad)
I/c. REGISTRAR





Vishnu Waman Thakur Charitable Trust's
Bhaskar Waman Thakur College of Science,
Yashvant Keshav Patil College of Commerce,
Vidhya Dayanand Patil College of Arts
(VIVA College)
Affiliated to University of Mumbai

ACADEMIC & ADMINISTRATIVE AUDIT REPORT

2018-2019 TO 2022-2023

IQAC



Introduction

Late Shri Vishnu Waman Thakur Charitable Trust's Bhaskar Waman Thakur College of Science, Yashvant Keshav Patil College of Commerce, Vidhya Dayanand Patil College of Arts, VIVA COLLEGE (Affiliated to University of Mumbai), Virar was founded in 2000, has been affiliated to the University of Mumbai. Through its distinctiveness as an academic institution over a long period of time, the institution went for the first NAAC cycle (2016) and secured 'B' Grade with 2.69 CGPA score.

An academic audit is to encourage departments or programs to evaluate their "education quality processes" – the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning.

Vision

VIVA College strives to create excellent platform of growth for students with its infrastructure facilities to give birth to an era of Active Alert and Competitive Generation

Mission

- Our mission is to provide quality education to students.
- To teach them the value of education and make them believe in the education system.

Strength

- Democratic and active leadership of the principal
- Qualified teachers with sufficient qualification (majority of teaching faculty has Ph.D. degree, committed and experienced).
- An able, visionary and participative management of the college.
- Good Interaction between faculty and students.
- Well-equipped Laboratory.
- Good Interaction between faculty and students
- Sufficient infrastructure for study including class rooms, seminar hall, library, computer lab, counselling centre and meditation hall
- Prepares students for competitive examinations
- Faculty members are actively involved in research activities, project work, presentation of papers in National, International conferences.
- One of the largest colleges of humanities offering subjects of Arts in the district.

Weakness

- Students and Teachers lack in research work and failed to availed grants and funds from funding agencies.
- Limited role in the curriculum design.
- Poor communication skills of student.
- Lacks in providing 100% placement assistance to students.
- Unavailability of research centre in commerce.



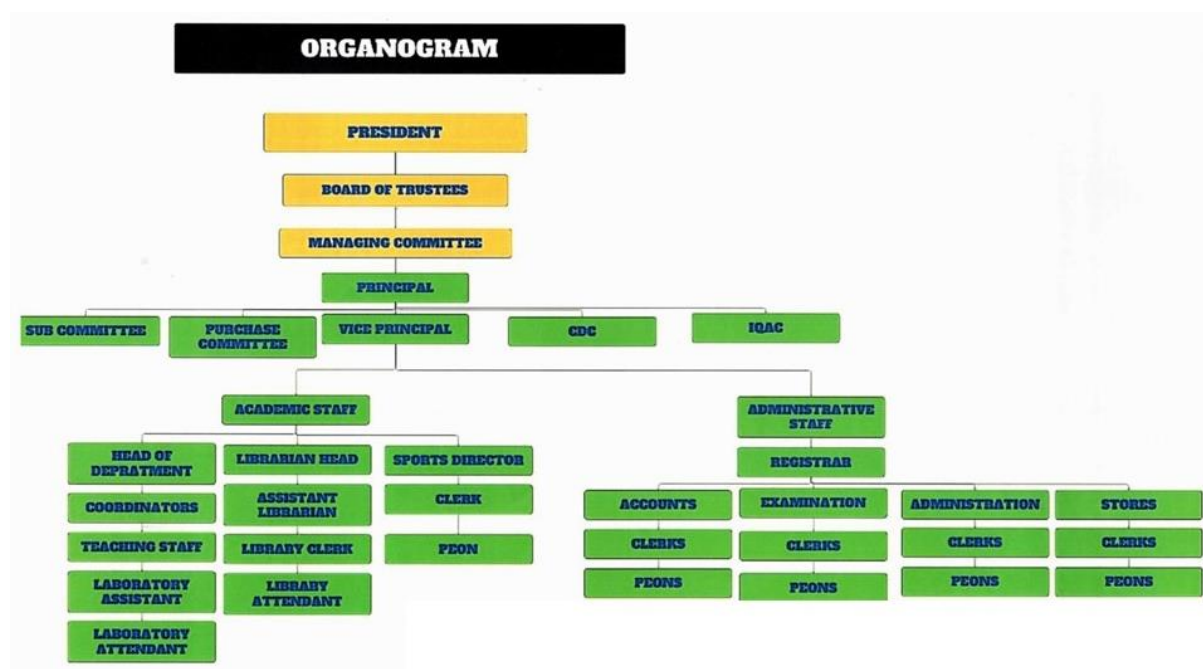
Opportunities

- More extra-income generating courses and value added courses can be started ICT based technology up-gradation can be done.
- More linkage and MOUs for student and faculty exchange programme can be initiated with other colleges and universities
- Scope for faculty training.
- Will organise seminar, conference and workshop to increase alumni participation and support.

Challenges

- To encourage research aptitude among students and faculty.
- Creating awareness about Digital learning.
- Sustaining students' strength in competitive environment.
- To minimize students' drop-out ratio.
- Offer more job ready courses.
- Starting post-graduation courses for all subjects.
- To develop social responsibility among the students.
- Preparing our economically and socially backward students for competitive world Job placement.

Organizational Chart





**SCHEDULE OF ACADEMIC AUDIT
FOR 2018-2019 to 2022- 2023**

Sr. No.	Date	Department	Time Slot
1.	ARTS		
	18/05/2023	Political Science	8:00 AM - 8.15 AM
		Economics (UG & PG)	8:15 AM - 8.30 AM
		History	8:30 AM - 8.45 AM
		English	8:45 AM -9.00 AM
		Psychology	9:00 AM - 9.15 AM
		Multimedia and Mass Communication	9:15 AM - 9:30 AM
		Film Television and New Media Production	9:30 AM - 10:00 AM
2.	COMMERCE		
	18/05/2023	Management Studies	10:00 PM - 10.15 AM
		Commerce - Regular (UG & PG)	10:15 AM - 10.45 AM
		Accounting & Finance	10:45 AM - 11.00 AM
		Banking & Insurance	11:00 AM -11.15 AM
		Financial Markets	11:15 AM - 11.30 AM
		Environmental Management & Economics	11:30 AM - 12:00 PM
		Financial Management	12:00 PM - 12:30 PM
		Investment Management	
3.	SCIENCE		
	18/05/2023	Mathematics & Statistics	2:30 PM - 2:45 PM
		Information Technology (UG & PG)	2:45 PM - 3:00 PM
		Computer Science (UG & PG)	
		Culinary Art	3:00 PM - 3:15 PM
		Hospitality Studies	
		Chemistry (UG & PG)	3:15 PM - 3:30 PM
		Physics (UG & PG)	3:30 PM - 4:00 PM
		Botany (UG & PG)	4:30 PM - 4:45 PM
		Biotechnology (UG & PG)	4:45 PM - 5:00 PM
		Zoology	5:00 PM - 5:30 PM
		Biochemistry	5:30 PM - 6:00 PM



Administrative Audit Committee consisting of the following members along with the IQAC members was constituted by the Principal.

Sr. No.	Name of the Committee	Role in AA Committee
1.	Mr. Mahesh Deshmukh	Chairman
2.	Dr. Bhushan Langi	Member

30 pointers checklist

Sr. No.	Particulars
1.	Vision and Mission of the Department
2.	Faculty Strength
3.	Student Strength
4.	Departmental Calendar
5.	Time table, Workload & Attendance Records
6.	Personal Files
7.	Syllabus File
8.	List Of Programs Offered
9.	Statutory Student Reservation policy
10.	Result Analysis
11.	Feedback Of Students
12.	Induction
13.	Mechanism for slow and advanced learners
14.	Mentor - Mentee System
15.	Research Publication By Faculty
16.	Book Publications
17.	Research Guidance by Faculty
18.	Major and Minor Research undertaken by faculty
19.	Seminar / Workshops
20.	Paper Presented / Chairing the session
21.	Faculty Participation
22.	New Technology for Teaching
23.	Teachers Achievement
24.	Student Database
25.	Laboratory Details



26.	Campus Placement
27.	Library Records
28.	Students Welfare
29.	Dept SWOC Report
30.	Action Plan & Budget

LIST OF DEPARTMENTS

Sr. No.	Name of The Department	Total
1.	Faculty of Commerce (Conventional)	1
2.	Commerce (Self Financing Courses)	7
3.	Management Studies	
4.	Accounting & Finance	
5.	Banking & Insurance	
6.	Financial Markets	
7.	Environmental Management & Economics	
8.	Financial Management	
9.	Investment Management	

Sr. No.	Name of The Department	Total
	ARTS (Conventional)	
1	Political Science	
2	Economics (UG & PG)	
3	History	
4	English	
5	Psychology	
	ARTS (Self Finance Courses)	3
6	Multimedia and Mass Communication	



7	Film, Television & New Media Production
8	Culinary Arts

Sr. No	Name of The Department	Total
SCIENCE		
1	Mathematics & Statistics	13
2	Information Technology (UG & PG)	
3	Computer Science (UG & PG)	
4	Data Science (UG)	
5	Hospitality Studies	
6	Botany (UG & PG)	
7	Biotechnology (UG & PG)	
8	Zoology	
9	Biochemistry	
10	Physics (UG & PG)	
11	Chemistry (UG & PG)	
12	Biochemistry	
13	EVS	

Followings were the highlights from observations under the External Academic Audit:

Department of Commerce & Management	
B.Com Regular (Dept. Visit)	<ul style="list-style-type: none"> • Highest numbers of students enrollment. • The major documentation part was properly maintained. • Departmental library for the UG program was properly maintained.
Bachelor of Management Studies (Dept. Visit)	<ul style="list-style-type: none"> • The involvement in conducting seminars /workshops and as well participation was satisfactory. • The major documentation was properly maintained. • Increased participation in research work and paper presentation will be highly appreciable.



B.Com, Accountancy & Finance (Dept. Visit)	<ul style="list-style-type: none"> • The faculty and students' strength is properly maintained. • The involvement in conducting seminars /workshops and as well participation was satisfactory.
B.Com, Banking and Insurance (Dept. Visit)	<ul style="list-style-type: none"> • Most of the faculty members attended seminar/workshop/webinar, the respective documents were provided. • The department has maintained most of the documents properly.
B.Com, Environmental Management & Economics (Dept. Visit)	<ul style="list-style-type: none"> • The departmental library needs to be set up. • The involvement in conducting seminars /workshops and as well participation was satisfactory. • The participation towards research work/paper presentation from faculty members will be highly appreciated.
B.Com, Financial Markets (Dept. Visit)	<ul style="list-style-type: none"> • The faculty members attended seminars/workshops, while conducting such activities under departmental is highly appreciable.
B.Com, Financial Management (Dept. Visit)	<ul style="list-style-type: none"> • The faculty members attended the seminar/FDPs. • The departmental action plan and budget needs to be maintained.
B.Com, Investment Management (Dept. Visit)	<ul style="list-style-type: none"> • The dedicated faculty members will reduce the dependency on the commerce department. • The faculty members attended the seminar/FDPs. • The departmental action plan and budget needs to be maintained.
Department of Arts	
Economics (Dept. Visit)	<ul style="list-style-type: none"> • Students' strengths are good over last 5 years. • The result analysis data shows that the department's students are performing well. • The department faculties can focus on research and paper presentation.
English (Dept. Visit)	<ul style="list-style-type: none"> • Student pass out ratio is good over the last 5 years. • The department can focus on the areas such as Books publication, research related work.
History (Dept. Visit)	<ul style="list-style-type: none"> • The department has good success rate in examinations. • Conducting seminars and workshops will add to the performance of the department.



	<ul style="list-style-type: none"> • Faculties of the department has attended both national and international workshops
Political Science (Dept. Visit)	<ul style="list-style-type: none"> • The result analysis and feedback data needs to be uploaded. • The department should focus on conducting seminars and workshops • It will be appreciable if faculty members will participate in paper presentation and research publication. • The library records were properly maintained.
Psychology (Dept. Visit)	<ul style="list-style-type: none"> • The department has maintained the documentation properly. • The department has conducted relevant seminar / workshop.
Multimedia and Mass Communication (Dept. Visit)	<ul style="list-style-type: none"> • Most of the documents were well maintained by the department. • The involvement in conducting seminars /workshops and as well participation was satisfactory.
Film, Television & New Media Production (Dept. Visit)	<ul style="list-style-type: none"> • The department has maintained the documentation properly. • The department has conducted relevant seminar / workshop.
Culinary Arts (Dept. Visit)	<ul style="list-style-type: none"> • The involvement in conducting workshops and as well as participation was excellent. • The department has maintained the documentation properly. • All required stock and equipment's are properly maintained.
Department of Science	
Chemistry (Dept. Visit)	<ul style="list-style-type: none"> • The department has successfully conducted few activities and the faculty members have attended a decent number of seminar/workshops. • The laboratory records have been maintained by the department.
Bioanalytical Sciences (Dept. Visit)	<ul style="list-style-type: none"> • The documentation is maintained properly. • The laboratory records have been maintained by the department.
Biochemistry (Dept. Visit)	<ul style="list-style-type: none"> • The department has maintained the documentation properly. • The department has 100 percent results. • The department has been informed to upload the meeting minutes.
Biotechnology (Dept. Visit)	<ul style="list-style-type: none"> • In terms of documentation maintenance, the department has done well.



	<ul style="list-style-type: none"> • The department has conducted webinars. • The faculty participation in webinars / seminars / workshops has been satisfactory. • Laboratory & Library records are maintained properly.
Botany (Dept. Visit)	<ul style="list-style-type: none"> • In the Research and publication category, faculty members' papers were published in International Journals. • Laboratory & Library records are maintained properly.
Computer Science (Dept. Visit)	<ul style="list-style-type: none"> • The department has maintained most of the documents. • Faculty members' attending the FDPs are satisfactory. • Laboratory & Library records are maintained properly.
Information Technology (Dept. Visit)	<ul style="list-style-type: none"> • The department faculty members' has published papers in national and international journals. • The department has maintained most of the file properly. • Under seminar/workshop/ webinar section department has conducted seminars and faculty members' participation were also satisfactory.
EVS (Dept. Visit)	<ul style="list-style-type: none"> • Faculty members have done a joint research paper which was published in an international journal. • Students' participation in seminars were documented properly.
Mathematics (Dept. Visit)	<ul style="list-style-type: none"> • The involvement in conducting seminars /workshops and as well participation was satisfactory. • The department will look into the files which are yet to be maintained.
Physics (Dept. Visit)	<ul style="list-style-type: none"> • The involvement in conducting seminars /workshops and as well participation was satisfactory. • Faulty members of the department have attended FDPs and the documentation proof was provided.
Zoology (Dept. Visit)	<ul style="list-style-type: none"> • The department has maintained proper documentation of seminars/workshops/webinars. • Laboratory & Library records are maintained properly
Hospitality (Dept. Visit)	<ul style="list-style-type: none"> • Few mismatches have been noticed in students' strength. • Attendance records has to be maintained properly. • The action plan and budget was not uploaded. • Most of the laboratory documentation was done properly.



Report of Administrative Audit Committee

Department	Description	Status (Yes/No)
Institution Approvals and Accreditation Documents	Government Permission	YES
	University Permission	YES
	Affiliation by University of Mumbai	YES
	NAAC Accreditation certificate	YES
	Fire safety and prevention safety certificate	YES
Administrative Office	Appointment and Approval Documents of the Staff	YES
	Service Record of Staff	YES
	Biometric Attendance System	YES
	General Records of Students	YES
	Scholarship Documents	YES
	VSS Software for Admission, Examination, LMS	YES
	Record of student related documents Admission/Enrollment/Eligibility/TC/LC/Migration/LOR/Transcription	YES
Account & Fee Section	VSS Software for Information Management	YES
Library	OPAC Software	YES
	Remote Access Facility provided to access subscribed Learning Resources	YES
	Accession Register Updated	YES
	Library Documents Classified and arranged	YES
	Library Manual/FAQ	YES
Examination Cell	CCTV installed	YES
	VSS software – Software developed to maintain records	YES
	Standard photocopy and Printing machines	YES
IT Infrastructure	Updated Computer systems	YES
	Wifi	YES
	Internet facility	YES
Laboratories	Stock Record Maintained	YES
	Log Book Maintained	YES
Other Facilities	Fire Extinguisher	YES
	Ramp	YES
	Lift with Braille	YES
	CCTV Security System	YES
	Grievance Redressal Facility	YES
	First Aid/Medical Facility	YES
	Canteen Facility	YES
	Drinking Water Facility	YES
	Facilities for Differently Abled Persons	YES



	Electricity Backup Facility	YES
	Parking Facility	YES
	Digital Payment Facility	YES
	Gymkhana Facility	YES
	Seminar Hall	YES
	Xerox photo centre	YES
	Reception Center	YES
	Health Center	YES

Conclusion

- Fundamental rules and regulations followed by the college management and department staff members are very good.
- Basic amenities and infrastructure in the college and the department is very good.
- Library facility is very good and there is a vast scope of development.
- Faculty members are well experienced, qualified and talented and need more motivation in the form of incentives for publications and training.
- Students are given good placements and it may further be improved by placing them in MNC.

For External Audit Committee,

MDeshmukh

Mr. Mahesh Deshmukh
Vice Principal & IQAC Coordinator,
Sonopant Dandekar College, Palghar

Dr. Bhushan Langi

Dr. Bhushan Langi
Vice-Principal,
Dyansadhna College

Dr. Deepa Verma

Dr. Deepa Verma
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Dr. V.S. Adigal

Dr. V.S. Adigal
Principal
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