

**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 3.64/4
UGC Status: College with Potential for Excellence
Best College (2016-2017) adjudged by S.N.D.T. Women's University**

2016-2017



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 of 3.64/4 after the reaccreditation process of N.A.A.C in 2011. In May 1 2016, we were awarded the UGC status of College with Potential for Excellence. We received the best college award from SNTD Women's University in July 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 four meetings every semester. 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. Esha Gupta (Student Rept. TY B.Sc)
- Ms. Khadija Mokal (Student Rept. SY B.Sc)
- Ms. Subaja Subramanian (Student Rept. TY BCA)
- Ms. Aishwarya Telungi (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 2016-2017 were identified by the IQAC as follows and duly worked upon:

- To focus on submitting of RAR for the 3rd cycle of reaccreditation
- 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 work on MIS system and focus on paperless administrative practices
- To implement CPE scheme as per proposal submitted to UGC
- To undertake consultancy projects

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/56/RAR/10

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"/>		

1.11 Type of Faculty/Programme

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)								

1.12 Name of the Affiliating University

(for the Colleges)

SNDT Women's University (Mumbai)

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

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"/>
UGC-COP Programmes	<input checked="" type="checkbox"/>		

- Seminar on “Gandhiji and Good Citizenship” organised by the Gandhian Studies centre on 3rd February, 2017.

2.14

2.15 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 ₹ 20 lakhs in 2015-2016 order to convert existing classrooms to 4 advance and 1 basic SMART classroom and this was implemented during the year. An additional amount was received on 8th March 2017 of ₹ 31 lakhs taking the total grant amount to ₹ 51 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 2016-2017.
- 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
- IQAC coordinated with the Environment Sensitization Committee to implemented suggestions given during the Green Audit of the campus by Step Techno Solutions for Environmental Protection in 2015-2016

- 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	<p>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: Mr. Shahajahan Khan (HOD, BCA) and Mr. Nitin Pawar (Asst. Professor, BCA) conducted a session on how to use the interactive boards (SMART board) on 7th February, 2017 and also an advance training session for students was held on 10th and 11th Feb., 2017</p> <p>IQAC coordinated with parent body 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.</p> <p>SAS Institute [India] Pvt. Ltd. has donated ₹ 20 lakhs in order to convert existing classrooms to 4 advance and 1 basic smart classrooms. This will enable virtual learning with the help of ICT, thus broadening the student's educative experience. An additional amount has been received on 8th March 2017 of ₹ 31 lakhs taking the total grant amount to ₹ 51 lakhs.</p>
2.	Introduce additional short term skill oriented programs	<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 • 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	<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

	faculty and students to promote qualitative publications	<ul style="list-style-type: none"> • Total no. of papers published: 30 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.: 17 • 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"> • Workshop on ‘Academic Autonomy’ by Dr. Vijay Joshi, Principal of Somaiya College of Commerce & Science on 7th September 2017. • Workshop on “Academic and Scientific writing” by Dr. Padma Prakash from TISS on 17th October, 2016
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. • The IQAC engages in self-evaluation through the exercise of preparing the Key Performance Indicators (KPI) analysis as outlined by the Government of Maharashtra. • IQAC members scrutinize and offer feedback on API (Academic Performance Indicators) scores of faculty members • IQAC monitored inter-departmental academic audit • Faculty are guided on undertaking projects on quality related themes and presented 2 projects at Best Educational Quality Enhancement Team (BEQET) Annual Competition (2016- 2017) organized by National Centre for Quality Management for the following project: <ul style="list-style-type: none"> i. “Instilling Social Responsibility through Civic Participation amongst under graduate students”. Team members of B.Sc. Home Science: Mrs. Anuradha Shekhar, Dr. Shilpa Charankar, Ms. Roma Gandhi and Mrs. Vinaya Vaishampayan ii. “Cyber Safe Campus – A step towards Secure Digital”. Team members of Smt. K.G. Shah Dept. of Computer Applications: Dr. Shilpa Charankar, Ms. Neetu Singhi, Mrs. Kavita Karapurkar, Ms. Manjot Kaur Saini, Ms. Sudha Lawrence, Ms. Snehal Deshmukh and Ms. Elavarasi Navajivan

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 • 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
9	To apply for the Best College under SNTD Women’s University	Institution received the Best College Award adjudged by SNTD Women’s University on 5 th July, 2017

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

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)	<ul style="list-style-type: none"> • Event Management • Physical Fitness and Weight Management • Beauty Culture and Hair Dressing 		1 1 1	1 1 1
Certificate Courses (U.G.C Recognised Career Oriented Program)	<ul style="list-style-type: none"> • Event Management • Physical Fitness and Weight Management • Beauty Culture and Hair Dressing 		1 1 1	1 1 1

Advanced Diploma	<ul style="list-style-type: none"> • Event Management • Physical Fitness and Weight Management • Beauty Culture and Hair Dressing 		1	1
			1	1
			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 		1	1
			8	9
			1	1
			1	1
			1	1
Total	28	-	28	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

Interdisciplinary	2
Innovative	10

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	-

2.2 No. of permanent faculty with Ph.D.

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 (BCA) Visiting faculty (ND/PG Courses/M.Sc) Temporary faculty (ND)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	9	13	3
Presented papers	9	12	1
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 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

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

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

8

restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

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.	90	8	23	18	7	62.66
BSc. (ND)	30	3	11	10	1	83.33
BCA	117	8	37	43	1	74.35
M.Sc CND	30	11	18	-	-	96.66

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. Organised visit to American Library
- ii. Co-ordinated with library to access online database
- iii. The college has instituted an ethical committee to review proposals for M.Sc, Minor Research projects and PhD projects that need ethical clearance.
- iv. Introduced annual undergraduate research competition
- v. Mentored students to participate in research orientation competitions
- vi. Organised a session on “Academic and Scientific writing” by Dr. Padma Prakash from TISS for the faculty members and research scholars on 17th October, 2016
- vii. Motivated staff to apply for Minor and Major research projects

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)	-	-

3.4 Details on research publications

Years	International	National	State
2016-2017	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)	Sanctioned Awaiting amount
Total			₹ 570000	

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.	Nutritional counseling to create awareness among parents & children about lifestyle disorders	Amulakh Amichand School	2016-2017 (ongoing)	₹ 50000
2.	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)
Total				140,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy –

- 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
- Nutritional counseling to create awareness among parents & children about lifestyle disorders, Amulakh Amichand School for ₹ 50000/-. Principal Investigator Dr. Rupali Sengupta.

3.11 No. of workshops conferences organized by the Institution:

Programs organised for Faculty

Topic	Date	No. of Faculty
ICT training	7 th February 2017	27
Academic & Scientific Writing	17 th October 2016	28
Autonomy	7 th September 2016	27

Programs organised under ICT

Date	Details
07.02.2017	Mr. Shahajahan Khan (HOD, BCA) and Mr. Nitin Pawar (Asst. Professor, BCA) conducted a session on how to use the interactive boards (SMART board) for all staff members of B. Sc and BCA
10.02.2017-11.02.2017	Advance training session on how to use the interactive boards (SMART board) for students

Effective use of SMART Technology on campus:

Date	Topic	Resource Person	Target Audience
06.05.2016	Lectures on Aptitude Training (Competitive Exam Training)	Mr. Krishna Sharma, Trainer, SEED INFOTECH	TYBCA
25.07.2016 - 27.08. 2016	Aptitude Testing	Ms. Ekta Patil, Counselor.	TYBSc

Enhancing Employability through Soft Skills Sessions

Date	Topic	Resource Person	Target Audience
14.07.2016	Guest Lecture on “Interview Skills”	Mr. Abhishek Koli, Seed Infotech	SYBCA
15.09.2016	Mock interviews	Ms. Jayashree Ramkrishnan, NET4U online Pvt. Ltd, Ms. Sonal Godgul Shreya Infotech , Ms. Mitali Joshi, Oracle, and Ms. Lavanya Nandkumar, VETO India Pvt. Ltd.	TYBCA
14.10.2016	Seminar on “Corporate Ethics	Mr. Milind Rane, DGM-HR, Hardcastle Petrofer Pvt. Ltd.	TYBCA
29.11.2016	Workshop on Stress Management Techniques	Counsellor Ms Ekta Patil	SY TSAD
05.12.2016	Workshop on Personal Grooming	Ms Jyuthika Chitre. Head of Beauty Culture department SCNI	SY B.Sc
22.01.2017	Group Discussions	Mrs. Kirti Nakhare , lecturer and soft skills trainer, SIWS	SY B.Sc
23.01.2017	Decision making	Ms. Vinisha Singh (Soft Skills Trainer)	SY B.Sc

Preparing for the Global World

Date	Topic	Resource person	Target audience
08.06.2016	Guest Lecture on “Software Testing”	Ms. Seema Pujare, Seed InfoTech	SYBCA
30.06.2016	Cyber security	Mr. Sachin Dedhia	SY B.Sc
05.08.2016	Guest Lecture on Current Trend towards Web Services along with Initial Product Development	Mr. Krishna Maduru, President, Vaak Technologies Inc. Sunny Vale, California, USA	TYBCA

	Challenges		
28.09.2016	Planning and Prioritizing	Mr. Jignesh Sanghvi	TYBCA
07.10.2016	Employability Skills & Competitive exams	Ms. Mayura Putambekar, Soft Skills Trainer, Mumbai Mr. Mahesh Kulkarni, In charge Savarkar IAS study circle, Savarkar Smarak, Shivaji Park, Dadar.	TYBSc
10.10.2016	Career Guidance Program	Mrs. Arti Pinto, Freelancer.	TYBSc
11.03.2017	Evaluation of the presentations for the subject “Management Information System”	Ms. Priyanka Shivkar, Sr. Software Developer, Citius Tech Ltd. and Mr. Sourabh Bhagat, Sr. Software Developer, Lion bridge Technologies.	TYBCA

Sessions on Value and Life Skill Education

Date	Topic	Resource Person	Target Audience
14.10.2016	Self-Management	Ms. Mala Kumara. Ms. Sapna Kumara, Brahma Kumariseshwariya Vishwa Vidyalaya	TYBCA
15.10.2016	Ambitions In Youth And Achieving Excellence	Mrs Suvarna S. Ranshubhe, Representative, Manashakti Research Centre, Lonavala.	SY B.Sc
29.11.2016	Workshop on Stress Management Techniques	Counsellor Ms Ekta Patil	SY B.Sc
09.01.2017	Time management	Mr Jignesh Sanghavi Life skill trainer	SY BSc

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

3.13 No. of collaborations International National Any other

Collaboration for 2016-2017

- 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

- 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 (Thalesemia 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)

3.14 No. of linkages created during this year

3

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of
College

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**

Total	International	National	State	University	District	College
2	1	-	1	-	-	-

- **Dr. Shilpa Charankar (Principal)** received the ‘Abraham Lincoln Inspired Head Master Puraskar’ from Shikshak Bharti organization at Ravindra Natya Mandir, Prabhadevi, Dadar on 11th February, 2017.
- **Prof Mala Pandurang** received a research grant from Alexander von Humboldt Foundation for short research visit to University of Chemnitz (Germany) in May-June 2016.
- **Mrs. Veena Verma** received ‘UGC award of Teacher Fellowship’ under Faculty Development Program for completion of her Ph.D.

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	<input type="text" value="150"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="3"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="28"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="12"/>
		Any other (by HD, FSN, ND, MSc Dept.)	<input type="text" value="20"/>

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**

Activities organised for the year are as follows:

July- August 2016	Karate –Self Defense sessions conducted for S.Y.B.Sc, T.Y.B.Sc, S.Y.BCA &TY BCA students.
July to Sept. 2016	Snap Shots of SMS on women’s issues

August-Sept.2016	Depiction of gender discrimination in family relations through role play
July to Sept. 2016	Portrayal of Women. Reviews of newspapers articles.
22.08.2016	Mrs. Anuradha Shekhar (HOD, FSN) gave a talk on “Women and Health”
12.09.2016	A lecture for T. Y. B. Sc on “Women and Law” by Mr. T. M. Jethani, Principal of Smt. K. G. Shah of Law School
16.09.2016	Ms. Vinaya Vaishampayan (Coordinator for Nutrition and Dietetics) spoke on “Women and Gender” to T.Y.B.Sc
23.09.2016	Advocate Ms. Shabnam Kazi, Practicing Lawyer conducted a lecture on “Women and Law” for T.Y.B.Sc. The activity was conducted in collaboration with Aadipath Foundation and Research Centre.
27.09.2016	A lecture was organized on “Hepatitis Awareness” by Ms. Jennat from United Way, Mumbai, for NSS Volunteers.
08.10.2016	Department of Human Development for TYBSc (HD), SYBSc (HD) and P.G. Diploma in Early Childhood Education students visited old age home Balwantrao Mehta Panchayatiraj Jagruti Kendra, Shantivan-Wakdi and performed garba and a skit on Family Relationships
24.12.2016-30.12.2016	Several activities were conducted during NSS Special Camp in collaboration with the NSS Unit
24.12.2016-30.12.2016	Several activities were conducted during NSS Special Camp in collaboration with the NSS Unit

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 Ms. Mala Kumara and Ms. Sapna Kumara were invited to speak to SYBCA on ‘Self-Management’, from Brahma Kumaris Eshwariya Vishwa Vidyalay on 14th October, 2016. Mrs. Suvarna S. Ranshubhe, (Representative, Manashakti Research Centre, Lonavala) spoke to SYBSc. on “Ambitions in Youth and Achieving Excellence” on 15th October, 2016.

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

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

D. Gandhian Studies Centre

The Gandhian Studies centre was established in 2013 through a grant of ₹ 10.5 lakhs from the UGC. The main motive of Gandhian Studies Centre is to create an understanding and appreciation of Gandhian philosophy among the youth of today.

Activities conducted during the year included the following:

Date	Activity
29.07.2016	“Moment of Calm” session on self-reflection and finding peace within oneself was conducted for FYBCA and FY B.Sc students
06.08.2016	Gandhian Studies Centre volunteers, along with NSS unit participated in a peace rally organized by Sarvodaya Mandal.
15.08.2016	Mr. Nitin S. Pawar, Faculty of Bachelor of Computer Applications attended a musical drama on “Gandhi The Musical” India’s first musical on the Father of our Nation at National Centre for the Performing Arts (NCPA), Mumbai.
23.08.2016	Screening of Richard Attenborough’s Film “Gandhi” for FYBCA students
26.09.2016	Ms. Sadaf and Ms. Memon Iqra from BCA participated in an Elocution Competition organized by Mani Bhavan Ms. Gouri Bhisale (TYFSN) participated in the Essay competition organized by Mani Bhavan.
02.10.2016	Books on Gandhiji were displayed on the occasion of Gandhi Jayanti. Students from F.Y.B.Sc. performed songs and Bhajans for students of Amulakh Amichand International School, Matunga
08.10.2016	A trip to Wakadi was organized to the Balwantraji Mehta Panchayraj Jagruti Kendra, Shantivan in Taluka Panvel for students of HD Dept.
25.11.2016- 26.11.2016	Samabhav, a two day film festival on gender biased violence was organized by MAVA (Men Against Violence and Abuse) in collaboration with Gandhian Studies Centre. 200 students attended the same
12.01.2017	12 BCA students attended the “National Youth Day” celebration event at Vivekananda Auditorium, organized by Ramkrishna Mission.
23.01.2017	14 BCA students attended the session on “Values in Education” by Dr. Chinmaya Pandya of Gayatri Parivar at Ruia College, Matunga.
01.02.2017	23 B.Sc students visited Mani Bhavan to commemorate Gandhiji’s Death Anniversary
02.02.2017	Workshop on Understanding Gandhiji’s message and life was conducted for SY B.Sc (RM) students by Ms Mariana Dutta, Museum Society of Mumbai.

03.02.2017	The Annual Seminar and Prize distribution function was held Mrs. Smita Jaykar (Actress) was the chief guest for the function. 220 Students attended the event
16.02.2017	Visit to the museum to view photo exhibition on Gandhiji was organized for SY B.Sc (RM) students by Ms Mariana Dutta, Museum Society of Mumbai.

Collaborative Sessions by Global Youth wing of Chinmaya Mission

Date	Activity
22.08.2016	A session on “Intellectual Transformation” and “Emotional Transformation” was conducted for FYBCA students.
22.09.2016	A session on “Intellectual Transformation” was conducted for S.Y.B.Sc. (FSN, HD and TSAD)
28.09.2016	A session on “Emotional Transformation” was conducted for S.Y.B.Sc. (FSN, HD and TSAD)
28.09.2016 & 29.09.2016	A session on “Intellectual Transformation” & “Emotional Transformation” was conducted for S.Y.B.Sc. (RM and ND)
24.01.2017	A session on “Physical Transformation” was conducted for FYBCA students.
12.02.2017	A session on Spiritual Transformation was conducted for S.Y.B.Sc. (FSN, HD and TSAD)
03.03.2017	A session on Spiritual Transformation was conducted for S.Y.B.Sc. (RM and ND)
22.03.2017	A session on Spiritual Transformation was conducted for FYBCA students and they were awarded certificate for successfully attending 4 workshop

E. An unique initiative taken this year was the collaborative project with ‘THRED’ (Trust for Human Resource Enrichment & Development) take from magazine for 2016-2017

Date	Activity
06.12.2016	Orientation by Dr. Ravikala Kamath about the THREAD
17.02.2017	Interaction of FYBSc. students with their grandparents and sharing their experiences with each other
25.02.2017	Survey conducted by FYBSc. students from Senior Citizens preparation and presentation of their findings.
15.03.2017	Visit to an old age home ‘All Saints Home’ with the TYBSc. (Human Development) students
22.03.2017	A entertainment programme for the senior citizens of ‘Adatha’ an NGO for senior citizens

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	Nature of Activity
28.07.2016	Nutrition education and demonstration of Malaysian Style Paratha by Ms. Neha Jalgaonkar , Ms. Swati Hotkar, Ms. Soni Lingala, Ms. Priya Sadawarte, Ms. Aditi Deshpande. 40 mothers of children under 5 years attended.
30.08.2016	Nutrition education and demonstration of Lifafa Paratha and Raita by Ms. Afsha Waghu, Ms. Mubasshira Sonde, Ms. Iram Fatima, Ms. Zehra Sayyed and Ms. Aaliya Sheikh.35 mothers attended a talk on PEM malnutrition.
29.09.2016	Multi nutrient rich Adai was demonstrated by Ms. Gauri Bhisale, Ms. Trupti Muluk, Ms. Hiteshree Torne, Ms. Jheel Vora, and Ms. Parveen Pathan. Mothers were educated on dangers of malnutrition.
October	Demonstration of Soya bean pulav by Ms. Swati Hotkar, Ms. Neha and Ms. Zehra to 30 mothers
06.12.2016	Demonstration of Thalipith Ms. Swati Hotkar, Ms. Isha Vasaria, Ms. Vinal Parveen Pranita Neha, Ms. Zehra to create awareness about pregnancy and balanced diet.30 mothers attended

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.	Equipment purchased for Nutrition labs and Hospitality Management Lab and computers			₹ 418343
Value of the equipment purchased during the year (₹ in Lakhs)				
Others				₹ 418343

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 SNTWU University library database and Access to Inflibnet

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1016	375041	259	64864	1275	439905
Reference Books	10503	8464838.92	346	700489.07	10849	9165327.99

e-Books	*	*	*	*	**	
Journals	36	976256	-	-	36	976256
e-Journals	*	*	*	*	*	*
Digital Database	-	-	**	**	**	**
CD & Video	155	50000	-	-	155	50000
Others (specify)	-	-	-	-	-	-

* Inlibnet access

** Access to databases subscribed through SNTD 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	210	7	5 internet Connection and College with 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-4
Added	-	-	Jio Wi-Fi connectivity in campus	-	-	1	-	1 Smart Throw Projector 3 LCD Projector 3 Laptop Xerox Machine
Total	210	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	₹ 433394
ii)	Campus Infrastructure and facilities	₹ 491800
iii)	Equipment	₹ 103660
iv)	Others	-
	Total :	₹ 1028854

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

5.2 Efforts made by the institution for tracking the progression

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

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
790	70	-	-

(b) No. of students outside the state

12

(c) No. of international students

1

Men	No	%
	-	-

Women	No	%
		100

	Last Year 2015-2016							This Year 2016-2017						
	General	SC	ST	OBC	Physically Challenged	NT/SBC	Total	General	SC	ST	OBC	Physically Challenged	NT/SBC	Total
BSc	342	23	1	35	-	10	411	366	19	2	31	-	16	434
BCA	203	51	-	40	-	13	307	260	40	1	43	-	12	356
M.Sc	61	3	1	5	-	-	70	60	3	1	5	-	-	69

Demand ratio

1:1

Dropout %

5%

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
- iii) Placement committee conducted session on ‘Employability Skills & Competitive exams’ by Ms. Mayura Puntambekar, Soft Skills Trainer, Mumbai and Mr. Mahesh Kulkarni (In charge Savarkar IAS study circle, Savarkar Smarak, Shivaji Park, Dadar) on 7th October, 2016

No. of students beneficiaries

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

NET SET/SLET GATE CAT
 IAS/IPS etc. State PSC UPSC Others

5.6 Details of student counselling and career guidance

- 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:

Placement Activities of the Year of Department of Computer applications:

Date	Details
08.06.2016	A Guest Lecture on “Software Testing” was conducted by Ms. Seema Pujari for TYBCA students
14.07.2016	A Guest Lecture on “Interview Skills” was conducted by Mr. Abhishek Koli for SYBCA students

14.10.2016	Seminar on "Corporate Ethics" was organized for TYBCA students by Mr. Milind Rane, Deputy General HR, Hardcastle Petrofer Pvt.Ltd.
22.12.2016	AMCAT Aptitude test, by Aspiring Minds was organized for FYBCA, SYBCA and TYBCA students
03.01.2017	SEED IDOL -1 st round, an aptitude test was conducted for FYBCA, SYBCA and TYBCA students by SEED Infotech
10.01.2017	A Guest Lecture on 'C Programming' was conducted by Mr. Preetish Shettigar, Trainer, Seed Infotech for FYBCA students
11.01.2017	A Guest Lecture on 'Study Abroad' was conducted by Mr. Tarun Arya, Operations Head, Mumbai, Jamboree Education for FYBCA students
12.01.2017	A Guest Lecture on 'Study Abroad' was conducted by Mr. Tarun Arya, Operations Head, Mumbai, Jamboree Education for SYBCA students
02.02.2017	79 TYBCA students were taken on Industrial Visit to Wipro, Pune campus. The company conducted an interactive session on "Future in Wipro". 6 of our ex-students working as Wipro employees – Ms. Nagma Shaikh, Ms. Prajakta Parkar, Ms. Nameeta Mishra, Ms. Yamini Shetty and Ms. Nikita Nagale along with 2 other employees of Wipro briefed our students about the same. 2 staff members had accompanied the students.
03.01.2017	SEED IT IDOL -1 st round, an aptitude test was conducted for FYBCA, SYBCA and TYBCA students by SEED Infotech. 21,201 students from all over Mumbai participated and 5 students from BCA Department were selected in top 200
10.03.2017	SEED IT IDOL- 2 nd round which was held at Thorale Bajirao Peshva Hall, Thane College Campus. 2 students were shortlisted in the top 50 and they were awarded a medal of Merit

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

DATE	DETAILS
25.07.2016 09.08.2016 26.08.2016 27.08.2016	Aptitude Testing was conducted by Ms. Ekta Patil, Counselor. Dr. B.M.N. College of Home Science
07.10.2016	Sessions on 'Employability Skills & Competitive exams' by Ms. Mayura Puntambekar, Soft Skills Trainer, Mumbai and Mr. Mahesh Kulkarni (In charge Savarkar IAS study circle, Savarkar Smarak, Shivaji Park, Dadar).
10.10.2016	Career Guidance Program by Mrs. Arti Pinto
18.03.2017	Dr. Meera Desai, (Assoc. Prof. Dept. of Extension Education, PGSSR) gave an orientation on "PG courses in Home Science". Dr. Rupali Sengupta spoke on "Applying for MSc CND"

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
3	62	14	8

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
July- August 2016	Karate –Self Defense sessions conducted for S.Y.B.Sc, T.Y.B.Sc, S.Y.BCA &TY BCA students.
July to Sept. 2016	Snap Shots of SMS on women’s issues
August- Sept.2016	Depiction of gender discrimination in family relations through role play
July to Sept. 2016	Portrayal of Women. Reviews of newspapers articles.
22.08.2016	Mrs. Anuradha Shekhar (HOD, FSN) gave a talk on “Women and Health”
12.09.2016	A lecture for T. Y. B. Sc on “Women and Law” by Mr. T. M. Jethani, Principal of Smt. K. G. Shah of Law School
16.09.2016	Ms. Vinaya Vaishampayan (Coordinator for Nutrition and Dietetics) spoke on “Women and Gender” to T.Y.B.Sc
23.09.2016	Advocate Ms. Shabnam Kazi, Practicing Lawyer conducted a lecture on “Women and Law” for T.Y.B.Sc. The activity was conducted in collaboration with Aadipath Foundation and Research Centre.
27.09.2016	A lecture was organized on “Hepatitis Awareness” by Ms. Jennat from United Way, Mumbai, for NSS Volunteers.
08.10.2016	Department of Human Development for TYBSc (HD), SYBSc (HD) and P.G. Diploma in Early Childhood Education students visited old age home Balwantrai Mehta Panchayatiraj Jagruti Kendra, Shantivan-Wakdi and performed garba and a skit on Family Relationships
24.12.2016-30.12.2016	Several activities were conducted during NSS Special Camp in collaboration with the NSS Unit

24.12.2016- 30.12.2016	Several activities were conducted during NSS Special Camp in collaboration with the NSS Unit
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5.9 Students Activities

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

State/ University level National level International level

5.9.2 No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount In rupees
Financial support from institution	66	₹ 534505
Financial support from government (sanctioned by Social Welfare office)	4 (Still awaiting sanction from Government for other students)	₹ 19020
Financial Support from other sources (Protein Foods and Nutrition Development of India scholarships) Sion Wadala Matunga Chembur Mandal	6	₹ 9000

Government	No of Students	Amt
Scholarship	2	₹ 9510
Freeship	2	₹ 9510

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students:

- 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

6.3.2 Teaching and Learning

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 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

6.3.3 Examination and Evaluation

- 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	Topic
27.07.2016 03.08.2016 10.08.2016 17.08.2016 24.08.2016	A short certificate course in Communication skills for non-teaching staff commenced from 27 th July, 2016. The resource person was Mrs. Mayura Puntambekar. The main stress of the course was on (i) Importance of Reading and being informed (ii) Listening Skills and (iii) Verbal Ability and Voice Culture (Tone, Pitch & Pronunciation)
12.09.2016	A lecture was organized for non-teaching male staff members to create awareness on issues of ‘Sexual Harassment’ by Ms. Mohisha Shah & Ms. Ishita Rubaroo, NGO. 10 male staff members attended the same.
24.09.2016	Ms. Chitravathi D’souza attended one day workshop on ‘Advanced Excel Hands on Training for Administrative Staff’ organized by IQAC Committee of Maniben Nanavati College, Vile Parle in collaboration with Forevision
01.10.2016	Mr. Vilas Sawant attended one day workshop on ‘Effective Management of workplace through Principles of Housekeeping (65) & Waste Elimination (8W) for staff’, organized by National Center for Quality Management in National Center for Quality Management, Vikhroli.
08.01.2017	Mr. Pravin Chalke, Mr. P.V. Nelson and Mr. Sanjay Lolam participated in Mumbai Marathon, Vivekananda Youth Connect run at Juhu Chowpaty organized by SNDT Women’s University, Churchgate.
24.01.2017 & 30.03.2017	A workshop on ‘Paperless Office’ was organized. All the staff members attended the workshop. Ms. Keyaa Mukherjee, Office Superintendent, from Maniben Nanavati College, Vile Parle was the resource person.
17.02.2017	Mrs. Divya Kamath and Mrs. Chitravathi D’souza attended one day state level workshop on the topic ‘Unlocking Happiness Genes’ at MD Shah Mahila College of Arts & Commerce, Malad.
18.03.2017	Mrs. Divya Kamath, Mrs. Anita Barisetty and Mrs. Shahida Hussain attended a state level workshop on “Role of ICT in the college administration issues and challenges” organized by IQAC, Shree Narayana Guru College of Commerce, Chembur

6.3.7 Faculty and Staff recruitment : NIL

6.3.8 Industry Interaction / Collaboration projects–conducted by M.Sc Department of Clinical Nutrition and Dietetics

Year	Collaborative Project	Aim
2016-2017	Easy to Eat Foods	Microbial, shelf life and nutritional labeling of company's product
	Pepsico India Ltd	Awareness of fruits and vegetables on school going children

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 Gambhirchand 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.

6.5 Total corpus fund generated

₹ 245000

6.6 Whether annual financial audit has been done

Yes

No

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.

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

- The institution is in the process of exploring aspects of autonomy and has conducted a workshop on autonomy.
- The Management are also in discussion of the same.
- Principal has attended a session organised by the Vice Chancellor of SNDTWU on autonomy on 8th June 2016 and shared the inputs with staff.
- On 23rd September 2016, she attended a session organised for Principals along with Hon. Secretary Shri. Pravinbhai Shah, at St Xavier's College.
- A session on Autonomy was conducted by Dr. Vijay Joshi, Principal, K. J. Somaiya College on 23rd September, 2016 for all staff members.

6.11 Activities and support from the Alumna Association

- i) Alumnae are invited as resource persons to address students
- iii) 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. 2017** as Achievers in their respective fields.

Name	Batch	Designation	Department
Ms. Jayshree Rukhana	1987-1988	Child Psychologist	Human Development
Ms. Meghana Karia	2003-2004	Chief Clinical Nutritionist Terna Sahyadri Speciality Hospital & Research Centre, Nerul	Food Science & Nutrition

Ms. Jhanvi Shah	2011-2012	Fashion Stylist	Textile Science & Apparel Design
Ms. Trupti Kini	2011-2012	Research Assistant at IIT Mumbai	Department of Computer Applications
Ms. Mahdiyeh Payandeh	2011-2012	Lecturer - Anjuman Islam College of Home Science	MSc. in Clinical Nutrition & Dietetics
Ms. Priti Iyer	2012-2013	Customer care executive – Reliance NIPPON Life insurance	Resource Management

6.12 Activities and support from the Parent – Teacher Association

PTA meetings are held twice in a year. The first PTA meeting was held on 6th August 2016 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 5th February, 2017 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	Topic
27.07.2016 03.08.2016 10.08.2016 17.08.2016 24.08.2016	A short certificate course in Communication skills for non-teaching staff commenced from 27 th July, 2016. The resource person was Mrs. Mayura Puntambekar. The main stress of the course was on (i) Importance of Reading and being informed (ii) Listening Skills and (iii) Verbal Ability and Voice Culture (Tone, Pitch & Pronunciation)
12.09.2016	A lecture was organized for non-teaching male staff members to create awareness on issues of 'Sexual Harassment' by Ms. Mohisha Shah & Ms. Ishita Rubaroo, NGO. 10 male staff members attended the same.
24.01.2017 & 30.03.2017	A workshop on 'Paperless Office' was organized. All the staff members attended the workshop. Ms. Keyaa Mukherjee, Office Superintendent, from Maniben Nanavati College, Vile Parle was the resource person.

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

Date	Activities / Visits
17.06.2016	Meeting to discuss green Audit action plan was conducted and the activities were finalised
June 2016	Display on conservation of water, energy and managing waste and do's and don'ts to conserve resources was conducted for the students
June 2016	Videos on environment protection were shown during orientation of FY BSc and BCA students
June 2016	A power point presentation on do's and don'ts on campus was shown to FY BSc students
July 2016	Students took initiative to put collection boxes in class rooms and staff room for paper and other reusable items.
03.08.2016 - 17.09.2016	Collection of newspapers and the same was collected by Raddi connect
06.08.2016	“Composting workshop on dry and wet waste was conducted by Dr. Jyoti Palekar of STEP. A composting basket was kept in food lab for composting the food waste produced in lab. Intercollegiate Competitions were held for designing logo, and tagline of ESA GREEN BRIGADE and Screensavers for computers containing messages on environmental awareness
09.08.2016	“Ms Rashmi George (St Xavier's College) gave a lecture on 'Biodiversity and the relationship of native Indian people to mother earth”
13.08.2016	Follow up session was conducted by Mr Jayant Joshi with teacher members of ESA
21.09.2016	Dr. Meenal Mokashi (In-Charge, Smt. HMN Junior college) conducted a session on 'Globalwarming'
27.09.2016	Ms Adithi Muralidar (Scientific Officer, Homi Bhabha Science centre) conducted a workshop on “How to calculate carbon credits and the value of a sustainable life style”
August – September 2016	Students of the Green Brigade (FY BSc) and SY ND conducted surveys on hygiene in the washrooms and put up posters and started an awareness drive on hygiene in wash rooms by preparing various posters and displaying them in the washrooms in the college Students of the Green Brigade (FY BSc) undertook a survey of electricity consumption of the college and created awareness about saving electricity. They will be mapping fans and lights in order to save electricity
Sept. 2016	Students of FY and SY BSc undertook a campaign to encourage reusing paper on campus without wastage of the same
Sept. 2016	Students of FY ND stream visited different polluted places and clicked the photographs and wrote about the solutions on how to overcome those issues

30.08.2016	BCA students bagged the 1 st & 3 rd prize in e-waste collection drive during TEKZONE'16
29.11.2016	Formulated the BCA students Green Brigade Committee
30.11.2016	Orientation of FYBCA green brigade students by Mrs. Vidya Subramanian on 'Waste Management'
07.12.2016	Orientation of canteen staff on canteen waste management
10.12.2016	10 students of BCA visited the flower exhibition held at Ghodbander, Thane
Dec.-Feb. 2017	FYBCA Students prepared and presented documentary films on 'environmental issues'
05.01.2017 20.01.2017	As part of project presentation green brigadiers have initiated and uploaded 'screen savers' with green environment message' in all the Computer Labs, Vice-Principal's Office and also the fourth floor staff room computer
Jan-Feb.2017	FYBCA students visited Dharavi & Chembur to observe the causes of pollution
Jan-Feb.2017	Cardboard cartons have been maintained in two classrooms each on various floors
11.01.2017	BCA students have initiated the 'stationary collection' and have succeeded in collecting one box, it's an ongoing initiative
30.01.2017	Ms. Shivangi Ingle (FYBCA) has designed the green brigade logo for the green brigade committee students
11.02.2017	30 FYBCA Students Visited Kala Ghoda Festival to view the installations
February 2017	Bio de-composting bin has been placed outside the canteen where the canteen green waste is dumped for decomposing, FYBCA green brigade girls have been assigned the duty to blend the soil
February 2017	FYBCA students conducted 'Energy Mapping' of electronics in the college campus and have prepared and presented a chart of the same in their presentation
18.03.2017	FYBCA students went to observe the recently imported penguins at Rani Bagh, Byculla
22.03.2017	Screened animated videos on 'Environmental Issues' for students of FYBCA
27.03.2017	Invited Dr. Minal Mokashi, Jr College In-charge to conduct a lecture on 'Global Warming' for FYBCA

Criterion – VII

7. Innovations and Best Practices

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

- 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 submitting of RAR for the 3 rd cycle of reaccreditation	RAR was submitted on 27 th February, 2017
2.	To conduct sessions to familiarise faculty with the concept of autonomy	Workshop on ‘Academic Autonomy’ by Dr. Vijay Joshi, Principal of Somaiya College of Commerce & Science on 7 th September 2017.
3.	To conduct training programs in use of SMART classroom technology	Mr. Shahajahan Khan (HOD, BCA) and Mr. Nitin Pawar (Asst. Professor, BCA) conducted a session on how to use the interactive boards (SMART board) on 7 th February, 2017 and also an advance training session for students was held on 10 th and 11 th Feb., 2017
4.	To encourage qualitative research by	<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

	<p>faculty and to promote qualitative publications</p>	<ul style="list-style-type: none"> • Total no. of papers published: 30 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.: 17 • Management encourages staff to present papers by sponsoring registration fees
<p>5.</p>	<p>To work on MIS system and focus on paperless administrative practices</p>	<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 SNTD 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. <p>Module 3: PAYROLL (in process of being implemented)</p>

		<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

7.3 Give two Best Practices of the institution

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. Nanasheeb 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. 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 31 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

7.4 Contribution to environmental awareness / protection

Environment Sensitization:

The environment sensitization committee organizes activities on salient environmental issues. An orientation on the concept of "Green Audit" by Fr. Alwyn D'Silva was held on 16th September, 2014 for all staff members. Further to this, an institutional Green Audit was conducted by STEP Techno Solutions on 1st February, 2016. An action report has been formulated to implement suggestions given under the audit. The main focus is on sensitization of stakeholders on issues of water and electricity conservation, reduction of carbon credits, waste segregation, sanitation and hygiene.

Several activities are undertaken in order to implement the philosophy of reduce, re-use and recycle. Students and staff implement the practice of digitization of photos, notices and invitations. Cartons have been placed in the staff room, common room and class rooms for the purpose of recycling of one sided paper. Students of the computer department submit their projects online. The 'Srishtee

E-waste collection drive'is undertaken by the Dept. of Computer Applications every year in collaboration with Evergreen Recyclekaro (I) Pvt. Ltd. Similarly a collection drive for waste material is organized every year and proceedings donated to NGO Helping Hands Foundation through Raddi Connect.

A workshop was conducted by Dr. Jyoti Palekar on August 4th 2016, for the Food Science and Nutrition Department to introduce composting of wet waste in the food lab. There was a follow up session on 13th August 2016 to guide students as to whether the composting process was being done properly. A similar workshop was organized for Canteen staff on 7th December, 2016.

A small garden is maintained by NSS students, who also participate in Van Mahotsav programs of the University. For all functions, guests are felicitated with either a bamboo plant or a tulsi plant. Paper gift bags are used in lieu of plastic bags.

A Green Brigade of student members has also been formed for peer group sensitization drives. As part of its activities, the group hosts an active face book page 'Green Spirit Association'<https://www.facebook.com/search/top/?q=green%20spirit%20association>. Students have made power point presentations on 'dos and don'ts on campus'which are shown during student based activities. Short clippings on environmental issues made by Maharashtra Tourism Development Corporation (MTDC) are also screened during college level programs. Students have conducted a health and hygiene campaign of placing slogans and posters in washrooms and providing newspapers sheets for hygienic disposal of sanitary napkins. Under 'Swachh Bharat Abhiyan', the NSS unit conducts cleanliness drives.

The students'council has the healthy practice of incorporating the theme of environmental awareness into co-curricular events. For example, the theme of Akanksha Intercollegiate Festival (August 2016) was "Green paradise".

Visits are organized to create awareness about green initiatives on important issues. For example F.Y B.Sc. students visited Bandra to understand the highly successful concept of 'Citizens reclaim open spaces'. Students also visit the Flamingo Festival at Sewri organized by the Bombay Natural History Society (BNHS) every March as well as the annual Kala Ghoda festival to view the installations on Best-out-of Waste. Visits are also organized to the Maharashtra Nature Park and Bombay Port Trust Garden.

Additional activities:

- i. Slogans on saving water and electricity have been placed in classrooms and in washrooms
- ii. Ongoing drive to save paper by placing boxes with one-side paper in office/staff room/library etc.
- iii. Sessions on biodiversity and other environment related issues have been organised
- iv. Students are given projects to sensitize them to environmental issues

- v. Bulletin board displays latest issues
- vi. Student groups have visited Mahim Nature Park, Mangrove park at Vikroli, BPT garden at Colaba to observe water harvesting and Sewri dockyard to observe Flamingos. They have written reports on the same and shared their observations with their peer group via Facebook, college magazine and bulletin board
- vii. Student groups undertook peer group education campaign to promote health and hygiene in college washrooms
- viii. A K.G Shah Department of Computer application has introduced initiative of involving students in a drive to create awareness, and to collect e-waste, in collaboration with Evergreen Recyclekaro (I) Pvt. Ltd.

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
- Enhance consultancy projects
- 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

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Signature of the Chairperson, IQAC

