

ANNUAL QUALITY ASSURANCE REPORT
Of
INTERNAL QUALITY ASSURANCE CELL
OF
DR. BHANUBEN MAHENDRA NANAVATI COLLEGE
OF HOME SCIENCE
NAAC Re-accredited 'A+' Grade with CGPA 3.69/4
UGC Status: College with Potential for Excellence
Best College (2016-2017) adjudged by S.N.D.T. Women's University

2017-2018



VISION

Empowerment of Women through Quality in Education

MISSION

To impart quality education to women and enable them to become independent and competent, thereby benefiting our society and country at large

OBJECTIVES OF THE INSTITUTION

Our institutional objectives are as follows:

- To Foster a Healthy Learning Environment
- To Make Teaching and Research Relevant to Social Needs
- To inculcate a Humanist Outlook in Students by Means of Value Based Education and Community Outreach Programs
- To Focus on Vocationalization of Courses

The Annual Quality Assurance Report (AQAR) of the IQAC

DR. BHANUBEN MAHENDRA NANAVATI COLLEGE OF HOME SCIENCE

The Internal Quality Assurance Cell (I.Q.A.C.) of Dr. B.M.N College was constituted in 2003 as per the guidelines from National Accreditation and Assessment Council (N.A.A.C). Ever since its inception in 2003, the I.Q.A.C. of the institution has played a proactive role in initiating and monitoring activities that enhance the quality of education in our institution. It is through the guidance of the I.Q.A.C that the college has received the high grade A+ with CGPA of 3.69/4 after the reaccreditation process of N.A.A.C in 2017 (third cycle). In May 2016, we were awarded the UGC Status of College with Potential for Excellence. We have also received the best college award from SNDT Women's University for the academic year 2016-2017.

The I.Q.A.C is committed to enhance the quality of education in our institution and works towards a definite plan of action by deciding upon thrust areas at the beginning of the academic year. Meetings of the I.Q.A.C are held on a regular basis with at least one meetings every month. In the course of the academic year, the I.Q.A.C. monitors activities with regard to thrust areas, and performance review meetings are held with other faculty members on the first Tuesday of every month during the Quality Improvement Circle meetings. The Circle interacts and communicates its agenda with Office Bearers of the Seva Mandal Education Society during the Local Managing Committee meetings (twice a year) and Governing Council meetings (second Wednesday of every month). The IQAC has submitted its Annual Quality Assurance Report (AQAR) to NAAC on schedule every year.

The IQAC cell works towards the following objectives:

- To ensure the continuous improvement of academic and administrative functioning
- To follow up on action on internalization of quality culture and institutionalization of best practices

- To promote integration of modern methods of teaching to ensure participatory learning processes
- To ensure the timely preparation of the Annual Quality Assurance Report (AQAR) as per the guidelines of NAAC

The composition of the I.Q.A.C. as per the guidelines of N.A.A.C is as follows:

- | | |
|--|--|
| ● Dr. Shilpa P. Charankar
(Chairperson/Principal) | ● Prof Mala Pandurang
(Coordinator) |
|--|--|

Senior Faculty members:

- Dr. Kirti Pathak (Head of Department, Human Development)
- Mrs. Anuradha Shekhar (Head of Department, Food Science and Nutrition)
- Dr. Vrushali Dattar (Head of Department, Resource Management)
- Mrs. Vinaya Vaishampayan (Coordinator, Nutrition and Dietetics)
- Dr. Rupali Sengupta (Coordinator, M.Sc. Clinical Nutrition and Dietetics)
- Mrs. Vidya Subramanian (Librarian)
- Mr. Shahajahan Khan (Coordinator, Bachelor in Computer Applications)
- Mrs. Veena Verma (Associate Professor, Textile Science and Apparel Design)

Non-Teaching Staff:

- | | |
|-----------------------|--------------------|
| ● Ms. Anita Barisetty | ● Ms. Divya Kamath |
|-----------------------|--------------------|

Student representatives:

- Mrs. Archana Rao (Alumna, BSc.)
- Ms Shivangi Tiwari (Student Rept. SY B.Sc)
- Ms. Khadija Moghal (Student. Rept. TY B.Sc)
- Ms. Aishwarya Telungi (Student Rept. TY BCA)
- Ms. Sophia Surve (Student Rept. SY BCA)

Management Members of Seva Mandal Education Society

- | | |
|-------------------------------------|-------------------------------------|
| ● Dr. Dilipbhai Trivedi (President) | ● Dr. Bharatbhai Pathak (Hon. Sec.) |
| ● Shri. Pravinbhai Shah (Hon. Sec.) | |

External Experts:

- Dr. Ravikala Kamath (former director of Dept of PG Studies of Home Science and former Director, BCUD, SNDTWU)
- Dr. Vaijayanti Ranade (former Vice Principal of G.N. Khalsa College of Arts and Commerce)

Representative of Community:

- Prof. Harshaben Parekh (Head, SHPT School of Library Science SNDTWU, and currently Director of Bombay Community Public Trust)
- Dr. Madhav Welling (former Pro-Vice Chancellor of Narsi Monjee Institute of Management studies (NMIMS))

Representative of Industry:

Mr. Ullhas Nimkar (Chairman and Managing Director of Nimkar Tek Technical Services Pvt. Ltd.)

Thrust areas for the academic year 2017-2018 were identified by the IQAC as follows and duly worked upon:

- To focus on submitting of RAR for the 3rd cycle of reaccréditation
- To conduct sessions to familiarise faculty with the concept of autonomy
- To conduct training programs in use of SMART classroom technology
- To encourage qualitative research by faculty and to promote qualitative publications
- To focus on paperless administrative practices
- To implement CPE scheme as per proposal submitted to UGC
- To enhance Student Support Services

Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Dr. Bhanuben Mahendra Nanavati
College of Home Science

1.2 Address Line 1

338, Rafi Ahmed Kidwai Road

Address Line 2

Matunga

City/Town

Mumbai

State

Maharashtra

Pin Code

400 019

Institution e-mail address

smesedu@gmail.com

Contact Nos.

+91-022- 24095792

Name of the Head of the Institution:

Dr. (Smt.) Shilpa P Charankar

Tel. No. with STD Code:

+91-022- 24095792

Mobile:

09869377536

Name of the IQAC Co-ordinator:

Prof. Mala Pandurang

Mobile:

09323072805

IQAC e-mail address:

smesedu@gmail.com

1.3 NAAC Track ID

9649

1.4 NAAC Executive Committee No. & Date:

EC(SC)/28/A&A/97.3

1.5 Website address:

www.bmncollege.com

Web-link of the AQAR:

<http://www.bmncollege.com/wp-content/uploads/2018/08/AQAR-2018.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	-	2002	5 years
2	2 nd Cycle	A	3.64	2011	5 years
3	3 rd Cycle	A+	3.69	2017	5 years

1.7 Date of Establishment of IQAC :

20-07-2003

1.8 AQAR for the year

2017-2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2016-2017 submitted to NAAC on 05/08/2017

1.1 Institutional Status

0

University ☐ State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution
(Eg. AICTE, BCI, MCI, PCI, NCI) Yes ☐ No ☒

Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.1 Type of Faculty/Programme

1

Arts	<input type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	Multi- faculty (Home Science and Computer Applications)								

1.1 Name of the Affiliating University

2 (for the Colleges)

SNDT Women's University
(Mumbai)

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

3

Autonomy by State/Central Govt. / University

☐

University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (Specify)	<input type="checkbox"/>



2. IQAC Composition and Activities

2.1	No. of Teachers	8
2.2	No. of Administrative/Technical staff	2
2.3	No. of students	4
2.4	No. of Management representatives	3
2.5	No. of Alumna	1
2.6	No. of any other stakeholder and community representatives	2
2.7	No. of Employers/ Industrialists	1
2.8	No. of other External Experts	2
2.9	Total No. of members	23
2.1	No. of IQAC meetings held	14
0		

2.1	No. of meetings with various stakeholders:	No.	7	Faculty	10			
1								
	Non-Teaching Staff	2	Students	2	Alumni	1	Others	2 (PTA)

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

If yes, mention the amount

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

- 26 teachers of BSC and BCA attended a talk on choice based credit system on 21st of February 2018 by Dr. Sunil Mantri (Director, Universal Education). Faculty could clarify several doubts about this new system and its implementation.
- An outbound training program on ‘Leadership and Team’ was organized at ‘Z-bac Adventure Private Limited’ at Kolad on 24th and 25th Feb. 2018. 25 Faculty actively participated in adventure activities such as ‘magic mat’, rope ladder, Burma Bridge, rapelling and building a river raft and crossing the river with a task in mind.
- A full day workshop on ‘Teaching with Emotional Intelligence’ was held on 2nd April 2018. The workshop was conducted by Mr. Rajendra Kulkarni (Managing Director at Wren and Pecker Private Limited). 30 faculty members attended the workshop which focused on various aspects of emotional intelligence. Brain Talent profile was generated for the participating faculty and they learnt how to analyse their top six brain talents. Group activities focused on applying knowledge of brain styles to addressing issues related to classroom teaching and interaction with students.
- A 2-day workshop on ‘Writing e-content’ was organised on 25th and 26th April, 2018 by Ms. Ritu Uppal (MET Bandra) for all the faculty members
- Workshop on ‘Writing a Grant Proposal’ for 30 faculty of B.Sc and BCA by Dr. Subhalaxmi (Founder and Managing Trustee of iNature Watch Foundation NGO from Mumbai) on 3rd April, 2018

2.14 Significant Activities and contributions made by IQAC

- IQAC coordinated with Seva Mandal Education Society in applying for a Corporate Social Responsibility (CSR grant) from SAS Institute (India) Pvt. Ltd for up gradation of classrooms and imparting skill development. SAS Institute [India] Pvt. Ltd. donated ` 22 lakhs in 2015-2016 order to convert 12 existing classrooms to SMART classroom and this was finalised during the year. An additional amount was received on 8th March 2017 of ` 31 lakhs taking the total grant amount to ` 53 lakhs.

- A MOU with Neoterics India has been signed for a course on entrepreneurial skills under the Kshrujan program in 2015-2016. The course was strengthened in 2017-2018.
- Staff were mentored to participate in 2 quality enhancement projects which were then presented at the Best Educational Quality Enhancement Team (BEQET) Annual Competition organized by National Centre for Quality Management.
- IQAC monitored the annual intra-department academic audit
- IQAC oversaw feedback mechanisms to collate responses from students in terms of infrastructure, student support services etc.
- IQAC coordinated with Research committee and organised an intercollegiate undergraduate research competition on basic research concepts
- It monitored collaborative ventures with Industry in order to promote industry-institution interaction which result in signing of MOU with Amulakh Amichand School and SASMIRA Institute of Textiles and Management and Khadi and Village Industries Commission (KVIC) developed by Udyog Bharati, Gondal Surat District
- It monitored interaction with stakeholders such as parents and alumnae during PTA and Alumna meetings
- It monitored gender sensitization programs through Jagar Janivancha Abhiyan scheme

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC at beginning of the academic year towards quality enhancement and the outcome achieved by the end of the year

Sl. No.	Plan of Action	Outcome
1.	Enhance use of ICT in teaching-learning-evaluation	Faculty were encouraged to attend training sessions on ICT wherein they received required expertise so that they could impart the same within the institution: The following sessions were organized: A 2-day workshop on 'Writing e-content' was organised on 25 th and 26 th April, 2018 by Ms. Ritu Uppal (MET Bandra) for all the faculty members
2.	Introduce additional short term	<ul style="list-style-type: none"> ● Kshrujan Entrepreneurial Skills development certificate course which was introduced by Department of Resource Management in 2015-2016 was strengthened further

	skill oriented programs	<ul style="list-style-type: none"> ● Curriculum of value added courses and COP programs were revised. ● Certificate program on Landscape designing was introduced
3.	Publishing a manual on Examination and Evaluation Rules	<ul style="list-style-type: none"> ● Examination committee published a compilation of guidelines on the conduct of examination and evaluation
4.	Encourage qualitative research by faculty and students to promote qualitative publications	<ul style="list-style-type: none"> ● Postgraduate students from M.Sc. CND are guided on presenting papers at international, national and state level and also publishing the same ● Total no. of papers published: 31 papers in Journals with ISSN and ISBN numbers ● Staff were encouraged to present academic papers at International, National and State level seminars and conferences. Total no.: 36 (17 Teachers) ● Management encourages staff to present papers by sponsoring registration fees
5.	Organise workshops stressing on quality parameters	<p>Committee on faculty development programs organized the following training programs for staff members</p> <ul style="list-style-type: none"> ● 26 teachers of BSC and BCA attended a talk on choice based credit system on 21st of February 2018 by Dr. Sunil Mantri (Director, Universal Education). Faculty could clarify several doubts about this new system and its implementation. ● An outbound training program on 'Leadership and Team' was organized at 'Z-bac Adventure Private Limited' at Kolad on 24th and 25th Feb. 2018. 25 Faculty actively participated in adventure activities such as 'magic mat', rope ladder, Burma Bridge, rapelling and building a river raft and crossing the river with a task in mind. ● A full day workshop on 'Teaching with Emotional Intelligence' was held on 2nd April 2018. The workshop was conducted by Mr. Rajendra Kulkarni (Managing Director at Wren and Pecker Private Limited). 30 faculty members attended the workshop which focused on various aspects of emotional intelligence. Brain Talent profile was generated for the participating faculty and they learnt how to analyse their top six brain talents. Group activities focused on applying knowledge of brain styles to

		<p>addressing issues related to classroom teaching and interaction with students.</p> <ul style="list-style-type: none"> • Workshop on ‘Writing a Grant Proposal’ for 30 faculty of B.Sc and BCA by Dr. Subhalaxmi (Founder and Managing Trustee of iNatureWatch Foundation NGO from Mumbai) on 3rd April, 2018
6.	Monitoring quality related activities	<ul style="list-style-type: none"> • Annual IQAC report is presented at the end of the academic year, and feedback on the same taken, in order to prepare for the thrust areas of the next academic year. • IQAC members scrutinize and offer feedback on API (Academic Performance Indicators) scores of faculty members • Faculty are guided on undertaking projects on quality related themes and presented 2 projects at Best Educational Quality Enhancement Team (BEQET) Annual Competition (2017- 2018) organized by National Centre for Quality Management for the following project 20th January, 2018: <ul style="list-style-type: none"> i. “KSHRUjan: Developing Entrepreneurial Skills Amongst Women Students”. Team members of B.Sc. Home Science: Ms. Roma Gandhi, Prof. Mala Pandurang and Dr. Shilpa Charankar. ii. “SMART (Specific, Measurable, Achievable, Reliable & Timely)- The new way to teach and learn”. Team members of Smt. K.G. Shah Dept. of Computer Applications: Mr. Shahajahan Khan, Dr. Shilpa Charankar, Ms. Neetu Singhi, Mrs. Vinaya Vaishampayan and Mrs. Vidya Subramanian
7.	To promote a sense of Social Responsibility	<ul style="list-style-type: none"> • A Series of Activities was conducted under Intensive Gender Sensitization Program called ‘Jagar Janivancha Abhiyan’, • NSS undertakes a number of activities such as organizing health camps, tree plantation drive, cleanliness drive, awareness campaigns on HIV AIDS etc. • A series of activities to promote value education was conducted by Gandhian Studies Centre
8.	Enhance Employability skills through industry-institute interaction	<ul style="list-style-type: none"> • Placement cell conducted sessions on Soft Skills • Programs were organized for Students / Students’ Council to develop Communication / Leadership / Team building • Students are sent on internship during their third year so that they gain an understanding of the expectations of the industry

		<ul style="list-style-type: none"> • Healthy Practice of inviting members from industry as member of jury to evaluate internship projects, and also to conduct orientation for major selection. This allows students opportunity of understanding skills required by the industry
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** Attach the Academic Calendar of the year as Annexure.*

2.1 Whether the AQAR was placed in statutory body Yes ☒ No ☐

5

Management ☒ Syndicate ☐ Any other body ☐

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1 (MSc) 2 (M.Sc. and MCA through IGNOU)		3	
UG	2 (BSc, BCA)		2 (BCA/BSc in Nutrition and Dietetics)	
PG Diploma	2 (Early Childhood Education, Sports Science Fitness and Nutrition)		2	
Diploma (U.G.C Recognised Career Oriented Program)	● Event Management		1	1
	● Physical Fitness and Weight Management		1	1
	● Beauty Culture and Hair Dressing		1	1
Certificate Courses (U.G.C Recognised Career Oriented Program)	● Event Management		1	1
	● Physical Fitness and Weight Management		1	1
	● Beauty Culture and Hair Dressing		1	1
Advanced Diploma	● Event Management		1	1
	● Physical Fitness and Weight Management		1	1

	<ul style="list-style-type: none"> ● Beauty Culture and Hair Dressing 		1	1
Others	<ul style="list-style-type: none"> ● Beauty Culture and Hair Dressing (Maharashtra State Board of Technical Education) ● Value added courses (*) ● Krushjan certificate program in entrepreneurial skills ● Certificate in Community based Participatory Action Research (PUKAR) ● Certificate course in Landscape Designing ● Ethical hacking and IT security-level 1 	1	1 8 1 1 1 1	1 9 1 1 1
Total	29	1	29	22

Value Added Courses *

Sr. No.	Name of the Programme
1	Personality Development Program at SY B.Sc./BCA level
2	Basic Computers/ Value Added Courses
3	Value Added course in Computer Fundamentals in Graphic Designing
4	Foreign Languages (German)
5	Soft Skills Development program at TY B.Sc./TYBCA level

6	Life Skills program based on Gandhian Values (Sem. IV S.Y B.Sc.)
7	Community Based Participatory Research for F.Y (ND) in collaboration with PUKAR
8	Catering Management
9	Ethical hacking and IT security-level 1

Interdisciplinary	2
Innovative	11

Pattern	Number of programmes
Semester	6 (BSc, BCA, MSc, PGECE, SSFN, MCA)
Trimester	
Annual	1 (Beauty Culture & Hair Dressing)

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

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

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

- Faculty members are members on Board of Studies of SNDT Women's university and have participated in revision and updating of syllabus as and when required.
- Value added courses of the institution are updating as per the feedback of students/member of the industry etc. For example, program on entrepreneurial skills has been updated. Modules of Soft Skills course have been modified

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
17	9	7	1	-

2. No. of permanent faculty with Ph.D.

2

6

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
-								-	

2.4 No. of Guest

3
(BCA)

Visiting
faculty

13
(ND/PG
Courses/M.Sc
)

Temporary
faculty

2
(ND)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	24	8	2
Presented papers	24	10	2
Resource Persons	1	1	4

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

A variety of innovative methods adopted are practiced by faculty members of all departments to ensure that learning is student-centric, enjoyable and an enriching experience:

- Faculty use online resources to enhance teaching such as **Engrade, Animoto, Slide Share and poster.4teachers.org** etc. In addition, teachers also use online groups such as **google groups**, and use social media sites such as **facebook and whatsapp** for posting hyperlinks and sharing subject related information.
- Faculty have been given orientations on how to use ORL (Open resource learning) and have been drawing teaching resources from sites such as **NPTEL, NME, E-pathshala, virtual labs** etc.
- Faculty guide advance learners on how to explore **MOOC courses**. Students are registered for MOOC courses in subjects related to nutrition, English etc.
- Faculty use a variety of **student centered learning methods** such as **collaborative learning** (for instance Human Development department for Bal mela) **cooperative learning** (seminar presentations), **flipped learning** (modules offered by BCA department), **participatory learning** (Softs skills course) and **experiential learning** (Visits to industry by TSAD department, Restaurant set up by RM Dept.) etc.
- Students are taught to make **seminar presentations** using audio-visual aids and power point presentations. The seminars are structured so as to broaden their knowledge base, improve communication skills and build confidence levels.
- Each department also maintains a record of **innovative seminars** undertaken by students, as well as records of experience of students during their four week internship period with various industries and organizations.
- Each department regularly **invites faculty from Industry /NGOs** to interact with students. Experts from the Industry are invited to assess internship presentations at T.Y B.Sc.
- **Experts from the industry** are also invited to speak to the students at the time of orientation for specializations upon completion of FY B.Sc.
- **5% of the syllabus** is taught by experts from the industry for the BCA program and the policy will be extended to other specializations this year.
- **Alumnae are invited as resource persons** to share their knowledge base and impart their expertise in the industry
- **Visits are organized** to Industries, various social organizations, exhibitions, museums and technical fairs.
- Advanced learners are encouraged to present **papers at state and national level student** lead seminars and workshops. They are also sent to participate in workshops & conferences as observers.
- Textile Science and Apparel Design students (TSAD) are involved in projects directed toward **developing their entrepreneurship skills**. They are also

encouraged to participate in fashion shows for the learning experience on how to work in a team, time management, and bring out their inherent creativity. Market and consumer surveys are undertaken by students of the TSAD Department

- Hospitality Management (RM) students are guided on how to put up a restaurant set-up wherein they put into practice what they have learnt about food services, **restaurant set-up** and required soft skills.
- Human Development Students in the **Prangan Experimental Laboratory** are given opportunities to conduct workshops and seminars for Parents. They are encouraged to make bulletin board displays. They are also given projects wherein they have to conduct events such as sports day, grandparents' day, year ending party, picnics etc., and organise festivals for children in the nursery.
- Food Science and Nutrition, and Nutrition and Dietetics students are encouraged to develop **innovative food products** and to market those using entrepreneurial skills.
- Teachers are involved in a mentoring program and there is one- to- one guidance by teachers especially for slow learners
- Weak students are given guidance on how to choose and present topics for their seminar-presentations.
- Students from non-English background are offered a **paper in 'Lower Level English'** so that they may receive extra attention from the teacher. Similarly non-science students are placed in a separate batch with the intention of giving them special attention.
- **Remedial classes** are conducted for English and Physiology
- **Bridge course** is conducted for Mathematics.
- Additional activities to improve/**build up confidence in language fluency** include dramatization activities, workshop sessions on songs in English etc.
- **Question paper bank workshops** have been organised and question banks have been prepared
- Special care is taken during **internship** to place students in work places, wherein they will be able to cope with requirements
- **Research culture** is promoted through collaborative ventures through PUKAR (Partners for Urban Knowledge & Action Research) such as the Youth Fellowship Program

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

7

180

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Examination committee plans exams according to the academic calendar well in advance for the entire campus. Timing of exam is synchronised so that all exams of Home Science and BCA sections are conducted simultaneously.
- The exam dates are announced in the college diary, notice boards as well as online forums so that students can prepare well in advance.
- University internal marks are entered directly online.
- College level marks are entered directly onto softcopy of excel mark sheets and declared on the college website.
- Software for results has been developed by in-house faculty of BCA section.
- University Exam question papers are received by on-line system.
- Examination committee has compiled a manual on rules and regulations related to exam issues.

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

8

2.1 Average percentage of attendance of students
0

90%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Grade				
		Distinction A+	A	B	C	Pass %
BSc.	102	8	40	29	1	74.45
BSc. (ND)	32	14	56	39	1	69.88
BCA	112	8	28	30	5	63.39
M.Sc CND	39	35	4	-	-	100

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

- Department submits an annual evaluative departmental report wherein teaching and learning processes are described in detail. IQAC conducts an inter-departmental audit so that feedback and suggestions on improvement and innovative ideas can be shared
- IQAC monitors Student-teacher evaluation which is conducted every semester
- IQAC oversees submission of API forms wherein teachers are expected to share their unique teaching learning process especially in category two. The API forms are scrutinized by the IQAC and feedback given to teachers
- IQAC monitors collection and analysis of data for KPI (Key performance Indicators) as required by the Government of Maharashtra
- IQAC conducts inspection of library facilities and monitors enhancement of library services
- Teaching plans are reviewed by Head of Departments to ensure timely completion of syllabus

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	2
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
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	5	-	-	-
Technical Staff	21	2	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- i. Co-ordinated with library to access online database
- ii. The college has instituted an ethical committee to review proposals for M.Sc, Minor Research projects and PhD projects that need ethical clearance.
- iii. Introduced annual undergraduate research competition
- iv. Mentored students to participate in research orientation competitions

3.2 Details regarding major projects - NIL

3.3 Details regarding minor projects

	Ongoing	Sanctioned	Submitted
Number	3	-	-
Outlay in ` Lakhs	` 2,85,000 (Ms. Veena Verma) ` 1,75,000 (Ms. Alka Pant) ` 1,10,000 (Ms. Vinaya V)	` 490000	-

3.4 Details on research publications

Years	International	National	State
2017-2018	26	1	3

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 in Rupees	Received
Minor Projects	2015- 2017 (Sanctioned)	UGC	a) ` 2,85,000 (Mrs Veena Verma) b) ` 1,75,000 (Mrs Alka Pant) c) ` 1,10,000 (Mrs Vinaya Vaishampayam)	` 490000
Total			` 570000	` 490000

Industry related projects

Sr. No.	Title of the research project completed in the past 3 years	Funding agency	Date of completion	Grant (`) or cost of project
1.	Ergonomic Evaluation of Ten - Spindle Charkha	SASMIRA Institute of Textiles and Management and Khadi and Village Industries Commission (KVIC) developed by Udyog Bharati, Gondal Surat District	2016-2017 (ongoing)	` 90, 000 (In process)
2.	Enhancing wellness through Anthropometric measurements and diet counselling & demonstrations on modified food products	Amulakh Amichand School	2017-2018 (Completed)	` 50000
3.	Nutritional awareness on iron deficiency anemia amongst school going children in Mumbai in association with FSSAI	Pepsico India Ltd	2017-2018 (On going)	` 6,00,000

4.	Nutrition health Program for undernourished children of Anganwadi	Annada (NGO)	2017-2018 (Completed)	-
5.	Nutritional awareness and counselling for healthy life style in association with ADA	Hunger Free Project (NGO)	2017-2018 (Completed)	-
Total				`740000

3. No. of books published i) With ISBN No. Chapters in Edited Books
7

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3. For colleges Autonom CPE ☒ DBT Star Scheme
9 y

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy –

- Consultancy project with SASMIRA Institute of Textiles and Management and Khadi and Village Industries Commission (KVIC) for a project titled, “Ergonomic Evaluation of Ten - Spindle Charkha” developed by Udyog Bharati, Gondal Surat District for ` 90, 000/- (in process). Principal Investigator Ms. Roma Gandhi
- Enhancing wellness through Anthropometric measurements and diet counselling & demonstrations on modified food products, Amulakh Amichand School for ` 50000 (completed). Principal Investigator Dr. Rupali Sengupta.

- Nutritional awareness on iron deficiency anemia amongst school going children in Mumbai in association with FSSAI, Pepsico India Ltd for ` 6,00,000 (On going).
Principal Investigator Dr. Rupali Sengupta.

3.11 No. of workshops conferences organized by the Institution:

Programs organised for Faculty

Topic	Date	No. of Faculty
A talk on choice based credit system by Dr. Sunil Mantri (Director, Universal Education). Faculty could clarify several doubts about this new system and its implementation.	21 st of February 2018	26
An outbound training program on 'Leadership and Team' was organized at 'Z-bac Adventure Private Limited' at Kolad	24 th and 25 th February 2018	25
A full day workshop on 'Teaching with Emotional Intelligence'. The workshop was conducted by Mr. Rajendra Kulkarni (Managing Director at Wren and Pecker Private Limited)	2 nd April, 2018	30
Workshop on 'Writing a Grant Proposal' for 30 faculty of B.Sc and BCA by Dr. Subhalaxmi (Founder and Managing Trustee of iNatureWatch Foundation NGO from Mumbai)	3 rd April, 2018	30

Programs organised for Students

Mr. Jignesh Sanghavi, Clinical Hypnotherapist and Life Coach, was invited for various sessions for BSc, BCA and Junior college.

Date	Topic	Class
17.07.2017	Going Extra Mile and Planning Prioritization	TYBCA and TYBSc
31.07. 2017	Time Management	SYBCA and SYBSc
16.11.2017 & 09.12.2017	Relation Power	FYBCA and FYBSc
02.12.2017	Relation power	FYBSc.
06.12.2017	Attitude and gratitude	FYBCA
09.01.2018	Time management	SYBSc.
18.01.2018	Planning and prioritization	TYBSc.

An exclusive seminar was organized for 67 Students Council members on 18th & 19th July 2017 on the topic **"Lead the Future"** by Mr. Jignesh Sanghvi.

Programs organised under ICT

Date	Details
25.04.2018-26.04.2018	A 2-day workshop on 'Writing e-content' by Ms. Ritu Uppal (MET Bandra) was organised for all the faculty members

Effective use of SMART Technology on campus:

Date	Activities	Resource Person
15.07.2017	Guest lecture on "Data Communications and Networking" for BCA Students	Mr. Naveen Reddy , Founder, Telusko, Corporate Trainer, Spanlabs
29.09.2018	Seminar on Leadership and Motivation	Mr. Anil Thomas, Founder – CEO, TT Educere Pvt. Ltd.
30.11.2017	1 Day Workshop on Enhancing Employability	Session 1: SWOC Analysis & Personal Leadership by Ms. Kanchangauri Aryamane, Coach- Executive Coaching, Marshall Goldsmith Session 2: Creative Thinking and Business Etiquettes by Dr. Monica Khanna, Visiting Faculty, Indira Institute of Business Management Session 3: Creating positive image for better placements by Ms. Neha Gillon, Founder and Chief Strategist, The Idea Box Communications
02.12.2017-04.12.2017	2 day Robotics training workshop conducted by Technobotics Education Centre	Mr. Amit Das, Partner and Technical Lead Developer, Technobotics Education Centre

3.12 No. of faculty served as experts, chairpersons or resource persons

6

3.13 No. of collaborations International National Any other

Collaboration for 2017-2018

- Project in food development with Marico industries in collaboration with the Department of Food Science & Nutrition.

- Project in food development with Pepsico Ltd. in collaboration with the Department of Food Science & Nutrition.
- Certificate Program in Community Based Participatory Research (CBPR) conducted by P.U.K.A.R (Partners for Urban Knowledge Action and Research) in collaboration with Gandhian Studies Centre
- On-going social outreach projects with the Rotary Club of Bombay Uptown (Health and Dental check up), Inner Wheel Club of Bombay Uptown (Thalasemia Check up) and Lion's Club of Sion (Blood donation, tree plantation) in collaboration with the NSS Unit
- Inter-Collegiate competitions for students to showcase their research work with Association of Food Scientists and Technologists (AFST(I)) in collaboration with Department of Food Science and Nutrition
- Certificate course on Entrepreneurial skills development in collaboration with Neoteric Ltd.
- Nutritional counseling to create awareness among parents & children about lifestyle disorders on Enhancing wellness through anthropometric measurements and counselling (Dietary recall) & Demonstrations (Modified Food Products) in collaboration with Amulakh Amichand School

In addition, the institution has affiliation with the following professional bodies

- IDA-Indian Dietetics Association
- NSI- Nutrition Society of India (Faculty of Food Science and Nutrition department participated in organization of an international symposium at IIT Mumbai by the NSI, in Mumbai.)
- AFSTI Mumbai Chapter (Association of Food Scientists and Technologist of India)
- PFANDI (Protein Foods and Nutrition Development of India) (also sponsors student freeships)

3.1 No. of linkages created during this year

4

3

3.15 Total budget for research for current year in lakhs :

From Funding agency

UGC: ` 490000

From Management of

` 92040

Total **3.16 No. of patents received this year: Nil****3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year- NIL****3.18 No. of faculty from the Institution**

who are Ph. D. Guides

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) Not Applicable**

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

State level

National level

International level

3.23 No. of Awards won in NSS:

University level

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

National level

-

International level

-

3.25 No. of Extension activities organized

University forum

-

College forum

NCC

-

NSS

7

Any other (by HD,

4

FSN, ND, MSc Dept.)

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**A. Jagar Janivancha Abhiyan programs on Gender Sensitization**

Date	Details
01.08.2017-07.08.2017	Breast Feeding Week- Posters and charts were prepared by students. An informative talk on the importance of breastfeeding was organized for students
18.08.2017	A visit was organized to Matunga Railway station where the entire station is managed by women staff members.
27.09.2017	A session on Leadership and Team Building was conducted by Ms. Ekta Patil, Counselor, Dr. B.M.N. College of Home Science.
25.11.2017	One day Seminar was organized in collaboration with Rotary Club of Bombay East and North on 'Women's Safety and Empowerment'. The speaker for the seminar was Adv. Ujjwala Kadrekar
04.12.2017	On occasion of Aids Awareness Week, a lecture on "HIV/AIDS AWARENESS" was organized by Ms. Savita Kurade, Program Coordinator, Tata Institute of Social Service.
11.12.2017-15.12.2017	Self Defense Training program was organized by Mahesh Navale Dance and Karate Association, Mumbai for the students of SYRM, SYHD, SYFSN and TYTSAD Students
25.12.2017	A lecture on "Health and Wellness" was conducted by Ms. Apurva Surve, Assistant Professor, Nutrition and Dietetics of Dr. BMN College of Home Science.
01.02.2018-06.02.2018	Self Defense Training program was organized by Mahesh Navale Dance and Karate Association, Mumbai for the students of TYFSN, TYFSN, TYRM and TYND and FYBSc
08.02.2018-17.02.2018	Self Defense Training Sessions conducted by Mahesh Navale Dance and Karate Association, Mumbai for FYBCA, SYBCA and TYBCA students

B. The Annual Shri. M.P. Bakshi Memorial Lecture Series on Value Education has been initiated by Principal Shilpa P Charankar in memory of her late father. This year, Dr. Amita Valmiki (Associate Professor and Head, Department of

Philosophy, Ramniranjan Jhunjhunwala College, Mumbai) conducted a session on “Importance of values for personal and professional growth” on 17th January 2018. 300 students of BSc and BCA attended. She shared the importance of values citing philosophical thoughts of renowned personalities. The focus of the workshop was to enable students to develop respect for the dignity of individual and society; and to imbibe physical, mental, emotional and spiritual aspects of personality development.

C. The college NSS Unit has ongoing projects with target group of women and children with the following organizations

- ★ Rotary Club of Bombay Uptown
- ★ Aadipath Foundation
- ★ Lion’s Club of Sion
- ★ Stree Mukti Sangathana

D. Gandhian Studies Centre

Activities conducted during the year included the following:

Date	Activity
16.06.2017	Certificate distribution by Chinmaya Mission Global Youth Wing to 95 BSc. students who completed seven workshops under the ‘Transforming Indians to Transform India’ series,
19.06.2017 & 21.09.2017	A workshop on “Creative Writing” on the theme “A Gandhian Perspective” by Dr. Monica Khanna for SYBSc students and BCA students respectively
08.07.2017	Screening of movie “Lage Raho Munna Bhai” for SYBCA students
01.08.2017	Release of Monograph “In search of Kasturba an Auto / Biographical reading of the Mahatma & his wife”. Mr Shravan Kamble (faculty, Dept of Applied Art) was felicitated for designing the cover page of the monograph.
01.08.2017	SWACHHTA PAKHWARA: B.Sc and BCA students took a pledge to keep their surroundings clean.
03.08.2017	6 BSc students and 6 BCA students attended a workshop on “Building Self Esteem” organized by the Ruia College Alumni Association and the Centre for Mindfulness and Well-being.
25.11.2017	Screening of Movie on ‘Making of Mahatma
27.11.2017	16 students and 2 faculty visited Mani Bhavan at Gamdevi
13.01.2018	Ms. Ankita Ade won consolation prize in a Bajan singing competition at BM Ruia College, Gamdevi
17.01.2018 & 24.01.2018	Orientation to the concept of ‘India and the world’, conducted by Ms Marianna Dutta, of Museum society of Bombay, followed by a visit to

	the Museum for the exhibition on ‘ India and World cultures’ by 40 students
19.01.2018	Lecture by Dr Vandana Mahajani, from Swami Vivekananda Kendra on the occasion of World Youth Day
30.01.2018	Gandhiji’s Punyatithi and Martyrs Day, was commemorated in the Gandhiji Smriti Ashram. The program included bhajans and student reflections on the simple lessons we can learn from Gandhiji ‘s life
30.01.2018	5 FY B.Sc students visited Mani Bhavan to attend the program organised on occasion of Gandhiji’s Punyatithi

Jan. 2018	Students were invited to submit self-reflexive essays based on the intergenerational interaction project on the topic ‘Valuing Our Elders’. Best three essays were awarded certificates of merit
15.02.2018	Late Shri. Dattatraya Ramchandra Parulekar Intercollegiate painting competition jointly organized by Department of Applied Art and sponsored by Shri. Pradeep Parulekar
08.02.2018	A lecture on “Mindfulness” was conducted by Dr. Anjali Bhelande from “The Centre for Mindfulness and Well-Being”, Ram Narain Ruia College.
09.03.2018	Screening of Richard Attenborough’s Gandhi, for SY B.Sc students
04.03.2018 – 05.03.2018	24 students and 2 faculty visited the Sevagram Ashram at Wardha

“I TRANSFORM INDIA TRANSFORMS” WORKSHOP SERIES
Collaborative Sessions by Global Youth Wing of Chinmaya Mission

Date	Workshop
29.07.2017	Patriotic Transformation (FYBCA)
22.09.2017	Emotional Transformation (FYBCA)
23.09.2017	Intellectual Transformation (FYBCA)
29.11.2017	Cultural Transformation (FYBCA)
18.01.2018- 19.01.2018	2 Workshops on Physical Transformation (SY B.Sc.)
01.02.2018-0 2.02.2018	2 Workshops on Emotional Transformation (SY B.Sc.).

E. An unique initiative taken this year was the collaborative project with ‘THRED’ (Trust for Human Resource Enrichment & Development) take from magazine for 2017-2018

Date	Details
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18.01.2018	Distribution of certification and presentation of the report of Inter Generational Interaction by the SYBSc. Students and a lecture by the Trustee of 'THREAD', Dr. Ravikala Kamath. Orientation to FYBSc. Students to the 'THREAD' project and discussion of the activities they can undertake for the year 2018
30.01.2018	Self reflexive essay competition on relations of students with their grandparents/ elders in the family for SY BSc. students.
03.02.2018	Visit to Manav Seva Sangh Old age Home by FYBSc. students.
Feb-March 2018	Focus on values of compassion and empathy under life skills training for SY B.Sc
27.03.2018	FYB.Sc students visited Old Saint's Old age Home, Byculla to interact and spend time with them

F. Extension activities conducted by the Dept. of Food Science and Nutrition:

Dept. of Food Science and Nutrition in collaboration with Chota Sion Hospital conducts Nutrition Education Program every month.

Date	Name of the student	Topic and Task
29.06.2017	Ms. Shweta Baraskar, Ms. Sneha Khavnekar, Ms. Jagruti Patil, Ms. Mohini Surwadkar, Ms. Aditi Sonawane, Ms. Namrata Sonavane	'Importance of nutrition in preschool'. Recipe prepared was Palak cutlet
27.07.2017	Ms. Nandini Jagtap, Ms. Alpana Kochele, Ms. Pooja Cheddha, Ms. Urmisha Patil, Ms. Manjari Mannur, Ms. Priya sadawarte.	'Malnutrition in children'. Recipe demonstration on vegetable thepla with groundnut chutney
31.08.2017	Ms. Samreen Sidique, Ms. Suraya Shiekh, Ms. Sumaya Khan, Ms. Kainaat Khan, Ms. Reshma Sharma, Ms. Sampada Shinde.	'Biological value proteins. Effect of malnutrition'. Prepared a recipe using Soya tikki
28.09.2017	Ms. Ditiksha Patil, Ms. Hitisha, Ms. Prajakta, Nimisha	'Immunity and common ailments in children'. Made Hando Dhokla
21.12.2017	Ms. Purva Vilas Bahadkar, Ms. Palvi Bhosale, Ms. Mrunal Chavan, Ms. Aayushi Gala, Ms. Priyanka Sharma	Nutritional information for 0-7 age group Ill effects about malnutrition. Made Doodhi Cutlet
30.01.2018	Ms. Sakina Mamka, Ms. Ruchi Jain, Ms. Rabab Chobawala, Ms. Shreya Belose, Ms. Manali Desai, Ms. Sharvari Bandwalkar	'Lactation awareness /PEM Intake of fiber and vitamins in the diet'. Made Kanchipuram Idli

01.02.2018	Ms. Sayali Ugale, Ms. Shayamli Sonawane, Ms. Jovita Serrao, Ms. Nayan Kore , Ms. Shazmeen Inamdar, Ms. Manali Vaidya	‘Malnutrition in pre schoolers, awareness about malnutrition’. Made Aaloo chat
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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	1.14462acres / 2098sq.mt			1.14462acres / 2098sq.mt
Class rooms	24 class rooms			
Laboratories	15 laboratories			
Seminar Halls	2			
No. of important equipment purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (₹ in Lakhs)				₹ 2592898
Others	Language lab			₹ 271956

4.2 Computerization of library

- Library has automated the acquisition of books using SLIM 21. The OPAC is online and issue return statistics are also automated. The books are bar coded for easy issue return.
- The library has 2 portals for OPAC and 5 portals for internet for students and 1 portal for teachers. 4 portals are available for library work.
- Free Wi-Fi and designated 'internet corner' to allow free access for students to use e-resources
- Access to SNDTWU University library database and Access to Inflibnet

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1275	439905	4	1151.10	1279	441056.10
Reference Books	10849	9165327.99	305	454875.96	11154	9620203.95
e-Books	**		**	-		
Journals	36	976256	-	-	36	976256
e-Journals	**	**				
Digital Database	**	**				

Cd & Video	155	50000	-	-	-	-
Others	-	-	-	-	-	-

** N-LIST INFLIBNET Consortium

** Access to databases subscribed through SNDT Women's University and affiliated colleges consortium

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	188	7	5 internet Connection, College with Wi-Fi connectivity in campus and Jio Wi-Fi connectivity in campus	8	7	17	141 (BCA 133 and 8 BSc) 13 (Law 7 Nursing 6)	Computers - 12, LCD Projector-11, Laptop-17, Printer-27 Scanner-2, 1 Smart Throw Projector 3 LCD Projector 3 Laptop Xerox Machine
Added	-	-	Increase Internet speed to 25 mpbs	-	-	-	-	-
Total	188	7	7	8	7	18	153	--

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

Training to teachers:

An advance training session for students was held on 10th and 11th Feb., 2017. Fifty students from SY BSc and TY BSC and were specially selected on basis of their academic performance and aptitude. They were given 3 hours of intense training on how to use the interactive board for presentations. Students prepared presentations and a competition was held on the second day of the workshop which was evaluated by Mr. Srinivas Rao from SAS India Ltd.

4.6 Amount spent on maintenance in lakhs :

i)	ICT	` 1435417
ii)	Campus Infrastructure and facilities	` 597300
iii)	Equipment	` 1244104
iv)	Others	-

	Total :	3276821
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Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation on student support services given at time of admission
- Orientation during PTA meeting
- Student representatives on IQAC communicate of the same to other students
- Due publicity given through college magazine, diary and website

5.2 Efforts made by the institution for tracking the progression

- Student satisfaction feedback is conducted/analysed by IQAC
- Meeting with student council members /PTA allows for feedback from stakeholders by the principal
- Suggestion box where students can offer their suggestions
- College mentoring committee interacts with students and discussions progression of student services
- Feedback by class teachers during Parent Teacher Association (PTA)
- Exit form feedback by final year students

5. (a) Total Number of students

3

UG	PG	Ph. D.	Other s
795	77	-	-

(b) No. of students outside the state

10

(c) No. of international students

-

Men

No	%
-	-

Women

No	%
-	100

Last Year 2016-2017								This Year 2017-2018						
	General	SC	ST	OBC	Physically Challenged	NT/ SBC	Total	General	SC	ST	OBC	Physically Challenged	NT/ SBC	Total
BSc	366	19	2	31	-	16	434	360	20	3	32	-	8	429
BCA	260	40	1	43	-	12	356	277	40	2	35	0	12	366

M.Sc	60	3	1	5	-	-	69	64	7	-	5	-	1	77
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Demand ratio

1:
1

 Dropout %

-1.49%

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

- i) Placement cell posts information on competitive exams on notice board
- ii) Library acquires material which will help those student who wish to appear for the exams

No. of students beneficiaries

235

5.5 No. of students qualified in these examinations – Not applicable

NET

 SET/SLET

 GATE

 CAT

IAS/IPS etc.

 State PSC

 UPSC

 Others

5. Details of student counselling and career guidance

6

- i) Student counsellor is available on campus every day of the week in separate designated space
- ii) Mentoring committee with 7 faculty members (for both B.Sc. and BCA students) has been formed to offer one-to-one counselling and guidance
- iii) Career guidance sessions are organised by the placement committee
- iv) Orientation session is conducted to explain career possibilities of each major wherein experts from the industry are invited to interact with students
- v) Placement cell organised sessions on aptitude testing, SWOT analysis and general career guidance

No. of students benefitted:

250

Placement Activities of the Year of Department of Computer applications:

Date	Details
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15.07.2017	A Guest Lecture on “Why you must do freelancing during your graduation?” was conducted by Mr. Navin Reddy for SYBCA students
01.08.2017-02.08.2017	A Guest lecture on ‘Cyber Security & Ethical Hacking’ was conducted for FY, SY and TYBCA students by Mr. Sachin Dedhia, Founder, Skynet Secure Solutions
11.09.2017	National level online Aptitude test was conducted for SY & TY BCA students by “Aspiring Minds”. The tests were conducted for Quantitative Analysis, Technical Skills and Communication Skills. Individual feedbacks & results were
13.09.2017	14 eligible TYBCA students attended the Deloitte Pool campus arranged in K.B Joshi College, Pune
17.11.2017	Under Swadisha, 1 st Level (Aptitude test) conducted for FYBCA students
27.11.2017	Under Swadisha, 1 st Level (Aptitude test) conducted for SYBCA and TYBCA students
29.11.2017	A Seminar on “Digital Marketing” conducted for SYBCA students by GFX Bandits.
30.11.2017	SYBCA and TYBCA students completed their ‘Competitive Exam Training’
01.12.2017	A Seminar on “Digital Marketing” conducted for SYBCA students by GFX Bandits.
11.12.2017	Under Swadisha, 2 nd Level (Group Counseling) conducted for FY, SY and TYBCA students in three different slots.
12.12.2017-16.12.2017	Under Swadisha, 3 rd Level (Personal Counseling) conducted for FY, SY and TYBCA students
25.01.2018	SEED IT IDOL -1 st round, an aptitude test conducted for FYBCA, SYBCA and TYBCA students by SEED Infotech.
20.02.2018-21.02.2018	22 eligible TYBCA students attended the Cap Gemini Pool campus arranged by St. John College of Engineering and Management, Palgha
24.02.2018	1 TYBCA student got selected by Pixmap Infoware Pvt. Ltd. as wordpress developer.
05.03.2018	WIPRO campus placement interviews for TYBCA students was organized. 3 students were selected.
20.03.2018	11 girls got selected for 2 nd round of SEED IT IDOL-an aptitude test conducted for FYBCA, SYBCA and TYBCA students by SEED Infotech.

BSc Placement Activities of the Year for B.Sc Section:

Date	Activities/ Particulars	Resource Person/organisation
08.07.2017	Mrs. Vinaya Vaishampayan and Mrs. Neetu Singhi attended a UGC sponsored one day multi-disciplinary National level seminar on ‘Enhancing	M.L. Dahanukar College of Commerce at Vile Parle.

	Employability through effective Communication and Life skills'	
31.07.2017 03.08.2017 05.08.2017	TYBSc students of all specialisations were given an aptitude test by counsellor Ms. Ekta Patil. This test measures basic skills such as visual, spatial, mathematical, psycho-motor of the students necessary for future studies and to be successful in their careers.	Ms. Ekta Patil, Counselor. Dr. B.M.N. College of Home Science
29.09.2017	Selected students attended a lecture on enhancing employability	Mr. Milind Rane DGM-HR, Hardcastle Petrofer Pvt. Ltd.
22.01.2018– 25.01.2018	Online Aptitude Exam for all TYBSc students	SwaDisha and UNDP
07.03.2018	Job orientation and future prospects	Mr. Zahn Patuck, Project Manager - Future CEOs Program
	Competencies and Abilities required to face an Interview	Ms. Vaishali Rajarshi, Facilitator / Freelance Trainer
	Grooming for an Interview	Ms. Jyuthika Chitre, In-charge, Department of Polytechnic
	Career in LIS (Library Science)	Dr. Sarika Sawant (Asst. Prof. SHPT School of Library Science)

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
1	51	3	1

5.8 Details of gender sensitization programmes

An ongoing gender sensitization program is organised throughout the academic year under the Jagar Janivancha Program. A series of sessions to create gender sensitization in a phased manner so as to include all students on campus. Topics included the following: Domestic abuse, Legal rights of women, strategies for empowerment of women, self-defence techniques etc

Activities organised for the year are as follows:

Date	Details
01.08.2017- 07.08.2017	Breast Feeding Week- Posters and charts were prepared by students.

	An informative talk on the importance of breastfeeding was organized for students
18.08.2017	A visit was organized to Matunga Railway station where the entire station is managed by women staff members.
27.09.2017	A session on Leadership and Team Building was conducted by Ms. Ekta Patil, Counselor, Dr. B.M.N. College of Home Science.
25.11.2017	One day Seminar was organized in collaboration with Rotary Club of Bombay East and North on 'Women's Safety and Empowerment'. The speaker for the seminar was Adv. Ujjwala Kadrekar

04.12.2017	On occasion of Aids Awareness Week, a lecture on "HIV/AIDS AWARENESS" was organized by Ms. Savita Kurade, Program Coordinator, Tata Institute of Social Service.
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01.02.2018- 06.02.2018	Self Defense Training program was organized by Mahesh Navale Dance and Karate Association, Mumbai for the students of TYFSN, TYFSN, TYRM and TYND and FYBSc
08.02.2018- 17.02.2018	For FYBCA, SYBCA and TYBCA students Self Defense Training Sessions conducted by Mahesh Navale Dance and Karate Association, Mumbai.

5.9 Students Activities

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

State/ University level National level International level

5.9. No. of students participated in cultural events

2

State/ University level National level International level

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

3

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 In rupees
Financial support from institution	81	` 895640
Financial support from government (sanctioned by Social Welfare office)	71	` 859580

Government	No of Students	Amt
Scholarship	9	Amount not yet received
Freeship	71	` 859580

5.1 Student organised / initiatives

1

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.1 No. of social initiatives undertaken by the students:

2

- Blood donation drive
- Tree plantation drive
- Community work at Ashadeep Association
- Community work at Rural Community Development Centre
- Community work at Shradanand Mahila Ashram
- THRED intergenerational interaction project
- Students organise and participate in awareness events on the following : Nutrition week, Breast Feeding week, World food day with AFSTI, Cancer Day, National Handloom Day, and Women's Day amongst others
- Skill training programs in low income slum areas of Chembur and Govandi

5.13 Major grievances of students (if any) redressed:

- i) Number of lockers has been increased

- ii) Lift which was not working has been repaired
- iii) Timing for issues of concession forms has been planned in shifts so that all students can get the forms in time
- iv) Appointment of liftman to manage lift services
- v) Purchase of Sanitary napkin vending machine

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: “The Empowerment of Women through Quality in Education”

Mission: “To impart quality education to women and enable them to become independent and competent, thereby benefiting our society and country at large”

6.2 Does the Institution have a Management Information System for purpose of office administration :

The college has introduced the following Modules of office automation system in order to make the administration work of the office staff more efficient.

Module 1: Admission (Implemented)

- Admission process through the module has been introduced for Home Science and BCA courses
- Saving of general register records
- Saves master data of students detail in the database which is extracted from the online admission portal of SNDT Women’s University.
- Students fee details (Full / Instalment) are maintained and the defaulters list is generated.
- The system also generates a detail report on total admission taken on a daily basis and the total fees collected for the same.
- The system also provides the details of number of Fee DD’s Deposited in the college bank account.
- Documents like Leaving Certificate, Transfer Certificate, Bonafide Certificate, fees structure etc. are easily generated as and when required.

Module 2: Inward and outward correspondence (in process of being implemented)

- This module will help in paper less practices
- All correspondence (Email/Postal/Circulars etc.) are maintained by the system for future and multiple reference.
- The system will deliver the document to the intended recipient via email thus promoting paperless communication.

- The Module also has a provision for the departments to store and retrieve files related to departments.

Module 3: PAYROLL (in process of being implemented)

- The concerned staff will be able to access details of one's salary slip, leave details etc. at the click of the button.
- The system will be linked to Biometric Machine.

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

6.3.1 Curriculum Development :

The following courses were revised as per the demands of potential employers, and feedback from students.

Sr. No.	Name of the Programme
1	Personality Development Program at SY B.Sc./ BCA level
2	Basic Computers
3	Foreign Languages (German)
4	Soft Skills Development program at TY B.Sc./BCA level
5	Life Skills program based on Gandhian Values (Sem. IV S.Y B.Sc.)
7	Catering Management

6.3. Teaching and Learning

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

- Faculty are using teaching methods such as blogs, online groups such as yahoo groups, social media for posting hyperlinks, and guiding students on use of online databases for project work
- Facilities are provided with facilities to assist student to make seminar presentations using audio-visual aids and power point presentations
- Each department also maintains a record of innovative seminars undertaken by students, as well as records of experience of students during their four week internship period with various industries and organizations.
- Each department regularly invites faculty from Industry /NGOs to interact with students. Experts from the Industry are invited to assess internship presentations at T.Y B.Sc.

- Alumnae are invited as resource persons to share their knowledge base and impart their expertise in the industry
- Visits are organized to Industries, various social organizations, exhibitions, museums and technical fairs.
- Advanced learners are encouraged to present papers at seminars and workshops, and also to participate in workshops & conferences as observers
- Students are encouraged to maintain notice board with display of paper clippings from National and International journals, newspapers and magazines
- Textile Science and Apparel Design students (TSAD) are encouraged to participate in fashion shows for the learning experience on how to work in a team, time management, and bring out their inherent creativity. Market and consumer surveys are undertaken by students of the TSAD Department
- Hospitality Management (RM) students are guided on how to put up a restaurant set-up wherein they put into practice what they have learnt about food services, restaurant set-up and required soft skills.
- Human Development Students in the Prangan Experimental Laboratory are given opportunities to conduct workshops and seminars for Parents. They are encouraged to make bulletin board displays. They are also given projects wherein they have to conduct events such as sports day, grandparents' day, year ending party, picnics etc., and organise festivals for children in the nursery.
- Food Science and Nutrition, and Nutrition and Dietetics students are encouraged to develop innovative food products and to market those using entrepreneurial skills.
- Teacher-to-student mentoring and one- to- one guidance by teachers especially for slow learners
- Students from non-English background are offered a paper in 'Lower Level English' so that they may receive extra attention from the teacher. Similarly non-science students are placed in a separate batch with the intention of giving them special attention
- Remedial classes are conducted for English, Physiology and Mathematics.
- Worksheets are used to improve language skills
- Weak students are given guidance on how to choose and present topics for their seminar-presentations.
- Additional activities to improve/build up confidence in language fluency include dramatization activities, workshop sessions on songs in English etc.
- Students who have failed are guided on how to improve performance
- Question banks are prepared

- Special care is taken during internship to place students in work places, wherein they will be able to cope with requirements
- Revision classes are held before the exams
- Research culture is promoted through collaborative ventures through PUKAR (Partners for Urban Knowledge & Action Research) such as the Youth Fellowship Program

6.3. Examination and Evaluation

3

- Overall evaluation methods are mentioned in the syllabus and the prospectus.
- Evaluation methods are communicated to students at the time of orientation at FY B.Sc. level, and also before each examination
- Group project evaluation criteria is displayed on the website and on the notice board.
- The syllabus copy in the case of many subjects specifies the evaluation requirements. Therefore each department communicates its evaluation pattern to the students as per the specialization. Students are given access to e-copies of the syllabus on request
- A standardized format has been made for the evaluation of seminar presentations
- Individual teacher makes it a point to communicate to students the process by which they are being evaluated for projects, seminars, presentations etc
- Evaluation methods are communicated to parents during the PTA orientation at the beginning of the year
- The Principal discusses and circulates the Examination related circulars related to evaluation processes, among staff members and displays them on the notice board.
- Examination committee organized sessions to orient staff on how to prepare question banks and coordinated with the departments in order to formulate the same
- Examination committee plans exams according to the academic calendar well in advance for the entire campus.
- The dates are announced in the college diary, notice boards as well as online forums.
- Internal marks are entered directly on soft copy of excel mark sheets by teachers
- Software for results has been developed by in-house faculty of BCA section
- University Exam question papers are received by on-line system

6.3.4 Research and Development

Research committee:

- Focused on increasing number of minor research proposals submitted to the UGC as a result of which 3 minor research proposals have been accepted by the UGC

- Introduced peer review system for college journal IDEAS
- Monitored presentation of papers and posters by students at international/ national and state level conferences
- Introduced competition on basic research concepts for undergraduate students
- Monitored conduct of unique certificate program in ‘Research as Pedagogy Advocacy and Transformation’. The objective of the program is to promote creative thinking and to develop in students basic research skills. Students learn how to create a research design, choose appropriate research methods, create instruments, and complete data collection, analysis and write a research report.
- M.Sc. program in Clinical Nutrition & Dietetics initiated a Mentoring Programme (Incubation cell) for cultivating a research culture and also imbibing an entrepreneurial spirit in students, and also mentor them in establishing their own start-ups

6.3.5 Activities organized by the Library are as follows:

- Display of books according to important days and events and as per the academic needs
- Display of articles from newspapers and magazines pertaining to general awareness, soft skills, subjects taught, gender sensitization, etc.
- Scholar cards were given to 63 students comprising of first five rank holders at FY& SY examinations.
- Database access provided through SNDT Women’s University Library to all FY, SY and TY students and MSc Students and teaching staff.

Maintenance:

College has an annual maintenance grant for its infrastructure, lift, computer labs and Apparel Designing labs.

6.3.6 Human Resource Management

Activities of Non-Teaching Staff

Date	Details
28.06.2017	Mrs. Anita Fernando attended a Workshop on ‘Goods & Service Tax’ at Amulakh Amichand School.
29.06.2017	A meeting-cum-workshop was organized on ‘Software of Paperless Office’ by Mr. Biju

15.07.2017	Mrs. Divya Kamath, Shri Pravin Chalke and Mrs. Laxmi Gupta attended a one day state level seminar on 'Effective Mechanism for quality assessment, auditing & accounting' organized by the "IQAC" cell & administrative staff of Nanavati college, Vile Parle
09.02.2018	Mr Sunil Pujari attended a one day seminar on "Developing skills for managing library " held at V G Vaze College of Arts, Science & Commerce, Mulund [East], Mumbai
15.02.2018	Mrs. Divya Kamath, Mrs. Chitravathi D'Souza and Mr. P.V. Nelson attended a workshop at Shri M.D. Shah Mahila College of Arts & Commerce, on 'Unlocking Happiness Genes'.
06.03.2018- 07.03.2018	Mrs. Divya Kamath, Mrs. Loka Iyer, Mrs. Khurshid Shaikh, Mrs. Chitravathi D'Souza, Mrs. Laxmi Gupta and Mrs. Urvi Mehta attended two day state level seminar on 'Living with Dignity: Pathways towards Women's Empowerment'.
22.03.2018	Mrs. Khurshid Shaikh, Mrs. Laxmi Gupta, Mrs. Nital Moghe, Mrs. Anita Fernando and Mrs. Urvi Mehta attended Tally Training Program.
23.03.2018	Mrs. Shahida Hussein and Mr. Sanjay Lolam attended a workshop on 'Enhancing Productivity & Efficiency at workplace' at NES Ratnam College of Arts & Commerce Bhandup.
23.03.2018	Mr. Pravin Chalke, attended one day seminar on 'Supervisory Skills Development' at National Centre for Quality Management, Vikhroli.

6.3. Faculty and Staff recruitment : NIL

7

6.3.8 Industry Interaction / Collaboration projects—conducted by M.Sc

Department of Clinical Nutrition and Dietetics

Year	Collaborative Project	Aim
2017-2018	Pepsico India Ltd	Awareness of fruits & vegetables in daily diet of school children
		Nutritional Awareness on Iron Deficiency Anemia among School Going children in Mumbai in association with FSSAI
	Amulakh Amichand School	Nutritional Consultancy: Enhancing wellness through anthropometric measurements and counselling (Dietary recall) and Demonstrations

		(Modified Food Products).-A step to prevent future lifestyle diseases in school going children' in 2017-2018
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6.3.9 Admission of Students

Institute follows online admission procedure as outlined by the SNDT Women's University and the Maharashtra Knowledge Commission Limited (MKCL)

6.4 Welfare schemes for

Teaching	1
Non-teaching	1
Students	1

STUDENT WELFARE SCHEME

SMES has instituted the “**Smt. Mangalaben Jaswantlal Shah Scholarship Fund**” with the mission of extending qualitative educational facilities to needy students from weaker sections of the society. The Students' Welfare Committee has been instituted to oversee student welfare projects, and shortlist deserving candidates. We particularly extend facilities to those students who require financial assistance because of dire economic problems.

STAFF WELFARE SCHEME

The **Smt. Kamlaben Gambhirschand Shah Staff Welfare Fund** has been instituted by SMES to meet, either in part or in full, financial needs of Teaching and Non-Teaching Staff members, under defined heads as mentioned below:

- Financial help to the employees for going abroad for self-development to present a paper in technical conferences / workshops / seminars etc.
- To encourage the staff of to take up the research projects.
- Financial help for medical treatment.
- Any other reason which the staff welfare fund committee feels appropriate.
- To help in staff training throughout the year.
- Providing uniforms for non-teaching staff
- Concession of fees for the children's of non-teaching staff for admission in Prangan Nursery school / SMES conducted programmes.
- Loan facility for staff for their children's education.

6. Total corpus fund generated

5

₹ 748000

6. Whether annual financial audit has been done

Yes

☒

No

6

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

Audit Type	External		Internal	
	Yes	Agency	Yes	Authority
Academic	In Process	Experts from field of education	Yes	IQAC
Administrative	In Process	Experts from field of education	Yes	IQAC

6.8 Do the University/ Autonomous Colleges declares results within 30 days?

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☒

No

☐

Initiatives implemented by the college

- Students are guided on the online registration process wherein the Maharashtra Knowledge Commission Limited (MKCL) allots every student a unique number upon admission.
- Every subject is allotted a unique examination code. Faculty has played an active role in streamlining this process for the SNDTWU.
- Faculty have been appointed as CAP coordinators of the University exams and are therefore well versed with the system.
- The examination cell has been set up on the 4th floor which is secured and under CCTV surveillance. The examination committee has designated members of the non-teaching staff for the smooth conduct of the examinations.
- Examination papers are delivered online. The college has the required infrastructure and facilities to download the question paper and to make arrangements for required copies immediately.
- College level exams for B.Sc. and BCA sections are conducted simultaneously to ensure smooth implementation of the academic calendar.
- All rules and regulations are displayed on the notice board for students. Issues of unfair practices and subsequent punishment are discussed during PTA meetings.
- The schedule of the internal and final semester exams is displayed in advance on the staff boards at the start of the academic year. Schedules for the exams are also mentioned in the college diary and the college calendar which is uploaded on the

college website.

- Faculty enter the internal marks online for the university papers. They also enter the marks onto excel sheets for college level exams. This has helped to reduce the average time taken by the administrative section for declaration of results, and reduce margin of error in calculations.

6.1 What efforts are made by the University to promote autonomy in the 0 affiliated/constituent colleges?

- The institution is in the process of exploring aspects of autonomy and has conducted workshops on autonomy.
- The Management are also in discussion and approved of applying for the same.

6.1 Activities and support from the Alumna Association

1

- i) Alumnae are invited as resource persons to address students
- ii) Alumnae achievers are felicitated on occasion of the college Annual Day for their achievements

In keeping with the best practices of our institution, the following alumnae were felicitated on the occasion of Annual Day on 30th Jan. 2018 as Achievers in their respective fields.

Name	Batch	Designation	Department
Ms. Vinisha Singh Sawant	1999	Softs Skills facilitator	Human Development
Ms. Hetal Garach Chheda	2003	Founder of YOUR HEALTH-Signature Nutrition Clinic	Food Science & Nutrition
Ms. Pradnya Ambre	1999	Assistant Professor, Dr. BMN College of Home Science	Textile Science & Apparel Design
Ms. Prajakta Parkar	2013	Senior Test Engineer (Wipro Technologies, Pune)	Department of Computer Applications
Shikha Bhatia	2014	Dietician	MSc. in Clinical Nutrition & Dietetics
Ms. Priya Shah	1993	Lecturer, Dr. BMN College of Home Science	Resource Management

6.1 Activities and support from the Parent – Teacher Association

2

PTA meetings are held twice in a year. The first PTA meeting was held on 1st July 2018 in the first semester as soon as the term starts. Parents are oriented to the college, its mission, its facilities, student support services etc. Executive committee is also formed. The second meeting was held on 17th March 2018 in second semester wherein a workshop is conducted on topic of parents' choice such as parenting, handling of adolescents etc. has been organised.

6.13 Development programmes for support staff

Programs Conducted For Non-Teaching Staff

Date	Details
28.06.2017	Mrs. Anita Fernando attended a Workshop on 'Goods & Service Tax' at Amulakh Amichand School.
29.06.2017	A meeting-cum-workshop was organized on 'Software of Paperless Office' by Mr. Biju
15.07.2017	Mrs. Divya Kamath, Shri Pravin Chalke and Mrs. Laxmi Gupta attended a one day state level seminar on 'Effective Mechanism for quality assessment, auditing & accounting' organized by the "IQAC" cell & administrative staff of Nanavati college, Vile Parle
09.02.2018	Mr Sunil Pujari attended a one day seminar on "Developing skills for managing library " held at V G Vaze College of Arts, Science & Commerce, Mulund [East], Mumbai
15.02.2018	Mrs. Divya Kamath, Mrs. Chitravathi D'Souza and Mr. P.V. Nelson attended a workshop at Shri M.D. Shah Mahila College of Arts & Commerce, on 'Unlocking Happiness Genes'.
06.03.2018- 07.03.2018	Mrs. Divya Kamath, Mrs. Loka Iyer, Mrs. Khurshid Shaikh, Mrs. Chitravathi D'Souza, Mrs. Laxmi Gupta and Mrs. Urvi Mehta attended two day state level seminar on 'Living with Dignity: Pathways towards Women's Empowerment'.
22.03.2018	Mrs. Khurshid Shaikh, Mrs. Laxmi Gupta, Mrs. Nital Moghe, Mrs. Anita Fernando and Mrs. Urvi Mehta attended Tally Training Program.
23.03.2018	Mrs. Shahida Hussein and Mr. Sanjay Lolam attended a workshop on 'Enhancing Productivity & Efficiency at workplace' at NES Ratnam College of Arts & Commerce Bhandup.
23.03.2018	Mr. Pravin Chalke, attended one day seminar on 'Supervisory Skills Development' at National Centre for Quality Management, Vikhroli.

6.1 Initiatives taken by the Environment Sensitization Committee to make the campus eco-friendly –

Date	Details
15.06.2017	To mark the World Environment Day (5 th June), Newspaper clippings on Environmental Issues were displayed on notice boards
11.07.2017	Talk by Mrs. Shamal Matange from Urjaa Foundation on Reuse-Reduce-Recycle-Refuse as a philosophy for the future for students of FY.B.Sc
31.07.2017, 03.08.2017& 10.08.2017	Lecture series on Bio-diversity by Dr. Meenal Mokashi, In-Charge Smt. HMN Junior College of Home Science
08.08.2017	Lecture on “Developing Home Gardens” by Ms. Yashvi More, faculty from Department of Interior Designing for students of second year BCA and B.Sc.
09.08.2017	Workshop on dry and wet garbage segregation by Global Green Foundation for non-teaching staff
August and Sept. 2017	Awareness campaigns on Hygiene and Sanitation. Save Electricity by students of Green brigade
28.07.2017& 03.08.2017	FY B.Sc. students from batch 5 & 6 conducted a survey on ‘Cleanliness and green habit practices at BMN College. The purpose was to study the lacuna in these areas and to work on improving the same.
26.09.2017	Skit presented by FYJC for FYB.Sc on ‘Health and Hygiene’.
25.09.2017	Talk by Mrs Darshana, Asst Prof Smt MMP Shah Women’s College of Arts & Commerce for FYBSc on ‘Population and Environment’
29.09.2017	Organized a Plastic collection drive for all students and staff of BMN and sent the same for recycling ECO- ROX
27.11.2017	Inauguration of the sanitary napkin vending machine sponsored by Inner wheel, Mumbai and Rotary Club of Mumbai Uptown in the 5 th floor washroom
15.12.2017	10 Students of BCA visited the 5th Mega- Exhibition of Minerals, Fossils, Antiquities & More conducted by the Centre for Extra Mural Studies, University of Mumbai & INStucen, Kalina campus
23.01.2018	Ms. Uma Iyer (Permaculturist & Alumni) conducted a lecture on Sustainable Living & Permaculture for SYND students
16.01.2018	Guest Lecture on ‘Waste Management and Waste Segregation’ by Mrs. Joshi, ECO-ROX for class IV employees.
27.01.2018	Group activities carried out by FY & Sy Jr College students in class for Swach Bharat

01.02.2018	Dr Meenal Mokashi attended the Principals conclave on teaching sustainable development goals and climate change education for safer planet at Kirti M Dongursee College, Dadar
02.02.2018	BSc & BCA students attended the 10 th year Anniversary on “In Conversation with Globalization” at St. Xavier’s College , Mumbai
02.02.2018- 04.02.2018	Prof. Mala Pandurang coordinated the Plenary session of Climate change & energy Options & 2 nd regional network meeting of Asian alumni of the International Climate Fellowship Programme, Aurangabad
03.02.2018	Lecture on ‘The Study and Scope of GIS – Geographical Information System’ by Ms. Francina Thapa (Alumina) for FYBCA students

09.02.2018-1 2.02.2018	30 BCA students and 50 B.Sc Students visited the Kala Ghoda Festival to observe the installations
26.02.2018	Ms Adithi Muralidhar of Homi Bhabha Insitute of Science, Mumbai conducted a session on “ Environmental Friendly Lifestyles” for FYBCA students
26.02.2018	Post Card Designing Competition was held on the theme “ Waste segregation – Dos & Don’ts” for the students on the campus. Winners are Ms Sneha Jatoliya (FYBCA I) won 1 st Prize, Ms. Anjuman (FYBA) won 2 nd Prize, Ms. Yelina Miranda (FYBA) won 3 rd Prize, Ms. Bhavin Sangare (FYBCA I) and Ms. Nafisa Kapasi (FYBCA I) won Consolation Prize.
03.03.2018	Dr D.B.Naik , BARC conducted a lecture on “ Reusing Thermocol” for BCA students
17.03.2018	Under ‘Paging A Smile’ activity, a workshop was conducted by Mrs.Vidya Subramanian on ‘Recycling paper to books’ for FYBCA students
25.03.2018- 28.03.2018	Organized an ‘E-waste Collection Drive’ in collaboration with Stree Mukhti Sanghatana. FYBCA students collected a total 66.72 kgs of E-waste and donated the same to Stree Mukhti Sanghatana

Criterion – VII

7. Innovations and Best Practices

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

- Inter-department audit to improve teaching-learning-evaluation
- Green Audit to promote environmental sensitization
- Faculty Development Committee for upgrading professional development
- Inter-collegiate Undergraduate Research Competition to enhance undergraduate research culture

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

The plan of action chalked out by the IQAC at beginning of the academic year towards quality enhancement and the outcome achieved by the end of the year

Sl. No.	Plan of Action	Outcome
1.	To focus on peer team visit following submission of RAR for the 3 rd cycle of reaccréditation	RAR was submitted to NAAC on 27 th February, 2017 and the college prepared for the peer team visit on 6 th and 7 th October, 2017
2.	To conduct sessions to familiarise faculty with the concept of autonomy	IQAC conducted sessions to orient staff on the concept of autonomy and the need to apply for the same
3.	To conduct training programs in use of SMART classroom technology	Assistance was given on a one-to-one basis to familiarize teachers with the use of Smart technology
4.	To encourage qualitative research by faculty and to promote qualitative publications	<ul style="list-style-type: none">• Postgraduate students from M.Sc. CND are guided on presenting papers at international, national and state level and also publishing the same• Total no. of papers published: 31 papers in Journals with ISSN and ISBN numbers• Staff were encouraged to present academic papers at International, National and State level seminars and conferences. Total no.: 36 (17 Teachers)• Management encourages staff to present papers by sponsoring registration fees

5.	To work on MIS system and focus on paperless administrative practices	<p>Module 1: Admission (Implemented)</p> <ul style="list-style-type: none"> ● Admission process through the module has been introduced for Home Science and BCA courses ● Saving of general register records ● Saves master data of students detail in the database which is extracted from the online admission portal of SNDT Women's University. ● Students fee details (Full / Instalment) are maintained and the defaulters list is generated. ● The system also generates a detail report on total admission taken on a daily basis and the total fees collected for the same. ● The system also provides the details of number of Fee DD's Deposited in the college bank account. ● Documents like Leaving Certificate, Transfer Certificate, Bonafide Certificate, fees structure etc. are easily generated as and when required. <p>Module 2: Inward and outward correspondence (in process of being implemented)</p> <ul style="list-style-type: none"> ● This module will help in paper less practices ● All correspondence (Email/Postal/ Circulars etc.) are maintained by the system for future and multiple reference. ● The system will deliver the document to the intended recipient via email thus promoting paperless communication. ● The Module also has a provision for the departments to store and retrieve files related to departments.
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		Module 3: PAYROLL (in process of being implemented) <ul style="list-style-type: none"> The concerned staff will be able to access details of one's salary slip, leave details etc. at the click of the button. The system will be linked to Biometric Machine.
6.	To implement CPE scheme as per proposal submitted to UGC	Sanctioned ` 1.5 crore under CPE but yet to receive the amount
7.	To undertake consultancy projects	<ul style="list-style-type: none"> Consultancy project with SASMIRA Institute of Textiles and Management and Khadi and Village Industries Commission (KVIC) for a project titled, "Ergonomic Evaluation of Ten - Spindle Charkha" developed by Udyog Bharati, Gondal Surat District Nutritional counseling to create awareness among parents & children about lifestyle disorders, Amulakh Amichand School

7. Give two Best Practices of the institution

3

1. Title of the Practice: Enhancing employability quotient of students through academic-industry linkages

Goal:

Our institutional mission is the empowerment of our women students. Economic independence through employment is an integral step towards financial and emotional empowerment. The aim of our college is to develop employability skills of our students by networking with the Industry at various levels. We have therefore worked upon establishing linkages with the intention of enhancing critical and innovative thinking of our students, subject related technical skills and the requisite soft skills required for the global market place. This practice is sustained by coordinating and interacting with industry experts in order to assist students to get a better understanding of a professional work environment, work ethics and corporate etiquette. Students are exposed to latest trends through discussions with industry experts and also hands on experience through internship, field and industrial visits. They therefore gain specialization- related knowledge that goes beyond conventional classroom teaching.

The Context:

Our first challenge in implementing the practice was to establish a rapport and build up the trust of relevant Industries/potential employers despite the fact that we are

exclusively women's institution, primarily offering undergraduate courses. The B.Sc. program has an internship component in the 6th semester, and one faculty member of each department was delegated as a liaison to establish a rapport with places of internship. In this manner we have been successful in developing positive interactions with companies such as Marico, Britannia Foods, Enviro Care Pvt. Ltd, Four Points Sheraton, Shoppers Stop, Thomas Cook and Grasim Industries. The BCA placement cell was also assigned the task of reaching out to companies like Wipro, Tech-Mahindra, Capgemini, Infosys, and Cognizant for campus placements. Another challenging issue is that a large number of our students come from conservative socio-cultural backgrounds with very little exposure to the expectations of the global workplace. We therefore have had to develop institutional mechanisms wherein we can effectively motivate and mentor women students for the world beyond the college, in terms of employability. This included strengthening the soft skills value added course in the 5th and 6th Semester which has been made compulsory for all students.

The Practice

Our practice and its implementation had a three pronged approach. First we have involved experts from the industry in adding value to the curriculum taught. Secondly we invite experts on an ongoing basis to interact with the institution and students at various levels. We also involve experts from the industry in assessment practices, thereby inviting their feedback on students' performance. Thirdly, we have initiated and sustained a number of collaborative ventures with the industry.

The following practices have been established, and sustained:

From 2011 onwards, each department was asked to plan their academic calendar so as to invite subject experts from the industry for guest lectures as this would give them an added perspective of the requirements of the industry. For example BCA department has initiated a move to invite experts from industry to conduct 5% of their syllabus.

From 2013 onwards, it was decided that each department would invite at least 2 experts from the industry as members of the panel/ jury constituted for evaluating internship reports in the 6th Semester. They offer invaluable feedback to students on the expectations of the market place.

From 2014, it was decided that each major would invite experts from industry to speak on career possibilities in the respective specialization as part of the B.Sc. orientation for major selection at the end of the second semester, and various job opportunities available after BCA course.

Members of the industry have also been invited as external experts of the LMC committees. For example Mr. Milind Rane, Deputy General Manager HR at Hardcastle Petrofer Pvt.Ltd, is a member of the LMC of BCA and Dr. Prabodh Halde, Head (International Regulatory Affairs) Marico Industries is the subject expert for the LMC of M.Sc. CND. Two alumnae (Ms. Trupti Kini, Research Analyst, IIT-Powai and Ms. Kanchan Gupta, Senior Software Developer, Morgan Stanley) are part of the LMC for BCA.

Eminent members of industry have been invited as Chief guest for events such as the inauguration function of the intercollegiate technical festival Tekzone, and National level seminars for e.g. Ms. Sunita Bhaskaran (Head – Oracle Practice, ATOS India), Mr. Sankar Ghosh (MD at Solution Architecture, Accenture), Mr. Nanasaheb Shendkar (Environmentalist and Chairman at Aartist group of companies)

From 2014, at least one expert per specialization from industry is invited to be part of mock interviews which are conducted at TY Level, as part of the soft skills course.

In 2015, we signed a MoU for Aptitude Training in collaboration with SEED Infotech in order to improve students' logical reasoning, quantitative math, Stress and time management. In 2015, we also signed a MOU with Carepox Ltd for starting a certificate course in Entrepreneurial skills for 25 SY and TY RM students.

The M.Sc. CND department was given the responsibility of exploring linkages with the food industry and has successfully established linkages with companies such as with Marico, PepsiCo, Chini Kum, Pawaak and Easy to eat Foods which has led to collaborative projects.

Evidence of Success

As a result of our concerted efforts, the number of companies with which we now have associations have increased, and likewise the number of campus placements for courses like BCA has also increased by ---- percent. Importantly, we have been able to sign 6 MOUs for collaborative projects involving our M.Sc. students with companies like Marico and PepsiCo. The industry has taken interest in starting an 'Incubation project' for mentoring students who have innovative ideas for research projects and start up. We have been able to sign an MOU with Carepox Ltd. for an entrepreneurial skill development course, as well as with SEED Infotech for aptitude and soft skill training. SAS India Ltd has shown interest in our institution and has awarded our parent body a CSR for 30 lakhs to enhance our ICT infrastructure. Important intangible results is a marked improvement in the communication skills and confidence levels of our students.

Problems Encountered and Resources Required:

We have had to face initial challenge of low motivation levels and lack of professional attitude amongst students who are sent to the industry, as they do not have the required socio-cultural impetus. We also had to work on improving English language skills which is a requirement of today's global sector. Often the rigid schedules of the Industry made it difficult for professionals from the Industry to give a commitment in terms of their time and effort

2. Title of the Practice: Inculcating a sense of social responsibility in students

Goal : Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words.

The Home Science program has ample possibilities for social outreach programs. Keeping this window of opportunity in mind, our institution decided to focus on inculcating the values of social responsibility in our students through a systemically designed plan of action. Our main objective is not only to create social consciousness among students, but also to guide them on how to take a more proactive role in society, and thereby transfer their learning from the classroom to the

community. It was decided that we would implement our objectives through specially designed curriculum based activities, as well as specific extension activities that go beyond the curriculum. We took up the thrust area of gender based issues and issues related to underprivileged women and children.

The Context:

In 2012, the IQAC reviewed the extension activities undertaken by the institution at various levels. While there were ongoing activities conducted at different levels, the committee decided to systematize the processes so as to make extension activities more goal- oriented. A decision was taken to apply to the UGC for a grant to start a Gandhian Centre in the college. We received a UGC grant in 2013 and this gave us an institutional mechanism wherein we could plan activities to impart good citizenship through value education programs. Our Principal also instituted a 'value education endowment lecture series' in the name of her late father. A major impetus to our initiative was the 'Jagar Janivancha Abhiyan' program to promote gender sensitization which the government of Maharashtra introduced in 2012. A college level committee was formed to implement gender sensitization events for all students on campus. At the same time, each specialization was asked to focus on at least one activity in order to engage students in activism. The main challenge was to ensure participation of as many students as possible and to also sustain community-neighborhood -networking. The total beneficiaries per year on an average were 300 students.

The Practice

In order to implement the institutional goal of creating socially responsible citizens who will consciously contribute to the society, the college took the following steps:

Activities related to gender sensitization were allotted to a committee specially constituted for the same, named as Jagar Janivancha Abhiyan. The committee worked with the Adipaath Foundation to conduct sessions on personality development, legal rights of women, self-defense workshops and workshops against domestic abuse. A calendar of events was planned and implemented in advance with the target audience of all students on campus.

The Seminar workshop committee was asked to take up the responsibility of conducting the value education lecture series. It was decided that there would be at least one lecture each semester for FY and SY students.

The Gandhian Studies Center took up the theme of promotion of pluralism on campus and stressed upon the need to respect diversity and practices of social inclusion through a range of activities.

It was decided that the focus on health aspects would be undertaken by the NSS unit.

Each department was asked to focus an area related to their specialization. For instance, the Department of Food Science and Nutrition built up a rapport with the Chota Sion Hospital wherein students conduct nutrition awareness programs for mothers of young children, and the students of Textile Science and Apparel Design have conducted training programs in embroidery for underprivileged girls at the Ashadeep Association. 90 students under the mentorship of 10 teachers worked on a project to bridge the gap between generations as conceptualized by the NGO THRED

(Trust for Human Resource Enrichment & Development) . Students of the Human Development have been organizing an integrated Program of the Prangan Experimental Nursery school and socially disadvantaged children of Shraddhanand Mahila Ashram. Another successful venture is the annual ‘Balmela’ in February. This is a unique theme based fair for fostering creativity in children. Apart from schools in the area, welfare organizations are also invited to send children to participate in the event. In this manner, students are directed towards transferring skills they have imbibed from the college to the community. In time, they develop a sense of bonding with the community. They improve upon their communication skills, time management skills, problem solving skills, team work and leadership qualities, organization skills and analytical skills. The focus on community oriented activities has contributed towards the holistic development of students.

Evidence of Success

The success of our performance can be gauged from the number of community linkages which we have established and sustained. We have had ongoing activities for the last four years with Chota Sion Hospital, Stree Mukti Sanghatana, Ashadeep Association and Shraddanand Mahila Ashram among others. We have received recognition for the extent of our gender outreach programs at State and District levels. The college received the 2nd prize at District Level and 1st prize at University Level for the academic year 2012-2013. and 2nd Prize at State Level, 1st prize at District Level and 1st Prize at University Level for 2013-2014 from the Government of Maharashtra. We consider it a mark of the success of our best practice that we are continuing with the program despite the government discontinuing the scheme. Another marker is the MOUs signed with Stree Mukti Sanghatana and the sustained relationship with social service organizations such as Lions club and , Rotary Clubs who have expressed a keen interest in engaging our students in their activities.

Problems Encountered and Resources Required

The main challenge that we faced was to draw up a structured plan wherein all students on campus could be beneficiaries of this project in some way or the other. It was also a challenge to motivate faculty members to spare time for organizing such activities in addition to their existing workload. As we follow a hectic semester system, we had to find out as to how to cope with the time constraints and also to work out a chain of continuity. Students also had to be motivated to volunteer given the pressure of the curriculum. We worked towards getting financial support for the various activities and managed to do so mainly through human resources which we got from collaborating agencies.

7.4 Contribution to environmental awareness / protection

Environment Sensitization:

Activities:

Date	Activites
15.06.2017	To mark the World Environment Day (5 th June), Newspaper clippings on Environmental Issues were displayed on notice boards

11.07.2017	Talk by Mrs. Shamal Matange from Urjaa Foundation on Reuse-Reduce-Recycle-Refuse as a philosophy for the future for students of FY.B.Sc
31.07.2017, 03.08.2017 & 10.08.2017	Lecture series on Bio-diversity by Dr. Meenal Mokashi, In-Charge Smt. HMN Junior College of Home Science
08.08.2017	Lecture on “Developing Home Gardens” by Ms. Yashvi More, faculty from Department of Interior Designing for students of second year BCA and B.Sc.
09.08.2017	Workshop on dry and wet garbage segregation by Global Green Foundation for non-teaching staff
August and Sept. 2017	Awareness campaigns on Hygiene and Sanitation. Save Electricity by students of Green brigade
28.07.2017 & 03.08.2017	FY B.Sc. students from batch 5 & 6 conducted a survey on ‘Cleanliness and green habit practices at BMN College. The purpose was to study the lacuna in these areas and to work on improving the same.
26.09.2017	Skit presented by FYJC for FYB.Sc on ‘Health and Hygiene’.
25.09.2017	Talk by Mrs Darshana, Asst Prof Smt MMP Shah Women’s College of Arts & Commerce for FYBSc on ‘Population and Environment’
29.09.2017	Organized a Plastic collection drive for all students and staff of BMN and sent the same for recycling ECO- ROX
27.11.2017	Inauguration of the sanitary napkin vending machine sponsored by Inner wheel, Mumbai and Rotary Club of Mumbai Uptown in the 5 th floor washroom
15.12.2017	10 Students of BCA visited the 5th Mega- Exhibition of Minerals, Fossils, Antiquities & More conducted by the Centre for Extra Mural Studies, University of Mumbai & INStucen, Kalina campus
23.01.2018	Ms. Uma Iyer (Permaculturist & Alumni) conducted a lecture on Sustainable Living & Permaculture for SYND students
16.01.2018	Guest Lecture on ‘Waste Management and Waste Segregation’ by Mrs. Joshi, ECO-ROX for class IV employees.
27.01.2018	Group activities carried out by FY & Sy Jr College students in class for Swach Bharat
01.02.2018	Dr Meenal Mokashi attended the Principals conclave on teaching sustainable development goals and climate change education for safer planet at Kirti M Dongursee College, Dadar
02.02.2018	BSc & BCA students attended the 10 th year Anniversary on “In Conversation with Globalization” at St. Xavier’s College , Mumbai
02.02.2018- 04.02.2018	Prof. Mala Pandurang coordinated the Plenary session of Climate change & energy Options & 2 nd regional network meeting of Asian alumni of the International Climate Fellowship Programme, Aurangabad
03.02.2018	Lecture on ‘The Study and Scope of GIS – Geographical Information System’ by Ms. Francina Thapa (Alumina) for FYBCA students

09.02.2018- 12.02.2018	30 BCA students and 50 B.Sc Students visited the Kala Ghoda Festival to observe the installations
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26.02.2018	Ms Adithi Muralidhar of Homi Bhabha Institute of Science, Mumbai conducted a session on “ Environmental Friendly Lifestyles” for FYBCA students
26.02.2018	Post Card Designing Competition was held on the theme “ Waste segregation – Dos & Don’ts” for the students on the campus. Winners are Ms Sneha Jatoliya (FYBCA I) won 1 st Prize, Ms. Anjuman (FYBA) won 2 nd Prize, Ms. Yelina Miranda (FYBA) won 3 rd Prize, Ms. Bhavin Sangare (FYBCA I) and Ms. Nafisa Kapasi (FYBCA I) won Consolation Prize.
03.03.2018	Dr D.B.Naik , BARC conducted a lecture on “ Reusing Thermocol” for BCA students
17.03.2018	Under ‘Paging A Smile’ activity, a workshop was conducted by Mrs.Vidya Subramanian on ‘Recycling paper to books’ for FYBCA students
25.03.2018- 28.03.2018	Organized an ‘E-waste Collection Drive’ in collaboration with Stree Mukhti Sanghatana. FYBCA students collected a total 66.72 kgs of E-waste and donated the same to Stree Mukhti Sanghatana

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

8. Plans of institution for year 2017-2018

- Enhance use of ICT in teaching-learning-evaluation
- Organise workshops stressing on quality parameters
- Implement plan under CPE
- Setting up a Language Lab
- Focus on Skill Development Programs
- Focus on additional training programs on use of SMART classrooms
- Organise National level conference

Name

Prof. Mala Pandurang

Signature of the Coordinator, IQAC

Name

Dr. Shilpa P. Charankar

Signature of the Chairperson, IQAC

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