

University of Mumbai



No.APD/299/16/of 2016
Mumbai-400 032
5th January, 2016

CIRCULAR :-

In continuation to this office Circular No.APD/299/10/2015, dated 6th November, 2015, I am to inform you that the last date for receiving applications for the "Best Colleges" for the academic year 2014-2015 is hereby extended up to Saturday, the 30th January, 2016.

Further, I am to inform you that the College who have already applied, need not required to send again for the "Best College Award."


The applications for this award are invited from only those colleges which have been **Re-accredited by NAAC/NBA**, in the prescribed format (in 3 copies) on or before 30th January, 2016.

The applications received after due date as mentioned **will not be considered under any circumstances.**

The relevant prescribed format is uploaded on University website **www.mu.ac.in** The same be downloaded and filled in all respect by the Principal of the College and hard copies be submitted to the Director B.C.U.D. through Inward Section of the University.

Those colleges have already declared as best college earlier should not apply for "Best College" award for the academic year 2014 – 2015.

Mumbai – 400 032
5th January, 2016


(Dr. Anil Patil)
Director, B.C.U.D.

P.S.:- Kindly submit the copy of approval letter with respect to Principal of the college issued by the University.

To,

The Principals of the Affiliated Colleges in the faculties of Arts, Science, Commerce, Education, Law, Engineering, Architecture and Pharmacy.

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Application for selection as Best College

1 Information of the Sponsoring Society

a	Name of the Sponsoring Society with Registration No.	
b	Names of the Board of Trustees	
c	Whether Sponsoring Society is running any other Institutions of Higher Education, if yes give the details	

2 Information of the College

a	Name of the College	
b	Year of establishment	
c	Address	
d	Website	
e	E-mail Id	
f	Phone No. with STD	

3 Information of the Principal

a	Name of the Principal	
b	Educational Qualifications	
c	University Approval No.	
d	Phone No.	
e	Mobile No.	
f	E- Mail	

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4.	a	Whether college has constituted LMC as per the Maharashtra Universities Act, 1994? If yes, give its composition.	
	b	Give list of important decisions taken by the LMC during last four years.	
	c	Whether college has duly constituted Grievances Redressal Committee, internal Complaint Committee and Anti Ragging Committee? If yes give the details.	
	d	Whether college obtains a feedback from the stakeholders? If yes, explain how it has helped to improve the quality of its functioning.	

5. Type of College:

	a	Whether College is recognised by UGC/Central Council (AICTE, NCTE, BCI etc...),, provide latest copy of the approval	
	b	Affiliation: Permanent/Temporary	
	c	Affiliated/Autonomous	
	d	Grant-in-aid/Self-financing	
	e	Minority/Non-minority	
	f	Single Faculty/Multi-faculty	
	g	Liberal Education/Professional Education	<i>Pl 'tick' as appropriate</i>
	a	Arts/Commerce/Science	
	b	Teacher's Education	
	c	Engineering and Technology	
	d	Law	
	e	Art / Performing Art	

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	f	Architecture	
	g	Pharmacy	
	h	Any other	
H	Location of College - Rural/Urban/Metropolitan city?		

6. Whether the College has carried out its Academic and Administrative Audit? When was it carried out last? If yes, give some of the important recommendations made by the committee.
7. Whether the College has carried out its Gender Audit? When was it carried out last? If yes, give some of the important recommendations made by the committee.
8. Whether the college has carried out any other such audit? If yes, submit the copy of the report.
9. Status of Assessment and Accreditation

a	Whether assessed and accredited by NAAC/NBA and/or any other National/International agencies	
b	First/Second/Third /Fourth cycle	
c	Give the details of Grades with CGPA for all the cycles with year	
d	NBA Accreditation 3/5 years for all the cycles	
e	Whether College has constituted IQAC as per NAAC?	
f	Give some of the important decisions taken by IQAC during last four years.	
g	Impact of the IQAC activities, to enhance the overall quality of the functioning of college	

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10 Academic offerings

a	Programs/courses offered by the College, give details with names of programs/courses:						
	i	Grant in-aid(add rows as necessary)					
		Faculty	PG/UG	Course	Duration	Started in	Approved Intake

	ii	Self-financing(add rows as necessary)					
		Faculty	PG/UG	Course	Duration	Started in	Approved Intake

b	Copy of university approvals – last 3 years						
c	List of new programs/courses started during last four years(add rows as necessary)						
	Aided/ Self Financing	Faculty	PG/UG	Course	Duration	Started in	Approved Intake

d	Innovative programs in emerging areas started during last four years(add rows as necessary)						
	Aided/ Self Financing	Faculty	PG/UG	Course	Duration	Started in	Approved Intake

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e	Add-on/Enrichment/Value addition /vocational courses started during last four years (add rows as necessary)						
	Aided/ Self Financing	Faculty	PG/UG	Course	Duration	Started in	Approved Intake

f	Finishing Schools, if any	
g	Twinning programs, if any	
h	Distance Education/On-line programs, if any	
i	Any other related information	

11. Human Resource and Quality of Faculty:

i	Permanent Faculty				
	Highest Qualification	Professor	Associate Professor	Asst. Professor	Guest Faculty
	Ph.D./D.Sc./D.Lit.				
	M.Phil.				
	NET/SET				
	Post-graduate				
	Any other				

Ii	Temporary Faculty				
	Highest	Professor	Associate	Asst. Professor	Guest Faculty

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	Qualification		Professor		
	Ph.D./D.Sc./D.Lit.				
	M.Phil.				
	NET/SET				
	Post-graduate				
	Any other				

12 Total Number of Faculty

a	Permanent	
b	Temporary/Probation	
c	Contractual appointments	
d	Visiting/Guest faculty	
e	No. of women faculty	
f	No. of SC/ST faculty	
g	No. of OBC faculty	
h	No. of faculty from outside the state	
i	Awards/recognitions received by the faculty for their outstanding contribution	
j	No. of faculty availed FIP facility during last four years, give details	

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13. a Whether college has implemented UGC pay scales to the faculty appointed for self-financing programs/courses? If yes, give details.
- b Give the details of cadre wise non-teaching staff separately (Aided/ Unaided)
- c Whether College is implementing Social Justice Policy of the State while recruiting the non-teaching staff? If yes, give details.
- d No of professional development programs organized for the non-teaching staff. Give details

14 Research Projects and Research Publications:

a	No. of ongoing Research Projects(add rows as necessary)					
	Sr.	Name of the Research Project	Principal Investigator	Funding Agency	Funds	Duration

b	No. of Research Projects completed(add rows as necessary)					
	Sr.	Name of the Research Project	Principal Investigator	Funding Agency	Funds	Duration

c	Whether college is recognised as College with Potential for Excellence or Star College by UGC/DBT? If yes, give details					
d	Whether any department of the college is covered under SAP/DRS scheme of UGC or such other centrally funded schemes by Central Councils like AICTE, etc.? If is yes, give details.					
e	Research Publications (Information related to only last four years)					
	No. of research publications					

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	a	International Journals	
	b	National Journals	
	c	State level journals	
	d	University/college journals	
	e	Papers presented in conferences/ workshops/seminars	
	f	No. of books/books chapters authorised by the faculty	

f	Quality of Research		
	a	Range of Impact Factor of the Journals	
	b	Range of Citation Index	
	c	'h' Index	
	d	Scopus	
	e	Any other	
g	Conference		
	a	No. of Conference/Seminars/Workshops organised by the College during last four years, give details	
	b	No. of faculty participated in Conference/Seminars/Workshops organized by other Institutions, give details	
	c	No of faculty attended national/international conferences, seminars and workshops organised by other institutions	
	d	What is the outcome of organising such conferences, seminars and workshops?	

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h	Collaborations	
	a	No. of academic collaborations with other Institutions/Industry, give details:
	b	National/International
	c	What is the outcome of these collaborations?

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15	a	Students Enrolment	
	a	Admission Policy, give programme wise details:	
	b	Give details of Tuition and other fees for Grant-in-aid and self-financing programs/courses for the current academic year.	
	c	Give details of Scholarships/Fellowships availed by the students, for the current academic year	
		GOI	
		State Government	
		Management	
		Endowment	
		Any other	

b	Students Profile - Cumulative enrolment of the students for the current Academic Year			
	a.	Aided	Program	Enrolment
			UG	
			PG	
			M.Phil.	
			Ph.D.	
			Add-on Courses	
			Any other	
	b.	Un-aided	Program	Enrolment
			UG	

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			PG	
			M.Phil.	
			Ph.D.	
			Add-on Courses	
			Any other	

c	Socio-economic Profile of the Students							
	SC	%		Male	%		Urban	%
	ST	%		Female	%		Rural	%
	VJ	%						
	NT	%						
	OBC	%						
	SBC	%						
	Open	%					Phy Han.	%

d	No of students from outside the state/country.		
e	No. of students selected for last four years.		
	a	Central services	
	b	State services	
	c	Arm Forces	
	d	SET/NET	
	e	TOEFEL/SELTES	
	f	GRE/GATE	

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	g	Any other	
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f	No of Students participation and their achievements, give details for last four years.		
	a	Sports	
	b	N.S.S.	
	c	N.C.C.	
	d	Cultural activities	
	e	Social and outreach activities	
g	a	Whether College has registered Alumni Association, if yes, give its Registration No. and its composition.	
	b	Important contributions made by Alumni during last four years for overall development of the College.	

16 Library as Learning Resource

a	No. of Reference Books in the library		
b	No. of books in the library		
c	No. of back volumes		
d	Special collection(s)		
e	No. of e-books and e-journals		
f	No. of books added in the library during last four years and its cost		
g	No. of Journals subscribed in print format		
h	No. of computers in the library other		

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i	Whether College has Digital Library? if yes, give details	
j	Reprographic facilities in the library	
k	Any other	

17 Laboratories and equipment

Give information about Program/course wise laboratories available. Specify important equipment/facilities available along with overall investment done in each laboratory

18 IT Infrastructure

a	No. of computers in the College		
	a	Desktops	
	b	Laptops	
b	No. of Printers		
c	No. of Servers		
d	Special software's		
e	LCD projectors		
f	Smart classrooms		
g	Virtual classroom facility		
h	e-learning initiatives undertaken by the Colleges		
i	Wi-Fi facility with bandwidth		
j	Any other		
k	Networking and use of National Program on Technology Enhanced Learning (NPTEL)		

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I	Automation of the college administration and library. Give details as to how this helped to enhance the quality of the governance system.	
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19 Evaluation

a	Give details of program-wise success rate of students in the University Examination for last three years	
b	Rate of progression of students for further studies for last three years	
c	Rate of progression for self and gainful employment of the students for last three years	
d	Examination Reforms, if any, undertaken by the College other than University	

20 Infrastructure

a	Ownership of the college building/hostels	
b	Give the details of classrooms, laboratories, computer laboratories, administrative office, washrooms and common rooms for men and women students & staff, staff room, library building, details, auditorium, seminar halls, hostels, sports facilities, garden electric backup, barrier free environment for differently abled persons and other ancillary facilities.	

21 Finance

a	Give the details of income and expenditure for the last Financial Year under major heads.	
b	Give details of resource mobilization by way of self – financing programs, consultancy and philanthropic donations during last four years.	
c	Development grants/ funds received from UGC/AICTE and other central funding agencies. Give year wise	

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	information for last four years.	
d	Give the details of mechanism developed by the college to check cash inflow and out flow	

22 Innovations

Mention some of the important innovations introduced by the College during last four years which have directly enhanced the quality of its functioning such as quality of teachers, teaching –learning, research, quality of publications, students evaluation, students support system ,etc.

23 Best Practices

Mention some if the Best practices are being followed in the college during last four years which have directly enhanced the quality of its functioning.

24 Please give brief justification of your claim for selection of your institution as the "BEST COLLEGE".

UNDERTAKING

I hereby certify that the information given in the application is correct and based on the documentary evidences. I further certify that there are no outstanding dues pending against our college and management & college have not filed any court case(s) against the university or the state government.

PRINCIPAL/DIRECTOR

(Please attach the documentary evidences, wherever required, to substantiate your claims.)

Eligibility criterion:

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The college or recognized institution shall be eligible to apply for the award of Best College if they fulfill following criterions.

- i) Should be affiliated to the university and has minimum of 10 years of standings.*
- ii) Should be Assessed and Accredited by NAAC/NBA with highest grade.*
- iii) Should have appointed full time and dully approved Principal.*
- iv) No legal enquiry pending against the college or management.*
- v) Should submit the no dues certificate from the university.*