

**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC  
2017-2018**

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution

Smt. P. N. Doshi Women's College

1.2 Address Line 1

Cama Lane

Address Line 2

Ghatkopar (W)

City/Town

Mumbai

State

Maharashtra

Pin Code

400086

Institution e-mail address

principalspndoshi@gmail.com

Contact Nos.

022-25123484 / 25135439

Name of the Head of the Institution:

Dr. Asha Menon

Tel. No. with STD Code:

022 - 21715389

Mobile:

9892474794

Name of the IQAC Co-ordinator: Dr. Madhumita Bandopadhyay

Mobile: 9987087418

IQAC e-mail address: iqacspndoshi@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) MHCOGN10298

1.4 NAAC Executive Committee No. & Date: EC(SC)/14/A&A/8.3 dated 29-3-2016

1.5 Website address: www.spndoshicollege.com

Web-link of the AQAR: [http://www.spndoshicollege.com/pdf/AQAR\\_2017-2018.pdf](http://www.spndoshicollege.com/pdf/AQAR_2017-2018.pdf)

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	85.50	2003	2002-03 to 2006-07
2	2 <sup>nd</sup> Cycle	A	3.02	2010	2009-10 to 2014-15
3	3 <sup>rd</sup> Cycle	A	3.02	2016	2015-16 to 2022-23

1.7 Date of Establishment of IQAC: 01/09/2004

1.8 AQAR for the year 2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2015 - 16 submitted to NAAC on 25/06/2016
- ii. AQAR 2016 – 17 submitted to NAAC on 21/08/2017

### 1.10 Institutional Status

University N. A.

Affiliated College Yes  No

Constituent College N. A.

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.12 Name of the Affiliating University (for the Colleges)

S.N.D.T. Women's University,  
Mumbai

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

Nil

## 2. IQAC Composition and Activities

2.1 No. of Teachers	11
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	02
2.9 Total No. of members	19
2.10 No. of IQAC meetings held	03
2.11 No. of meetings with various stakeholders:	Faculty 02
	Non-Teaching Staff Students 02    Alumni 01    Others (parents meeting) 00
2.12 Has IQAC received any funding from UGC during the year? No	
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	01
International	-
National	-
State	-
Institution Level	01
(ii) Themes	Workshop on using Google drive for blended learning

## 2.14 Significant Activities and contributions made by IQAC

- Undertaken Academic Audit
- Arranged lectures on new NAAC guidelines
- Arranged sessions on blended learning
- Taken initiatives to strengthen Alumni Association
- Prepared Institutional Development Plan

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements				
Arranging International Conferences	Two days International Conference on Public Mental Health and Neurosciences in collaboration with Sarvasumana Association on November 27 and 28, 2017 on the theme "Extravaganza –Mind, Body and Yoga."				
Academic Audit of all departments	Academic Audit of year 2016-2017 was done by IQAC members.				
Workshop on new criteria of NAAC	Dr. Venkat Ramani, Ex-Registrar of University of Mumbai and external expert member of IQAC oriented members about new NAAC criteria on October 9, 2017				
	A full day workshop on new NAAC criteria was conducted by Dr. Agnola Menezes, Principal, St. Xavier's College, Mumbai on April 26, 2018 for all faculty members.				
Strengthening Alumni Association	Based on inputs given by IQAC members alumni meetings were arranged for various faculties. Details are as follows: <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Faculty</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>BMS</td> <td>March 10, 2018</td> </tr> </tbody> </table>	Faculty	Date	BMS	March 10, 2018
Faculty	Date				
BMS	March 10, 2018				

	<p>BMM                      March 21, 2018</p> <p>BCA                        April 21, 2018</p> <p>BA                         May 1, 2018</p> <p>BSC (Home                May 1, 2018 Science)</p> <p>MA                         May 1, 2018</p> <p>M.Com                     May 2, 2018</p> <p>MA faculty invited Ms. Twinkle Sachdev, (alumni of 2014-15) to take a lecture on “<i>Designing Performance Appraisal</i>” and interact with MA II students on August 3, 2017 as part of Annual Alumni Connect.</p>
Preparation of institutional development plan	<p>Goals of the college were identified for a timeline of short term (6 months), medium term (2 years) and long term (10 years) as part of Institutional Development Plan.</p> <p>Also road map for achieving these goals was outlined. This was then submitted to SNDT Women’s University who then forwarded to RUSA for preparing Higher Education Plan for state of Maharashtra.</p>

*\* Refer the Academic Calendar of the year as Annexure I.*

2.16 Whether the AQAR was placed in statutory body: Yes

Management  Syndicate (CDC)  Any other body

Provide the details of the action taken

Same as 2.15

**Part – B**  
**Criterion – I**

**1. Curricular Aspects**

**1.1 Details about Academic Programmes**

<b>Level of the Programme</b>	<b>Number of existing Programmes</b>	<b>Number of programmes added during the year</b>	<b>Number of self-financing programmes</b>	<b>Number of value added / Career Oriented programmes</b>
PhD	Nil	Nil	Nil	Nil
PG	02	Nil	02	02
UG	17	Nil	08	16
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	02	Nil	02	Nil
Diploma	02	Nil	05	Nil
Certificate	05	Nil	05	Nil
Others	NIL	Nil	Nil	Nil
<b>Total</b>	<b>38</b>	<b>Nil</b>	<b>22</b>	<b>18</b>

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

**1.2 (i) Flexibility of the Curriculum:** Core and Elective options are available

**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	All Programmes
Trimester	Nil
Annual	Nil

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

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

\* Refer analysis of the feedback in the Annexure III

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

NA

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	Principal	Librarian
51	38	11	1	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
-	5	-	-	-	-	-	-	-	5

2.4 No. of Guest and Visiting faculty and Temporary faculty:

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	28	27	12
Presented papers	16	12	2
Resource Persons	2	1	-



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

- Blended teaching - learning method (Online and face-to-face) assisted by ICT was adopted by teachers of BMS, BCA and BSc (Home Science) faculties.
- Using Moodle and Google Classroom groups, study material and web links were posted and assignments were submitted on-line for internal assessment. Reading material and assignments posted in the group were then discussed in the class.
- Mass Media students prepare documentaries as part of assignments.

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

180

## 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Open Book Examination and Online Multiple Choice Questions are used for college level examination.
- Revaluation and photocopies of answer sheets are made available upon request.
- Online transmission of question papers is done by University
- Bar Coding of answer sheets is done at University examinations

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

BOS: 05

Faculty: 03

Curriculum Development Workshop: 12

## 2.10 Average percentage of attendance of students

85

## 2.11 Course/Programme wise distribution of pass percentage:

Results of the academic year 2016-2017:

Title of the Programme	Total no. of students appeared	Division									
		Distinction %		I %		II %		III %		Pass %	
		No.	%	No.	%	No.	%	No.	%	No.	%
B.A	115	06	5.21	31	26.95	48	41.73	18	15.65	103	89.56
B.Com	244	08	3.27	67	27.45	98	40.16	46	18.8	219	89.75
BAF	101	22	21.78	49	48.51	21	20.79	05	4.95	97	96.03

B.Sc (Home Science)	58	07	12.06	22	37.93	13	22.41	-	-	42	72.41
BCA	51	03	5.88	13	25.49	23	45.09	04	7.84	43	84.31
BMS	60	06	10	23	38.33	26	43.33	-	-	55	91.66
BMM	53	08	15.09	33	62.26	06	11.32	-	-	47	88.67
M.A.	11	04	36.36	03	27.27	04	36.36	-	-	11	100
M.Com	20	-	-	12	60	08	40	-	-	20	100

### Results of the academic year 2017-2018:

Title of the Programme	Total no. of students appeared	Division									
		Distinction %		I %		II %		III %		Pass %	
		No.	%	No.	%	No.	%	No.	%	No.	%
B.A	122	11	9.01	49	40.1	50	40.98	05	4.09	115	94.26
B.Com	250	14	6.36	65	29.55	100	45.45	41	18.64	220	88
BAF	127	21	16.53	52	40.94	37	29.13	04	3.14	114	89.76
B.Sc (Home Science)	70	05	7.14	25	35.71	32	45.71	01	1.42	63	90
BCA	46	03	6.52	15	32.60	17	36.95	06	13.04	41	89.13
BMS	54	04	7.40	17	31.48	28	51.85	03	5.55	52	96.29
BMM	58	21	36.20	31	53.44	01	1.72	-	-	53	91.37
M.A.	17	04	23.52	09	52.94	03	17.64	-	-	16	94.11
M.Com	23	04	17.39	12	52.17	06	26.08	01	4.34	23	100

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

- External experts on the IQAC and employers give suggestions for content that could be made part of the curriculum during revision.
- IQAC motivates teachers to use blended methods by organising workshops and training programme.
- IQAC conducts regular and rigorous internal and external Academic Audit.
- IQAC obtains feedback from students and internal peers. The feedback is conveyed to the respective departments in general and to teaching faculty in particular.
- Record books maintained by teachers are regularly checked by HODs and Vice Principals to ensure effective delivery of curriculum.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	32
Staff training conducted by other institutions	13
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	19	1	-	-
Technical / Support Staff	32	1	-	-

### Criterion – III

### 3. Research, Consultancy and Extension

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

- Financial assistance is given through research cell for taking up small research projects and for attending International Conference for Paper Presentation.
- To promote research aptitude among undergraduate students, college organised Intercollegiate Research Paper presentation competitions, Urjita (Faculty of Home Science), Trishul (Department of Psychology).
- Undergraduate students are trained and mentored for participating in intercollegiate competitions at National and International level. Students have bagged prizes in these competitions.

### 3.2 Details regarding major projects

Nil

### 3.3 Details regarding minor projects

Nil

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	-	-
Non-Peer Review Journals	-	-	1
e-Journals	-	-	-
Conference proceedings	6	5	-

### 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	Received
Major projects	-	UGC	9,04,381	2,66,581
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Good touch bad touch	-	Management	10,000	10,000
Leadership	-	Management	10,000	10,000
Students research projects (other than compulsory by the University)	-	Management	10,000	10,000
Any other(Specify)	-	-	-	-
Travel grant	-	UGC	75,000	75,000
Publication of students' research in UGC approved journal	-	Management	17,500	17,500
<b>Total</b>			<b>1026881</b>	<b>389081</b>

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books: 01

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: NA

3.9 For colleges: Nil

3.10 Revenue generated through consultancy: Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State
Number	01	02	03
Sponsoring agencies	Sarvasumana Association	1. ELT@I, Mumbai Chapter 2. Bombay Psychological Association	College

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

3.13 No. of collaborations: International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/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	Dist	College
02	01	-	-	-	-	01

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution: NA

**3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones): Nil**

**3.21 No. of students Participated in NSS events:**

University level  State level   
National level  International level

**3.22 No. of students participated in NCC events:**

University level  State level   
National level  International level

**3.23 No. of Awards won in NSS:**

University level  State level   
National level  International level

**3.24 No. of Awards won in NCC:**

University level  State level   
National level  International level

**3.25 No. of Extension activities organized**

University forum  College forum   
NCC  NSS  Any other

**3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**

**NSS**

**Flag Collection Drive**

NSS volunteers undertook a flag collection drive on August 16, 2017. The volunteers collected flags in their respective vicinities and on the way, to and from college. The collected flags were given to Stree Mukti Sangathana for further action.

**Voter ID registration drive**

The NSS volunteers led a month long Voter ID registration drive from August 01-30, 2017. The volunteers spent 2 hours each day in identifying students who were above 18yrs of age and had not yet made their voter IDs. A total of 170 eligible students registered for getting their voter identity card processed.

### **Pulse Polio Vaccination Drive**

15 NSS volunteers participated in the pulse polio vaccination drive at Ghatkopar railway and metro station on September 17, 2017. A total of 107 children were vaccinated by the end of the day.

### **Participation in the 'Rally for Rivers' Programme**

50 volunteers participated in the nation-wide program, 'Rally for Rivers' organized by the ISHA foundation on September 03, 2017. The rally aimed at lobbying for afforestation along riverbanks throughout the country. The volunteers interacted with individuals and persuaded them to give missed calls on the assigned phone number as a mark of their agreement and participation in the cause.

### **Vaachan Prerana Divas**

Organized a celebration of the Vaachan Prerana Divas on October 13, 2017, to commemorate the birth anniversary of former President Late Dr. A P J Abdul Kalam. 73 volunteers participated in a collective reading of an editorial on an issue related to national interest followed by a reading and discussion of the Preamble of the Indian Constitution.

### **International Yoga day:**

Arranged Yoga Workshop along with NSS on 21st June 21, 2017- International Yoga Day at Dome from 9.00 to 10.30 am.

### **NSS WEEK**

The NSS Unit of the college organized the annual NSS week 2017-18 from November 23-25, 2017. The theme for the year was 'Building Solidarity against Sexual Harassment'. The students led campaign against sexual harassment included lectures by eminent personalities, display of posters, slogans and banners across the campus and interactions with various activists working on the issue. The students also created evocative demonstrations and installations which included a #metoo graffiti board and costume installations tagged "I was not asking for it".

### **Blood Donation Camp**

Organized a Blood Donation Camp in collaboration with the NCC Unit of the college and Samarpan Blood-bank, Sarvoday Hospital Ghatkopar on November 25, 2017. The donated blood reached a total of 20 Units.

### **Waste segregation survey**

35 volunteers from the NSS unit collaborated with Organica Biotech and participated in a waste segregation survey on November 28, 2017. The volunteers covered various housing societies in and around Ghatkopar west and east, to understand the currently availed waste segregation

mechanisms. The survey also intended to acquaint the residents and governing bodies of the housing societies with simple waste segregation methods and techniques.

### **Health Week**

The NSS Unit and Rotaract Club of SPND Women's College in collaboration with the Inner Wheel Club, Ghatkopar, organized the Annual Health Week, between December 6-11, 2017. The Health week included expert lectures on various issues related to women's health such as Sexual and Gynecological health, communicable disease prevention, skin and hair care, skin and organ donation; along with free general health check-up, screening for anemia and thalassemia and eye and dental check-up. Over the duration of the week a total of 2121 students, volunteers and staff members benefitted from the event.

### **NSS special camp**

The NSS Unit of SPND Women's College, Ghatkopar organized the Annual Special Residential Camp 2017-18 from December 22-28, 2017; at Runde (Ambivali) village, Titwala, Tal-Kalyan, District-Thane. The camp was attended by 150 volunteers across all the faculties from the college. The camp activities included expert lectures themed around issues of gender and women empowerment. The shramdan activities included painting the exterior walls and garden maintenance-beautification of the zillaparishad school, at Runde village. The NSS Unit also collaborated with the Paryavaran Dakshata Mandal's Devrai project and volunteered with their afforestation project which is situated along the banks of Kaluriver. The cultural activities included various sport competitions for children and a swachha parisar competition coupled with a rangoli competition for women.

AIR FM Gold featured a small coverage of the Swachchata Activities conducted by the SPND NSS Unit along with an interaction with PO Amrita Behel on January 29, 2018.

### **NCC**

#### **Cadets participated in following extension activities:**

- Pulse Polio Immunisation at Sarvodaya Hospital, near Ghatkopar Metro station
- Helping traffic Police to control the traffic and spread message through posters
- Swachhta Abhiyan organized by Lion's club of Ghatkopar
- International Yoga Day at SNTD College Juhu, Santacruz organized by 5 MAH GIRLS BN NCC.
- Tree Plantation programme at Forest Department Kasara, Promod Mahajan Udyan, Dadar (W) Collaboration with BMC and Rundhe Gav Titwala with NSS Volunteers.
- Van Mahotsav rally at Marine drive organized by Forest Department Mumbai
- Rally For River at Parel organised by ISHA Foundation
- Annual Blood Donation Drive organised by members of Alpine Adventure and Ex. Ncc cadets of 6 MAH GIRLS BN with Sarvodaya Samarpan Blood Bank at Jayantilal Municipal School Ghatkopar (w). Also organised Blood Donation camp at college premises.



- Save the girl child rally from College Cama Lane, M.G.Road, L.B.S. Marg. Ghatkopar Rly Station Road and back to College.
- Run for unity (Sardar Vallabhai Patel Jayanti) organised by Great Mumbai Co-operation.
- Participation in rally on the occasion of Constitutional Day under aegis of Social Justice Department, the rally started from Worli to Dadar on November 26, 2017.

### **Intergenerational Interaction Programme**

The programme was carried out during the academic year 2016-17 which provided opportunities for younger and older people to interact in a variety of settings. It brought together youth and older people for mutual benefit. It was a platform where multiple generations intermingled or came together. It made the lives of older generation more enjoyable and the younger ones richer. The younger generation got knowledge through this interaction and helped them to build treasurable memories. In this programme 5 teachers and 38 students participated. Every student interacted with four senior citizens and spent ten hours with each one of them.

### **ROTARACT Club**

Various activities are also conducted by college ROTARACT club like health week along with NSS, MUSKAN, heart touching project of special bond of friendship with the children and Project ROSHNI, AT SOMEONE'S LIFE THIS DIWALI where Diwali was celebrated with orphan children.

## **Criterion – IV**

### **4. Infrastructure and Learning Resources**

#### **4.1 Details of increase in infrastructure facilities:**

<b>Facilities</b>	<b>Existing</b>	<b>Newly created</b>	<b>Source of Fund</b>	<b>Total</b>
Campus area	5077.2 Sq.M.	-	-	5077.2 Sq.M.
Class rooms	29	-	-	29
Laboratories	16	-	-	16
Seminar Halls	03	-	-	03
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-

#### 4.2 Computerization of administration and library

A customized cloud based MIS is in place for staff and students' data. A dedicated server is maintained as back up in the college. Library is fully computerized with bar code system.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39386	2711401.9	341	97,592.43	39,727	2808994.33
Reference Books	27377	3216544.25	117	76,573.67	27,494	32,93,117.92
e-Books	N-List					
Journals	48	47379.00	47	55163.00	-	-
e-Journals	N-List					
Digital Database	Databases subscribed through SNDT Women's University					
CD & Video	87	13,297.00	-	-	87	13,297.00
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

Nil

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

- Basic computer skills training to all the students
- Training in Tally for M.Com and BAF students
- JAVA training for BCA students by NASSCOM as part of CSR
- Advanced computer skills by NIIT to 159 students as part of CSR
- Training in Google Classroom for teachers

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	4,80,000.00
ii) Campus Infrastructure and facilities	6,14,700.00
iii) Equipments	1,04,612.00
iv) Others	10,00,000.00
<b>Total:</b>	<b>2199312.00</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Publishing students' college diary
- Updating college website regularly
- Display of students support services at prominent places

#### 5.2 Efforts made by the institution for tracking the progression

Departments keep track of students' progression through alumni meets and social media

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2602	87	-	-

(b) No. of students outside the state

12

(c) No. of international students: Nil

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2146	271	42	172	1	2632	2133	284	45	226	1	2690

Demand ratio: 1:1 to 1:2

Dropout %: 8 - 10

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

Coaching classes for competitive examinations and entrance examinations of higher studies were conducted through Brightways Training Institute as part of CSR

No. of students beneficiaries

150

#### 5.5 No. of students qualified in these examinations:

NET	-	SET/SLET	1	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

## 5.6 Details of student counselling and career guidance

Psychology Department through its Counseling Center, Sanchetana arranges following activities:

- Personal counseling service by a qualified counselor is available for staff and students
- Expert lectures were arranged on relevant topics such as Physiology, well-being of adolescents, etc.
- Leadership training programmes for General Secretaries as well as motivational lectures for students participating in cultural and sports activities

Following career guidance activities are done through Progression and Placement Cell:

- College facilitated Swadisha - a collaborative programme of UNDP, Labour Ministry and SNTD Women's University to organise mentoring and counselling of students. Under this programme aptitude test was administered to 800 students. Out of which 598 students were mentored and counselled.
- Career guidance lectures by outside experts were arranged.

**No. of students benefitted**

1500

## 5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	329	94	25

## 5.8 Details of gender sensitization programmes

- Screened films themed on Gender
- Arranged talks by eminent activists on Gender Issues
- Invited Lawyers to interact with students about "Laws related to Women"
- Organized 'Ujedashi Sanwad' a performance of feminist poems and narratives
- Organized a Health Week to promote and enhance Women's Health through check-ups and awareness programmes
- Invited various Women's Rights Groups to conduct interactive workshops with students at the annual rural immersion camp

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 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
Financial support from institution	1876	5002285.00
Financial support from government	227	2562225.00
Financial support from other sources	65	1710000.00
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives:

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No grievances reported

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

Vision: To be recognised as a centre of excellence for education that empowers women leading to self actualization.

Mission:

- To empower women by providing quality higher education
- To enrich social and cultural values of women through holistic education
- To support underprivileged women with financial assistance to get educated and be self reliant

#### 6.2 Does the Institution has a management Information System

Yes

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

##### 6.3.1 Curriculum Development

Content Analysis Workshops were organised.

##### 6.3.2 Teaching and Learning

Organised Training programmes on Google Classrooms for promoting blended learning.

Organised workshop on “Development of Course Material in Self Learning Format” in collaboration with SNTD Women’s University

##### 6.3.3 Examination and Evaluation

Nil

##### 6.3.4 Research and Development

Inter-collegiate Under graduate level students research paper presentation competitions are organised every year by Department of Psychology (Trishul) and Faculty of Home Science (Urjita)

##### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Nil

### 6.3.6 Human Resource Management

Nil

### 6.3.7 Faculty and Staff recruitment

First few lectures of newly recruited faculty members were observed and suggestions were given for improvements.

### 6.3.8 Industry Interaction / Collaboration

Corporates like TCS, TATA Strive, Birla Sunlife, NIIT, NASSCOM, Edubridge (Voltas) and Technoserve (Citi Group) as part of CSR conducted employability skill and communication skills training for final year students and also helped in placements. We also have collaboration with WE Institute of Management, for certificate course in IRL (Industrial Relations and Labour Laws).

### 6.3.9 Admission of Students

To publicise programmes and courses available, hoardings were put at railway stations and standies at the college.

### 6.4 Welfare schemes for

Teaching	-
Non teaching	3
Students	8

### 6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done: Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	IQAC
Administrative	-	-	-	-

**6.8 Does the University/ Autonomous College declares results within 30 days?**

For UG Programmes Yes  No

For PG Programmes Yes  No

**6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

NA

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

NA

**6.11 Activities and support from the Alumni Association**

The PG Department of Psychology organized a series of lectures and workshops under the theme "College to Corporate". Under this theme alumni conducted some lectures and workshops for MA II students.

Alumni also help in placements of current students and motivate them.

**6.12 Activities and support from the Parent – Teacher Association**

NA

**6.13 Development programmes for support staff**

Nil

**6.14 Initiatives taken by the institution to make the campus eco-friendly**

Old lights were replaced with new LED lights.

**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.**

Taking advantage of CSR of corporates to enhance communications skills, training and placement of students



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

**Arranging International Conferences:**

Two days International Conference on Public Mental Health and Neurosciences in collaboration with Sarvasumana Association on 27th and 28th November 2017 on the theme “Extravaganza –Mind, Body and Yoga”.

**7.3 Give two Best Practices of the institution**

1. Welfare services to support underprivileged students to complete higher education
2. Building Consciousness about Gender Equity through NSS Initiatives

*\*Please refer annexure II*

**7.4 Contribution to environmental awareness / protection**

- Students participated in the nation-wide program, ‘Rally for Rivers’ organized by the ISHA foundation and Times of India.
- NSS unit collaborated with Organica Biotech and participated in a waste segregation survey to acquaint the residents and governing bodies of the housing societies with simple waste segregation methods and techniques.
- Tree plantation drives and van mahotsav are organised every year.
- Project ‘Save Energy’ for students in collaboration with TATA Power is organised to create awareness about energy conservation.

**7.5 Whether environmental audit was conducted?** Yes  - No

**7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)**


Our college has been ranked as one of the high performing institutes in the country by NAAC as we have achieved “A” grade in three consecutive cycles. This has given us extension of accreditation for two more years.

College hosted Regional Yuva Mahotsav organized by SNDT Women’s University during September 15 and 16, 2017, wherein 859 participants from 29 colleges from Mumbai, Gujrat and Madhya Pradesh participated.

Our college received Vice Chancellor’s Banner for NCC of S.N.D.T Women’s University for the best performance for the year 2016—2017 (Third Time in last five years).

## 8. Plans of institution for next year

1. Applying for Quality Audit (NIRF, ISO)
2. Training non-teaching staff for MIS
3. External Academic and Administrative Audit
4. Registration of Alumni Association
5. Organising workshop for teachers on Teaching Learning criterion and methods
6. Enhancing research activities amongst staff and students
7. Conducting Energy Audit
8. Installation of Smart television sets in selected classrooms
9. Revisiting Vision and Mission of the college

  
Dr. Madhumita. Bandyopadhyay

Coordinator, IQAC



  
Dr. Asha Menon

**INCHARGE PRINCIPAL**  
Smt. P. N. Doshi Women's College of Arts  
Kum. U.R. Shah Women's College of Commerce  
Dr. (Smt.) Nanavati B.M. Women's College of Home Sc.  
Ghatkopar (West), Mumbai - 400 086



**ANNEXURE I**  
**CALENDAR OF ACTIVITIES FOR THE YEAR (2017-2018)**

I Term	-	June 12, 2017 to October 14, 2017
II Term	-	November 6, 2017 to May 1, 2018
Christmas Vacation	-	December 25, 2016 to January 1, 2017

Tentative Dates	Events
<b>JUNE</b>	
III week	International Yoga Day
IV week	Faculty wise Orientation Programme for First Year degree college students
<b>JULY</b>	
I week	Class Representatives Election
II week	General Secretaries Election
II week	Orientation programme for First Year Post Graduate Students
III week	Leadership Training programme for General Secretaries and Class Representatives
IV week	University Orientation for First Year Degree College Students
IV week	Sex education programme by Sanchetana for First Year Students
<b>AUGUST</b>	
I week	Talent show
I week	Literary events
II week	First Internal Assessments
III week	Monsoon picnic
IV Week	Foundation Day
<b>SEPTEMBER</b>	
I week	Teachers Day One day Picnic
II week	Parents meet Hindi Divas
III week	Yuva Mahotsav
IV week	Navratri Celebrations and Dandiya Raas
<b>OCTOBER</b>	
II week	First Semester examinations
II week	University Semester examinations
<b>NOVEMBER</b>	
III week	International Conference
IV week	Semester examination for M.A./M.Com.
<b>DECEMBER</b>	
I week	Health Week
II week	Winter picnic Goal: Commerce Week Fashion Show by Fashion Designing Diploma programme E 3 event by Interior Designing Diploma programme

III week	Sports Day UTSAV 2017 Annual Day Celebration
IV week	NSS Special Camp
<b>JANUARY</b>	
II week	Research paper presentation competitions Trishul and Urjita Economics convention
II week	National Conference
III week	Industrial visits
<b>FEBRUARY</b>	
II week	Second Internal Assessments Parents meeting
IV week	Farewell function for Third Year Degree College Students
<b>MARCH</b>	
I week	International Women's Day Celebration
III week	University Semester examinations
IV week	National level workshop
IV week	Industrial visits
IV week	Farewell function for Post Graduate Students
<b>APRIL</b>	
I week	College Semester examinations
III week	First year Degree College results and second year admissions Campus Interviews

## ANNEXURE II

### BEST PRACTICES

#### 7.3.2

#### 1. Welfare services to support underprivileged students to complete higher education

##### 1. Title of the practice

Welfare services to support underprivileged students to complete higher education

##### 2. Goal

Since its inception, the college has worked determinedly in the spheres of women's education and welfare activities, especially for needy, underprivileged by providing them access to free/subsidised education. The motto of the college is to assist the students' complete higher education by providing them physical, psychological and financial support.

##### 3. The Context

Majority of our students are from socio-economically challenged segments of the society. Personal interaction with students has revealed that familial and financial constraints prevent them from completing higher education. Because of this background our students face number of hurdles while completing their education and achieve goals. In addition to financial help like subsidized fees, scholarships and interest free loans, college also provides various welfare services. We strengthen their confidence and determination by giving them a helping hand and leading them towards the fulfilment of their dreams.

##### 4. The Practice

###### Book bank

Under Book Bank scheme a set of textbooks is provided to needy and bright students for one academic year against a refundable deposit. Students have to fill up an application form to avail this facility. Students are shortlisted on the basis of information provided in the form, personal interaction and recommendation from teachers.

###### Food for soul

Many of our students cannot afford two meals a day, which affects their studies and overall health. We have launched the Mini Meal programme, where needy students are given a balanced meal including a fruit on every working day. This programme has resulted in better health and improved academic performance of the beneficiaries. Students are selected on the recommendation from teachers and are given a card to avail this facility.

###### Medical Centre

A medical centre is established in the college where a doctor comes twice a week. Students are given regular check-ups, follow-up treatment and medicines at nominal charges.

## **Sanchetana**

This centre provides personal counseling services to students and staff with the help of qualified professionals, who offer guidance for personal, educational and career problems. The centre also conducts regular workshops on personality development and leadership training.

### **Employability Skill Training by corporate**

College offers training in life skills, communication skills as well as Job specific skills and also helps in placements through Progression and Placement cell. Our institute has incorporated inter-disciplinary add-on courses to be opted by students as a parallel sub-discipline while pursuing their degree level education. College also has collaborations with corporate for training our students as part of their CSR.

#### **a. Subject specific Add-on courses offer by college**

Following Add-on courses are offered to all students:

- |                                |  |
|--------------------------------|--|
| 1. Functional English          | 9. Editing                                   |
| 2. Computer training           | 10. Fancy Cooking                            |
| 3. NET Programming             | 11. Chocolate Art                            |
| 4. Personal Grooming           | 12. Nutrition, Health And Fitness Management |
| 5. Cyber security              | 13. Android                                  |
| 6. Creative Writing            | 14. Introduction to Quantitative Techniques  |
| 7. Accounting with Tally ERP 9 | 15. Research Methodology                     |
| 8. Animation                   | 16. MS Office                                |

College also offers a Certificate Course in “Industrial Relations and Labour Laws” in collaboration with Welingkar Institute of Management, Mumbai to M.A. Psychology students.

#### **b. Employability Skill Training**

Following training programmes are offered to students with corporate partners:

- JAVA training by NASSCOM
- Banking and Financial Services by TATA Strive
- Retail Management by TATA Strive
- Computer Skills by NIIT
- Communication Skills by Edubridge (Voltas)
- Employability Skill Training by Technoserve (Citi Group)
- Coaching classes for competitive examinations and entrance examinations of higher studies (Brightways Training Institute)

## **5. Evidence of success**

Every scheme has helped students in some way in shaping their career. While Food for Soul (Approx. 200 beneficiaries per day for 150 days in a year) has seen the improvement in attention span as well as attendance, Book Bank (Approx. 300 beneficiaries per year), Medical Centre (Approx. 175 beneficiaries per year) and counselling service has been used by many

students. Add-on courses have improved students' chances of employment whereas Employability Skill Training which is aimed at final year students has facilitated placement of more than 100 students every year. It has also helped in improving their self confidence.

## **6. Problems encountered**

- Raising funds to sustain these programmes is difficult. The Trust works very hard in raising resources.
- Identifying and Reaching to needy students.
- Co-ordinating with corporate partners for availability of slots in timetable and space.

## **2. Building Consciousness about Gender Equity through NSS Initiatives**

### **1. Title of the practice**

Building Consciousness about Gender Equity through NSS Initiatives

### **2. Objectives of the Practice:**

- To create awareness about gendered nature of the society
- To create a safe space for reflexive introspection and conversations around the gendered nature of students' lives

### **3. The Context:**

Being an all women's institute there is a risk of taking for granted the gendered nature of our students' lives and assuming that empowerment happens through the very act of education without putting in additional effort to dismantle everyday impacts of patriarchy. It was important for us as an institution to realize that our women students carry the patriarchal structures which make their families, into class and that it is this embodiment which needs to be realized, brought to the fore and changed. Another important dimension was the need to reach out to the communities that our students come from and having conversations with our students allowed us a route to reach out to their immediate environments through them.

### **4. The Practice:**

- Screened films themed on Gender
- Arranged talks by eminent activists on Gender Issues
- Invited lawyers to interact with students about "Laws related to Women"
- Organized 'Ujedashi Sanwad' a performance of feminist poems and narratives
- Organized a Health Week to promote and enhance Women's Health through check-ups and awareness programmes
- Invited various Women's Rights Groups to conduct interactive workshops with students at the annual rural immersion camp

## **5. Evidence of Success:**

The students came up with interesting slogans and wall-papers to spread the learning related to nuances about gender. The volunteers themed the annual NSS week as 'Building Solidarity Against Sexual Harassment' and created graffiti boards where they used #metoo to talk about experiences of sexual harassment that they have encountered at various points in their lives. They also created an installation of clothes they were wearing when they faced harassment, wherein they tried to point to the diversity of their attires highlighting the point that clothes had nothing to do with drawing abuse onto them (unlike popular notions). The installation was titled, 'I wasn't asking for it!'

## **6. Problems Encountered:**

- Overcoming the public notion that an all women's institute does not need conversations on Gender
- The challenge posed by the students being deeply entrenched in gendered norms which could make conversations around gender seems threatening.
- To identify resource persons and activities had to be designed keeping these sensibilities in mind.



### **ANNEXURE III**

#### **ANALYSIS OF STUDENTS' FEEDBACK**

Online assessment of teachers and infrastructure by students was done on a 5 point scale. Teachers were assessed on their classroom behaviour, subject knowledge, teaching methods and objective evaluation. Students feedback after analysis was conveyed to the concerned teacher and constructive suggestions were given by the Principal.

Some of the salient points emphasized in the Institutional feedback were:

- Library services and encouragement for co-curricular activities rated highly.
- Campus cleanliness and canteen facilities need improvement.