



SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

**SMT. P. N. DOSHI WOMEN'S COLLEGE OF ARTS, KUM
U. R. SHAH WOMEN'S COLLEGE OF COMMERCE AND
DR. (SMT.) NANAVATI BHANUBEN MAHENDRA
WOMEN'S COLLEGE OF HOME SCIENCE**

SMT. P. N. DOSHI WOMENS COLLEGE OF ARTS, KUM U. R. SHAH WOMENS
COLLEGE OF COMMERCE, DR. SMT. NANAVATI BHANUBEN MAHENDRA
WOMENS COLLEGE OF HOME SCIENCE, CAMA LANE, GHATKOPAR WEST
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Our College was established in the year 1960 by visionaries in women's education with the motto "Sa Vidya Ya Vimuktaya (The Education which liberates). The college which began with five students in B.A. has grown into a multi faculty institution with more than 2000 students. The vision of the college reflects the commitment towards girls' education.

The college affiliated to SNDT Women's University, is situated in the suburb Ghatkopar, Mumbai. It is NAAC accredited in the years 2003, 2010 and 2016 and has also received **High Performing Institute** status from NAAC as we have achieved 'A' grade in three consecutive cycles. Our college received **The Best College Award** from SNDT Women's University in the year 2021-22.

Our vision has transitioned from focusing on "Educating Girl Child" to "Self-actualization" to "Empowerment of Girls" which has been possible due to our continuous efforts to give the girls from diverse social backgrounds an opportunity to access the higher education systems with rigor. Many students are from socially disadvantaged backgrounds and to motivate them to complete their studies is our priority. To facilitate the same, the college offers a variety of programs and fees are kept to a minimum. The Management helps students with scholarship and other welfare schemes such as mini-lunch, medical help, etc.

Vision

Vision: "To be recognized as centre of excellence for women's education that empowers them to become self-reliant and responsible citizens who would contribute to build healthy society".

Mission

Mission:

- To provide quality multidisciplinary skill-based higher education and to strengthen scientific outlook among students.
- To subscribe to student centric approach enabling them for global competencies.
- To cater to the diverse needs of students through inclusive approach and drive holistic development by creating conducive eco-system.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Reflections through the SWOC analysis help to enhance the potential by bringing a change in perspectives and help optimize the opportunities. This method of strategic planning is used to research external and internal factors that influence the success and growth of the institution. Following are the notings based on multiple

interactions we had with our stakeholders.

Strength:

Our inherent strengths and consistent efforts have enabled us to attain 'A' Grade in three consecutive cycles and the result of that we were accorded 'Best performing institution'. Our qualified, experienced and dedicated teaching faculty have made it possible to reach our attainment goals and it reflects in good University exam results and ranks despite low marks of students at entry level. Our students performance in co-curricular and extracurricular activities validate our vision of making our college 'A Centre of Excellence'. A vibrant, friendly and democratic atmosphere and safe and secure environment helps to pave the way to students empowerment. Our pillars, the Management with a variety of support services ensure a seamless academic journey. They have also assisted in creation and up-gradation of well-equipped laboratories, classrooms, library and other physical facilities.

Strength:

1. 'A' Grade in three NAAC cycles and Best Performing Institute status accorded by NAAC
2. Ph.D. Research Centre (Commerce)
3. Highly qualified, experienced and dedicated teaching faculty
4. Safe and Secure environment
5. Vibrant, friendly and democratic atmosphere that bonds the stakeholders
6. Supportive management offering financial assistance and other facilities to staff and students
7. Well-equipped laboratories and classrooms
8. Good physical accessibility and well connected through local transport

Institutional Weakness

Located in a busy suburb of Mumbai, space constraints limit our efforts to scale up our activities. Absence of ground inhibits sports culture in campus. Our students with poor self-efficacy and motivation due to their socially disadvantaged background are hesitant to accept job placements.

Many of our students due to lack of exposure find it difficult to cope up with the demands of higher education system.

Research output by faculty is inadequate due to academic and administrative constraints. Visibility of the college is not high due to meager social media coverage.

Weaknesses:

1. Space constraints
2. Insufficient campus placement activities
3. Inadequate sports facilities
4. Limited coverage on social media
5. Students with poor self-efficacy and motivation due to their socially disadvantaged background.

Institutional Opportunity

Synergic collaboration with other institutions and organizations can help scale up learning experiences skills and lead to better placement and progression. This will also help to initiate projects by the departments.

Subject experts from industries are available who are ready to share their knowledge and expertise with the students. There is scope to take up more quality enhancement projects and improve our social media coverage.

Our association with NSDC will lead to offering skill based courses to students with Pan-India certification which is a stepping stone to implementation of NEP.

Opportunities:

1. Scope to encourage research.
2. Scale up Industry – Institute interaction.
3. Scope to start with more skill-oriented courses
4. Increased media coverage to improve brand image.
5. Easy availability of subject experts
6. Tapping financial assistance for various activities
7. Undertaking more Quality Enhancement Projects

Institutional Challenge

Synergic collaboration with other institutions and organizations can help scale up learning experiences skills and lead to better placement and progression. This will also help to initiate projects by the departments.

Social and familial constraints restricts many students from completing their studies. The challenge is to inspire and motivate them to complete and pursue higher education and develop a career oriented mindset.

The quality of results of academically weak students at entry level needs to be improved and retain the results of the above average students.

To manage the available infrastructure and facilities in the changing scenario of addition of new courses and increased enrollment is daunting.

Challenges:

1. Improve the academic performance of the students who are academically weak at entry level
2. Motivate students to pursue higher education
3. Stand up against competition from nearby coed colleges
4. Manage various courses and high enrollment of students in the present infrastructure
5. Illiterate parents, first generation learners often from disadvantaged backgrounds.
6. Inspiring students towards a career oriented mindset

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Comprehensive and effective curriculum delivery within the framework provided by the University is achieved through a detailed Academic Calendar and Teaching Plans. Focus on Program Outcomes, Specific Program Outcomes and Course Outcomes ensure efficient curriculum delivery.

Content analysis and question bank workshops orient the faculty to the syllabus and its implementation. Mentoring and counseling by the teachers support students to overcome their academic and personal concerns. Extra and individual coaching by the teachers helps to improve confidence and academic quality of slow learners. In our efforts to instill and nurture creativity, scientific temper and research aptitude among students, we provide opportunities for participating in research competitions and activities, writing and presenting research papers at intercollegiate, national and international levels. Language departments exhibit wall papers to boost the literary talents of students. The excellent student-teacher relationship and mentoring provide a foundation for monitoring and ensuring achievements of learning outcomes.

The college offers students linguistic flexibility to overcome the language barrier, wherein they can opt English or Gujarati as a medium of instruction in the undergraduate Commerce program. Though the formal medium of instruction is English for most programs, the faculty also handholds the students by teaching them in the regional languages like Hindi/Marathi/ Gujarati. They can also write the examinations in English/ Hindi/ Gujarati/ Marathi as per the University rules. A unique flexibility offered by the University for students who are unable to continue their education due to certain familial concerns, is to rejoin the course within three years after fulfilling certain conditions.

To reduce the gap between academia, industry and society, bridge courses and add on courses are offered. A review mechanism ensures proper implementation of curriculum delivery. The continuous process of evaluation and feedback analysis ensures that students' academic performances are systematically assessed and reviewed. Soft skills and life skills training help them acquire core competencies for career enhancement. The value-added courses and co-curricular activities sensitize students to cross-cutting issues. Professional ethics and values are reinforced through employability skills training that help create responsible professionals. Social values are inculcated through Departmental Social Responsibility (DSR) and Institutional Social Responsibility (ISR).

Teaching-learning and Evaluation

Teaching-learning process is made student-centric by judiciously combining experiential, interactive and lecture methods. Some innovative teaching methods like brain storming, case study method, demonstration, peer teaching, role play, and book review are employed. Internet-assisted learning, online submissions of assignments, information sharing through social media and departmental clubs are the other methods adopted by the faculty. Subject experts enrich the learning experience. Teachers as mentors help students develop core competencies to enhance employability skills and inculcate research aptitude and encourage usage of offline and online resources. It is a sign of good teaching that our attainment levels are good and university results are more than 90% with few rankers every year.

Many of our students are first generation learners who have completed their schooling through vernacular

medium. Hence special efforts are made to familiarize them with the system of higher education. Functional English is offered to first year students as an enrichment course to improve their linguistic and communication skills and improve their academic performance. The first week of the semester is dedicated to explain to the students' basic terms, terminologies and concepts. Compulsory training in basic computer skills is provided for effective use of ICT by students for project preparation and presentations

To update and obtain deeper insights in their respective subjects, industrial visits (virtual visits), study excursions, field trips and visits to exhibitions, seminars and workshops on relevant topics are arranged. Students are motivated to participate in various collegiate and inter collegiate research competitions such as International Economic Convention, Trishool, Urjita, Avishkar, etc.

The Internal Quality Assurance Cell conducts academic and administrative audits and organizes programs to improve the quality of teaching. Annual feedback from stakeholders ensures quality teaching-learning leading to high attainment scores.

The evaluation process is transparent. Students are assessed through a continuous evaluation system, which includes written tests, submissions of project and field visit reports, PowerPoint presentations, quiz, group discussions and seminar presentation wherever applicable. There is a provision for time bound reevaluation at the college level as per university guidelines. The parents and students are informed about the student's performance during open house.

Research, Innovations and Extension

The College Research and Development cell encourages research by teachers and students. The Management supports the faculty and students in patent publication, and paper/book publications, paper presentations and doctoral, post-doctoral studies through appreciation certificates/letters/award/grants and study leave. Six faculty members published patents including one international patent in the last five years. Our research policy emphasizes on socially relevant research. Research Imprints (2021-2022), was a student's special edition to promote knowledge transfer. The Staff Study Circle and Research desk facility promotes knowledge creation and sharing in the Institute. We are now recognized as PhD Research Centre (Commerce).

An Incubation Centre established with Brainiac Cognitive Solutions helps develop entrepreneurial skills. Business Development and Innovation Project, Workshop on 'My Dream, My Business' and an Entrepreneurial Development Program (EDP), Bazaar, Goal, Utsav and "Education, Empowerment and Enrichment" (E3) encourage students to develop and market innovative products.

The institution, faculty members and students have been recognized for their contribution in academics, NSS, and NCC. Students address social concerns through Drives for Blood Donation, Pulse Polio Vaccination, COVID vaccination, Cleanliness, Voter enrolment and Constitution literacy workshops. NSS special residential camps in our adopted village help sensitize the students and the community to local issues and to work together for betterment.

In our efforts to contribute towards community development, we adopt a village for a period of three to five years and conduct activities with the help of staff and students to bring about noticeable improvement in the quality of life of the villagers. Social, physical and financial involvement and contribution of primary stakeholders in our village development program ensures quality and sustenance of the initiatives undertaken. As a recognition of our work in the community, the college has been selected for Unnat Bharat Abhiyan: A

Flagship program of the Government of India to bring transformational changes in five adopted villages. Our DSR and ISR activities contribute towards making our students responsible citizens. Pan-India Kashmir-Kanyakumari Cycle rally for Girl's education, Inter-generational Interaction Project, engagements with an Orphanage and Home for the Destitute and Life Skill Development in Pre-adolescent girls from underprivileged background are some of our initiatives.

Infrastructure and Learning Resources

Feedback from students and faculty members regarding creation and enhancement of the infrastructure is positively considered by the management. When new courses/programs are introduced, the management solicits the requirements from concerned faculty members and experts. Infrastructure augmentation is planned focusing on development of educational programs, co-curricular, extra-curricular activities and administrative functions. The college works from 7.20 a.m. to 4 p.m. in overlapping shifts to meet the high demand for courses. A master time table is prepared keeping in mind the requirements of all the sections which work in a synchronized manner so as to utilize the available infrastructural facilities to the best. To utilize our infrastructure optimally, some lectures for professional courses are held on Sundays which also helps in availing the expertise of the visiting faculty.

We have well-established systems that help maintain physical and IT resources. Annual budgets facilitate timely availability of funds for infrastructure augmentation and maintenance including IT infrastructure.

IT infrastructure is prioritized considering its relevance in the current and future educational scenario. Our IT policy ensures adequate technology deployment and maintenance. Use of projectors, laptops and TV screens is a common practice in teaching. Additionally, studio recording classrooms and optimal Wi-Fi connectivity in the campus are available. Effective teaching learning is supported by platforms like Zoom, Microsoft Teams, Knimbus which can be accessed through mobile phones. Efforts are taken to train the students, teachers and staff to use the technology for teaching learning. Technology enabled ways are also adopted for administration and effective functioning of institutional activities.

The library functions are automated with barcode technology and a user friendly OPAC is available on intranet. Subscribed as well as open online educational resources along with question papers of previous years and learning material created by staff members can be accessed remotely. Library promotes use of its vast collection of books and journals through various services and activities like user orientation, assistance in research work, internet surfing facility, occasional thematic displays. Annual library program is organized with the intention to inculcate reading habits among students and to draw them to the library.

Student Support and Progression

The institute has various scholarships and free-ships provided by the government and college management for the students. The Government scholarship includes support for SC,ST,NT, VJINT and OBC, low income group students and minority students. During the process of admission, college management assist socially disadvantaged and physically challenged students through various scholarships.

Academic assistance, mentoring, remedial coaching and career counselling for both slow learners and advanced learners is offered. Additionally, students are upgraded with skills necessary to be job ready. Students are guided towards better career and job prospects through career counselling, entrepreneurship development,

campus interviews and placement activities.

Employability skills training, coaching for competitive examinations, career guidance, internships in renowned companies, project work are some of the initiatives taken by the college. Our efforts are also directed towards honing their entrepreneurial skills to enthuse them to become self-employed. The institute strongly believes in all round development of students and provide amenities essential to promote participation in curricular and co-curricular activities. Professional guidance in the form of a coach for sports activities and a mentor for cultural activities are engaged by the college to notch-up their performance.

Based on the industry requirement, specialized training sessions in the areas of Corporate Finance, Accounts, Banking, Marketing, Journalism, Human Resources, Computer Languages, Human Development, Food Science & Nutrition, Research Methodology, and Resource Management are organized.

Being a women's college, safety and security is paramount. The campus and its periphery are under CCTV surveillance. A female security guard at the main entrance and one female support staff on every floor ensure safety for girls.

Alumni are invited to college events as resource persons, judges, mentors or facilitators for extra-curricular activities. They are part of important committees like IQAC and CDC. Their inputs help updating the curriculum on the basis of changing industry expectations. For e.g. Advanced 3 D max course was offered as value added course to Home Science Resource Management students to enhance the skill for better job opportunities. This course is open even for alumni. A few alumni support financially as well as in kind (food rations kits/books/ stationery).

Governance, Leadership and Management

The institution's Vision and Mission were revised with inputs from all stakeholders and approved by the Governing Bodies. Based on the same, the perspective plans are prepared to deliver high-quality education and administration through a healthy organizational culture.

These plans are then implemented by various committees. Regular meetings are held to review the action taken, identify the gaps and take corrective measures wherever necessary. Periodic Academic and administrative audit helps us to assess our performance against the stated mission.

The Governance is decentralized in the form of horizontal participative system of management. It enables delegation of authority and responsibility at various levels. Formal and informal committees ensure objectivity and transparency in the functioning. Institutional Policies and SOPs play a vital role in smooth functioning. Consensus, transparency, readiness to accept suggestions and lateral thinking are the core virtues of our decision-making system. Autonomy is granted to Vice-principals, Coordinators and faculty members to encourage decision making and take responsibilities thereby grooming them for future leadership roles.

To keep pace with changing needs, efforts are made to enhance professional development of the staff members, like training in use of ICT for teaching staff, and technology for cashless transactions for non-teaching staff.

The funds from various government and non-government organizations are mobilized for benefit of the students. The institution is managed by the SPRJ Kanyashala Trust which is registered under 80 G. Hence, majority of the donations are received by trust. There are established procedures and processes for planning and

allocation of financial resources. Transparency in financial management is achieved by regular conduction of internal and external audits.

The IQAC strives towards realizing quality enhancement and sustenance. It supervises, assesses the teaching-learning process through regular review of feedbacks and implements necessary quality management strategies in academics and administration. We take effective measures for the professional development and welfare of the teaching and non-teaching staff. The management encourages them to pursue higher education/ skills to enhance their performance through welfare schemes like Research corpus fund, Faculty improvement program leave, Special full pay doctoral research leave etc.

Institutional Values and Best Practices

The institution creates awareness about gender equity through various activities and regularly organizes capacity building programs by inviting women achievers to motivate the students. Internships contribute to the development of professional ethics by exposing them to a structured and formal work environment. In line with our vision, national and international commemorative days are celebrated to make the students responsible citizens. The inclusive environment in the institution enables the students to develop camaraderie and a sense of security. Divyangjan students' mobility is facilitated by the provision of ramps, wheel chair, elevators and dedicated washrooms. Students with learning disabilities are provided with additional academic support especially during examination, scribes are arranged, extra time is granted as per the rules, suitable seating arrangements are provided. To sensitize the students towards gender, environmental and health issues, NSS, NCC and Rotaract Club arrange a variety of activities like, movie screening, expert talks on gender issues etc.

Activities such as green audit, energy audit, solar power generation, water-harvesting and energy conservation through energy efficient equipment sensitize all to be environment conscious citizens. Various measures are taken to reduce, recycle and reuse solid waste to make our campus eco-friendly. NSS volunteers are assigned the task of monitoring and reinforcing energy saving behavior / habits. We practice simple measures like using both sides of paper for printing, using waste paper for rough work, using the lights/fans only when needed, switching off lights in unused rooms etc. The library, has scanned copies of question papers instead of hard copies which has helped us further reduce our carbon foot print.

One of the best practices "Enhancing Sustainable Green Initiatives" is our response to the current global environmental concerns, in which the institution has adopted several environment friendly sustainable measures and aimed to motivate students to act as a catalyst in the society towards a greener world. The second best initiative of our college is "Super Thirty Empowerment Program (STEP)". The focus of this program is to empower selected advanced learners to redefine themselves and use their talents, passion and interest to influence their inclination and transform their lives.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Smt. P. N. Doshi Women's College of Arts, Kum U. R. Shah Women's College of Commerce and Dr. (Smt.) Nanavati Bhanuben Mahendra Women's College of Home Science
Address	Smt. P. N. Doshi Womens College of Arts, Kum U. R. Shah Womens College of Commerce, Dr. Smt. Nanavati Bhanuben Mahendra Womens College of Home Science, Cama Lane, Ghatkopar West
City	Mumbai
State	Maharashtra
Pin	400086
Website	www.spndoshicollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Asha Menon	022-25135439	9892474794	-	principalspndoshi@gmail.com
IQAC / CIQA coordinator	Raju Chauhan	022-25123484	8356071971	-	iqacspndoshi@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes 2 1 2 minority letter.pdf
If Yes, Specify minority status	
Religious	NA
Linguistic	Gujarati Linguistic
Any Other	NA

Establishment Details				
State	University name	Document		
Maharashtra	Smt. Nathibai Damodar Thackersey Women's University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	11-11-2003	View Document		
12B of UGC	11-11-2003	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Smt. P. N. Doshi Womens College of Arts, Kum U. R. Shah Womens College of Commerce, Dr. Smt. Nanavati Bhanuben Mahendra Womens College of Home Science, Cama Lane, Ghatkopar West	Urban	0.8	6809.84

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Mass Media	36	Higher Secondary School Certificate HSC	English	72	69
UG	BCom,Financial Accounting And Auditing Computer Studies Office Management And Secretarial Practices	36	Higher Secondary School Certificate HSC	English,Gujarati	396	373
UG	BCA,Computer Applications	36	Higher Secondary School Certificate HSC	English	120	108
UG	BA,Hindi Economics Psychology	36	Higher Secondary School	English,Hindi	240	189

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			Certificate HSC			
UG	BSc,Food Science And Nutrition Human Developmen t Family Resource Management	36	Higher Secondary School Certificate HSC	English	120	81
UG	BMS,Manag ement Studies	36	Higher Secondary School Certificate HSC	English	72	72
UG	BCom,Acco untancy And Finance	36	Higher Secondary School Certificate HSC	English	132	125
PG	MSc,Human Developmen t	24	Graduate	English	30	3
PG	MCom,Com merce	24	Graduate	English	40	30
PG	MA,Psychol ogy	24	Graduate	English	40	15
PG	MA,Psychol ogy	24	Graduate	English	40	16
PG	MA,Hindi	24	Graduate	Hindi	60	12

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				11				29			
Recruited	0	0	0	0	1	10	0	11	8	9	0	17
Yet to Recruit	0				0				12			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				32			
Recruited	0	0	0	0	0	0	0	0	1	31	0	32
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				53
Recruited	21	13	0	34
Yet to Recruit				19
Sanctioned by the Management/Society or Other Authorized Bodies				29
Recruited	14	15	0	29
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	10	1	0	11
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	7	0	6	10	0	23
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	1	1	0	3	13	0	18
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	18	0	18
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	4	3	0	7	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

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Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	2343	13	0	0	2356
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	124	4	0	0	128
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	89	73	66	84
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	4	2	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	83	82	55	60
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	843	761	655	948
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	12	14	21	9
	Others	0	0	0	0
Total		1031	932	797	1101

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Our college is affiliated to SNDTWU which gives liberty to the college to decide Multidisciplinary/interdisciplinary courses within a designed credit framework. We have earmarked a few vocational courses ensuring that every student takes at least one Vocational course before graduation. The present curricula is flexible and includes credit based courses and projects on the areas of community engagement, environmental education and value based education for a holistic and multidisciplinary education. There are departmental research competitions for students which are open to all the faculties. Many faculty members are involved in syllabus designing at the</p>
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	university level.
2. Academic bank of credits (ABC):	The institution has initiated the process of registering students into the ABC Portal in which most of students have registered. This will facilitate students to take a break and join back smoothly based on NEP framework.
3. Skill development:	Our partnership with NSDC for vocational courses which will provide avenues to our students in the job market and for self-employment. Our college through the Management is a training partner with Skill Development and Vocational Training Institute of India, Mumbai Maharashtra. We have designed 2 / 4 credit vocational courses to ensure vocational training before graduation. Our collaboration with corporates provide employability skills and soft skills training to overcome gaps and make the students job-ready.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our college offers Hindi, Marathi and Gujarati languages in degree courses. Though the medium of instruction is English and Gujarati, students are allowed to answer the examination in the language of their choice. Indian Knowledge Systems will be incorporated in an accurate and scientific manner through the curriculum for e.g. traditional ways of learning, indigenous foods as medicines, and expressions of folklore in the form of music, dance, song, handicrafts, will be covered and included in various courses to be framed.
5. Focus on Outcome based education (OBE):	We strive to achieve program outcomes through a rigorous pursuit of program specific and course outcomes. The teaching-learning and instruction process is designed with rigor ensures that the outcomes are realized. POs, SPOs and Cos have been framed. With the aim to satisfactorily attain the POs and COs faculty members plan various academic and co-curricular activities. The attainment of learning outcomes is measured on the performance in the internal and external examination. We support the students to achieve and attain POs by offering bridge and remedial programs. We plan to focus on outcome based education by offering more skill base add on courses.
6. Distance education/online education:	Efforts towards promotion of blended learning is supported by necessary infrastructure and training in the use ICT. The teachers are designing online courses to meet the needs of NEP. As a good practice

students and faculties are encouraged to join online courses through MOOC. Though, as an affiliated institution we are waiting for the directions from our university for implementation of NEP, some of the initiatives which are already in practice will be enhanced / restructured as per the need.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Since many years our NSS and NCC units are active in electoral literacy programs. The voter ID awareness and registration drive are regular activities of these units. Various initiatives are taken by the college to create awareness in the students and the nearby communities.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The college provides infrastructural support and human resources for the pre and post electoral process.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>During election time our NSS and NCC students spread the message related to voter awareness and encourage the passers-by to exercise their right to vote. In August, 2017 a month long voter ID registration drive for our students was undertaken. The NSS volunteers spend 2 hours each day for various activities related to the registration drive. Campaigning was also done for the students above 18 years who have no voter ID's. A total of 170 eligible students were successfully registered during the drive. The voter awareness drive in 2017 included registration, collection and distribution of voter ID cards. Awareness campaigns on various themes like "voting an important fundamental right", through display of various charts, posters, slogans, street play and rallies in the College campus for generating awareness among the students and neighbourhood areas in collaboration with the State Election Commission. The voter awareness rally in January 2019 organized in collaboration with the Municipal Ward Office helped create awareness about voter registration and encouraged the residents in the nearby areas to register and exercises their right to vote. Every year on National Voters Day on January 25 the teaching, non-teaching staff and students of</p>

	<p>the College are administered the oath by the principal of the college to uphold the democratic traditions of our country, the dignity of free, fair, peaceful elections and to vote fearlessly without being influenced by considerations of religion, race, caste or community.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>In 2019 our college students took part in Election Express and moved through out in Mumbai City and performed street plays to motivate people to register and exercise their rights. This activity was appreciated by the Election Commissioner Maharashtra Shri Sushil Chandra in 2019. Our students actively participate in the Voter's Drive Rally. One of our student Ms. Priya Kuldeep won the Third Prize for Rangoli on Voter's Day Celebrations at SNTD Women's University in January 2023. Our SY BCA student Ms Sanskruti Patil interviewed the Election Commissioner Maharashtra 2023 which was telecasted by various channels.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>30% of our students are registered voters and regularly encourage the rest of the students to register.. A "Voter's Junction" is a place in the college campus to facilitate the voter ID registration for our students, staff and people from the neighbourhood. The State Election Commission staff are posted there to ensure that as many eligible voters are able to exercise their right to vote.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2505	2372	2501	2552	2633
File Description		Document		
Upload supporting document		View Document		
Institutional data in the prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 79

File Description	Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
53	49	53	51	55

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
202.37777	137.57278	244.02118	188.80733	200.5846

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Our college has envisioned a plan to ensure a comprehensive curriculum delivery within the framework provided by the University. A detailed study / teaching plan including the methods of teaching and assessment is prepared by the concerned departments. Content analysis workshops and their reports act as guidelines for the same. Program Outcomes, Specific Program Outcomes and Course Outcomes, which are uploaded on the college website help the teachers to ensure efficient curriculum delivery. The study / teaching plans are shared with the students in the class at the beginning of the year.

First week of the semester is dedicated by the teachers to explain basic terminologies and concepts related to the subjects to students to establish a strong foundation. Bridge courses and remedial courses in Functional English, Quantitative Techniques and Training in the use of computers help the students to be at par with the class by helping them to understand the subject better. Analyzing the gaps in the syllabus add on courses like Accounting with Tally, AI, Research Methodology, Cyber Security, Creative Writing, etc are offered.

The teachers maintain a record book of lectures taken, methods used etc. with details which are routinely checked by head of the departments and approved by Vice Principals. Regular faculty and departmental meetings are held to assess and monitor the implementation of academic plan and course delivery. Internal adjustments are made to accommodate the teacher's participation in refresher/orientation/FDP program or unforeseen circumstances if required so that the teaching plan is not disturbed. Temporary appointments are made in case of long leaves.

Institutional Academic Calendar is prepared taking into consideration Academic terms, holidays and examination schedules provided by the university at the commencement of the academic year. The academic calendar also includes the schedule of numerous curricular, extracurricular, and co-curricular activities. The academic calendar is revised if there are any changes prescribed by the university during the course of the academic year. The college diary and the website are used to disseminate this information to the stakeholders. Besides that important notices are put on the notice board and circulated amongst the students.

Internal evaluations are carried out as per the University guidelines. According to the calendar of events, there is a well-defined protocol for conducting Continuous Internal Assessment, which includes Internal Assessment Tests, Presentations, Surveys, Reports, Projects, Assignments, Quizzes, and Seminars.

For written tests, the examination timetable is prepared by the examination committee, approved by the Principal and displayed on the Notice Board as well as announced in the classrooms. The question papers and evaluation scheme / rubrics are set by the concerned teachers. Laboratory courses, project work, seminars, and internships are all assessed and evaluated regularly. Internal examination for practical is

done continuously or at the end of the semester as applicable. The Principal meets the examination committee regularly to ensure the smooth conduction of examination and make appropriate recommendations.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 37

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 50.68

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1422	1149	1146	1472	1178

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Response:

Foundation courses as components of the curriculum cover many areas like gender, environment and sustainability, human values, professional ethics and development of creativity.

The courses such as Women's Studies and Women in Changing India create awareness and provide insights into gender equality, gender sensitization and Rights and Laws for protection of Women. To emphasize Gender Equity a plethora of activities such as interactions with experts, workshops, webinars, self-defense training and rallies in the neighborhood are organized by the college.

Course in History as Heritage deals with human and cultural values, helps students value the diversity in Indian heritage and culture and appreciate the culture around us. To sensitize the students about our heritage, regular field trips and visits to exhibitions are planned. The cultural activities are encouraged during different celebrations at various opportunities.

Course in Current Concerns and Current Social Issues and Problems include topics related to social issues and problems and disparities that exist in society. This course teaches them the importance of communal harmony and peace. Movies are screened to help students relate to the social issues and discussions are held to create awareness.

Course in Personality Development makes the students aware of the importance of morals, ethics and values in the development of the individual. Students also learn soft skills which help them acquire core competencies for career enhancement. Periodic life skills training programs are organized for students.

Environmental studies orient the students to understand the role and responsibilities of human beings in nurturing the planet. Various activities like field trips, awareness lectures, street plays, etc. are carried out throughout the year to sensitize students towards environmental problems and learn how to conserve natural resources.

The College tries to incorporate Human Values, Moral Values, Business Ethics, and Sustainability through Internships, Field Visits, Guest Lectures, and Seminars. This experiential learning inculcates core universal values like truth and righteousness. The values such as cooperation and mutual understanding are developed when students come together and work for co-curricular and cultural activities. The value added courses offered and co-curricular activities also contribute to sensitizing students to relevant cross-cutting issues.

To reinforce Professional Ethics and values and to help create responsible professionals, employability skills training is offered to final year students. Additionally, the NSS and NCC units of college host a variety of programs such as Voter's Day, Blood Donation Camps, Swachh Bharat Abhiyan, Health Awareness Activities, Tree Plantation Drives to experientially learn the cross-cutting issues. To inculcate the social values, Departmental Social Responsibility (DSR) and Institutional Social Responsibility (ISR) activities are taken up sincerely by students and staff.

Looking at the current social scenario the institution as envisaged in the vision believes in reiterating and re-emphasizing the value systems through the appropriate learning experiences and opportunities to make the students responsible citizens.

File Description	Document
Upload Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 13.77

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 345

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 88.33

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1100	797	931	1031	1070

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1140	1140	1100	1100	1100

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
152	142	171	188	235

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
152	142	171	188	235

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 47.26

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools

Response:

Teachers judiciously combine student centric methods like experiential, interactive and lecture methods. ICT is used optimally in every method adopted. Industrial visits including virtual visits (Heritage Sites/ Labs/ Food Processing Units), study excursions, field trips and visits to exhibitions, seminars and workshops on relevant topics are arranged to acquaint the students with the changes taking place in their discipline and to obtain deeper insights in their respective subjects. Regular training programs in collaboration with institutions/organizations/industries are also organized eg. Commerce department in collaboration with Broker's Forum and Bombay Stock Exchange organize one week training and visit to stock exchange to enhance knowledge on capital markets and investing. Department of Computer Applications arranged a workshop on IOT in association with "WecanEducation" and the fallout of this workshop was an exhibition where students presented their IOT Live projects.

Prominent scholars and experts from corporate circles are invited to deliver lectures on recent developments and emerging trends in various fields. Interactions with eminent writers, poets, social workers etc. are arranged. Peer tutoring and Students Exchange Program enhances the learning experiences.

Research projects are used as a problem solving methodology to facilitate learning and critical thinking. The college organizes various student led research paper competitions annually (for example Urjita, Trishool, Jigyasa) to enhance learning through problem solving. Students are also motivated to participate in various research competitions beyond campus such as International Economic Convention. With department clubs like Infomaniac, Psynergy, Samachar Pe Vichar, Vichardhara Club, Hindi Sahitya Sabha, Cinepedia, etc. students develop a keen interest in the subject and learn to think out of the box.

Much before the pandemic, teachers were trained in using ICT enabled blended method of teaching and learning. A course in using computers for students built the capacity to use ICT mode of teaching - learning. Many Faculty members created e-learning modules for their respective subjects. The college subscribed to an institutional Moodle domain, which along with the various laboratories and smart classrooms, enabled the faculty to ensure student participation in the e-learning modules. Students from various faculties are actively involved in creating and running handles on various social media platforms like YouTube, Instagram and Facebook. College encourages students to enroll for online courses offered by SWAYAM, NPTEL, COURSERA (certification tie-up with SNTDWU) and other MOOC platforms. To motivate students teachers also enroll for the same course.

During the pandemic faculty members used various Learning Management platforms like Google Classroom and Microsoft Teams to connect and interact with student groups. Students organized and attended various online activities, lecture-series, workshops, webinars including peer learning and relied on online resources to complete their dissertation/ research project. The college has its own YouTube channel having more than 15000 subscribers. Teachers upload educational videos on college as well as personal social media handles. English Department has uploaded more than 35 academic videos on reading sessions from Sudha Murthy's "Wise and Otherwise" which is a part of the curriculum and used for literary activities and revision.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 99.62

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
53	49	53	51	56

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 75.1

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
37	37	39	42	41

File Description	Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college meticulously follows the examination related norms and guidelines set by the affiliating university thereby exhibiting a high degree of transparency, accountability, confidentiality and integrity. It meets timelines for all examination related activities like paper setting, assessment and uploading of the marks in the university portal and redressal of grievances. Rubrics for evaluation varies according to the respective subjects. Rules / process regarding internal /university evaluation are informed to the students during their orientation program held in the beginning of the academic year. The students are explained about the marking scheme of different courses in the class by the teachers and the ratio of 25:75 / 50:50 weightage for internal and external examinations. The students are also informed that they have to mandatorily clear the internal examination to be eligible for the external examination as per university norms and the consequences of using unfair means during examinations.

Other than one formal written test across faculties, students are evaluated continuously through projects submissions, field visit reports, quiz, group discussion, class tests, displays, case studies, field work report and seminar presentation wherever applicable. There is a provision for time bound reevaluation at the college level for college examinations. Re-examination for internal assessment is conducted for those students who are absent in internal examination due to genuine reasons or participation in extra-curricular activities representing our Institution. The internal assessment marks are entered on the web portal of the university within a time limit. For conducting external examination, the college follows the SNTD Women's University rules and regulations.

For a transparent and robust conduction and assessment, the following steps are undertaken:

- Constituting the Examination Committee
- Preparing Time Table for internal assessment
- Question paper setting (Multiple Sets)
- Centralized seating arrangement
- Invigilation by the teachers

- Timely evaluation of the Internal Examination
- Interaction with the students and parents regarding their performance in internal examinations
- Updating, finalization of marks and communication of final results

The examination committee ensures that the evaluation process and grievance redressal are carried out effectively and on time. Students' doubts regarding the assessment and marks allocation are promptly attended. The internal assessment answer papers are shown and score is discussed with the students as well as their parents during the open house. Personal guidance is given to students with poor academic performance. The error, if any, in the marks is corrected and the internal mark sheet is updated and finalized. The Examination Committee looks into the problems related to the conduction of the examination process. If any student is found using unfair means during examinations an appropriate action is initiated. Invigilation by the teachers help resolve many problems on the day of examinations. Grievances related to internal examination are scrutinized by the examination committee and recommendation or decision is conveyed to the concerned student. In the special circumstances, especially in pandemic Covid19, the problems/grievances were received and solved through various online social media such as WhatsApp, SMS, etc.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

The teachers were given hands on training through a workshop by eminent experts to frame Program Outcomes (POs) and Course Outcomes (COs) in their respective domains, to align with curriculum specifics and objectives given by the university. The outcomes were ratified by the IQAC and uploaded on the college website for the perusal of the stakeholders. Hard copies were made available across departments for immediate reference for teachers and students. After this the departments had a thorough discussion on various modes of teaching, add on courses, extra and co-curricular activities to align with the vision and mission of the college.

The Faculty strives to achieve program outcomes through a rigorous pursuit of program specific and course outcomes. Excellent student-teacher relationship and mentoring provide the foundation for monitoring and ensuring achievements. Teachers, HODs, Vice-principals and Coordinators monitor the implementation of academic plans and review learning outcomes in departmental and faculty meetings. The teaching-learning and instruction process is designed with the foresight of ensuring that the outcomes are realized. With the aim to satisfactorily attain the POs and COs faculty members plan various academic and co-curricular activities like competitions, literary activities, Projects including surveys etc. Students scoring low in the internal assessment examinations are counselled with an objective to find the reasons and necessary intervention measures are taken to ensure better results in the final examination.

The attainment process took into consideration a composite score which students received on each course at the end of each semester. The composite score of a maximum of 100, consisted of two components. The first component comprised of an average score arrived at through multiple tests conducted as a part of the continuous internal formative assessment conducted by the college. The second component comprised of the marks obtained by the student on the formal external summative exam conducted by the college or university. Both the examinations had components to assess learning outcomes of each course. Hence a consideration of the students' score on 100 marks would tap into their performance on each of the course outcome.

For every course each student was rated on a three-point rating scale for the marks she received out of 100. A score of 60 and above was considered as above average performance and assigned the rating 3. A score of 50-59 was considered as average performance and assigned the rating 2. A score of 49 and below was considered below average and assigned the rating 1. In such a way each student was rated on each course they took under their respective program and their summative scores were pooled to arrive at the course attainment score for each and every course. These course attainment scores were extrapolated to the mapping sheets to consolidate the CO-PO attainment matrix. The CO-PO matrix thus obtained provided the cumulative attainment scores for each of the POs of each of the Programs offered by the institute.

File Description	Document
Upload Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Response: 87.12

2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
479	729	735	661	697

2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
752	782	764	724	767

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.59	
File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 2.65

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0.15000	0	2.50000	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

College Research and Development cell enhances the ecosystem by encouraging research by teachers and nurturing creativity and scientific temper in students. Research Desk facility services are provided by the Library. The Management incentivises patents and research activities thereby supporting the ecosystem. Since last two years six faculty members have published/ granted patents including one international patent. Students/teachers present papers in National/International seminars/workshops/conferences. Students also participate in competitions and have won multiple Awards in International Economic Convention every year. Intercollegiate research competitions are organised annually by the faculty of Home Science and departments of Psychology and Management Studies. Research Imprints, an in-house research journal is an initiative to promote knowledge transfer. 2021-2022 issue was a Students special edition. The Staff Study Circle promotes knowledge creation and sharing in the Institution.

We have received recognition as a PhD research centre in Commerce recently. The college research policy emphasises on socially relevant research. The Home Science Faculty has executed projects related to Sustainable Nutrition (2019), Impact of Social media on Eating Behaviour with CANQC (2019) and Winning Over Anaemia (2020). The resource created was shared on Social media. Artistic engagements' with experts resulted in Art installations. The training Programme for Bharati Vidya Bhavan teachers by the department of Human Development is a fine example of putting research into practice.

Bazaar an annual flagship event of M.Com, Goal by faculty of Commerce and College Festival Utsav encourages students to experiment with marketing and entrepreneurship skills. Skill based courses under Swadhar Career Institute organises “Education, Empowerment and Enrichment” (E3) to display and sell their products and ideas.

An Incubation Centre has been established in collaboration with Brainiac Cognitive Solutions in 2019. Students are motivated by Industry experts and established entrepreneurs to set up their own entrepreneurial projects with a provision of seed money . Two student teams have their own start-ups so far. A team of 3 students, from TYBCA (2021-2022) under Vdesignz started renting out freelancing services with tagline Design Solutions for all. Ms. Khushbu Panchal has her own successful venture of creative products.

The FSN department conducted a Business Development and Innovation Project (2020-21 where Twenty student mentees were mentored by Nutripreneurs for six weeks. A Workshop on ‘My Dream, My Business’ (2019) was organised where entrepreneurial experiences were shared by well-established Women Entrepreneurs from the Food, Pharmaceutical sector and Industry experts. An Entrepreneurial Development Programme (EDP) organised in 2019-20 included training participants in various dimensions of entrepreneurship.

A National Webinar titled “Winds of Change, Inculcating Entrepreneurship Post COVID” (20-21), included sessions from a TedX speaker, who is a Life Coach and Grooming Consultant and the Founder Director of a social enterprise “RAAH creative”.

In an Entrepreneurial Bootcamp (21-22) experts trained students in conceptualisation of business ideas. Technoserve and Tata Strive empower students with skills related to entrepreneurship every year.

File Description	Document
Upload Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 8

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3	1	2	2	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.53

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
06	06	06	12	12

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.11

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	06	01	01	01

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

NSS, NCC, Rotaract Club activities empower students to contribute to Nation building and address causes of social concern. Blood Donation Drives in collaboration with the local Blood-banks is part of Health week program. NSS/ NCC Students assist BMC in the Pulse Polio Vaccination Drives and COVID vaccination drives. They also organise rallies and drives on various socially relevant issues.

Tricolour collection drives after Independence Day and Republic day every year, beach cleaning drives after Ganapati Immersions are our contribution to the Swacch Bharat Abhiyan.

Annual NSS special camps in our adopted village include activities to sensitize the students about various social issues. Civic Responsibilities are encouraged through campaigns like Jagrut Mumbaikar Abhiyan in collaboration with Mumbai Police.

Pan-India Kashmir-Kanyakumari Cycle rally in 2019 created awareness among our students and through all the villages they travelled and spread the messages “Beti Bachao, Beti Padhayo”, “Pradhan Mantri Ujjwala Yojana” and “Education is Every Girls Right”.

Waste segregation survey and awareness drive and e waste collection drive and responsible recycling were carried out. College has contributed towards Van Mahotsav rally organized by Forest Department, Mumbai, rally on Awareness on air pollution, a training programme on disaster management by Ministry of Home Affairs and ‘Rally for Rivers’ by ISHA Foundation. Tree plantation drive is taken up every year with good survival rate and this year more than 1500 saplings were planted in several rural and tribal areas.

Inter-Generational Interaction Project conducted in two years provided opportunities for 200 students and senior citizens to bond in a variety of settings. Working with Vatsalya Trust, an Orphanage and Home for the Destitute has sensitized students to the nuances of the social issues.

The Human Development department is working on a Project titled Life Skill Development in Preadolescent girls from underprivileged background since 2012. The students got an opportunity to take lead in planning and executing various sessions on life skills which enabled them to bridge the gap between learning and doing and provided hands on learning opportunities.

As part of DSR projects students are guided and encouraged by teachers to identify the needs of a community and take up a project in their neighbourhood like cleanliness drive, save energy and teaching underprivileged children. These initiatives have helped students to be sensitized towards social issues and also to share with less privileged. Students directly or indirectly involved in these activities blossom into better personalities, confident and ready to face the problems head on. They also learn to understand and respects others’ viewpoints / feelings, develop a sense of gratitude and the Joy of giving back to the society. Emphasis of these activities is on “Me becomes We”.

File Description	Document
Upload Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The Institution strives for excellence through NSS and NCC for conducting activities related to extension as elaborated earlier. Unnat Bharat Abhiyan (UBA) is a flagship program of the Ministry of Education (MoE). Under its aegis Higher Education Institutions (HEI's) of the Country work in villages for convergence of knowledge, experience and resources to contribute in rural development. Our college is one among 143 participating Institutions selected in UBA (2021). Faculty and students' are involved in village development plan in collaboration with the District administration. The UBA Cell is headed by the Principal and a Co-ordinator. Five villages in the adjoining Thane District have been adopted for transformational change. College is also selected to be a part of Mahatma Gandhi Rural Development Scheme in the year 2020-2021.

Faculty members and students have received recognition for their contribution in NSS. Dr Vinod Zalte has been appointed by SNTD Women's University as the Zonal NSS In-charge in 2017 for 10 Colleges in Mumbai B Zone. Ms. Pratiksha Adam was felicitated as the Best NSS Volunteer State level Award by the Government of Maharashtra in 2021-22. At the NSS- University Level Leadership Camp Best Team Award and Best Volunteer award was won by Ms. Krishna Sharma (2020-21). Ms Snehal Panday a NSS Volunteer has participated in the Republic Day Parade 2023 there by representing the state of Maharashtra.

College has received the Vice Chancellor's Banner for NCC in the year 2017-18 where one of the criteria for selection is extension work. The college has also received a few appreciation letters and thank you notes for tree plantation drive and Swachata Abhiyan in the neighbourhood from the village panchayat and NCC Battalion. Villagers from our adopted village appreciate the work done by our team during the residential camp in relation to water conservation, sanitation, painting the Panchayat School and various awareness drives.

File Description	Document
Upload Additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 69

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year

wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12	5	18	14	20

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 28

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The college has consistently made available adequate facilities for teaching learning for all the courses offered. Sufficient funds are made available for creation of new facilities as well as augmentation of existing infrastructure.

The college campus is equipped with well-ventilated and well-lit classrooms with availability of smart boards, white boards, chalkboards, projectors, smart television sets, net connectivity and well designed state of art laboratories spread over two wings of college building. The institution has smart studio classrooms and multimedia laboratory with latest technology arrangements like MacOS /windows system and N computing connectivity. These facilities are used for conducting lectures in hybrid mode and also for recording lectures. There are seminar rooms, research cell, store rooms, record rooms and examination Room. The college has a huge indoor air-conditioned auditorium with professionally deployed acoustic system and a seating capacity of 350 people for academic as well as co-curricular programs. There are two elevators in the college premises to facilitate the mobility of physically challenged students. Along with ramps and divyang friendly washroom for their convenience.

Laboratories are upgraded from time to time through collaborations with organisations and donors. They are renovated and latest equipment are added. Safety measures are also put in place. Four smart studio classrooms are created to make teaching learning interesting. The institution has a central library with reading room facility and Internet Centre. The entire college campus is WIFI enabled.

The college works in staggered timings to accommodate the offered courses. A master time table enables optimization of the available infrastructure. Add-On Courses are conducted after college hours. Some lectures of professional courses are held on Sundays and public holidays which also help in availing the expertise of the visiting faculty.

During pandemic, all lectures and practicals had to be conducted online, hence to facilitate efficient conduction, IT infrastructure was augmented. The college subscribed to Microsoft Team and Zoom platform for online Teaching-Learning and Evaluation as well as for organizing webinars, guest lectures, workshops etc. Needy students were given Mobile Phones with data pack so that their studies are continued.

The sports room is available in the campus for indoor games practices. The multipurpose room (Dome) and the open area at ground floor of campus are utilized for practice of cultural events, yoga and NCC parade. A terrace turf on our trust run school premises a few blocks away is used for outdoor games and for athletic practices. There is pre-booking system for multipurpose room (Dome) and auditorium to ensure optimum and smooth utilization. We have a vibrant student's common area which gives students ample space to meet with their friends and enjoy their time in college. The college canteen which was renovated after the

pandemic also provides subsidized food to staff and students.

The essential amenities provided by the institution for sports, literary and cultural activities encourages students' participation in various cultural and sports events.

File Description	Document
Upload Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 4.44

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
24.56121	7.16000	11.52738	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The Library is automated with barcode for computerized circulation and OPAC through Intranet. The library software SpndLMS is designed and customized to suit the functioning of our library and is upgraded with new features as per the need of time. Significant revisions are done in SpndLMS for incorporating barcode technology and making software compatible to latest operating system in the year 2012 and 2022 respectively. Book cards, Catalogue Cards and Barcodes for books as well as for Readers cards are generated through LMS. A user friendly OPAC of our library collection is available on intranet. Different modules for book bank, book circulation, stock taking and withdrawal are available. LMS generates required reports based on data entered through different modules. The LMS is designed in such a way that minor changes in backend system can be done at institutional level.

The library fees and the contribution from the management are used for purchase of books and journals. The books are purchased as per teacher's recommendations and changes in syllabus. Library has a vast collection of books which include textbooks, reference books, reference sources, competitive examination books, leisure reading books, Journals and few educational CDs. Library gets newspapers in English and regional languages and subscribe to magazines. Library gets access to e-journals, e-books, Databases and college component of e-shodhsindhu through Nlist. SNTD Women's University subscribed databases are made available to teachers and students. In the year 2022-2023 college has subscribed to ebooks through Knimbus digital portal. The question papers of previous years are scanned and made available through library section of college website. Subscribed as well as Open Access Sources are also made available on library section of college website (<https://www.spndoshicollege.com/library.php>).

Library provides various services and facilities to users. Some of them are User orientation, Book Circulation, Book Bank, Reference, Reprography, Internet surfing facility and celebration of Annual library program. We also organize thematic displays on current topics. Library assists in research work through Research Desk. Usage of library services and facilities is captured for students as well as faculty members. Entry register is maintained for members visiting library for Current Reading and Internet surfing. Book circulation data is maintained manually as well as generated through LMS. Nlist website gives user statistics of its usage. Use of e-resources is captured through the visit counts on library page of college website.

The college and college library were closed for the students during the lockdown period. To overcome the challenges posed by the pandemic restrictions, we provided need based services to students by allowing them to photocopy pages and scanning / providing pages of books, as required. Students represented the class and shared the material with other students.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

The institution ensures that the adequate technology is deployed for use of ICT for a range of Teaching-Learning and Evaluation activities and administrative purposes. Regular maintenance and periodic replacement of IT infrastructure is also undertaken. Sufficient financial resources are allocated for augmentation and regular upkeep of the hardware and software.

Teachers of respective departments recommend the required up gradation keeping track of changes in syllabus and evolution of software versions. The upgradation of IT facilities is done with the objective to provide latest technology to the respective course as well as supporting to develop teaching learning aids. For example, the multimedia room is updated with latest technology for Mass Media course as well as to facilitate e-content development for teachers. The studio classrooms and multimedia laboratory are updated

with latest technology arrangements like Mac OS/windows system and N computing connectivity to facilitate conduction of lectures in hybrid mode and also to record the same. To cope with pandemic situation in the year 2020-2021 the college has subscribed to Microsoft Team and Zoom platform, which is still in use. The capacity of these platforms is increased as per the requirements.

The college has four computer laboratories with latest hardware configuration which are updated regularly and have licensed software. The laboratories and Internet Center are equipped with latest hardware configuration like N computing. Latest version of relevant software needed for respective courses are made available. The laptops provided to each department for academic work are maintained and updated during vacation period. All administrative offices and library are computerized with standard software. Principals, Vice Principal's offices and staff room have adequate number of computer terminals with internet facility, printers, and all are connected through LAN.

A system for maintaining and upgrading computers used for administrative offices, library and staff room is in place. The licenses of software are renewed as per the schedule. MIS software is adopted for students' admission, time table, examination, result and transcript, which is upgraded from time to time. Document Management System and Online inward / outward system are installed recently. Cashless transactions are encouraged for students for paying the fees and for payment to vendors wherever possible. Accounting and filling TDS return is done with the help of licensed software. There is biometric attendance system, where staff attendance is marked with face recognition and students are given RFID I-cards recently. The college has CCTV Surveillance cameras at strategic places and UPS facilities for backups. Annual maintenance contracts are in place to take care of routine maintenance and up gradations. Service of on-campus engineer is also available on campus for smooth IT support in day-to-day work.

The whole college campus is WIFI enabled and has adequate bandwidth for internet connection to carry out the above mentioned activities. The bandwidth and speed of Wifi is upgraded as per the requirement of laboratories and classrooms. Floor wise routers are in place to enable uninterrupted internet connectivity.

File Description	Document
Upload Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 48.17

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 52

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 28.05

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
57.59701	55.44424	57.5059	50.4909	51.94340

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 48.09

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1493	443	970	1268	1867

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 5.4

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
133	127	122	146	150

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 26.83

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
109	158	241	246	129

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
479	729	725	661	697

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	14	17	0	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	14	17	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 25

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	3	12	9

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 6.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
11	5	9	3	4

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

'SAANIDHYA- SPND ALUMNI ASSOCIATION', was registered under the Institution Registration Act (1860), bearing registration number 994/2019, on May 4, 2019. The word 'Saanidhya' denotes closeness aiming to bring together women from this institution.

The association was actively involved in supporting the institution long before that. It acts as a catalyst to create strong bond between institution, current students and the alumni and thereby creating opportunities

that are mutually beneficial.

Our alumni are well-placed in academia, banking and many other fields in public and private sectors. Some are even successful entrepreneurs. Their significant contributions has helped in the institution's growth and development. Some of the major contributions are as follows:

Departments invite alumni for various activities like guest lectures, career guidance and also to motivate the students. They are invited for guest lectures to update the current undergraduates about recent trends in their fields. They also help them to select specialization, project work, internships and job placements.

Some of the alumni come for mentoring sessions. Interactive sessions on topics like 'Stress Management,' 'Balancing Study Time with Extra Curricular Activates', 'Online Job Search' etc. were conducted. The alumni are part of important committees like IQAC and CDC. They give inputs for updating the curriculum on the basis of changing industry expectations. Add on course in Tally, MA in Hindi and MSc. in Human Development were started on the recommendations of alumni.

Our alumni are in constant touch with the teachers and update them about job opportunities and vacancies in their companies regularly. They often recommend and promote our college students to their employers for campus placements.

Alumni who have established start-ups, offer internship opportunities to our final year students. During the pandemic, our alumni Ms. Sejal Jain, Ms. Neha Poyrekar and Ms. Dimpal Parekh extended invaluable support to organize virtual internships and online site visits for TY B.Sc Interior Designing students.

Well-settled alumni have generously offered donations they could afford. We received Rs. 1,11,000 (Rs. 46,000 from BMS and 65,000 from BA) as donation from the alumni in the last year. It was used to pay the admission/ examination fees of the financially disadvantaged students. Alumni from Home science department Ms. Bijal donated more than 200 ration kits for the needy students during pandemic.

The Alumni are welcomed to mentor and support our current students in various co-curricular activities. The college invites its alumni to judge various competitions held in college campus during College Week. They also guide and train students who represent college in cultural, sports, NSS and NCC events. They are the guests as role models in the farewell program for final year students.

The Annual Alumni Meet is organized on May 1st every year. Those who have achieved remarkable success in their profession are felicitated by the Management. Despite the pandemic, our enthusiasm was un-dampened. We conducted the program virtually.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Institution's vision, mission and objectives were reviewed and formulated with active participation of staff members. The perspective plan stating specific growth goals with action plan was prepared for a long-term development. IQAC and CDC ensures that the institution is successfully continuing its academic journey with the help of proactive management, sound governance and its commitment to imbibe human and professional values among students. The whole process is aimed at continuous improvement of quality and achieving academic excellence.

The Governance is decentralized in the form of horizontal system of management where control, delegation of power and responsibilities are shared for better management. Academic and administrative heads along with other stakeholders form IQAC which automatically bring in quality in all academic and administrative functioning. Various statutory and non-statutory committees are involved in defining policies, procedures, framing guidelines (SOP) for admission, examination, discipline, grievance, support services and finance. Autonomy is also given to the Vice Principals and Coordinators for formulating departmental rules for internal assessment, internships, projects etc. This participative involvement has encouraged them to take leadership roles and to take decisions responsibly. Principal along with IQAC and CDC takes lead in the formulation of policy statements with action plans to fit into the institutional strategic plan, maintaining sufficient space for flexibility. The policy guidelines are shared with all the stakeholders and also uploaded on the website. This brings clarity about roles and responsibilities, ensures objectivity and transparency in the functioning.

Regular meetings with administrators, faculty and management facilitate implementation and review of the action plans enabling fulfillment of the vision. The management maintains an open door policy with an aim to reach the goals successfully. Management and the Principal share their thoughts and in regular meetings and the suggestions are taken in a constructive manner. Management implements feasible ideas and make necessary changes which gives satisfactory outcomes. Feedback obtained from relevant stakeholders are also considered at the time of decision making. Digital marketing as a platform to enhance the image of the college and Development of Smart Studio classrooms are the illustrations for the same. Need analysis and feedback obtained through consultations with the stakeholders is used in planning new courses. For example starting M.A in Hindi, Counseling Psychology, M.Sc in Human Development.

Administrative and support staff along with the Principal and faculty members work as a team for planning and executing academic and co-curricular activities. Student nominees are a part of statutory committees such as IQAC, CDC and Students Council which give them opportunity to represent students' fraternity in policy making bodies. This also helps the institution by infusing fresh thoughts/ideas. Decision by

consensus, transparency, readiness to accept suggestions and lateral thinking are the core virtues of our institution. The stakeholders are given an opportunity to put up their concerns that helps in building strong relationships.

Keeping the vision in mind, setting the standards of excellence in all aspects and appreciating the efforts put in for achieving this, has developed a desire to excel amongst the staff and students.

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The perspective plan creates a roadmap for the growth and development of the institution based on vision and mission. Statutory committees are constituted as per the guidelines given by respective authorities. Various non-statutory committees like admission, examination, sports etc are formed for the smooth functioning of the institution. All these committees take synchronized efforts to achieve the goals through Standard Operating Procedures (SOPs). Policies regarding functioning of various committees enumerate authorities and responsibilities of persons at every level for systematic functioning.

The Vice Principals/Coordinators are academic heads and Registrar is the administrative head who work cohesively under the guidance of Principal. In-charges of statutory and non-statutory committees perform duties as given in SOPs. The administrative staff with respective committee members is responsible for admissions, conduction of the examinations, maintaining the records and declaration of the results. The effective and efficient functioning of the institution is ensured through IQAC, Vice Principals / Coordinators/ HODs, Registrar and Librarian.

The library advisory committee looks after the approval of the budget, new purchases of books and journals, organizing library activities and encouraging members to use library facilities to the optimum.

The institution strictly follows the UGC norms and guidelines for appointments, promotion, and service rules of teachers and librarian. The State Government MCSR (Maharashtra Civil Services Rules) is followed for the appointments and promotions of the non-teaching staff.

Periodic internal faculty meetings as well as meetings with principal and management review the plans initiated and actions taken to reach the goals. Annual Academic and Administrative Audits ensure the effective and efficient functioning at all levels.

The institutional perspective plan states the developmental objectives and specific action plan. It aligns academic and administrative aspects with an aim to improve the overall quality of the institution. It consists of long-term and short-term goals and lists various strategies to achieve the same. For example to achieve the long term goal “To enhance learning through increased use of ICT and new technology”, strategies planned were to use blended learning opportunities, teachers training for using various e-learning platforms, develop effective e-learning approaches for the students, Create a collection of E-books in the library and encourage students to join MOOC courses.

Our quality policy is “To facilitate quality and excellent learning experience for a diverse range of learners that will support life-long learning and provide outcomes expected from graduates”. The drive towards excellence is instilled among staff members and students by reiterating its importance time and again and has resulted in offering high quality services to our stakeholders. Standardizing routine procedures, and periodical checks through audits and compliances have ensured adherence to our quality standards.

File Description	Document
Upload Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has various effective measures for the professional development and welfare of the teaching and non-teaching staff. The management encourages staff to pursue higher education and enhance skills for their performance.

Research corpus fund of Rs.50,00,000 is earmarked to help teachers and students financially for paper presentation in international/national conference/seminars/ workshops. The institution offers special Doctoral Research Leave up to 15 days once in tenure of service and funding for major/minor projects undertaken by the faculty. In addition to this Child Care Leave according to the Maharashtra State

Government Rules, Special medical leave, in case of a chronic medical condition and / with comorbidities are extended to both teaching and non-teaching staff. Special programs are organized for the physical and psychological well-being of the staff.

Interest-free educational loans and fee concessions are offered to children of class IV employees. Premium of medical insurance policy for all nonteaching staff is paid by the management where the sum assured per person is Rs. 50,000/ and financial aid is given during hospitalization or major illness for staff and family members (if needed). In case of delay in receipt of salary grant, salary for non-teaching staff is paid by the management. The institution also facilitates membership of cooperative credit society and in obtaining bank loans. Free one-day tours and overnight tours at concessional rates are organized and monetary incentives are given during the festival season. The Unaided staff are also given the option of Contributory Provident Fund.

Sanchetana, our guidance and counseling center provides counseling to all staff members with the help of qualified professional. The centre also holds regular workshops and interactive sessions on topics such as stress and anger management, Life Skills, Team Building and communication skills.

Best Teaching/ Non-teaching award is given and staff who have completed 25 years of service are felicitated annually. Non-teaching staff are encouraged to participate in all the activities and competitions organized by other colleges.

The institution has its annual performance appraisal system for teaching staff in place. The assessment includes self-evaluation by the teachers on various criteria such as-academic activities (Teaching-learning evaluation), any additional qualifications attained, activities related to Professional Development, Curricular, Co-curricular and extracurricular activities and contribution to committee work.

The above self-assessment form is reviewed by the HOD, Vice Principal and Principal. The faculty is also evaluated online by the students on certain attributes to maintain confidentiality. Based on the self-assessment and the assessment by the students, personalized feedback is given by the Principal on the scope for future improvement. Besides this, teachers are evaluated for CAS on a five point rating scale by the reporting officer and the reviewing officer.

Non-Teaching Staff are evaluated annually as per the guidelines of the Govt. of Maharashtra. The annual performance appraisal system includes general information, academic background, specific goals achieved, any specific contribution, estimate of general ability and character. The self-assessment form is checked by the reporting officer and reviewed by the Principal.

File Description	Document
Upload Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 5.75

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	1	7	1	4

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 23.53

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
21	28	21	12	2

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5	41	38	2	10

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from

various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The funds from various government, non-government organizations and philanthropists are being mobilized for the benefit of the students, upgrading infrastructure and purchase of equipment. The institution also receive donations in kind like laptops, water coolers, sanitary napkin vending machines etc. The Management and the Principal coordinate and monitor the ethical and optimal utilization of the income generated and the equipment received in a transparent manner. The Management takes extra efforts to get donations from international organizations and/or individuals who are impressed with the work done by the management for the welfare of students and maintaining the quality of education in the institution over the decades. It is used for giving fees concessions, scholarships/interest-free loans, and mini lunch for financially needy and academically deserving students. Sponsored prizes/awards are given to the students as per the specific suggestions of the donors. Many staff members (superannuated/ present) contribute towards scholarships, special program- cyclothon and creation of various facilities like internet centre, staff room etc.

Enhancement and maintenance of the infrastructure such as renovation of laboratories, Development of smart / studio classrooms are the outcomes of the donations given by the philanthropists. Salary grant received from the Government is duly used for payment of the staff for which it is sanctioned. Financial support provided by the Government by way of salaries and scholarships is audited by the respective Government Departments. Half-yearly Internal Audits are conducted by duly appointed auditors. The audited balance sheet, income/ expenditure, and Receipt /Payment are sent to the respective Government Education Departments. External Audits conducted by the Government auditors.

As a result of our efforts towards community work through NSS, our college is given opportunity to be a part of Unnat Bharat Abhiyan. Grant received for the same is utilized appropriately. Funds received for NSS and NCC activities are used for specific activities and the accounts are checked by concerned authorities.

Funds received through fees are allocated to various sections according to the needs namely infrastructure maintenance and upgradation, salaries (unaided sections) etc. The surplus funds are invested wisely by the trust to obtain maximum returns. The financial resources are judiciously budgeted and utilized for academic, administrative purposes and quality enhancement of the college.

The major part of donations are received by the trust as it has the facility of 80 G. The funds earmarked for the college are utilized for purpose for which it is given. For e.g. Scholarships for students, infrastructure augmentation and important students' activities. The college identifies potential sources of fund and actively follows up on the pledges to obtain the funds. Efforts are made to attract private grants and CSR funds.

The institution ensures that various Government scholarships are received by the students by submitting the necessary documents in time. Transparency and accountability are ensured by conducting an annual internal audit of the statement of accounts. College accounts are audited annually by duly appointed auditors. There have been no major audit objections so far.

File Description	Document
Upload Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) works towards realizing quality enhancement and sustenance. It has been instrumental in planning, setting up quality indicators and reviewing the procedures periodically for achieving and maintaining quality.

IQAC helps to conduct and monitor numerous initiatives as given below:

1. IQAC has been instrumental in reviewing vision, mission and objectives of the college and also framing of a perspective plan.
2. IQAC recommends various new programs based on the feedback of stakeholders.
3. Various need based workshops and seminars are organized e.g. framing and attainment of POs and COs and a series of seminars on 'Feminism Through Ages'.
4. Management Information System and Document Management System has been set up which acts as single window to streamline data collection and documentation process to fulfill requirements for various purposes. This has brought in qualitative change in storage and access of the information.
5. Learning Management System through subscription of Microsoft Teams and ZOOM has strengthened blended learning approach.
6. To encourage teachers to use ICT tools in classroom teaching and laboratories, IQAC has recommended augmentation of facilities. Hence, classrooms were upgraded into studio classrooms with recording facilities thereby creating an adequate ICT enabled environment.
7. IQAC recommends various add-on courses for students to bridge the gap between the syllabus and needs of the job market and to broaden the subject-related knowledge.
8. To enhance efficiency and effectiveness in the functioning of administrative staff, Skill development program are organized periodically.
9. Various employability skill training program in collaboration with corporates are organized for better job prospects.
10. Faculty development programs (FDP) are arranged on relevant topics E.g. A webinar series on "NEP 2020", FDP in association with PMMMMNTT, Ministry of Education and GAD-TLC on "Teaching-Learning Digital Skills in 21st Century"
11. IQAC along with various committees, has framed various policies and committee guidelines to achieve smooth day-to-day functioning to sustain quality in all the areas. e.g. Research Policy through Research and Development cell helps in qualitative scaling up of research activity among the faculty and inculcating scientific temper among the students.
12. IQAC is instrumental for various certification processes like NIRF, AISHE and filing AQAR. It

reviews teaching learning process, structures & methodologies of operations and learning outcomes through conduction of regular Institutional Academic and Administrative Audits. IQAC is also instrumental in conducting Green, Environmental, Energy and Gender Audits

13. In the context of Pandemic, Campus audit (COVID-SAFETY REPORT/CERTIFICATE) was conducted to create confidence in the stakeholders to come to the institution for attending duties whenever required during the COVID period. Several rounds of COVID vaccination drives were conducted.

File Description	Document
Upload Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)/ membership of international networks**
- 3. Participation in NIRF**
- 4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Though ours is a women's college, we strive towards creating awareness about gender equity among students through curricular, co-curricular and extra-curricular activities. The institution regularly organizes capacity building initiatives and invites eminent women achievers to interact with the students ensuring overall development.

We orient the students towards breaking the glass ceiling and motivating them to take up the challenges. A Cyclothon from Kashmir to Kanyakumari was one such effort to make them realize their potential as girls as they ventured into a male dominated sports activity successfully. Through the Cyclothon, girls disseminated the message of 'Education is Every Girl's Right' in alignment with Government of India's slogan of 'Beti Bachao- Beti Padhao Abhiyaan'. Twenty-one enthusiastic students successfully covered a distance of 3500 km in 35 days promoting the theme of gender equity through street plays and folk songs.

A two-day film festival exploring gender gender-related issues -Doosra Chashma was organised. These screenings were interspersed with interactive panel discussions with eminent panellists. A workshop series titled 'Understanding Gendered Nature of Everyday Living, Labour and Sexual Harassment' was also organized in collaboration with Akshara Gender Resource Centre.

A series of webinars on 'Indian Feminism through Ages' over four months was organised to understand the emergence of feminism and explore its diverse and widespread applications in India. Topics such as "Public Spaces And A Politics of Gendered Visibility in 21st century India", "Ismat Chughtai's Feminist Perspective on Literature and Activism", and "Stree Purush Tulana: Life and Times of a Feminist Text" were explored. One-day workshop titled "Mission Aatmaraksha" demonstrating various self-defence techniques to empower girls was organised. In addition to these programs, the institution provides internships to help students experience and become sensitized to the heterogeneous work environment that will make them holistic individuals.

As envisaged in our vision, various days are celebrated every year to make the students responsible citizens. The institution regularly organizes programmes to celebrate national and international commemorative days like Independence Day, Republic Day, Constitution Day, National Youth Day (Swami Vivekanand Jayanti), Vachan Prerna Diwas, International Yoga Day, International Women's Day, National Nutrition month, International Mental Health week, Suicide Prevention Day, Kargil Vijay Divas, Chatrapati Shivaji Maharaj Jayanti, Maharashtra Diwas and Hindi Diwas. Every year October 2 is celebrated as Swachha diwas, when the staff and students take part in cleanliness drive in the college and neighbourhood. The institution enthusiastically celebrated 'Azadi ka Amrit Mahotsav' organising various events throughout the year.

Additionally Vanmahotsav (Tree Plantation Drives), Beach Cleaning Drives, Blood Donation Camps, Voter Registration Drive, Rural Residential Camps, etc are organised to instil values of nationalism, social

responsibility, respect for diversity and inclusiveness in the students. These activities are organized by various departments and the NSS and NCC units of the institution.

File Description	Document
Upload Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The inclusive environment created by the institution enables the students from diverse backgrounds to develop a feeling of camaraderie and a sense of security. The institutional policies extend financial, medical and nutritional support to socially disadvantaged and/or meritorious students based on their needs and beyond their social / religious backgrounds. The support is in the form of tuition fee and examination

fee concessions and opportunities to earn while they learn.

Special facilities are made available for the Divyangian students. Their mobility is supported with the provision of ramps, wheel chair, elevators and special restrooms. Students with Learning disabilities are provided with additional academic support. During the examination, scribes are arranged as and when needed and suitable seating arrangements are provided. Extra time is granted as per the rules.

The curriculum includes Environmental Studies and Current Concerns which is instrumental in developing a sense of environmental consciousness in students and motivates them to contribute to its conservation. Some of our environment friendly practices which sensitize the students and staff to be environment conscious citizens are conducting green audit, dry-wet garbage segregation, solar power generation, water harvesting and energy conservation through energy efficient equipment and electrical fittings. Conscious measures like sending notices through emails and social groups, reusing used papers, not printing unless it is needed are taken by both, staff and students to reduce the use of paper in the institution.

Students undergo internships in some degree programs which drives the development of professional ethics by exposing them to a structured and formal work environment. While the students get an opportunity to apply the professional skills. These internships are helpful in making the students upright and ethical professionals of the future.

Sensitization of students and employees of the Institution to the constitutional obligations is carried out by organizing programs on the days of National Importance and birth / death anniversaries of eminent social reformers. The Department of Languages regularly organizes various events celebrating the rich cultural diversity of our nation. The NSS and NCC Units of the college independently and collaboratively organize various events themed around the fostering of constitutional values and obligations such as activities undertaken under the Swachh Bharat Abhiyan, Azadi ka Amritmahotsav, Disaster Management Camps, Leadership Camps. Annual NSS Special Camp in the adopted villages includes teaching the villagers rights and responsibilities by the students which in turn helps them to understand the same. It reinforces a sense of national pride along with a responsibility to maintain the legacy and carry it forward.

On National Voters Day, the staff and students take an oath to uphold the democratic traditions of our country, the dignity of free, fair, peaceful elections and to vote fearlessly without being influenced by considerations of religion, race, caste or community.

The DSR projects like 'Enhancing Leadership skills, Life Skills and Emotional Intelligence of Pre-adolescent Girls', 'Teaching the Municipal school children' and 'Cleanliness in the neighbourhood' and the ISR Project 'Inter-Generational Interaction' are small steps towards attaining our vision of building a healthy society.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual

Response:

Best Practice- I

1. Title of the Practice: Enhancing Sustainable Green Initiatives

2. Objectives:

- To reduce energy consumption and carbon footprints in the campus
- To educate and create awareness about environmental issues among stakeholders
- To internalize and reinforce appropriate eco-friendly behaviors
- To integrate environmental concerns into policies, plans and programs for outreach activities

3 The Context:

As an environmentally conscious and responsible institution, we are aligned with adopting such green practices on our campus, make them sustainable with the help of our students as our contribution towards saving the environment and ensuring reduction in the adversity that future generations may face.

4. The Practice

Green, Environment and Energy Audit were carried out by professionals. These audit reports highlighted our strengths and outlined areas of improvement. The following steps were implemented:

- A solar power system has been installed on the college roof-top which has the capacity to generate 3430 kWh/month which can meet part of the campus's energy requirements through renewable energy sources
- All the lights used on the campus are replaced with LEDs
- All electrical appliances installed in the campus are energy-efficient star-rated devices and advised temperature is ensured by the staff and students.
- Awareness program regarding the adoption of green practices in collaboration with TATA Power Ltd.
- Existing rain-water harvesting system was renovated to make it more efficient.
- Effective reuse and recycling of paper and e-waste generated
- Potted plants have been placed all over the college
- The NSS Unit encourages tree plantation programs in the adopted villages with GOs and NGOs.
- Signage boards on the campus to prevent wastage of water and electricity.

5. Evidence of Success:

In compliance to the recommendations of the Green / Energy / Environment audit reports, the green initiatives undertaken by the institution were expedited. Following positive outcomes exemplify the success of the targets achieved--

- An installation of solar panel system and replacement of LED lights, star-rated air conditioners and optimal utilization of electric gadgets have led to a substantial reduction in the monthly electricity

bills.

- Our dependence on municipal water supply is reduced
- Reduced use of paper and ink
- Reduced waste generation and have a well-established waste management system in collaboration with Stree Mukti Sanghatana.
- Staff and students exhibit a greater level of awareness and participation in the institutional green initiatives.

6. Problems Encountered and Resources Required:

Our college building is in the midst of a crowded neighborhood which poses numerous challenges to modify the existing infrastructural facilities However,

- Installing the roof-top solar power generation unit was challenging as the load-bearing capacity of the roof-top was inadequate. After an approval of the structural audit report, the institution explored various alternatives for energy conservation. Accordingly, installation of the light-weight solar power generating system was executed.
- Though green initiatives are viable in the long-run, creating these systems is a resource-intensive process.
- Creating and sustaining the interest of various stakeholders is challenging.

Best Practice – II

1. Title of the Practice: Super Thirty Empowerment Program (STEP)

2. Objectives:

The focus of this program is to empower selected advanced learners to redefine themselves and use their talents, passion and interest to influence their inclination and transform their lives.

Objectives:

- To improve students' academic performance
- To enhance communication skills and leadership skills in students
- To develop self-awareness
- To enhance self-esteem and the overall change in personality

3. The Context

The teacher's Quality Circle embarked on taking up a project to enhance results of our college students. The reasons for poor performance of students were student related/ teacher related and familial/ social related which could lead to low achievement motivation and low optimal utilization of inherent skills. Based on this likely solutions to achieve our aims were shortlisted. The action plan was prepared to "move ahead".

4. The Practice

Super Thirty Empowerment Program (STEP) evolved as an outcome of the quality circle project, which aimed at the following benefits:

- To increase the number of students with distinction in the University examination
- To enhance motivational levels and goal setting skills in students
- To increase participation in curricular and co-curricular activities
- To grow a community of focused learners

STEP was implemented for First Year students. Thirty students across faculties were selected based on their performance in HSC board examination. The students were convinced to participate in the program. A corporate trainer was appointed for coaching to increase students' motivational level and goal setting skills. The students were trained through the sessions on boosting their confidence, improving communication skills, critical thinking and problem solving skills. Methodologies like role plays, one-minute test, group discussions etc. were used during training sessions. Follow ups were taken by the student team leaders. STEP started in January 2020 and the duration was 30 hours. The first six sessions were conducted in college till March 2020 whereas, the remaining sessions were conducted online due to the Pandemic. A pre and post test was conducted using standardized psychometric tools to study the difference in communication skills score, motivational levels and goal setting skills in students.

5. Evidence of Success

The results show a significant difference in communication skills, motivational levels and goal setting skills of students after intervention. The impact of this practice is tremendous and has improved academic performance of students. **One of the SUPER THIRTY received the First Rank in the University Examination (2021-2022).** Improved academic performance, increased participation in co and extra curricular activities and accolades won by students were the tangible results. The intangible results were high motivation and proper channelization of students' energy

6. Problems Encountered and Resources Required

- Sessions were conducted on Saturdays and hence few students were reluctant to attend.
- Due to lockdown, face to face sessions could not be conducted and some students faced network issues during the online sessions.

Corporate trainer was specially appointed to groom students in a professional manner.

7. The college Quality Circle presented the project at **Best Educational Quality Enhancement Team (BEQET) competition** organized by National Centre for Quality Management (NCQM), Mumbai in the year 2021-2022 and **won the third prize.**

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Our college was set up more than sixty years ago by visionaries to bring girls education to the forefront. Our vision has progressed from “educating girl child” to “self-actualization” and now “empowerment of girls”. We continue our efforts towards providing a wide range of options for quality education and better facilities to stakeholders. The thrust of our efforts is to provide inclusive education by bringing girls from underprivileged strata of the society into the mainstream of higher education focusing on all round development. Many of them are first generation learners and familial/financial constraints prevent them from completing their studies.

In congruence with mission statement and objectives, the institution has fostered, scrupulously and consistently maintained, and expanded its practice of providing education that empowers women to become self-reliant and responsible citizens who would contribute to build a healthy society. Therefore we envisage to be “Recognised as a centre of excellence for women’s education”. Thus we have moved forward by accepting the challenges and achieving encouraging outcomes. Our institution’s performance is evident in the following parameters.

Good enrollment:

Vibrant, secure and democratic atmosphere that bonds the stakeholders and qualified, dedicated staff members are our strengths. Good infrastructure like well-equipped laboratories, library and smart studio classrooms and financial assistance provided by the proactive management have attracted students to our college year after year. With three “A” grades and the tag of “Best performing Institute of Higher Education” we are able to attract good enrolment. The image of the college has been enhanced through digital marketing and word of mouth. Based on demand a number of new program / additional divisions have been started.

Good results

The college has consistent good university results and placement records. The results in almost all the faculties are above 90% with few university ranks every year. The students’ performance shows a marked improvement from the entry point to exit point. The academic performance of the students who are academically weak at entry level is improved by providing necessary support by way of extra / remedial coaching, peer learning and mentoring. The teachers logically analyze the problem area and use workable solutions. The same way academically strong students are identified and motivated to achieve more. Our quality circle has identified the root causes and recommended the action plan which has translated into improvement in quality of results. One such initiative was selecting thirty promising students in the first year and training them under corporate trainers. The training included communication skills, soft skills and leadership skills. The pre and post study has shown significant improvement in their examination performance and participation in activities.

Progression and Placement

With good results students are motivated to pursue higher studies. Add-on and job-oriented courses prepare the students to face the world and improve their employability skills. The college arranges employability skills training and placement drives in collaboration with corporates which has resulted in incremental improvements in placements. Support services and welfare schemes not only help students to complete their education but also to train them in required skills so as to enable them to get a suitable job at good positions in well-known organizations thereby breaking the glass ceiling.

Students Research Activities

To boost scientific temper in students, the college organizes various student led research competitions annually (for example Urjita, Trishool, Jigyasa) to enhance learning through problem solving. The students are supported to participate in National and International competitions (International Economic Convention) where they win awards every year. To appreciate students efforts our research journal – Research Imprints, was published as a special student edition in the 2021-2022.

Participation in extra / co-curricular activities

Apart from studies, the college ensures that the students get ample opportunities to participate in intercollegiate / intra-collegiate co-curricular and extracurricular activities. There is visible enthusiastic participation of students in literary, performing arts and fine arts competitions at college and university levels. Students win various awards for the same. In cultural and sports areas, the students are coached for the intercollegiate competitions and ultimately they get selected in university team. To commemorate the diamond jubilee of the college, an ambitious project of cylothon was embarked upon. The 21 students who participated in that came back stronger and confident. It is a matter of pride that one of our students was selected in university team for international folk dance competition. Our student has published a book and has achieved world record for Mandala Art Drawings in India Book of Records, Kalam's World Record and Asia Book of Record. Students from various faculties are actively involved in creating and running handles on various social media platforms like YouTube, Instagram and Facebook. With Departmental clubs like Infomaniac, Psynergy, Samachar Pe Vichar, Cinepedia, etc. students develop a keen interest in the subject and learn to think out of the box.

Community Work

Our students are enthusiastic about Community work and thereby contributing towards the betterment of community at large. Student work in adopted villages through NSS, NCC and Unnat Bharat Abhiyan. Many students voluntarily take part in DSR activities which enrich their personality and perception towards life which has extended to their family and neighbourhood. They are able to practice gender equality and responsible citizenship roles effectively.

As envisaged in our vision, we aim for all round development of students. Efforts are consolidated to bring the best in our students in all walks of life. Through our efforts like financial help, psychological counselling, health facilities and mini lunch the students turn out to be happy, confident and assertive individuals. It reflects in the change in attitude of our students. The learning and the experiences in their college life transforms them cognitively and emotionally into better beings to scale greater heights. The students' accomplishments and accolades proves the institution is taking efforts to guide them in the right directions.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college offers three majors in Arts program, three specializations in Bachelor of Commerce program and three specializations in Bachelor of Home Science program. The other programs offered are Bachelor of Computer Applications, Bachelor of Arts with Mass Media, Bachelor of Management Studies and Bachelor of Commerce with Accountancy and Finance, Postgraduate programs in Psychology with two specializations, Hindi, Commerce and Human Development (Early Child Education). Though ours is a linguistic minority institute, we take pride in giving admission to all beyond their age, caste, creed or religious backgrounds. We strive to provide quality- inclusive education that gives them the opportunity to be a part of the main stream education.

Various programs on National and International commemorative days, events and festivals to instill values of nationalism, social responsibility, respect for diversity and inclusiveness in the students are organized. Grievance Redressal Cell, Prevention of Sexual Harassment Cell, Counseling and Career Guidance Cell, Placement Cell and Medical facility on-call are some of our student support services available on the campus. Financial assistance is provided to students for hospitalization and treatment in case of major illness. A Professional Counselor is available on the premises thrice a week for individual counseling. Management has created a research fund, medical aid fund and various other services to make the students feel confident and comfortable.

IQAC and CDC democratically formulate policies with action plans, maintaining sufficient room for flexibility, to pursue standards of excellence in all the areas of teaching, learning, research, services offered and administration. Academic Audit also helps us to evaluate the quality of teaching-learning, review the teaching methodology and pedagogical tools employed.

The congenial, democratic work environment motivates the staff to discharge their duties to the best of their abilities. The institute has a nurturing environment which has enabled staff members to achieve their full potential. As a recognition of their contribution to the functioning and development of the institution, staff are appreciated by Best Teacher and Best Non-Teaching Awards annually and are also felicitated after the completion of 25 years of service in the institution.

Concluding Remarks :

Our institution believes in continuous improvement by working on our weaknesses and making them stepping stones for future success. We are proud of our strength in facing challenges and achieving encouraging outcomes. The firm support provided by our proactive, progressive and visionary management has helped us to become an institution that fosters academic, professional, emotional and social development of our students. The ultimate objective is to nurture empowered and responsible citizens who will contribute to nation building.

Our future plans outline the continuance of our efforts towards providing a wide range of options for inclusive quality education, better facilities to stakeholders and community development.

They include offering courses online which are suited to the changing times, using more ICT assisted teaching-learning methods to make it more effective, improving placement initiatives and encouraging the

Entrepreneurial mindset. All these efforts are oriented in making our students self-reliant and empowered.

Our thrust is to provide inclusive education to girls from underprivileged strata, helping them in their all-round development. The success of our college is visible through increased enrolments, good results, placements etc. Our journey of helping students to realize their dreams was not an easy one but a meaningful one.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Add on /Certificate/Value added programs offered during the last five years</p> <p>Answer before DVV Verification : Answer After DVV Verification :37 Remark : Input edited as per supporting documents</p>																				
2.4.1	<p>Percentage of full-time teachers against sanctioned posts during the last five years</p> <p>2.4.1.1. Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>66</td> <td>64</td> <td>60</td> <td>59</td> <td>58</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>53</td> <td>49</td> <td>53</td> <td>51</td> <td>56</td> </tr> </tbody> </table> <p>Remark : Input edited as per supporting documents</p>	2021-22	2020-21	2019-20	2018-19	2017-18	66	64	60	59	58	2021-22	2020-21	2019-20	2018-19	2017-18	53	49	53	51	56
2021-22	2020-21	2019-20	2018-19	2017-18																	
66	64	60	59	58																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
53	49	53	51	56																	
3.1.1	<p>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>15000</td> <td>0</td> <td>250000</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>0.15000</td> <td>0</td> <td>2.50000</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	15000	0	250000	0	0	2021-22	2020-21	2019-20	2018-19	2017-18	0.15000	0	2.50000	0	0
2021-22	2020-21	2019-20	2018-19	2017-18																	
15000	0	250000	0	0																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
0.15000	0	2.50000	0	0																	
3.3.1	<p>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</p> <p>3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</p>																				

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18	12	7	17	12

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
06	06	06	12	12

Remark : Input edited as per supporting documents

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
3	8	2	0	2

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
00	06	01	01	01

Remark : Input edited as per supporting documents

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

4.3.2.1. Number of computers available for students usage during the latest completed academic year:

Answer before DVV Verification : 196

Answer after DVV Verification: 52

Remark : Input edited as per stock register

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : Input edited as per supporting documents

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : Input edited as per supporting documents

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
109	158	241	246	129

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
109	158	241	246	129

5.2.1.2. Number of outgoing students year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
752	782	764	724	767

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
479	729	725	661	697

Remark : Input edited as per the metric 2.6.2.1.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of students year wise during the last five years Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
2535	2360	2511	2596	2627

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
2505	2372	2501	2552	2633

2.1 **Number of teaching staff / full time teachers during the last five years (Without repeat count):**
Answer before DVV Verification : 60
Answer after DVV Verification : 79