



R. J. COLLEGE of Arts, Science & Commerce (AUTONOMOUS)

(Hindi Vidya Prachar Samiti's RAMNIRANJAN JHUNJHUNWALA COLLEGE of Arts, Science & Commerce)

Opposite Ghatkopar Railway Station, Ghatkopar (West), Mumbai 400086, Maharashtra, INDIA.

Website: www.rjcollege.edu.in Email: rjcollege@rjcollege.edu.in Tel No: +91 22 25151763 Fax No: +91 22 25150957

College is recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Affiliated to UNIVERSITY OF MUMBAI II NAAC Re-Accredited 'A' Grade (CGPA: 3.50)

19/9/2021

NOTICE ACADEMIC AND ADMINISTRATIVE AUDIT 2020-2021

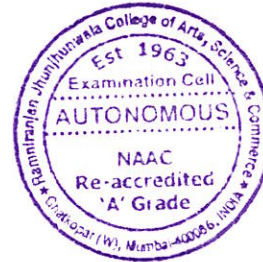
The Academic and Administrative Audit 2020-2021 of R J College is scheduled on 25th September, 2021 by online mode. The audit will start at 9.00am with Principal's interaction followed by interaction with IQAC members, Vice Principals, members of Examination Cell, College Development Committee and Management representatives. At 11.15am, five concurrent sessions with start, the details are mentioned in the agenda attached along with. All teachers are requested to be present.

Dr. Himanshu Dawda

PRINCIPAL

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OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)
Ghatkopar (W), Mumbai-400086, Maharashtra, INDIA



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Academic and Administrative Audit 2020-2021

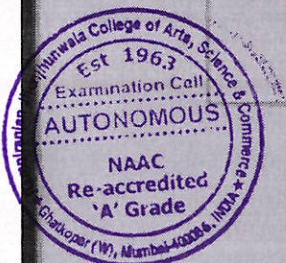
Day: Saturday

Date: 25th September 2021

Time: 9:00 am Onwards

AGENDA

9 am to 10 am	Principal's Interaction
10 am to 10: 30 am	Interaction with IQAC Members
10: 30 am to 10: 45 am	Interaction with Vice Principals
10: 45 am to 11: 00 am	Interaction with the College Development Cell
11: 00 am to 11: 15 am	Interaction with the Management
11: 15 am to 1: 30 pm Session 1, 2, 3, 4 and 5 shall be concurrent	Session 1 Arts
	Hindi
	English
	Marathi
	History
	Geography
	Philosophy
	Sociology
	Political Science
	Economics
	BAMMC & MA (EMA)
	Session 2 Commerce
	Accountancy
	Commerce
	BAF
	BBI
	BMS
	BVOC
	Session 3 Science
	Botany
	Zoology
	Physics
	Chemistry
	Maths
	Statistics
	Biotechnology
	Computer Science
	Information Technology
Session 4 Office Sections	
Accounts	
Enrolment and Eligibility	
Examination and Result	
Session 5 Student Support Activities	
NCC, NSS, DLLE & ROTARACT CLUB	
Interaction with Placement Officer	



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Principal
PRINCIPAL

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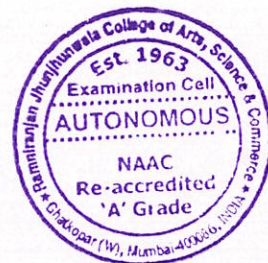
2018: Autonomous Status by University Grants Commission (No. F. 22-1/2018/AG) - 28.05.2018) & by University of Mumbai (No. AN/ICD/18-19/445 - 09.06.2018)

HVPS RAMNIRANJAN JHUNJHUNWALA COLLEGE OF
ARTS, SCIENCE AND COMERCE (AUTONOMOUS)

Academic and Administrative Audit 2020-2021

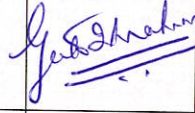
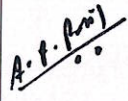
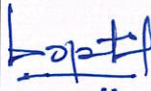

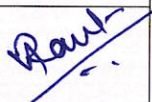
on
September 25, 2021

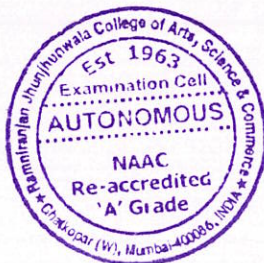
Report



Academic and Administrative Audit (2020-21)

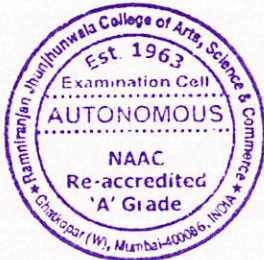
The Internal Quality Assurance Cell of Ramniranjan Jhunjhunwala College of Arts, Science and Commerce (Autonomous) conducted online academic and administrative audit on September 25, 2021. An eight member team of experts was invited for the audit.

Dr Geeta Ibrahim	Principal Nirmala Niketan College of Home Science, Mumbai	Convener	
Dr S.R Madan	Dean, Department of Biotechnology, Kongunadu Ars and Science College, Coimbatore.	Member	online
Dr Surendra Thakur Desai	Associate Professor, Department of Geography, Gogate Jogalekar College, Ratnagiri	Member	online
Dr Anagha Tendulkar	Associate Professor, Sociology, & IQAC Co ordinator, Sophia College, Mumbai	Member	
Dr Dilip Patil	Director, Department of Life Long Learning and Extension, University of Mumbai	Member	
Dr D.G Phondekar	Associate Professor, Department of Geography, University of Mumbai	Member	
Dr Shaista Irshad	Assistant Professor, Department of English, Ishwar Saran PG College, University of Allahabad, Prayagraj	Member	online
Ms Vrushali Raut	Registrar, Mittal College, Mumbai	Member	



Agenda of the Academic and Administrative Audit

1.	Interaction with the Principal
2.	Interaction with the IQAC coordinator and Members
3.	Interaction with the College Development Cell
4.	Interaction with the Management
5.	Session I – Presentations by the respective Head of Department of Hindi, English, Marathi, History, Geography, Philosophy, Sociology, Political Science, Economics and Mass Media with BAMMC and MA (EMA)
6.	Session II – Presentations by the respective Head of Department of Accounts Commerce B. VOC Department BMS Department BBI Department BAF Department
7.	Session III – Presentations by the respective Head of Department of Botany, Zoology, Physics, Chemistry, Maths, Statistics, Biotechnology, Computer Science, Information Technology
8.	Session IV- Presentations by the Office Sections; Accounts, Enrolment and Eligibility, Examination and Result
9.	Session V- Presentations by the NCC, NSS, DLLE and Rotaract Club
10.	Session VI: Interaction with the Placement Officer



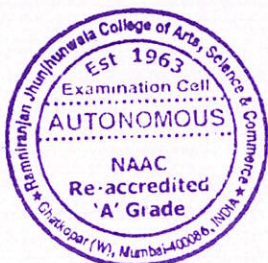
J. Shrinani
25.9.21
Convener

[Signature]
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Experts Report
Observation, suggestions and recommendations by the Team of Experts

The following observations were made by the team of experts.

1. The college overall has a process in place for the focused and outcome driven academic work culture across all the departments. Each department has developed collective and goal oriented teaching and learning system.
2. All departments have well-designed curriculum based on well defined parameters of program outcome and learning outcome.
3. Mapping of all courses on the criteria of employability, entrepreneurship is meticulously done.
4. During the online mode of teaching, learning and evaluation, the departments have shown effective use of innovative methods of teachings like video documentaries, explainer videos, flipped classroom, mind mapping, storytelling, gaming etc.
5. A value added course by each department adds to hone up the skills of the students.
6. The efforts of the science departments were appreciable for conducting practical online using Home labs/virtual labs/videos/LMS.
7. Syllabi across all faculty and all subjects incorporate cross cutting values.
8. Rubrics has been defined for assessment.
9. For some PG courses, proctored online examination was conducted which is worth noting.
10. The IQAC of the college on regular basis organizes capacity building programs for teaching and non teaching staff and skill enhancement activities for the students.
11. The tie up with MOOCs like *Coursera* and *NPTEL* by the college opens for R J students the indefinite opportunities of self learning.
12. The nomenclature of Mentoring practices by each department is remarkable.
13. The system of providing seed money to young and talented teachers for mini projects is excellent in inculcating research culture on the campus.
14. UGC *Paramarsh* scheme under which R J College plays a role of Mentor college is really remarkable.



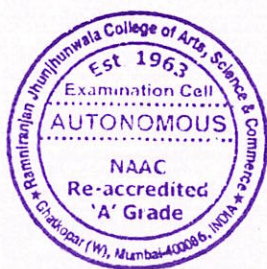
J. S. D. D. D.
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15. The online mode of fee collection through MKCL software and bill desk is the process based satisfactory and timely initiative in the pandemic period.
16. Online transaction protocols are effectively utilized by the college accounts section.
17. Excellent work done by all extension activity units like NCC, NSS, Rotaract, DLLE during the pandemic fulfilling the social responsibility as a member of the society.
18. Efforts of placement cell in arranging training programs for employability, campus interviews, registration using calyx pod software help in building confidence in students and streamline the process of bringing jobs to student door step.


The following Recommendations were made by the team of experts.

1. Method to identify advanced and slow learners should be more structured and can be strengthened by involving more teachers.
2. New Pedagogy in proctored examinations can be designed, especially for PG programs where batch size is small.
3. Social network outreach should be used to expand alumni network.
4. Tutorial system which exist in some departments can be implemented across all the departments and subjects.
5. ERP software can be modified for book keeping reducing the work related to data entries.



Dr. Ceeta Ibrahim

Jeta Ibrahim
25/9/21
Convener


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RJ College is inviting you to a scheduled Zoom meeting.

Topic: HVPS-RJC: Academic and Administrative Audit 2021-22 (Interaction with 1. Principal, 2. IQAC Members 3. Vice-Principals 4. College Development Cell 5. Management)

Time: Sep 25, 2021 09:00 AM India

Join Zoom Meeting

<https://rjcollege-edu-in.zoom.us/j/87084966700?pwd=ZXJOVk5YZ3dOL3FFcURISFZKRmZKZz09>

Meeting ID: 870 8496 6700

Passcode: RJCAA2021




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Room 31 is inviting you to a scheduled Zoom meeting.

Topic: HVPS-RJC: Academic and Administrative Audit 2021-22 Session 1(Interaction with Arts Departments)

Time: Sep 25, 2021 11:15 AM India

Join Zoom Meeting

<https://rjcollege-edu-in.zoom.us/j/89652164824?pwd=NEkwWXBwWjhmd2tNV0VRcG55YXlwZz09>

Meeting ID: 896 5216 4824

Passcode: RJCAA2021



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room 33 is inviting you to a scheduled Zoom meeting.

Topic: HVPS-RJC: Academic and Administrative Audit 2021-22 Session 3 (Interaction with Science Departments)

Time: Sep 25, 2021 11:15 AM India

Join Zoom Meeting

<https://rjcollege-edu-in.zoom.us/j/85836498766?pwd=Z0xSZ3VrVGczRnJUUEt2NXliN242Zz09>

Meeting ID: 858 3649 8766

Passcode: RJCAAA2021




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Room 32 is inviting you to a scheduled Zoom meeting.

Topic: HVPS-RJC: Academic and Administrative Audit 2021-22 Session 2 (Interaction with Commerce Departments)

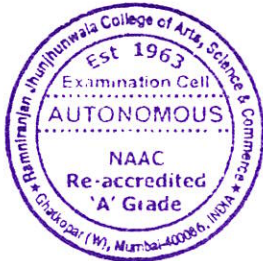
Time: Sep 25, 2021 11:15 AM India

Join Zoom Meeting

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Meeting ID: 896 6121 3222

Passcode: RJCAAA2021



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2

room 34 is inviting you to a scheduled Zoom meeting.

Topic: HVPS-RJC: Academic and Administrative Audit 2021-22 Session 4 (Interaction with 1. Accounts 2. Enrolment and Eligibility 3. Examination and Result)

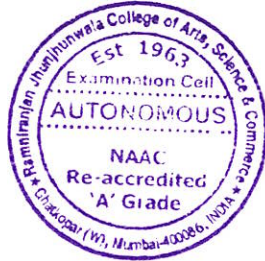
Time: Sep 25, 2021 11:15 AM India

Join Zoom Meeting

<https://rjcollege-edu-in.zoom.us/j/83866792983?pwd=SDVRL3NOBU1ZREdJaWpWS3RWR1EwQT09>

Meeting ID: 838 6679 2983

Passcode: RJCAA2021



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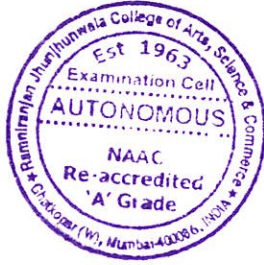
Time: Sep 25, 2021 11:15 AM India

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Meeting ID: 840 4301 8048

Passcode: RJCAA2021



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